



CITY COUNCIL MEETING AGENDA

June 23, 2025

The meeting will start at 6:30 p.m.

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. **Mayor's Comments**
5. **City Manager Comments**
6. **Agenda Changes (Additions/Deletions)**
7. **Guest Speakers:**
 - A. Shannon Stratton – Ox-Bow School of Art
8. **Public Comment on Agenda Items Only (Limit 3 minutes)**
9. **Consent Agenda: (Roll Call) Pg.3**
 - A. Approval of Workshop Meeting Minutes for June 18, 2025.
 - B. Approval of Closed Session Minutes for June 18, 2025.
 - C. Special Event – Water Invitational Art Fairs.
 - D. Special Event – Chili-Cook Off.
 - E. Right of Way Sign – Banner for The Chamber Music Festival of Saugatuck.
 - F. Renewal of the City's Property and Liability Insurance Policy with the Michigan Municipal League Liability and Property Pool for Fiscal Year 2025-2026.
 - G. Revocable License Agreement for Restaurant Seating in the Public Right of Way – AMS II (Pumpnickels).
 - H. Revocable License Agreement Regarding Sign in the Right of Way – Lucias Imports LLC.
 - I. Revocable License Agreement Regarding Sign in the Right of Way – Noble Twist LLC.
 - J. Change Order #1 – 2025-2027 Pavement Markings.
 - K. Reappointments to Boards and Commissions:
 - Auston Marineau to Planning Commission - term ending 7/1/28.
 - Chris Raphael to Zoning Board of Appeals - term ending 7/1/28.
 - Richard Crawford to the Zoning Board of Appeals - term ending 7/1/28.

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:

rcummins@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.

10. Staff Reports, Boards, Commissions & Committees: Pg.83

A. Staff Reports:

1. City Manager
2. Treasurer
3. Clerk
4. Planning and Zoning
5. Department of Public Works – on PTO, no report.
6. Police
7. Engineer – on PTO, no report.

B. Boards, Commissions & Committees:

1. Fire District Administration Board
2. Interurban Board
3. Kalamazoo Lake Sewer & Water Authority
4. Kalamazoo Lake Harbor Authority
5. Zoning Board of Appeals
6. Historic District Commission
7. Planning Commission
8. Parks & Public Works Committee
9. Tri-Community Non-Motorized Trail Study Committee
10. Water System Operations Contract Advisory Committee
11. Wildlife Management Committee

11. Approval of Accounts Payable: (Roll Call) Pg.126

- A.** Accounts Payable in the amount of \$160,075.26.

12. Public Hearings

13. Unfinished Business

14. New Business

- A.** Resolution 250623-A - Budget Amendments for Fiscal Year 2024-2025. *(Roll Call) Pg.128*
- B.** Resolution 250623-B- Electing to Comply with Provisions of Public Act 152 of 2011 by Exercising the City's Right to Exempt Itself from the Requirements of the Act for the Current Year. *(Roll Call) Pg.143*
- C.** Employee Health Insurance Benefits. *(Roll Call) Pg.148*
- D.** Kalamazoo River Greenway Request for Funding and Advisory Board Appointment. *(Roll Call) Pg.163*

15. Closed Session:

Motion by _____, supported by _____, to move into a closed session pursuant to MCL 15.268 (h), to discuss a confidential written legal opinion regarding compensation and benefits.

16. Public Comments

17. Correspondence

18. Council Comments

19. Adjourn (Voice Vote)



CITY COUNCIL WORKSHOP MEETING MINUTES- *proposed* **June 18, 2025**

The City Council met for a Workshop Meeting at 4:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Anderson at 4:00 p.m.

Attendance:

Present: Mayor Anderson and Councilmembers Clark, Dean, Gardner, Muncey and Peterson.

Absent: Mayor Pro-Tem Stanton.

Motion by Peterson, second by Muncey to excuse Mayor Pro-Tem Stanton. Via roll call vote, motion carried 6-0.

Others Present: City Manager Cummins, Attorney Brennen, Clerk Wolters.

Agenda Changes: None.

Public Comment on Agenda Items Only: None.

Approval of Minutes:

Regular City council Meeting Minutes – June 9, 2025:

Closed Session City Council Meeting Minutes – June 9, 2025.

Motion by Clark, second by Dean to approve both meeting minutes from June 9, 2025. Via voice vote, motion carried 6-0.

Discussion Items:

Kalamazoo River Greenway Presentation and Funding Request:

Dave Nyitray from ODC presented the Kalamazoo River Greenway project, seeking partnership from the city to support a collaborative conservation and education initiative.

1. The project aims to create a greenway from the mouth of the Kalamazoo River through Allegan County.
2. Saugatuck was one of the first municipalities to sign on to the plan in 2019 via Resolution 190610-A.
3. The project involves working with stakeholders on:
 - Watershed conservation
 - Trail development

- Potential dam changes
 - Environmental stewardship
4. They're requesting funding from five local communities to:
 - Create a base of support
 - Leverage partnerships
 - Pursue larger collaborative projects
 5. Benefits for Saugatuck would include:
 - Potential grant writing support
 - Consultation on local conservation projects
 - Possible preservation opportunities (like the mill property)
 - Coordination with schools and local organizations

The ODC is seeking an annual investment and would provide staff support to help identify and prioritize local projects aligned with the city's goals.

The City Council discussed focused on funding, potential benefits, governance and coordination, community impact.

Liability and Property Insurance Renewal:

Treasurer Nicole Bredeweg presented the city's liability and property insurance renewal with Michigan Municipal League (MML).

1. Insurance Details:
 - 3% increase in property values
 - Cyber liability deductible increased from \$2,500 to \$5,000
 - Slight overall cost increase
5. Dividend Considerations:
 - Fewer claims and mild weather can positively impact dividends

The City Council was supportive of renewing the current plan and appreciated the detailed presentation.

Employee Health Insurance Benefits:

City Manager Cummins presented the employee health insurance benefits with the following key points:

1. Current Situation:
 - Employees currently pay nothing towards health insurance premiums
 - Facing a 14.94% premium increase (\$20,658 annually)
2. Recommended Plan: Priority Health HMO West Michigan Partners
 - Increases individual deductible from \$500 to \$1,000
 - Increases family deductible from \$1,000 to \$2,000
 - Lowers out-of-pocket maximum
 - Reduces primary care co-pay
 - Would only increase city costs by 3.26% (\$4,500 annually)
3. Potential Options:
 - Offer two plan options: West Michigan Partners and a classic HMO
 - Potentially introduce an HSA (Health Savings Account) plan in the future
4. Benefits Considerations:
 - Maintain competitive benefits for recruitment and retention
 - Provide flexibility in plan selection
 - Minimize financial impact on current employees

5. Next Steps:

- Educate employees about plan changes
- Potentially bring in Priority Health for detailed explanation
- Consider offering multiple plan options

The recommendation is to switch to the West Michigan Partners plan to reduce costs while maintaining comprehensive employee coverage. The Council reviewed and discussed all insurance options presented.

Budget Amendments for Fiscal Year 2024-2025:

Treasurer Nicole Bredeweg presented the budget amendments for fiscal year 2024-2025 with these key points:

1. Budget Amendment Highlights:

- Necessary to complete before June 30
- Some projects and positions moved to next year

2. Financial Changes:

- Originally budgeted to use \$465,000 from general fund balance
- Now projecting an increase in fund balance

3. Specific Adjustments:

- DPW shifts impacted salary and wage lines
- Project coordinator position not yet hired
- New truck purchase delayed
- Increased KLSW (Kalamazoo Lake Sewer and Water) fees

4. Motor Pool Fund:

- Increased revenue from internal equipment rental
- Ensures funds available for future equipment replacement

5. Overall Outlook:

- Positive financial projection
- Careful management of budget allocations
- Flexibility in handling unexpected changes

The presentation showed a generally stable financial position with potential for increased fund balance. The Council appreciated the detailed presentation.

4th Quarter Investment Status Report:

Nikki presented the 4th quarter investment status report briefly, highlighting:

1. T-bill Rollover:

- T-bill rolled over this month
- Slight changes in investment portfolio

2. Motor Pool CD:

- Motor pool certificate of deposit (CD) also rolled over

3. Upcoming Rollovers:

- Multiple investments set to roll over at the end of the month
- Continuing to monitor and maintain investment diversity

4. Current Investment Environment:

- City Manager Cummins noted strong interest rates remain stable

The report was concise, focusing on maintaining the city's investment strategy and keeping investments diversified. The Council enjoyed the report.

Ordinance No. 250623-A: Amendment to City Code:

City Manager presented an ordinance amendment related to firearms and archery equipment, with key points:

1. Purpose:

- Update city code to align with state laws
- Remove outdated regulations on archery equipment
- Address recommendations from Tri-Community Wildlife Committee

3. Key Discussions:

- Concerns about public safety in urban areas
- Deer population management
- Balancing state law compliance with local safety needs
- Aim to change deer behavior in urban areas
- Potential alternative to costly professional culling

The Council discussed and had questions for City legal counsel.

Closed Session:

Motion by Gardner, second by Muncey to move into a closed session pursuant to MCL 15.268(e) and (h) to discuss a confidential written legal opinion regarding the ongoing lawsuits filed against the City by Dune Ridge, captioned Dune Ridge v. City of Saugatuck (Case No. 22-65713-CK) and Dune Ridge v City of Saugatuck (Case No. 21-64709-CZ) regarding trial or settlement strategy, which if discussed in an open meeting would have a detrimental financial effect. Via roll call vote, motion carried 6-0.

The council entered the closed session at 6:02 p.m.

Motion by Peterson, second by Muncey to return to open session. Via roll call vote, motion carried 6-0.

The council entered the open session at 6:43 p.m.

Public Comments: None.

Correspondence: None.

Council Comments:

- Councilmember Joe Clark will reserve comments for the Monday night regular meeting.
- Councilmember Muncey noted Music in the Park is cancelled for the night and April Gundy is still looking for volunteer for the Fourth of July Parade.
- Councilmember Dean did not have comment.

- Councilmember Garnder expressed concern that the city doesn't have a parking problem, but rather a walking and public information problem. He highlighted the street light shield that has been installed on lower Spear Street. He encourages all to see it as there has been positive feedback.
- Councilmember Peterson congratulated Mayor Pro-Tem Stanton.
- Mayor Anderson is excited about the picnic next week. Thanked all council members who signed up and she will email out assignments.

Adjournment:

Motion by Peterson, second by Muncey to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned the meeting at 6:46 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: June 23, 2025

SUBJECT: Special Event-Waterfront Invitational Fine Art & Craft Fair

DESCRIPTION:

The Saugatuck Douglas Art Club is proposing the Waterfront Invitational Fine Art & Craft Fair to be held on July 5, 2025, and July 26, 2025. See attached application and breakdown of event below. City Staff, Fire, Police, and event organizer had a safety meeting.

BREAKDOWN OF EVENT:

Name: Waterfront Invitational Fine Art & Craft Fair

Dates: 7/5/25 & 7/26/25

Time: 10am – 5pm (set up 7am-10am & clean up 5pm-7pm)

Location: Village Square Park

Booths: 60- 65

Attendees: 5,000

Volunteers: 20

Vendor Parking: Christian Reformed Church via Interurban 7am-10:30am and 5pm-7pm

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny the Waterfront Invitational Fine Art & Craft Fairs to be held on 7/5/25 & 7/26/25.



102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453

Phone: 269-857-2603 • Website: www.saugatuckcity.com

CITY OF SAUGATUCK

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 60 days prior to event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Saugatuck Douglas Art Club TELEPHONE: _____
MAILING ADDRESS: P.O. Box 176 Saugatuck, MI 49453
CONTACT NAME: Anne Hayes TELEPHONE: _____
E-MAIL ADDRESS: sdartclub@gmail.com CELL PHONE: 314-753-2203

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Michael Goers TELEPHONE: _____
E-MAIL ADDRESS: Michasmile@yahoo.com CELL PHONE: 269-251-0267
sdartfairs@gmail.com - primary

EVENT INFORMATION

NAME OF EVENT: Water front Invitational Fine Art Fair DATE(S) OF EVENT: 7/5/25
PURPOSE OF EVENT: art fair fundraiser for club RAIN DATE: none

☒ Non-Profit ☐ For-Profit ☐ City Operated/Sponsored ☐ Co-Sponsored
☐ Marathon/Race ☒ Festival/Fair ☐ Video/Film Production ☐ Other _____

EVENT LOCATION: Village Square Park EVENT HOURS: 10-5

ESTIMATED NUMBER OF ATTENDEES: 5000

ESTIMATED NUMBER OF VOLUNTEERS: 20

ESTIMATE DATE / TIME FOR SET-UP: 7/5/25 7-10 ☒ A.M. ☐ P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 7/5/25 5-7 ☐ 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: 8 (Maximum size is 2' x 2'. 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 be 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** approx. 60 ☐ **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? Christian Reformed Church on Allegan street

Will the Interurban be utilized? ☒ Yes ☐ No Time(s) 7-10³⁰am + 5-7pm

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 4

☒ BARRICADES – QUANTITY 2

☐ TRAFFIC CONES – QUANTITY _____

☐ PARKING SIGNS – QUANTITY _____

☐ FENCING

☐ WATER

☐ ELECTRIC

☒ RESTROOM CLEANING

☒ OTHER tennis net down by 4pm 7/4/25 until 7/5/25 8pm and sprinklers in the booth locations on map during same period. No parking signs maplewood → Santa Fe on Butler and Butler → Christian Science on main put out night of 7/4/25

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: 7/5/25 7-10 am ☐ A.M. ☐ P.M. – Barricades +
5-7 pm ☐ A.M. ☐ P.M. No parking signs
Street re-open date/time: 7/5/25 10 am 5 pm ☐ A.M. ☐ P.M. will be taken down
during fair

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: _____

Vendor parking

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: _____

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, suit, 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.

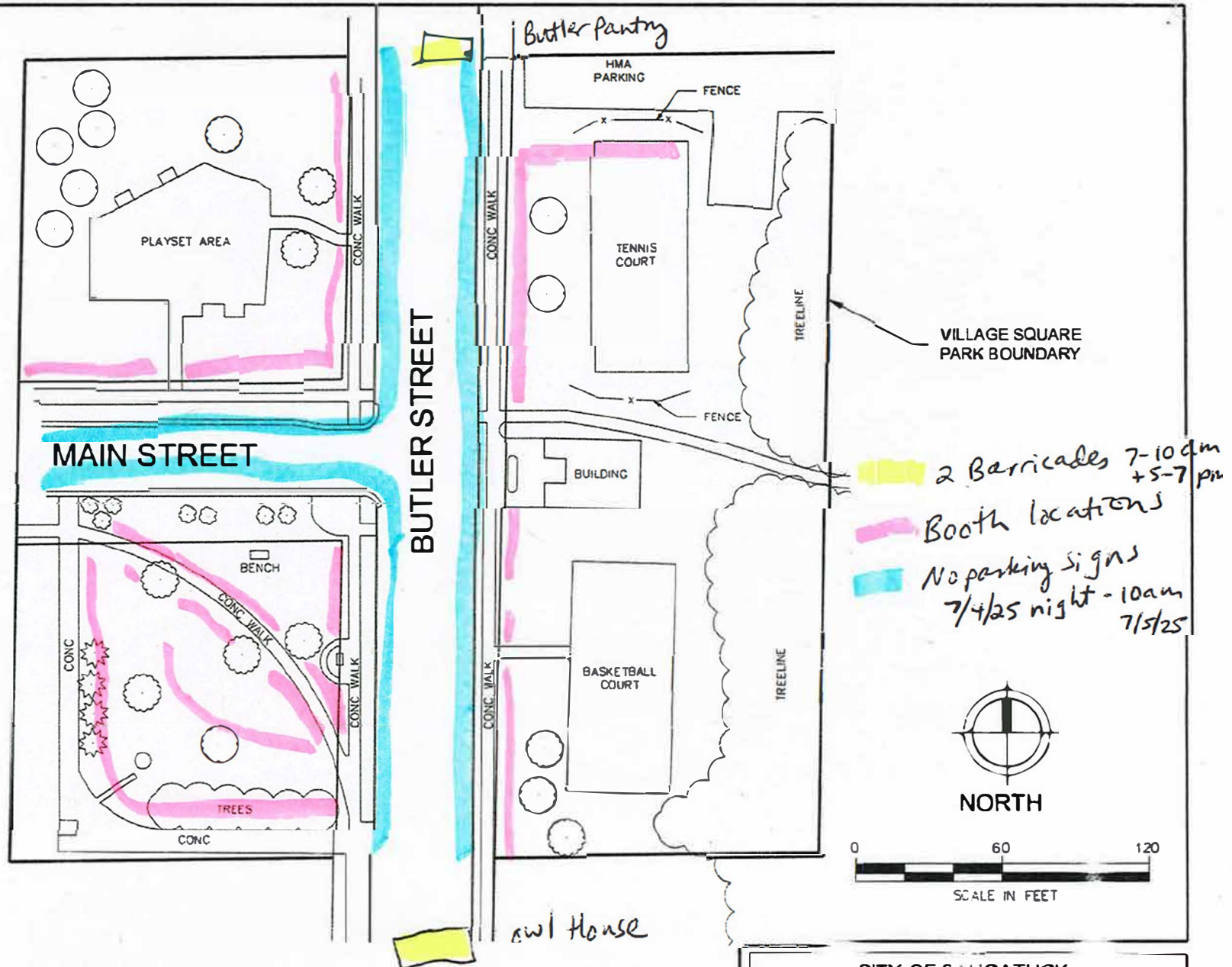
As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and correct to the best of my knowledge.

Applicant Signature

Ann Lowe

Date

1/7/25



APPLIC TO SKETCH LOCATION OF PROPOSED
TEMPO / STRUCTURES, TENT STAGES,
EQUIP TRAILER PORTA POTS, ETC

FILE VANDENBRINK ENGINEERING, INC.

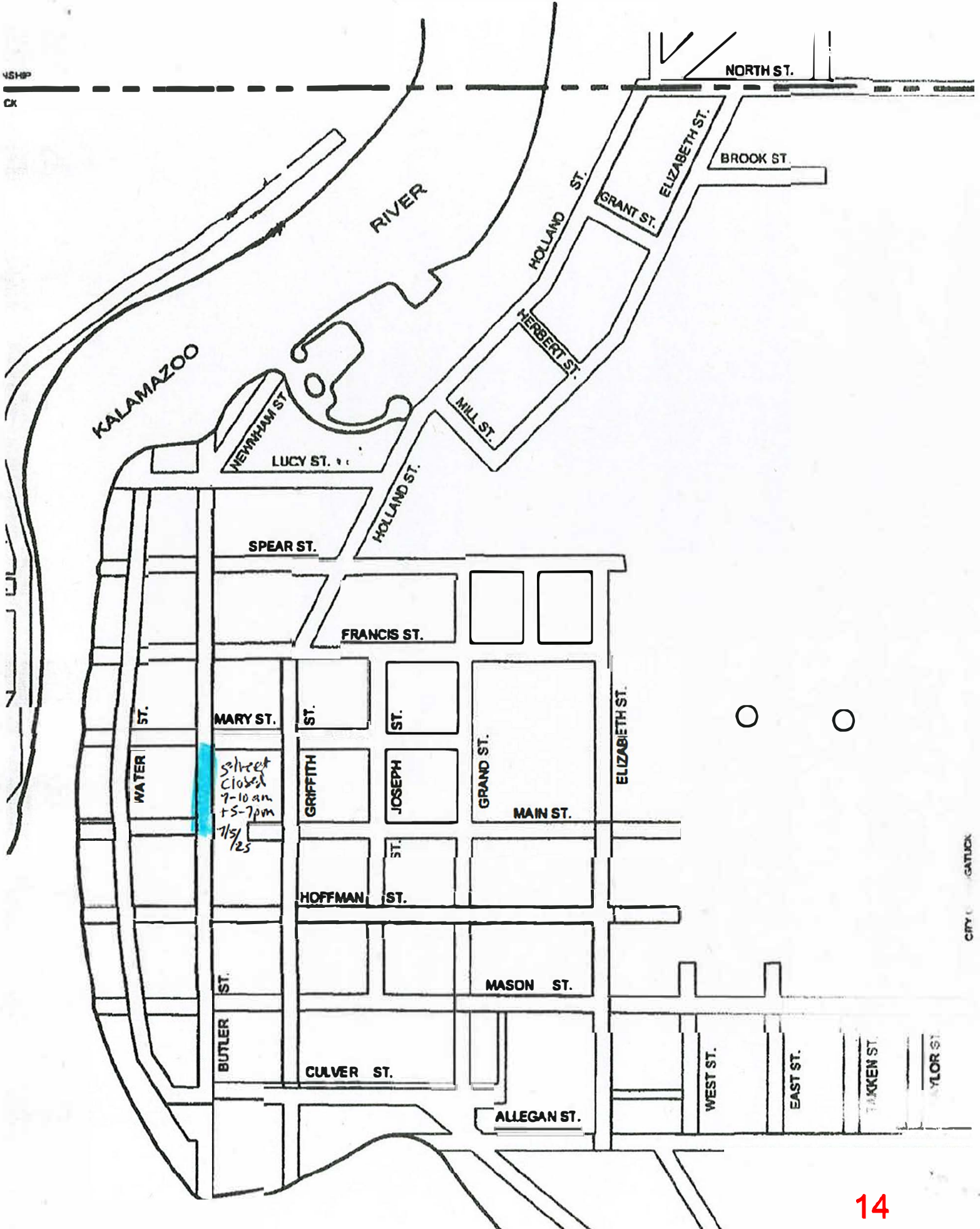
CITY OF SAUGATUCK
ALLEGAN COUNTY MICHIGAN

VILLAGE SQUARE PARK
K USE FE APPLICAT

2011

3187

Downtown Street / Sidewalk Closure



CITY OF KALAMAZOO

RECEIVED

JAN 10 2025



Council Action

Approved

Denied

Date

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

CITY OF SAUGATUCK

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 60 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: The Saugatuck Douglas Art Club TELEPHONE: _____
MAILING ADDRESS: P.O. Box 176 Saugatuck MI 49453
CONTACT NAME: Anne Hayes (president) TELEPHONE: _____
E-MAIL ADDRESS: sdartclub@gmail.com CELL PHONE: 314-753-2203

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Aron Lowe TELEPHONE: _____
E-MAIL ADDRESS: aronlowe@hotmail.com CELL PHONE: 616 255 2043
sdartfairs@gmail.com - primary

EVENT INFORMATION

NAME OF EVENT: The Village Square Arts + Crafts fair DATE(S) OF EVENT: 7/26/25
PURPOSE OF EVENT: Art fair fundraiser for Art Club RAIN DATE: none

☒ Non-Profit ☐ For-Profit ☐ City Operated/Sponsored ☐ Co-Sponsored
☐ Marathon/Race ☒ Festival/Fair ☐ Video/Film Production ☐ Other _____

EVENT LOCATION: Village Square Park EVENT HOURS: 10-5

ESTIMATED NUMBER OF ATTENDEES: 5000

ESTIMATED NUMBER OF VOLUNTEERS: 20

ESTIMATE DATE / TIME FOR SET-UP: 7/26/25 7-10 ☒ A.M. ☐ P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 7/26/25 5-7 ☐ 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 A PART OF EVENT: ☐ Yes

☒ No

☐ Provide Copy of Liability Insurance (listing the City as additionally insured)

☐ Provide Copy of Fireworks Permit

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☐ **SIGNAGE AT EVENT SITE** - Location(s): _____

Description of signs: _____

(Signs at event site cannot be displayed prior to day of the event and must be 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** approx. 90

☐ **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? Christian Reformed Church, Allegan Street

Will the Interurban be utilized? ☒ Yes ☐ No

Time(s) 7-10:30 am + 5-7pm

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 5

☒ BARRICADES – QUANTITY 2

☐ TRAFFIC CONES – QUANTITY _____

☐ PARKING SIGNS – QUANTITY _____

☐ FENCING

☐ WATER

☐ ELECTRIC

☒ RESTROOM CLEANING *and unlocked by 7am 7/26/25*

☒ OTHER sprinklers turned off from 4pm 7/25-8pm 7/26 + tennis net taken

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: 7/26/25

7-10am

5-7pm

☐ A.M. ☐ P.M.

Street re-open date/time: 7/26/25

10-5pm

☐ A.M. ☐ P.M.

** Barricades + no parking signs will be taken down during fair (10-5)h*

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: _____

vendor parking

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: _____

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.

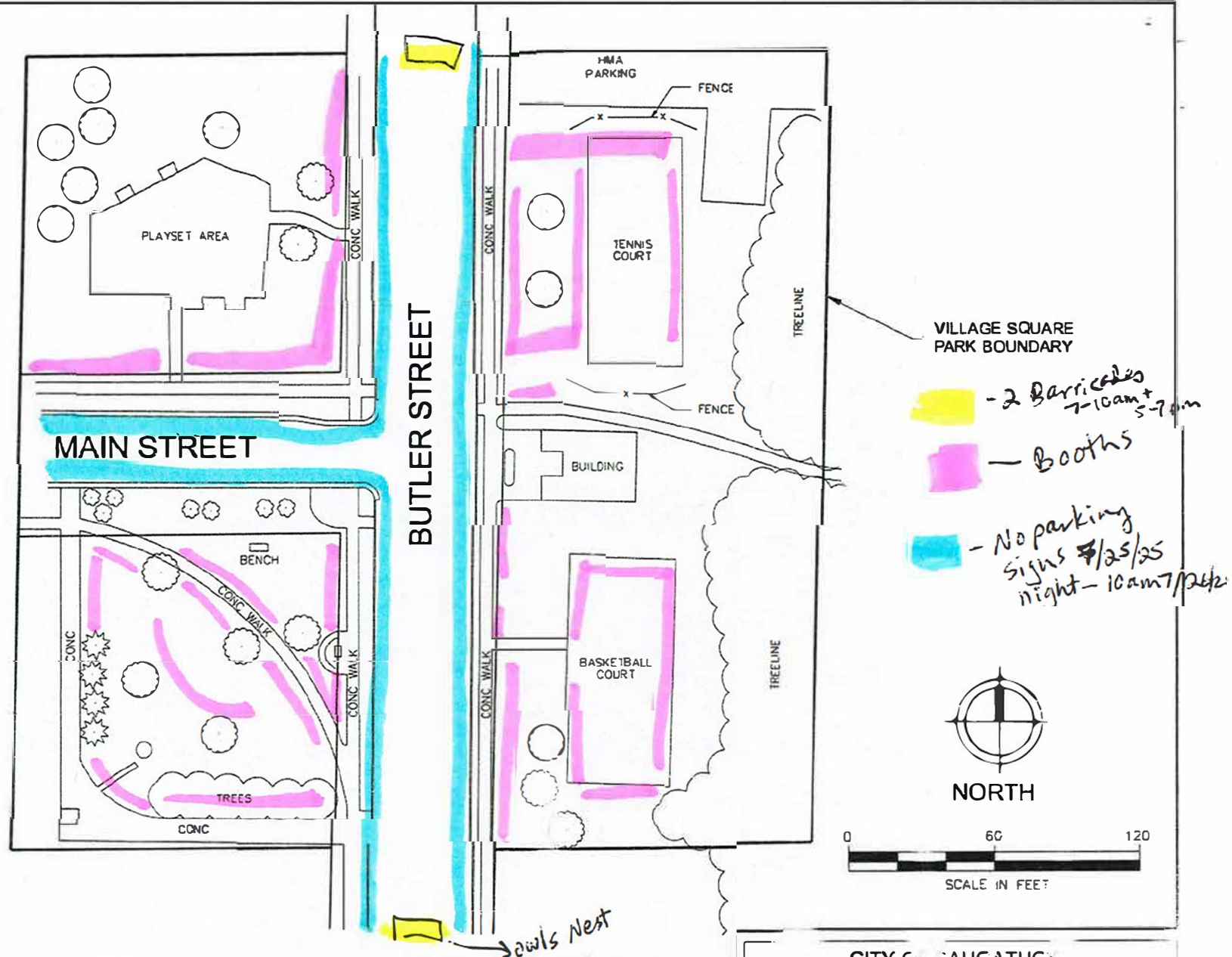
Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

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 the City 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.

Ann Lowe
Applicant Signature

1/7/25
Date

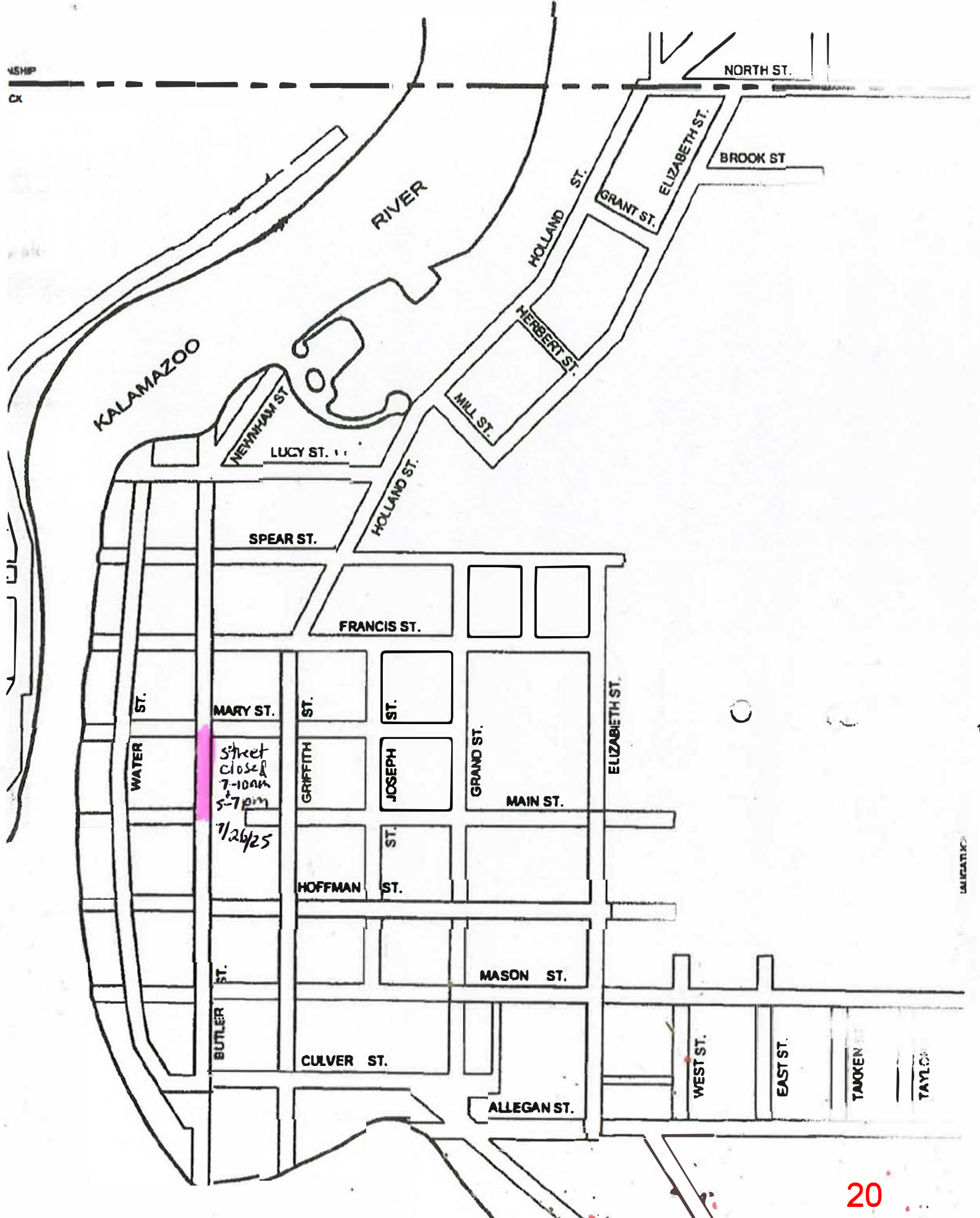


APPLICANT TO SHOW LOCATION OF PROPOSED
TEMPORARY STRUCTURES, TENTS, STAGES,
EQUIPMENT, TRAILERS, PORTA-POTTIES.

FLUKE & VAN DER BRINK ENGINEERING, INC.

CITY OF SAUGATUCK	COUNTY OF MICHIGAN
VILLAGE SQUARE PARK	PERMIT APPLICATION

Downtown Street / Sidewalk Closures





City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: June 23, 2025

SUBJECT: Special Event-Chili Cook-Off

DESCRIPTION:

The Cow Hill Yacht Club of Southwest Michigan is proposing the Chili Cook-Off to be held on October 12, 2025. See attached application and breakdown of event below. City Staff, Fire, Police, and event organizer had a safety meeting.

BREAKDOWN OF EVENT:

Name: Chili Cook-Off

Dates: 10/12/25

Time: 12:30pm-7:00pm (set up 10/11/25 9:00am & clean up 10/13/25 2:00pm)

Location: Wick's Park

Attendees: 1,500

Volunteers: 50

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny the Chili Cook-Off to be held on 10/12/25.

**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 APPLICATION

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

SPONSORING ORGANIZATION INFORMATIONLEGAL BUSINESS NAME: Cow Hill Yacht Club of Southwest MichTELEPHONE: 313-515-0321MAILING ADDRESS: Box 554CONTACT NAME: Ken Trester

TELEPHONE: _____

E-MAIL ADDRESS: ktrester@comcast.netCELL PHONE: 313-515-0321**CONTACT PERSON ON DAY OF EVENT**CONTACT NAME: Same as above

TELEPHONE: _____

E-MAIL ADDRESS: _____

CELL PHONE: _____

EVENT INFORMATIONNAME OF EVENT: Chili Cook OffDATE(S) OF EVENT: Oct.12, 2025PURPOSE OF EVENT: Raise money, have fun

RAIN DATE: _____

☒ Non-Profit☐ For-Profit☐ City Operated/Sponsored☐ Co-Sponsored☐ Marathon/Race☐ Festival/Fair☐ Video/Film Production☐ Other _____EVENT LOCATION: Wick's ParkEVENT HOURS: 12:30 to 7 p.m.ESTIMATED NUMBER OF ATTENDEES: 1,500ESTIMATED NUMBER OF VOLUNTEERS: 50ESTIMATE DATE / TIME FOR SET-UP: 10/11/259☒ A.M. ☐ P.M.ESTIMATE DATE / TIME FOR CLEAN-UP: 10/13/252☐ 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: 1 p.m. END: 4:30 p.m.

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: Guests will have IDs checked
upon entry. Approved drinkers will be given wrist bands. Bartenders will monitor distribution.

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: 10 (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): Sign at Street entrance and inside the venue.
Description of signs: Entrance sign identifying the event,
(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** 2
☐ **AWNINGS – QUANTITY** _____ ☒ **TABLES – QUANTITY** 30
☒ **PORTABLE TOILETS – QUANTITY** 3

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

If yes, where do you propose your vendors park? Please block off 10 spaces adjacent to the park

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

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 – QUANTITY⁶ _____

■ BARRICADES – QUANTITY² _____

■ TRAFFIC CONES – QUANTITY 10

■ PARKING SIGNS – QUANTITY^{30?} _____

■ 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: Wicks Park. "No parking Saturday" signs should be in place Friday

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: Certificate of insurance and liquor license in process. Will

The applicant and sponsoring organization understand and agrees to: provide prior to the event

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.

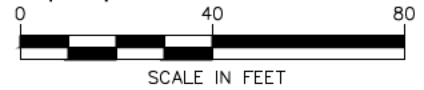
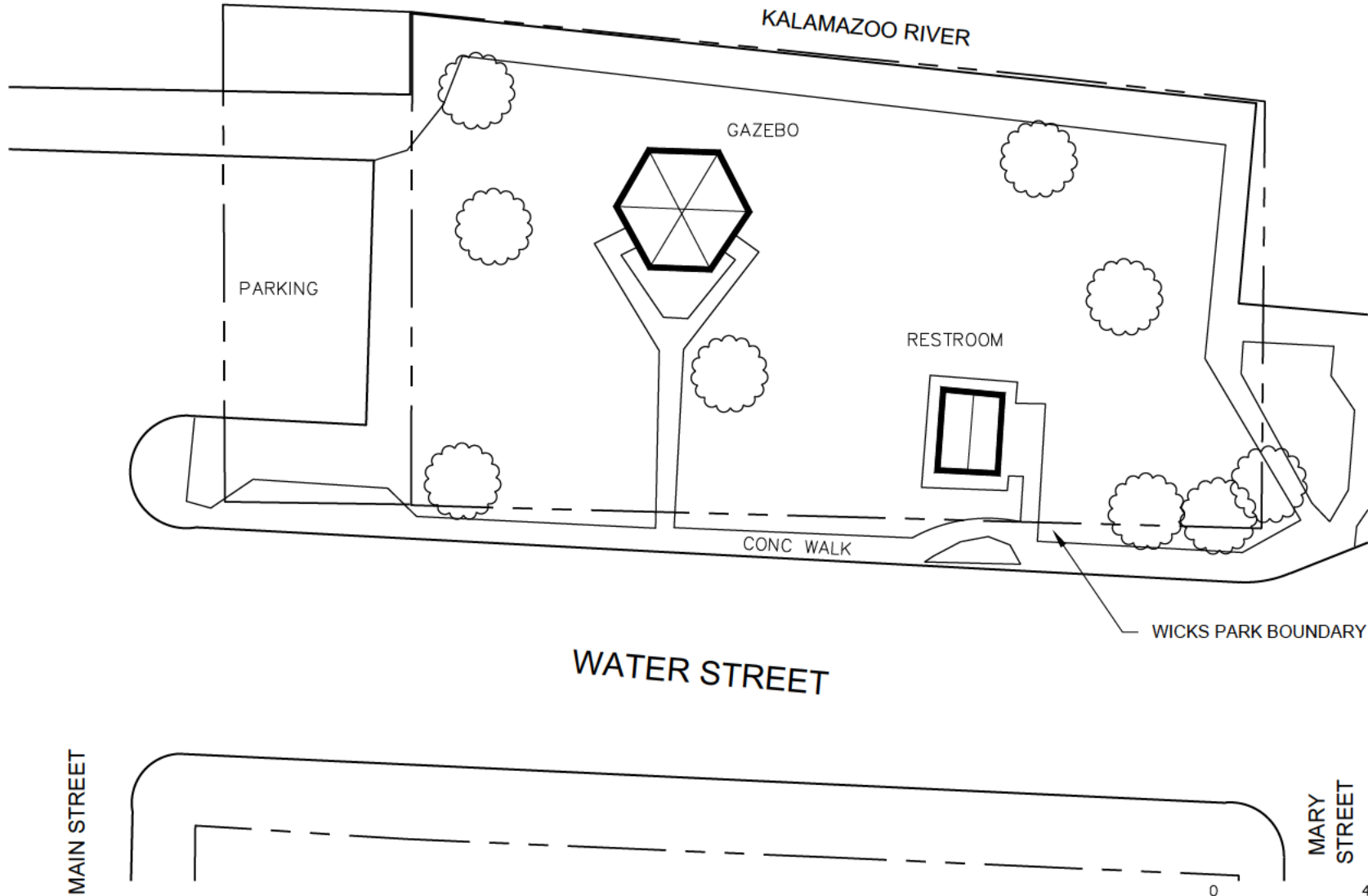
Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

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

5/21/25
Date



APPLICANT TO SKETCH LOCATION OF PROPOSED
TEMPORARY STRUCTURES, TENTS, STAGES,
EQUIPMENT, TRAILERS, PORTA POTTYS, ETC...

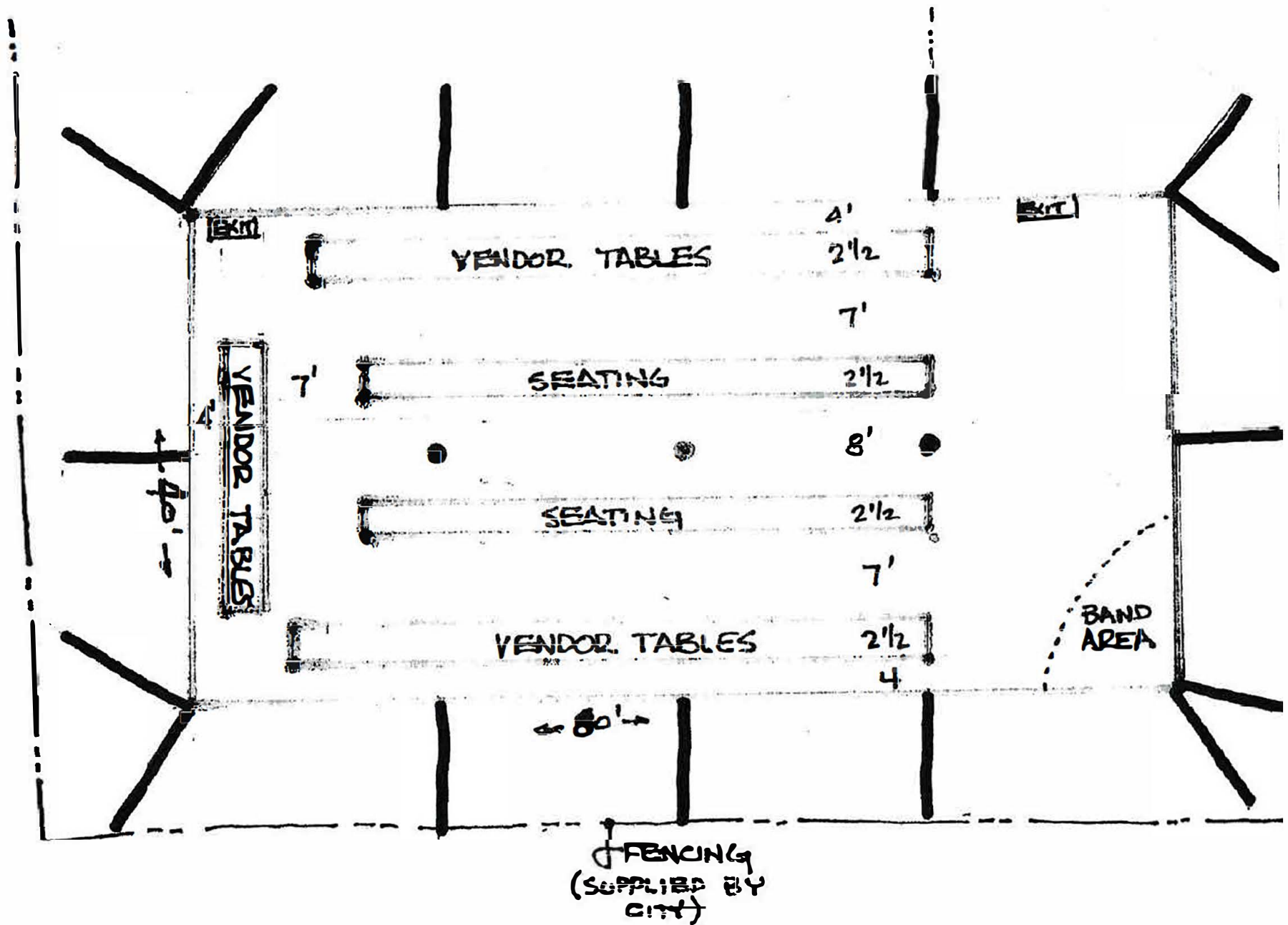
FLEIS & VANDENBRINK ENGINEERING, INC.

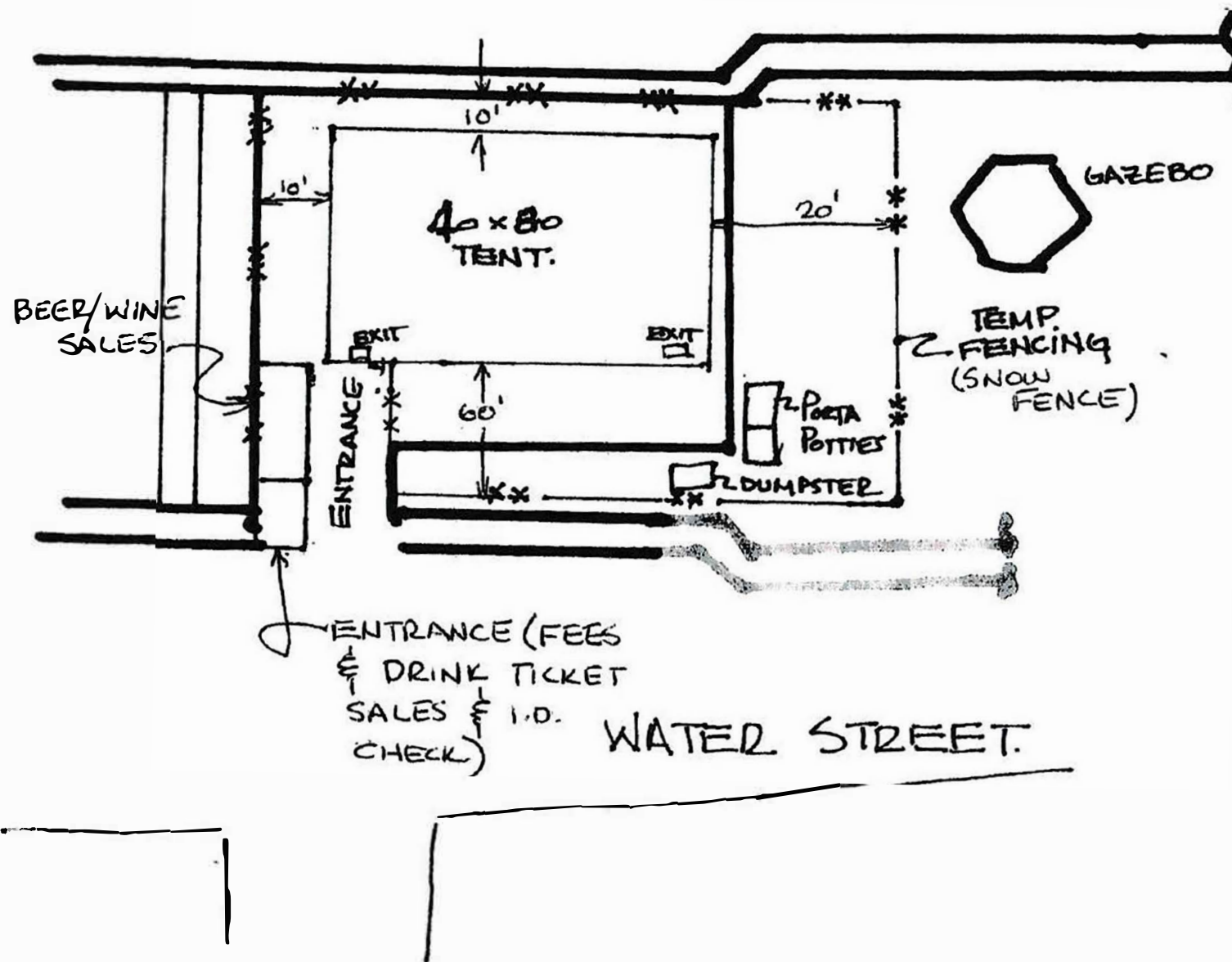
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

WICKS PARK
PARK USE PERMIT APPLICATION

2016

3187





SAUGATUCK TOWNSHIP FIRE DISTRICT

3342 Blue Star Highway
Saugatuck, MI 49453
269-857-3000 269-857-1228(Fax)
Greg Janik
Fire Chief/Fire Marshal

REQUIREMENTS FOR TENT STRUCTURES

Note this is a partial check list of requirements based on the International Fire Code (IFC).
If you have further requirements consult with Saugatuck Township Fire District.

Check off when complete:

- ☒ A detailed site and floor plan for tents with an occupant load of 50 or more shall be provided with each application for approval. The floor plan shall indicate details of the means of egress, seating capacity, arrangement of seating and location of any heating and electrical equipment.
- ☒ Fire apparatus access roads shall be provided.
- ☒ Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guy wires shall be considered as part of the tent. Note: There are exceptions, consult with the Saugatuck Township Fire District.
- ☐ An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes, or other obstructions shall be maintained on all sides of all tents. Unable to do this on the river side of the tent
- ☒ All tents and side curtains shall be composed of flame resistant material in accordance with NFPA 701 and IFC.
- ☒ Tents shall have a permanently affixed label bearing the identification of size and fabric or material type.
- ☒ A copy of the certificate attesting to the flame resistance of the fabric shall be submitted to Saugatuck Township Fire District. Same tent used in previous years.
- ☒ Combustible materials shall not be located within any tent structure.
- ☒ Participants will be so informed.
Open flame or other devices emitting flame, fire or heat including parked cars shall not be permitted inside or within 20 feet of the tent.
- ☒ Portable fire extinguishers shall be provided at the exits. A minimum size of 2A 10BC. We hope to once again obtain them from STFD.

X The occupant load shall be stated.

 Side curtains shall be flame resistant and when used at exit openings shall be of a color that contrasts with the color of the tent. We do not anticipate using side curtains

 X Aisles having a minimum width of not less than 44 inches shall be provided from seating areas and aisles shall progressively increase in width to provide, at all points, not less than 1 foot or aisle width for each 50 persons served by such aisle at that point.

 X A minimum number of means of egress and means of egress widths are as follows:

Occupant Load	Min. # of Means of Egress	Min. Width of Egress
10-199	2	72"
200-499	3	72"

 X Exits shall be clearly marked if the occupant load is 50 or more.

 Exit signs shall be approved self-luminous type or shall be internally or externally illuminated.

 X Means of egress shall be illuminated. Event takes place in daylight

 X Required width of exits, aisles and passageways shall be maintained at all times.

 X Trained crowd manager/supervisor shall be provided at a ratio of one crowd manager/supervisor for every 250 occupants.

 X "No Smoking" signs shall be posted in conspicuous locations.

 Saugatuck Township Fire District will inspect the tent installation.

Signature of Applicant: _____



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: June 23, 2025

SUBJECT: Right of Way Signage Request

DESCRIPTION:

The Chamber Music Festival of Saugatuck has applied for a right of way signage to be displayed on the Saugatuck Pallete sign from July 6th - July 11th and July 28th - Aug 11th

The City Council may approve a banner as an exception, as listed in section 150.30(H). The conditions for approval of the exception are as follows:

1. The sign does not create a traffic vision obstruction;
2. The sign does not create a pedestrian traffic obstruction;
3. The sign is compatible with the surroundings and is not uniquely out of character for the community;
4. The sign does not create a situation which could be detrimental to health safety, or welfare; and,
5. The banner shall be displayed for no more than three 14-day periods between January 1 and December 31 of any year.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Move to approve/deny the right of way sign application from the Chamber Music Festival of Saugatuck.



Right of Way Sign Application

APPLICANTS INFORMATION

APPLICATION NUMBER

Name Vivian Boot Address / PO Box 6436 127th Ave
City Fennville State MI Zip 49408 Phone 616.836.5993
E-Mail vivianadelboot@gmail.com
Signature [Signature] Date 6/12/25

SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Type: Number of Yard Signs 1 Number of Banners 1
Dates to be displayed July 1 - Aug 15 or earliest possible
Further Comments: The Chamber Music Festival of Saugatuck is in it's 38th Season - we run 12 concerts at the Woman's Club, and also make educational programs in local schools & in the community.

PLEASE INCLUDE THE FOLLOWING INFORMATION

Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval

Y N NA

- ☒ ☐ ☐ Dimensions and type of each proposed sign
☐ ☐ ☒ Map showing the location of each sign
☒ ☐ ☐ Explanation of how each sign will be attached and secured

Pursuant to Section 150.30(H), please to the following questions:

- ☐ ☒ ☐ Will the signs create a traffic vision obstruction?
☐ ☒ ☐ Will the signs create a pedestrian traffic obstruction?
☒ ☐ ☐ Are the signs compatible with the surroundings and is not uniquely out of character for the community? and
☐ ☒ ☐ Do the signs create a situation which could be detrimental to health, safety, or welfare?

- ① A FRAME SIDEWALK STAND: ~~18x28~~ 22"x28" - ^{At the} Woman's Club
② Banner 12' x 4' - on the corner of Blue Star & Water St
(w/ straps) - under the palette sign.



SAUGATUCK



**THURSDAYS AND FRIDAYS
JULY AND AUGUST**

**Tickets and schedule:
www.SaugatuckMusic.org**

SAVE THE DATE FOR OUR Benefit Event

EVENT DETAILS

Thursday, June 19, 2025

7:00pm

Saugatuck Woman's Club

303 Butler St., Saugatuck, MI 49453

Join us for a fantastic evening of live chamber music, hors d'oeuvres, wine and good company in support of our summer festival and education outreach programming. Your support will also help set the stage for our 40th Season celebration in 2027! Invitations will be sent in May.



JOAN CONWAY YOUNG ARTIST PROGRAM

CMFS Internship Program

PROGRAM DETAILS

The Joan Conway Young Artist Program is a paid internship that provides real world experience in arts administration and concert production.

Are you a high school or college student interested in applying to be an intern at our 2025 Festival? Please let us know by emailing cmfs@saugatuckmusic.org! Applications will be made available in May.

Get Involved

In addition to our annual Summer Festival, CMFS brings free chamber music performances and classes to public venues and schools to enrich the lives of the people in our community. Our festival concerts and educational programming are made possible by generous contributions from individuals like you. Please contact us if you are able to support either financially or by volunteering.

CONTACT US

Phone	269-857-1424
Email	cmfs@saugatuckmusic.org
Mail	PO Box 1073 Saugatuck, MI 49453
Website	www.saugatuckmusic.org
Socials	@saugatuckmusic



2025 Festival

JULY 10 THROUGH AUGUST 15

Administrative Staff

Kimia Ghaderi, Artistic Director
Vivian Adel Boot, Operations Manager
Jenny Walvoord, Print & Website Design

Board Members

Joe O'Hara, President
Doug Walvoord, Vice President & Director of Fundraising
Jan Tripp, Secretary & Communications Director
Tim Chalus, Treasurer
Bill Klatt, Co-Director of Ticket Sales
Jim McHugh, Co-Director of Ticket Sales
Jane Dreyer, Print & Mailing Director
David Hoekema, Director at Large
Lynne Snyder, Director at Large

Artwork by
Alexandria Stoin
2025 Student Artwork
Contest Winner

Festival Season

Learn more at our website:
www.saugatuckmusic.org



All main festival concerts will take place on Thursday and Friday evenings, 7:00pm at the Saugatuck Woman's Club. (303 Butler St, Saugatuck, MI 49453). To order tickets, you may return our mail-in order form, call us at (269) 857-1424, or order online at our website.

BONDED WITH BRAHMS



JULY 10 & 11

DVOŘÁK String Sextet in A Major, Op. 48
JOACHIM Romance for Violin and Piano, Op. 2 No. 1
BRAHMS Piano Quartet No. 1 in G Minor, Op. 25

Grace Kim and Kimia Ghaderi violins
 Patrick Miller and Rebecca Boelzner violas
 Andrew Laven and Andrew Plaisier cellos
 Andrew Focks piano

RHAPSODIC COLORS



JULY 17 & 18

RACHMANINOFF *Trio élégiaque* No. 1 in G Minor
KRAUSE *Uv'Chein Variations* for Violin and Piano
HIGDON Piano Trio
DVOŘÁK Piano Trio No. 4 in E Minor, Op. 90 "Dumky"

Jesús Linárez violin
 Igor Cetkovic cello
 Christina Giuca Krause piano

AKROPOLIS REED QUINTET



The 2025 GRAMMY® Award-winning Akropolis Reed Quintet returns to CMFS! Currently celebrating their 16th season, they are "a sonically daring ensemble who specializes in performing new works with charisma and integrity" (BBC Music Magazine).

Festival Program to be announced soon!

Educational Opportunity

July 24 at 10:30am

Children's Concert at Saugatuck-Douglas District Library
 174 Center St, Douglas, MI 49406

This special children's concert for elementary age students will be a fast-paced, interactive experience that includes introductions to each performer and their instruments, plus a Q&A. Admission is free. Bring the whole family for an exciting introduction to chamber music!

Tim Gocklin Oboe
 Kari Landry Clarinet
 Matt Landry Saxophone

Ryan Reynolds Bassoon
 Andrew Koepp Bass Clarinet

SHAPIRO NEWMAN DUO: SONATA MASTERWORKS



JULY 31 & AUGUST 1

MOZART Sonata for Piano and Violin in G Major, K. 301
BEETHOVEN Sonata for Violin and Piano No. 7 in C Minor, Op. 30 No. 2
DEBUSSY Sonata for Violin and Piano in G Minor, L. 148
BRAHMS Sonata No. 1 for Violin and Piano in G Major, Op. 78

Mitchell Newman violin

Daniel Shapiro piano

LIGHT IN THE DARKNESS



AUGUST 7 & 8

MOZART Flute Quartet in D Major, K. 285
WEBER Trio for Piano, Flute, and Cello in G Minor, Op. 63
CONNESON Techno-Parade for Flute, Clarinet, and Piano
BRAHMS Trio in A Minor for Clarinet, Cello, and Piano, Op. 114

Dominique Kim flute
 Georgiy Borisov clarinet
 Clara Schubilske violin

Barbara Corbató viola
 Alicia Eppinga cello
 Sookkyung Cho piano

TELEGRAPH QUARTET



AUGUST 14 & 15

COWELL String Quartet No. 4 "United"
HAYDN String Quartet in C Major, Op. 54 No. 2
BEETHOVEN String Quartet in F Major, Op. 59 No. 1

Eric Chin and Joseph Maile violins
 Pei-Ling Lin viola
 Jeremiah Shaw cello

NATIONAL
 ENDOWMENT
 for the
ARTS
 arts.gov

MICHIGAN
ARTS & CULTURE COUNCIL



City Council Agenda Item Report

FROM: Nicole Bredeweg

MEETING DATE: June 23, 2025

SUBJECT: 2025-2026 Property and Liability Insurance Renewal

DESCRIPTION:

The City's annual renewal of its property and liability insurance through the Michigan Municipal League Liability and Property Pool is presented for Council approval. This year's renewal reflects several modest adjustments:

- **Property values** increased by approximately 3%, from \$4,399,992 in 2024 to \$4,561,230 in 2025, due to standard replacement cost adjustments built into the rating system.
- The **Cyber Liability deductible** increased from \$2,500 to \$5,000. All other deductibles, including the general Property deductible, remain unchanged at \$500.

The total annual premium is **\$36,775** (\$34,838 in 2024 - \$1,937 increased cost), with a **post-renewal dividend** of approximately **\$2,803** (\$2,668 in 2024 - \$135 increased dividend) to be returned to the City following payment.

Jim Newman, our representative from MML, will be present via Zoom to answer any questions Council may have.

BUDGET ACTION REQUIRED:

The premium is built into the FY2025-2026 budget under Insurance expenditures. No amendment is needed.

COMMITTEE/COMMISSION REVIEW:

Not applicable.

LEGAL REVIEW:

Not applicable, plus legal will be on hand for any questions.

SAMPLE MOTION:

Motion to approve the renewal of the City's property and liability insurance policy with the Michigan Municipal League Liability and Property Pool for the 2025-2026 fiscal year, as presented.



michigan municipal league

Liability & Property Pool

Proposal

for the

City of Saugatuck

Presented By:

James Newman, LUTCF
MML Liability & Property Pool
(517) 243-5865

June 19, 2025

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This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **City of Saugatuck**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **City of Saugatuck** for an annual premium of **\$36,775**. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2025. The city's portion of the dividend return is estimated to be **\$2,803**. The city will receive this dividend in the month following payment of your 2025 renewal premium.)

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|--------------------------------|----------------------------------|
| ✓ 433 Public Entity Members | ✓ 195 Water Utilities |
| ✓ 139 Fire Departments | ✓ 218 Sewer Utilities |
| ✓ 170 Law Enforcement Agencies | ✓ 24 Municipal Marinas |
| ✓ 2,195 Police Officers | ✓ \$5 Billion of Property Values |
| ✓ 5,772 Miles of Streets/Roads | ✓ 206 Water Service Operations |
| ✓ 6,950 Vehicles | ✓ 17 Dams |
| ✓ 16 Electric Utilities | |

Coverage and Cost Summary City Of Saugatuck

Effective 07-15-2025 to 07-15-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
# Vehicles Comp Coll			
11 \$250 \$250			

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$4,561,230	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Boat & Beach Equipment	\$47,646	N/A	\$250
Christmas Decorations	\$8,784	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A

Coverage and Cost Summary City Of Saugatuck

Effective 07-15-2025 to 07-15-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractor's Equipment	\$329,430	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$41,944	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$417,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B Clerk	\$100,000	N/A	N/A
Bond #: C City Manager	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.



Coverage and Cost Summary
City Of Saugatuck

Effective 07-15-2025 to 07-15-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
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The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$36,775.

TOWER 1 Limit	POLICY AGGREGATE LIMIT OF LIABILITY	\$100,000	For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs	
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate	
	Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000	each Claim and in the Aggregate	
	Website Media and Content Liability Aggregate Sublimit:	\$100,000	each Claim and in the Aggregate	
	PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000	each Claim and in the Aggregate	
	Cyber Extortion Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate	
	First Party Data Protection Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate	
	First Party Network Business Interruption Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate	
	Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability			
	Liability Retention Per Claim:			
	TOWER 1 Retention	All other coverages Retention:	\$0	each Claim
		Cyber Extortion:	\$5,000	each Extortion Threat
First Party Data Protection:		\$5,000	each Data Protection Loss	
First Party Network Business Interruption:		\$5,000	each Business Interruption Loss Waiting Period: 12 hours	
Limits of Coverage - Privacy Breach Response Services				
TOWER 2 Limit	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate	
TOWER 3 Limit	Notified Individuals:	10,000	Notified Individuals in the Aggregate	
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage			
Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addi				
Privacy Breach Response Services Threshold/Retention (Each Incident):				
TOWER 2 Retention	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident	
TOWER 3 Retention	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident	

The retention increased from \$2,500 to \$5,000.

Your Team of Experts



James Newman, LUTCF
Municipal Account Executive
(517) 243-5865



Michael J. Forster
Pool Administrator
(734) 669-6340

Ellen Skender is retiring and 1-1-22, the new CSR is Katelyn Petracca



Katelyn Petracca
248-204-6160
(Le – Z)

Alpha Split:



Joan Opett
248-204-8579
(A – La)

Customer Service Representatives



Tracy Mattiello
Claims Manager
(248) 204-8094



Rod Pearson
Loss Control Manager
(248) 204-8036

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

City of Saugatuck Has . . .

- ✓ \$820,958. Annual Payroll
- ✓ \$4,561,230. of total values for real and personal property
- ✓ 11 Vehicles

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
 - Fireworks (unless endorsed)
 - Liquor Liability
 - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes

2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

NO ADDITIONAL PREMIUM

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

Police Professional Liability Coverage

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Law Enforcement Newsletters
 - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



City Council Agenda Item Report

FROM: Luke Thompson – Director of Planning and Zoning

MEETING DATE: 6/23/2025

SUBJECT: Revocable License Agreement for Seating in Right of Way – 202 Butler St – Pumpernickels

DESCRIPTION:

Pumpnickels has submitted a request to place eleven tables with four chairs, two picnic tables, fencing, lighting and planters within and on the public sidewalk and street adjoining the property, to be utilized in conjunction with the restaurant. The seating will be on the south side of the building along Mason St and on the east side of the building along Butler St.

Attached is a Revocable License Agreement that would allow for Pumpnickels to have temporary restaurant seating in the public right-of-way until November 1, 2030. It is of note the seating must still be removed seasonally from November 1 to April 1.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

The Planning Commission is due to review the request at the 06-19-2025 Meeting and The Historic District Commission has reviewed the request and approved.

LEGAL REVIEW:

The City Attorney reviewed revocable license agreement language for restaurant seating in the public right of way.

SAMPLE MOTION:

Motion to approve the Revocable License Agreement for temporary restaurant seating in the public right-of-way for AMS II, LLC

REVOCABLE LICENSE AGREEMENT
FOR RESTAURANT SEATING IN THE PUBLIC RIGHT OF WAY

THIS AGREEMENT is made this ___ day of _____, 2025, by and between the CITY OF SAUGATUCK, (hereinafter “City”) a municipal corporation located in Allegan County, Michigan; and AMS II, LLC (hereinafter “Licensee”).

Recitals

- A. Licensee has leasehold interest in real property located at 202 Butler St, in the City of Saugatuck, further described as PP No. 03-57-300-146-00. A restaurant is operated on the property.
- B. Licensee desires to place eleven tables with four chairs, two picknick tables, fencing, lighting and planters within and on the public sidewalk and street adjoining the property, to be utilized in conjunction with the restaurant.
- C. The public sidewalk and street are under the control and jurisdiction of the City and the City is amenable to granting a revocable license to Licensee for the purposes described herein, subject to the terms of this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged by the parties, it is agreed as follows:

Agreement

- 1. The parties affirm that the recitals set forth above are correct, form an integral part of this Agreement and are incorporated by reference.
- 2. The City grants to the Licensee, and the Licensee accepts from the City, a non-exclusive, revocable license to place and utilize the number of tables and chairs set forth above within and on the public sidewalk and street directly adjacent to the Licensee’s property, in the precise location shown on the attached sketch plan, marked as Exhibit A (the “Licensed Premises”) subject to the terms and conditions of this Agreement. Without limiting the foregoing, the placement and use of the seating and tables shall not obstruct or interfere with a five (5) foot wide path on the improved sidewalk, which path shall be continuously maintained for pedestrian travel.
- 3. The Licensee acknowledges and agrees that Licensee has inspected the Licensed Premises and has determined such premises to be in a satisfactory condition and that the Licensee's entry upon and use of the Licensed Premises constitutes acceptance of the Licensed Premises on an "as is" basis. The City makes no representations or warranties as to the condition of the public right-of-way, the suitability of the use of the Licensed Premises proposed by Licensee, or any physical or other condition. The City will have no liability or responsibility for upkeep, maintenance, or any other action with regard to personal property located on the Licensed Premises or the Licensed

Premises as a result of this Agreement. Licensee will comply with all applicable ordinances, laws, and regulations governing the same and will keep personal property placed thereon in neat and clean condition, reasonable wear and tear excepted.

4. This Agreement is subject, without limitation, to the following general restrictions:
 - A. The use of the personal property on the Licensed Premises shall not be conducted in such a way as to become a public nuisance; and Licensee's use of the Licensed Premises shall not interfere with traffic or circulation on any adjoining streets, alleys, sidewalks or public open-space areas.
 - B. The Licensee is responsible for maintaining, in a clean and safe condition, the personal property as well as the Licensed Premises.
 - C. The personal property shall only be located in that area expressly designated on Exhibit A.
5. This Agreement shall not authorize the use or placement of any other personal property within or on the Licensed Premises, including, but not limited, to signage, fencing, trash cans, service stations, or features except those items referenced in Recital B above.
6. The Licensee shall hold the City and its officers, employees, and agents harmless from, and defend and indemnify them against, any and all claims or lawsuits seeking recovery for damage or injury, including death, and against any other legal proceedings instituted against any of them, directly or indirectly, arising from the use or placement of the tables and chairs within and on the public sidewalks or from the City's permitting the Licensee to install and maintain such encroachment, regardless of whether the Licensee or any of its officers, employees, or agents are negligent. The obligations of the Licensee under this paragraph shall survive the termination of this Agreement for a period of three years.
7. The license granted by this Agreement shall expire on November 1, 2030. Notwithstanding the foregoing, the license granted by this Agreement shall be revocable at the will of the City, with or without cause, by the City giving Licensee 15 days written notice of intent to revoke. Upon written notice to Licensee, mailed by regular mail to the Licensee at the property Licensee's address of record (PO Box 189, Douglas, MI 49406), Licensee shall forthwith remove the tables, chairs, lighting, planters, and barriers from within the City right-of-way. In the event the license is revoked, neither Licensee nor its successors or assigns shall be entitled to any compensation.
8. Any food service shall conform to applicable local, county, state, and federal laws, regulations, licensing requirements, and standards, subject to any limits imposed in this license.

9. The Licensee shall obtain, continuously maintain for the duration of this Agreement, and provide the City prior to execution of this Agreement, and from time to time thereafter, with proof acceptable to the City Manager of commercial general liability insurance coverage, naming the City as an additional insured party. Such insurance shall have an initial limit of \$1,000,000 per occurrence and \$2,000,000 general aggregate. Said insurance must contain comprehensive coverage to insure against any and all claims arising out of or attributable to the encroachment of the tables and chairs into the Licensed Premises or other public right-of-way, regardless of whether the Licensee or any of its officers, employees, or agents are negligent in any manner. The certificate of insurance must contain an unqualified guarantee that the City will be provided with 30 days prior written notice of cancellation, termination, non-renewal, or material change in coverage of the insurance policy provided. If the Licensee fails to maintain the required insurance in force, the City may, at its option, obtain such insurance at its own expense and bill the costs of the same to the Licensee, which costs the Licensee agrees to promptly pay.
10. In no event shall the City be responsible for loss or damage to improvements or personal property owned by the Licensee or its invitees or employees and located on the Licensed Premises, which are caused by fire, theft, loss, vandalism or other casualty.
11. The failure of either party to enforce any covenant or condition of this Agreement shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this License. No provision of this Agreement shall be deemed to have been waived unless such waiver shall be in writing.
12. Licensee acknowledges and agrees that the City is the owner of the Licensed Premises, that the license granted under this Agreement involves the permission to enter and use property which is a public right of way, that the public's rights are paramount, and that the Licensee's use under this license may not interfere with the public's rights to the reasonable use of the Licensed Premises. Licensee further acknowledges that its use of the Licensed Premises does not constitute any title, claim of right, or other interest in the Licensed Premises.
13. Violations of a term of this Agreement by Licensee shall result in the suspension of Licensee's rights hereunder with 24-hour notice to Licensee.
14. This license is personal with the Licensee and does not run with the land. This license shall not be assigned or transferred in any manner by the Licensee to any other person or business entity. The City, in its sole discretion, may authorize the assignment or transfer of this license to a third party by amendment to this Agreement or by a separate license agreement.

In witness whereof, the parties have caused this Agreement to be executed on the date first set forth above.

CITY OF SAUGATUCK, a municipal
corporation

By: _____

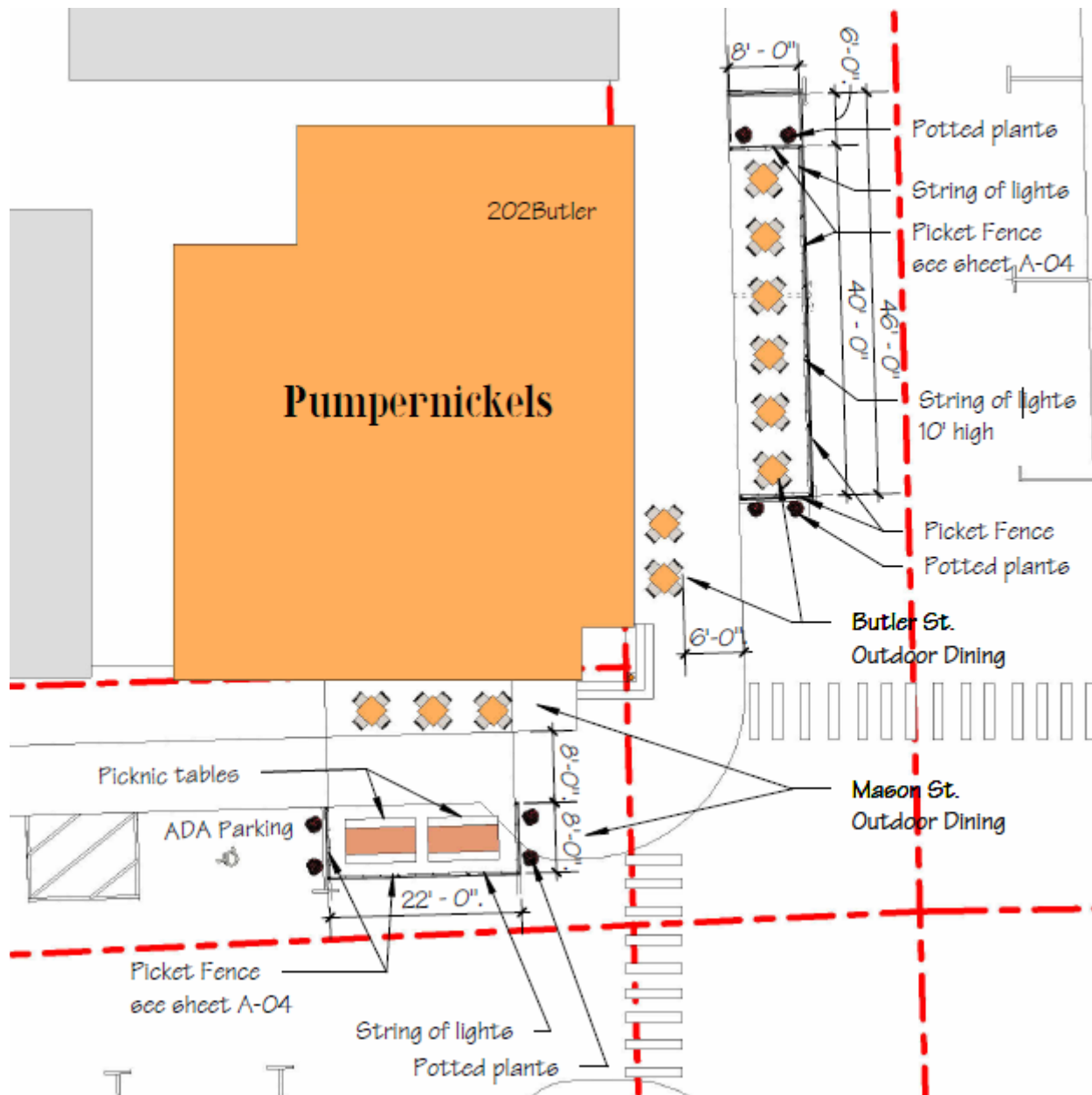
Its: _____

AMS II, LLC

By: _____

Its: _____

EXHIBIT A





City Council Agenda Item Report

FROM: Luke Thompson, Director of Planning and Zoning

MEETING DATE: 06/23/2025

SUBJECT: Lucias Imports – Right of Way Signage Request

DESCRIPTION:

Teresa Hendricks of Lucias Imports has submitted an application to install a 3.75 sq ft projecting sign and a 3.75 Sq ft pylon sign. There will 8’6” of clearance below the projecting sign, and 7’11” of clearance below the pylon sign. Both signs will encroach into the City right of way (sidewalk).

The zoning ordinance requires the following:

154.141(L)(2) Any new permanent signs within the public right-of-way shall obtain City Council approval prior to erection. Signs shall not create a traffic vision obstruction, pedestrian traffic obstruction, or prevent the general accepted use of the public right-of-way.

Attached is a Revocable License Agreement that would allow for Lucias Imports to have a projecting sign that encroaches into the City right of way.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

Historic District Commission.

LEGAL REVIEW:

The City Attorney reviewed revocable license agreement language for signs in the public right of way.

SAMPLE MOTION:

Motion to approve the Revocable License Agreement for a sign in the public right-of-way for Lucias Imports.

REVOCABLE LICENSE AGREEMENT
REGARDING SIGN IN THE RIGHT-OF-WAY

THIS AGREEMENT is made this _____ day of _____, 2025, between the CITY OF SAUGATUCK, (hereinafter “**City**”) a Michigan municipal corporation located in Allegan County, Michigan; and Lucias Imports LLC (hereinafter “**Licensee**”).

Recitals

- A. Licensee has leasehold interest in real property located at 142 Butler Street in the City, further described as P.P. No. 03-57-300-176-00 (the “**Property**”).
- B. A public right-of-way owned and controlled by the City crosses the Property as shown on the sketch map attached as Exhibit A and incorporated by reference.
- C. Licensee desires to install an 3.75 square foot projecting sign in the City’s right-of-way with at least eight and a half feet of clearance below the sign, and replace an existing pylon sign with a 3.75 Square foot pylon sign with at least 7ft 11 inches of clearance below the sign, (the “**Encroachment**”). Licensee seeks a license in order to install the Encroachment.
- D. Licensee will insure and maintain the Encroachment within and immediately adjacent to the public right-of-way for Butler St as hereinafter described.
- E. The City is amenable to granting a revocable license to Licensee for the installation and maintenance of the Encroachment within the right-of-way for Butler St, subject to terms of this Agreement.

Agreement

- 1. The City hereby grants to Licensee a revocable license for the Encroachment for the purpose of installing and maintaining the Encroachment in the precise location shown on Exhibit A subject to the terms of this Agreement. The Encroachment shall be as depicted on attached Exhibit A, which is incorporated by reference.
- 2. The Encroachment shall meet all requirements of the City of Saugatuck Code including, without limitation, any historic district requirements.
- 3. Licensee shall maintain the Encroachment in the public right-of-way in good condition at all times, and in compliance with all applicable laws and regulations of the City, County and State of Michigan.
- 4. Licensee shall indemnify and hold harmless the City, and its officers, agents, and employees, from any and all claims, demands, or suits by any person or entity for damages, injuries, or losses in any way connected or arising out of the placement, maintenance, existence or use of the Encroachment. The provisions of this section shall survive any termination of this Agreement.

5. Licensee shall obtain and maintain general liability insurance in a form and amount satisfactory to the City for the Encroachment at all times that this Agreement is in effect and the City shall be named as an additional insured on any such policy.
6. The placement of the Encroachment in no way creates any title, claim of right, or other property rights or interest for Licensee in any public right-of-way.
7. The license granted to the Licensee and this Agreement shall not be assigned or otherwise transferred by Licensee to any other person or business entity without the City's prior written approval.
8. The license granted by this Agreement shall be revocable at the will of the City, with or without cause, by the City giving Licensee or its successor thirty (30) days written notice of intent to revoke. Upon written notice to Licensee or its successor, mailed by regular mail to 142 Butler St, Saugatuck, MI 49453, Licensee or its successor shall immediately remove the Encroachment and discontinue placing anything in the City right-of-way. The area where the Encroachment was removed shall be returned to its previous condition by the Licensee at no cost to the City.
9. At the time of execution of this Revocable License Agreement, Licensee shall pay to the City the cost of preparation of this Agreement.

In witness whereof, the parties have caused this Agreement to be executed on the date first set forth above.

City of Saugatuck, a Michigan municipal
corporation

By: _____

Its: _____

By: _____

Its: _____

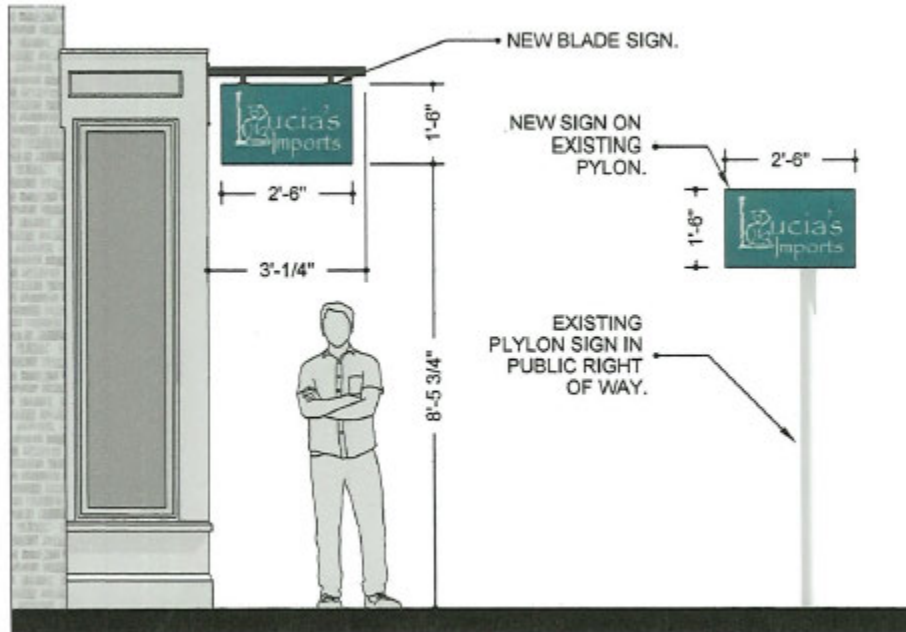
Lucias Imports LLC

By: _____

Its: _____

Exhibit A

STORE FRONT IS 20'-0"
MAXIMUM ALLOWABLE SIGN = 15 SQUARE FEET.
FOUR PROPOSED SIGN FACES AT 3.75 EACH.



PROPOSED STORE FRONT SIGNS
SCALE: 3/8" = 1'-0"



City Council Agenda Item Report

FROM: Luke Thompson, Director of Planning and Zoning

MEETING DATE: 06/23/2025

SUBJECT: Noble Twist – Right of Way Signage Request

DESCRIPTION:

Wesley Noble of Noble Twist has submitted an application to install a 3' by 2' oval Projecting Sign above the Griffith St Entrance for the establishment. There will 8'6" of clearance below the sign. The sign will encroach into the City right of way (sidewalk).

The zoning ordinance requires the following:

154.141(L)(2) Any new permanent signs within the public right-of-way shall obtain City Council approval prior to erection. Signs shall not create a traffic vision obstruction, pedestrian traffic obstruction, or prevent the general accepted use of the public right-of-way.

Attached is a Revocable License Agreement that would allow for Noble Twist to have a projecting sign that encroaches into the City right of way.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

Historic District Commission.

LEGAL REVIEW:

The City Attorney reviewed revocable license agreement language for signs in the public right of way.

SAMPLE MOTION:

Motion to approve the Revocable License Agreement for a sign in the public right-of-way for Noble Twist.

REVOCABLE LICENSE AGREEMENT
REGARDING SIGN IN THE RIGHT-OF-WAY

THIS AGREEMENT is made this _____ day of _____, 2025, between the CITY OF SAUGATUCK, (hereinafter “**City**”) a Michigan municipal corporation located in Allegan County, Michigan; and Noble Twist LLC (hereinafter “**Licensee**”).

Recitals

- A. Licensee has leasehold interest in real property located at 246 Culver Street in the City, further described as P.P. No. 03-57-300-192-00 (the “**Property**”).
- B. A public right-of-way owned and controlled by the City crosses the Property as shown on the sketch map attached as Exhibit A and incorporated by reference.
- C. Licensee desires to install an approximately five square foot projecting sign in the City’s right-of-way with at least eight and a half feet of clearance below the sign (the “**Encroachment**”). Licensee seeks a license in order to install the Encroachment.
- D. Licensee will insure and maintain the Encroachment within and immediately adjacent to the public right-of-way for Culver Street as hereinafter described.
- E. The City is amenable to granting a revocable license to Licensee for the installation and maintenance of the Encroachment within the right-of-way for Culver Street, subject to terms of this Agreement.

Agreement

- 1. The City hereby grants to Licensee a revocable license for the Encroachment for the purpose of installing and maintaining the Encroachment in the precise location shown on Exhibit A subject to the terms of this Agreement. The Encroachment shall be as depicted on attached Exhibit A, which is incorporated by reference.
- 2. The Encroachment shall meet all requirements of the City of Saugatuck Code including, without limitation, any historic district requirements.
- 3. Licensee shall maintain the Encroachment in the public right-of-way in good condition at all times, and in compliance with all applicable laws and regulations of the City, County and State of Michigan.
- 4. Licensee shall indemnify and hold harmless the City, and its officers, agents, and employees, from any and all claims, demands, or suits by any person or entity for damages, injuries, or losses in any way connected or arising out of the placement, maintenance, existence or use of the Encroachment. The provisions of this section shall survive any termination of this Agreement.
- 5. Licensee shall obtain and maintain general liability insurance in a form and amount satisfactory to the City for the Encroachment at all times that this Agreement is in effect and the City shall be named as an additional insured on any such policy.

6. The placement of the Encroachment in no way creates any title, claim of right, or other property rights or interest for Licensee in any public right-of-way.
7. The license granted to the Licensee and this Agreement shall not be assigned or otherwise transferred by Licensee to any other person or business entity without the City's prior written approval.
8. The license granted by this Agreement shall be revocable at the will of the City, with or without cause, by the City giving Licensee or its successor thirty (30) days written notice of intent to revoke. Upon written notice to Licensee or its successor, mailed by regular mail to 246 Culver St, Saugatuck, MI 49453, Licensee or its successor shall immediately remove the Encroachment and discontinue placing anything in the City right-of-way. The area where the Encroachment was removed shall be returned to its previous condition by the Licensee at no cost to the City.
9. At the time of execution of this Revocable License Agreement, Licensee shall pay to the City the cost of preparation of this Agreement.

In witness whereof, the parties have caused this Agreement to be executed on the date first set forth above.

City of Saugatuck, a Michigan municipal
corporation

By: _____

Its: _____

By: _____

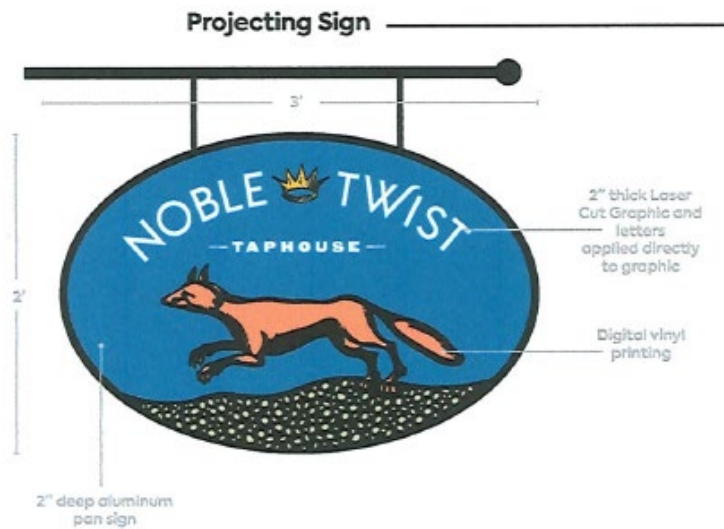
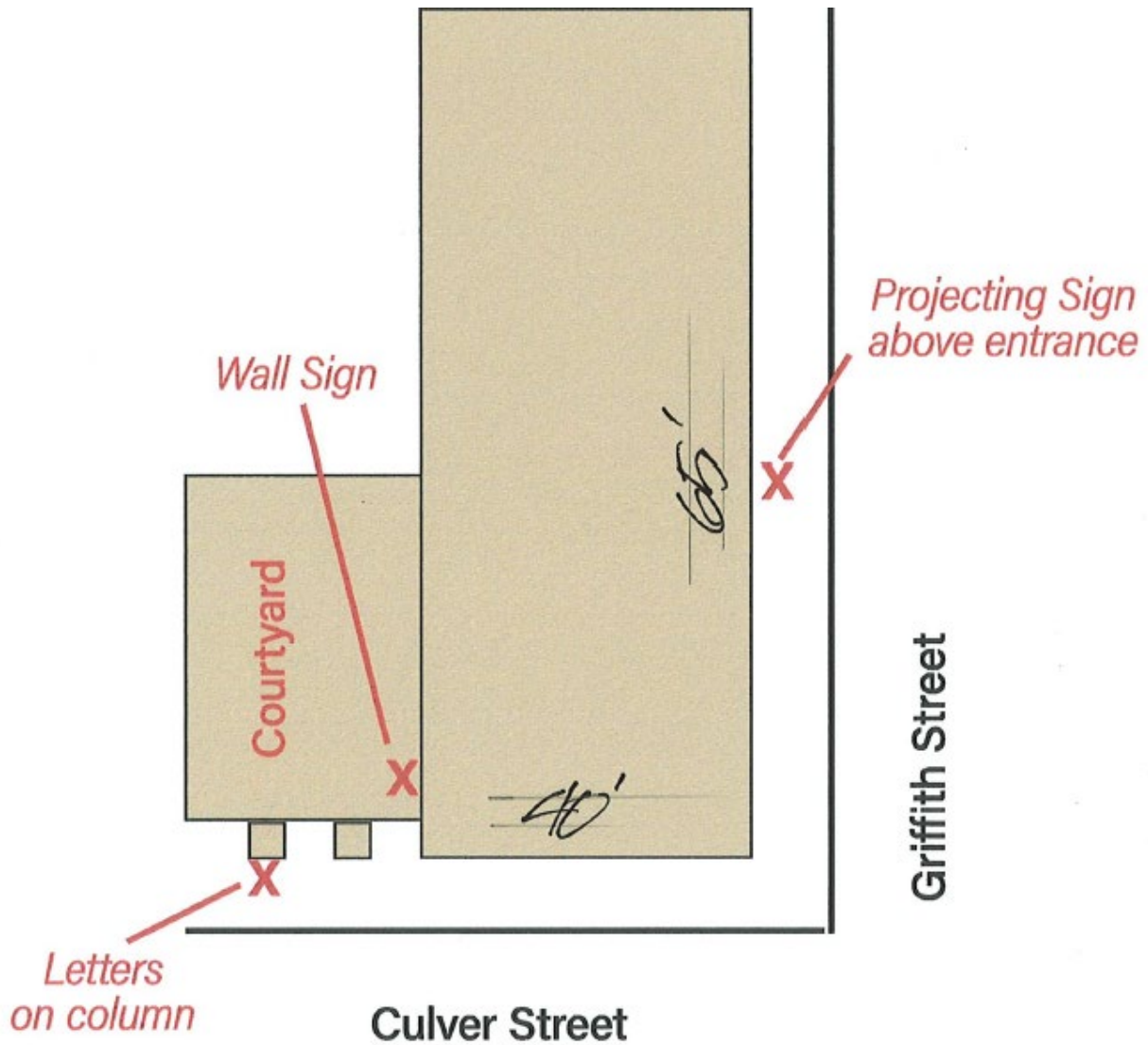
Its: _____

Noble Twist LLC

By: _____

Its: _____

Exhibit A





City Council Agenda Item Report

FROM: Ryan Cummins, City Manager
Scott Herbert, Public Works Superintendent

MEETING DATE: June 23, 2025

SUBJECT: Change Order #1 for 2025-2027 Pavement Markings

DESCRIPTION:

Advanced Pavement Marking has submitted a change order request to its 2025-2027 pavement markings contract.

The change order is an adjustment of contract quantities based on work completed in 2025. Fleis & VandenBrink provided the attached change order breakdown. The result is an increase of \$2,467.97.

BUDGET ACTION:

None required. Sufficient dollars are budgeted to cover the project.

LEGAL REVIEW:

N/A at this time.

SAMPLE MOTION:

Motion to approve change order #1 for the 2025-2027 pavement markings contract in the not to exceed amount of \$2,467.97.

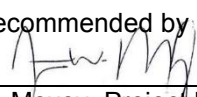
CHANGE ORDER NO.: 1

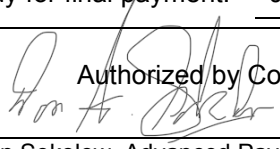
Owner: City of Saugatuck
Engineer: Fleis & VandenBrink
Contractor: Advanced Pavement Marking
Project: 2025-2027 Pavement Markings
Contract Name: N/A
Date Issued: 6/11/25
Owner's Project No.:
Engineer's Project No.:
Contractor's Project No.:
Effective Date of Change Order: 6/11/25
The Contract is modified as follows upon execution of this Change Order:

Description: Adjustment of contract quantities based on work completed in 2025.

Attachments: Change Order Breakdown spreadsheet.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 81,085.35	Original Contract Times: Substantial Completion: June 20, 2027 Ready for final payment: June 20, 2027
Increase (Decrease) from previously approved Change Orders No. N/A to No. N/A: \$ 0.00	Increase (Decrease) from previously approved Change Orders No. N/A to No. N/A: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 81,085.35	Contract Times prior to this Change Order: Substantial Completion: June 20, 2027 Ready for final payment: June 20, 2027
Increase (Decrease) this Change Order: \$ 2,467.97	Increase (Decrease) this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: \$ 83,553.32	Contract Times with all approved Change Orders: Substantial Completion: June 20, 2027 Ready for final payment: June 20, 2027

Recommended by Engineer (if required)
By: 
Title: Jon Moxey, Project Manager
Date: June 11, 2025

Authorized by Contractor

Don Sokolow, Advanced Pavement Marking

Authorized by Owner
By: _____
Title: _____
Date: _____

Approved by Funding Agency (if
applicable)

N/A

**City of Saugatuck
2025-2027 Pavement Markings
Change Order Breakdown**



Project No.: 3187-48
By: JWM
Date: 6/11/2025

Item No.	Item Description	Unit	Original Contract			Change Order No. 1		Change Order No. 2		Change Order No. 3		Current Contract	
			Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
1	General Conditions, Bonds, and Insurance, Max 5%	LSum	1	\$ 2,210.00	\$ 2,210.00		\$ -		\$ -		\$ -	1	\$ 2,210.00
2	Pavt Mrkg, Waterborne, 4 inch, White - Year 2025	Ft	13,100	\$ 0.085	\$ 1,113.50	(5,943)	\$ (505.16)		\$ -		\$ -	7,157	\$ 608.35
3	Pavt Mrkg, Waterborne, 4 inch, Yellow - Year 2025	Ft	53,800	\$ 0.085	\$ 4,573.00	5,009	\$ 425.77		\$ -		\$ -	58,809	\$ 4,998.77
4	Pavt Mrkg, Waterborne, 6 inch, Crosswalk - Year 2025	Ft	380	\$ 0.52	\$ 197.60	(380)	\$ (197.60)		\$ -		\$ -	0	\$ -
5	Pavt Mrkg, Waterborne, 4 inch, White, Prkg - Year 2025	Ft	28,000	\$ 0.28	\$ 7,840.00	1,050	\$ 294.00		\$ -		\$ -	29,050	\$ 8,134.00
6	Pavt Mrkg, Waterborne, 12 inch, Crosswalk - Year 2025	Ft	5,400	\$ 0.92	\$ 4,968.00	383	\$ 352.36		\$ -		\$ -	5,783	\$ 5,320.36
7	Pavt Mrkg, Waterborne, 24 inch, Stop Bar - Year 2025	Ft	975	\$ 1.45	\$ 1,413.75	(101)	\$ (146.45)		\$ -		\$ -	874	\$ 1,267.30
8	Pavt Mrkg, Waterborne, Lt Turn Arrow Sym - Year 2025	Ea	1	\$ 30.00	\$ 30.00		\$ -		\$ -		\$ -	1	\$ 30.00
9	Pavt Mrkg, Waterborne, Rt Turn Arrow Sym - Year 2025	Ea	1	\$ 30.00	\$ 30.00		\$ -		\$ -		\$ -	1	\$ 30.00
10	Pavt Mrkg, Waterborne, Thru Lt Turn Arrow Sym - Year 2025	Ea	1	\$ 40.00	\$ 40.00	(1)	\$ (40.00)		\$ -		\$ -	0	\$ -
11	Pavt Mrkg, Waterborne, Thru Rt Turn Arrow Sym - Year 2025	Ea	1	\$ 40.00	\$ 40.00		\$ -		\$ -		\$ -	1	\$ 40.00
12	Pavt Mrkg, Waterborne, Rt Lt Turn Arrow Sym - Year 2025	Ea	1	\$ 55.00	\$ 55.00		\$ -		\$ -		\$ -	1	\$ 55.00
13	Pavt Mrkg, Waterborne, Thru Arrow Sym - Year 2025	Ea	11	\$ 30.00	\$ 330.00		\$ -		\$ -		\$ -	11	\$ 330.00
14	Pavt Mrkg, Waterborne, Only - Year 2025	Ea	2	\$ 40.00	\$ 80.00		\$ -		\$ -		\$ -	2	\$ 80.00
15	Curb Head, Yellow - Year 2025	Ft	2,600	\$ 0.58	\$ 1,508.00	244	\$ 141.52		\$ -		\$ -	2,844	\$ 1,649.52
16	Pavt Mrkg, Waterborne, Accessible - Year 2025	Ea	30	\$ 45.00	\$ 1,350.00	1	\$ 45.00		\$ -		\$ -	31	\$ 1,395.00
17	Pavt Mrkg, Waterborne, 4 inch, Blue, Prkg/XH - Year 2025	Ft	940	\$ 0.30	\$ 282.00	(98)	\$ (29.40)		\$ -		\$ -	842	\$ 252.60
18	Pavt Mrkg, Waterborne, 4 inch, Yellow, XH - Year 2025	Ft	2,300	\$ 0.30	\$ 690.00	528	\$ 158.40		\$ -		\$ -	2,828	\$ 848.40
19	Pavt Mrkg, Waterborne, 4 inch, White - Year 2026	Ft	13,100	\$ 0.089	\$ 1,165.90		\$ -		\$ -		\$ -	13,100	\$ 1,165.90
20	Pavt Mrkg, Waterborne, 4 inch, Yellow - Year 2026	Ft	53,800	\$ 0.089	\$ 4,788.20		\$ -		\$ -		\$ -	53,800	\$ 4,788.20
21	Pavt Mrkg, Waterborne, 6 inch, Crosswalk - Year 2026	Ft	380	\$ 0.57	\$ 216.60		\$ -		\$ -		\$ -	380	\$ 216.60
22	Pavt Mrkg, Waterborne, 4 inch, White, Prkg - Year 2026	Ft	28,000	\$ 0.30	\$ 8,400.00		\$ -		\$ -		\$ -	28,000	\$ 8,400.00
23	Pavt Mrkg, Waterborne, 12 inch, Crosswalk - Year 2026	Ft	5,400	\$ 0.99	\$ 5,346.00		\$ -		\$ -		\$ -	5,400	\$ 5,346.00
24	Pavt Mrkg, Waterborne, 24 inch, Stop Bar - Year 2026	Ft	975	\$ 2.00	\$ 1,950.00		\$ -		\$ -		\$ -	975	\$ 1,950.00
25	Pavt Mrkg, Waterborne, Lt Turn Arrow Sym - Year 2026	Ea	1	\$ 32.00	\$ 32.00		\$ -		\$ -		\$ -	1	\$ 32.00
26	Pavt Mrkg, Waterborne, Rt Turn Arrow Sym - Year 2026	Ea	1	\$ 32.00	\$ 32.00		\$ -		\$ -		\$ -	1	\$ 32.00
27	Pavt Mrkg, Waterborne, Thru Lt Turn Arrow Sym - Year 2026	Ea	1	\$ 42.00	\$ 42.00		\$ -		\$ -		\$ -	1	\$ 42.00
28	Pavt Mrkg, Waterborne, Thru Rt Turn Arrow Sym - Year 2026	Ea	1	\$ 42.00	\$ 42.00		\$ -		\$ -		\$ -	1	\$ 42.00
29	Pavt Mrkg, Waterborne, Rt Lt Turn Arrow Sym - Year 2026	Ea	1	\$ 42.00	\$ 42.00		\$ -		\$ -		\$ -	1	\$ 42.00
30	Pavt Mrkg, Waterborne, Thru Arrow Sym - Year 2026	Ea	11	\$ 32.00	\$ 352.00		\$ -		\$ -		\$ -	11	\$ 352.00
31	Pavt Mrkg, Waterborne, Only - Year 2026	Ea	2	\$ 45.00	\$ 90.00		\$ -		\$ -		\$ -	2	\$ 90.00
32	Curb Head, Yellow - Year 2026	Ft	2,600	\$ 0.60	\$ 1,560.00		\$ -		\$ -		\$ -	2,600	\$ 1,560.00
33	Pavt Mrkg, Waterborne, Accessible - Year 2026	Ea	30	\$ 48.00	\$ 1,440.00		\$ -		\$ -		\$ -	30	\$ 1,440.00
34	Pavt Mrkg, Waterborne, 4 inch, Blue, Prkg/XH - Year 2026	Ft	940	\$ 0.31	\$ 291.40		\$ -		\$ -		\$ -	940	\$ 291.40
35	Pavt Mrkg, Waterborne, 4 inch, Yellow, XH - Year 2026	Ft	2,300	\$ 0.31	\$ 713.00		\$ -		\$ -		\$ -	2,300	\$ 713.00
36	Pavt Mrkg, Waterborne, 4 inch, White - Year 2027	Ft	13,100	\$ 0.098	\$ 1,283.80		\$ -		\$ -		\$ -	13,100	\$ 1,283.80
37	Pavt Mrkg, Waterborne, 4 inch, Yellow - Year 2027	Ft	53,800	\$ 0.098	\$ 5,272.40		\$ -		\$ -		\$ -	53,800	\$ 5,272.40
38	Pavt Mrkg, Waterborne, 6 inch, Crosswalk - Year 2027	Ft	380	\$ 0.68	\$ 258.40		\$ -		\$ -		\$ -	380	\$ 258.40
39	Pavt Mrkg, Waterborne, 4 inch, White, Prkg - Year 2027	Ft	28,000	\$ 0.32	\$ 8,960.00		\$ -		\$ -		\$ -	28,000	\$ 8,960.00
40	Pavt Mrkg, Waterborne, 12 inch, Crosswalk - Year 2027	Ft	5,400	\$ 0.99	\$ 5,346.00		\$ -		\$ -		\$ -	5,400	\$ 5,346.00
41	Pavt Mrkg, Waterborne, 24 inch, Stop Bar - Year 2027	Ft	975	\$ 2.00	\$ 1,950.00		\$ -		\$ -		\$ -	975	\$ 1,950.00
42	Pavt Mrkg, Waterborne, Lt Turn Arrow Sym - Year 2027	Ea	1	\$ 32.00	\$ 32.00		\$ -		\$ -		\$ -	1	\$ 32.00
43	Pavt Mrkg, Waterborne, Rt Turn Arrow Sym - Year 2027	Ea	1	\$ 32.00	\$ 32.00		\$ -		\$ -		\$ -	1	\$ 32.00
44	Pavt Mrkg, Waterborne, Thru Lt Turn Arrow Sym - Year 2027	Ea	1	\$ 44.00	\$ 44.00		\$ -		\$ -		\$ -	1	\$ 44.00
45	Pavt Mrkg, Waterborne, Thru Rt Turn Arrow Sym - Year 2027	Ea	1	\$ 44.00	\$ 44.00		\$ -		\$ -		\$ -	1	\$ 44.00
46	Pavt Mrkg, Waterborne, Rt Lt Turn Arrow Sym - Year 2027	Ea	1	\$ 60.00	\$ 60.00		\$ -		\$ -		\$ -	1	\$ 60.00
47	Pavt Mrkg, Waterborne, Thru Arrow Sym - Year 2027	Ea	11	\$ 32.00	\$ 352.00		\$ -		\$ -		\$ -	11	\$ 352.00
48	Pavt Mrkg, Waterborne, Only - Year 2027	Ea	2	\$ 50.00	\$ 100.00		\$ -		\$ -		\$ -	2	\$ 100.00
49	Curb Head, Yellow - Year 2027	Ft	2,600	\$ 0.60	\$ 1,560.00		\$ -		\$ -		\$ -	2,600	\$ 1,560.00
50	Pavt Mrkg, Waterborne, Accessible - Year 2027	Ea	30	\$ 50.00	\$ 1,500.00		\$ -		\$ -		\$ -	30	\$ 1,500.00

City of Saugatuck
2025-2027 Pavement Markings
Change Order Breakdown



Project No.: 3187-48
By: JWM
Date: 6/11/2025

Item No.	Item Description	Unit	Original Contract			Change Order No. 1		Change Order No. 2		Change Order No. 3		Current Contract	
			Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
51	Pavt Mrkg, Waterborne, 4 inch, Blue, Prkg/XH - Year 2027	Ft	940	\$ 0.32	\$ 300.80		\$ -		\$ -		\$ -	940	\$ 300.80
52	Pavt Mrkg, Waterborne, 4 inch, Yellow, XH - Year 2027	Ft	2,300	\$ 0.32	\$ 736.00		\$ -		\$ -		\$ -	2,300	\$ 736.00
E1	2025 Long Line Remobilization for Park St Blockage	LSum	0	\$ 250.00	\$ -	1	\$ 250.00		\$ -		\$ -	1	\$ 250.00
E2	Blackout Material for Existing Non-Compliant Markings	Gal	0	\$ 33.00	\$ -	10	\$ 330.00		\$ -		\$ -	10	\$ 330.00
E3	Rt Turn Arrow - Culver St Parking Lot, Non-Standard	Ea	0	\$ 55.00	\$ -	2	\$ 110.00		\$ -		\$ -	2	\$ 110.00
E4	Thru Arrow - Culver St Parking Lot, Non-Standard	Ea	0	\$ 55.00	\$ -	4	\$ 220.00		\$ -		\$ -	4	\$ 220.00
E5	Blue Star Highway Road/Bridge Painting, White	Ft	0	\$ 0.085	\$ -	3,843	\$ 326.66		\$ -		\$ -	3,843	\$ 326.66
E6	Blue Star Highway Road/Bridge Painting, Yellow	Ft	0	\$ 0.085	\$ -	8,622	\$ 732.87		\$ -		\$ -	8,622	\$ 732.87
					\$ 81,085.35	\$ 2,467.97		\$ -		\$ -		\$ 83,553.32	



City Council Agenda Item Report

FROM: Jamie Wolters, City Clerk

MEETING DATE: June 26, 2025

SUBJECT: Reappointments to Board and Commissions

DESCRIPTION:

I provided notice to City Council on May 27 of upcoming board and commission vacancies. I provided notice the public on June 6 that the city is accepting applications for the Planning Commission and Zoning Board of Appeals. Per City Ordinance Section 152.06, appointments shall be made by the Mayor subject to the confirmation/approval of the City Council. Copies of the applications are in your meeting packet. The following have applied for re-appointment:

Planning Commission: Auston Marineau - term expires 7/1/25
Zoning Board of Appeals: Richard Crawford - term expires 7/1/25
Chris Raphael - term expires 7/1/25

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to re-appoint the following:

- Auston Marineau to the Planning Commission with a term ending July 1, 2028.
- Richard Crawford to the Zoning Board of Appeals with a term ending July 1, 2028.
- Chris Raphael to the Zoning Board of Appeals with term ending July 1, 2028.

Jamie Wolters

From: no-reply@weebly.com
Sent: Friday, September 20, 2024 2:28 PM
To: Jamie Wolters
Subject: New Form Entry: Application for Boards & Commissions

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

You've just received a new submission to your [Application for Boards & Commissions](#).
[Mark as Spam](#)

Submitted Information:

Name
Auston Marineau

Email
[Redacted]

Home Phone Number
[Redacted]

Mobile Phone Number
[Redacted]

Address
[Redacted]
Saugatuck, Michigan USA 49453

Current Employer

Michigan Supreme Court

Occupation/Position

Judicial Law Clerk

Business Phone Number

[REDACTED]

Business Reference Name

Chief Justice Elizabeth Clement

Business Reference Phone Number

[REDACTED]

Business Reference Email

[REDACTED]

Does your employer have any business dealings with the City which might present a conflict of interest

No

If yes, please explain:

Are you a City of Saugatuck resident?

Yes

Are you a registered City of Saugatuck voter?

Yes

Serving on a board or commission can be time-consuming. Are you committed to attending all regularly scheduled meetings?

Yes

On which boards and/or commissions would you be willing to serve? .Board of Review

1

On which boards and/or commissions would you be willing to serve? .Historic District Commission

1

On which boards and/or commissions would you be willing to serve? .Interurban Board

1

On which boards and/or commissions would you be willing to serve? .Kalamazoo Lake Harbor Authority

1

On which boards and/or commissions would you be willing to serve? .Parks and Public Works Committee

1

On which boards and/or commissions would you be willing to serve? .Planning Commission

1

On which boards and/or commissions would you be willing to serve? .Zoning Board of Appeals

1

Please describe any qualifications, expertise or special interests that relate to your possible appointment:

Digital Signature

Auston Marineau

Submitted Files

Cover Letter

[marineau_cover_letter.pdf](#)

Resume

[resume_austonmarineau.pdf](#)

Auston (AJ) Marineau

Saugatuck, MI 49453

October 21, 2024

Saugatuck City Council
102 Butler St
PO Box 86
Saugatuck, MI 49453

Dear Members of the Saugatuck City Council,

With the recent appointment of Joe Clark to the City Council and the forthcoming vacancy on the Planning Commission, I am writing to express my interest in serving on the city's Planning Commission. Having returned to Saugatuck, the community where I grew up, I feel a deep connection to both its history and its future. Although my qualifications may not be traditional for this role, I believe my diverse experiences, combined with my unique perspective as a young professional, can contribute meaningfully to the city's long-term vision.

This past May, I graduated with honors from the University of Michigan Law School, and shortly after began clerking for the Chief Justice of the Michigan Supreme Court. This role has given me substantial exposure to legal research, drafting key legal documents, and understanding the intricacies of governance. During my time at the University of Michigan Law School, I held positions in both the private sector at some of the world's largest law firms and in public service, including working in Governor Whitmer's Office of Legal Counsel as a senior law clerk for nearly a year. These experiences have helped me develop a well-rounded approach to solving complex issues—something I believe is essential to the evolving challenges faced by Saugatuck.

Before embarking on my legal career, I served as an infantry officer in the U.S. Army for seven years, with deployments to Afghanistan, Iraq, and Syria. In leading diverse teams in high-pressure environments, I honed skills in project management, coordination across various stakeholders, and making strategic decisions in rapidly changing situations. These experiences instilled in me a sense of discipline, responsibility, and teamwork that I believe can be a valuable asset to the Planning Commission.

Growing up in Saugatuck, I had the privilege of being involved in various roles within the community—attending Saugatuck Public Schools, working in local restaurants, at the Saugatuck/Douglas Convention and Visitors Bureau, and as a tour guide for Saugatuck Dune Rides, among others. All of these experiences provided me with an intimate knowledge of our local history, natural beauty, and what makes Saugatuck such a special place. My personal experiences, combined with my family's longstanding connection to the area—my grandfather having served as the town doctor for over 40 years—have helped me build a strong connection with residents and visitors alike, a connection that I would like to deepen by giving back to the community that shaped me. These experiences have also given me a unique perspective on the balance between preserving our heritage and fostering growth.

At 32, I recognize that I am younger than many who have served on the Planning Commission. However, I see this as a strength rather than a limitation. My generation has a vested interest in shaping Saugatuck's future, ensuring it remains a vibrant, thriving community for decades to come. I believe my age provides a fresh outlook, and I am deeply committed to working with the city to build a long-term vision that honors Saugatuck's past while preparing it for future challenges and opportunities.

Thank you for considering my application. It would be an honor to contribute to the ongoing success of our community, and I look forward to the opportunity to serve on the city's Planning Commission.

Very Sincerely,
Auston Marineau

Auston (AJ) Marineau

Saugatuck, Michigan 49453

EDUCATION

UNIVERSITY OF MICHIGAN LAW SCHOOL

Ann Arbor, MI

Juris Doctor

May 2024

Honors: Graduated *Cum Laude*; Pro Bono Pledge; Dean's Scholarship Recipient

Activities: Michigan Journal of International Law – Executive Editor; Michigan Law Veterans Society – Co-President; National Security Law Society – Co-President; Syrian Accountability Project – Chief Investigator; Michigan Law Softball Team Member

INDIANA UNIVERSITY

Bloomington, IN

Bachelor of Arts in History

May 2014

Activities: Men's Soccer Varsity Letterman (Lake Forest College)

Worked 25-40 hours per week in restaurant and tourism industries during undergraduate studies

EXPERIENCE

MICHIGAN SUPREME COURT

Judicial Law Clerk to Chief Justice Elizabeth T. Clement

Lansing, MI (August 2024 – Present)

- Responsible for researching and drafting all manners of memorandum, opinions, and orders; assist in coordinating the Chief Justice's communications within the court and assist with her administrative responsibilities and taskforce work

COOLEY LLP

Litigation Summer Associate (received offer of employment; will begin as associate in Chicago following clerkship)

Boston, MA (May – July 2023)

- Conducted legal research and drafted memoranda on complex litigation matters, providing critical support in case preparation, strategy development, and legal analysis
- Drafted and reviewed various legal documents, including motions, briefs, and discovery requests, ensuring accuracy, adherence to procedural requirements, and alignment with client objectives

OFFICE OF LEGAL COUNSEL FOR THE OFFICE OF THE GOVERNOR OF MICHIGAN

Senior Law Clerk

Lansing, MI (August 2022 – May 2023)

- Analyzed legislation for regulatory, constitutional, and other legal and policy deficiencies; delivered legal research, analysis, and memoranda regarding a variety of legal and policy issues concerning both the state of Michigan and the Office of the Governor

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Summer Associate (received return offer for 2L summer)

Detroit, MI (May – July 2022)

- Drafted a \$5 million bond purchase agreement; created a 50-state survey regarding the implications of remote work on various state tax and employment laws and regulations; managed two expungement cases in coordination with the City of Detroit's Project Clean Slate
- Authored 10+ memoranda on topics including commercial litigation, guaranties, labor and employment, immigration, and real estate

UNITED STATES ARMY

(November 2014 – August 2021)

Infantry Officer, Honorably Discharged at the rank of Captain

Aide-de-Camp to Deputy Commanding General

Iraq; Syria; Fort Hood, TX (April 2019 – August 2021)

Assistant to a Two-Star British General charged with oversight of Coalition Forces in Iraq and Syria and ~95,000 U.S. soldiers

- Planned, facilitated, and prepared the General for engagements with a variety of entities, including the United Nations, NATO, and senior Defense and State department representatives from over 40 countries
- Managed the efforts of a 500 person staff tasked with preparing in-depth analysis and presenting options to shape the future of the mission to defeat ISIS, affecting the interests of 83 countries and ~20,000 military personnel
- Prepared speeches and official correspondence for the General; assisted with drafting whitepapers regarding Coalition and U.S. policy in Iraq and Syria which were routinely distributed to heads of state and top U.S. officials

Executive Officer

Iraq; Kuwait; Fort Hood, TX (June 2017 – March 2019)

Second-in-command of an 850-person multinational company focused on logistics during a 13-month combat deployment

- Ranked in the top 1% of Army Officers in formal evaluation
- Designed and implemented company accountability program to secure ~3,000 pieces of highly sensitive military equipment valued at \$200 million across 11 bases, spanning three countries, without any loss

Platoon Leader

Afghanistan; Fort Hood, TX (January 2016 – May 2017)

- Planned and conducted ~90 combat missions, synthesizing complex information and competing priorities into coherent and understandable orders; ranked as the #1 officer over 22 officers in formal evaluation
- Directed the daily operations of a 45-person team with military experience ranging from 1-17 years

SAUGATUCK DUNE RIDES

Tour Guide

Saugatuck, MI (May 2013 – October 2014; May – September 2024)

- Operated a 20-seat dune buggy, providing one-hour guided tours filled with local history, folklore, and a bunch of corny jokes

ADDITIONAL

Volunteer: Service to School Undergraduate and JD Ambassador

Interests: Playing all sports, trail running, Detroit professional sports teams, long walks and frequent beverage stops with my wife and dog

Security Clearance: Top Secret / Sensitive Compartmentalized Information Security Clearance

Saugatuck

P.O. Box 86, Saugatuck, MI 49453
Phone: 269.857.2603 Fax: 269.857-4406
Website: www.saugatuckcity.com

APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS/COMMITTEES

Name: RICHARD CRAWFORD Home Phone: [REDACTED]
Home/Mailing Address: P.O. Box 1172, [REDACTED] SAUGATUCK
E-mail Address: [REDACTED]
Employer: SAUGATUCK SELF STORAGE Occupation/Position: MANAGER
Business Phone: [REDACTED] Business Reference: [REDACTED]

Are you a Saugatuck City resident? YES Are you a registered Saugatuck City voter? YES

Do you or your employer have any business dealings with the City which might present a conflict of interest? NO If yes, explain [REDACTED]

Serving on a Board or Commission can be time-consuming. Are you committed to attending all regularly scheduled meetings? YES

On which Boards and/or Commissions would you be willing to serve?

Board of Review	Kalamazoo Lake Harbor Authority	Planning Commission
Fire District Board	Kalamazoo Lake Sewer & Water	Tri-Community Non-Motorized Trail Committee
Historic District Commission	Library Board	Tri-Community Wildlife Committee
Interurban Board	Parks & Public Works Committee	

Compensation Commission

SAUGATUCK CITY COUNCIL 12 YEARS / 2 YEARS AS MAYOR Zoning Board of Appeals
Please describe any qualifications, expertise or special interests that relate to your possible appointment:

SAUGATUCK PLANNING COMMISSION 19 YEARS
SAUGATUCK ZBA - CURRENT MEMBER

You may wish to submit a cover letter with your application. Please return the original to the City Clerk's office at the above address for processing. The City of Saugatuck recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Saugatuck's diverse community, including citizens of all ethnic groups as well as people with disabilities. Reasonable accommodations and equal access to communication are provided upon request.

Signature: Richard Crawford Date: 6-18-25

****Disclaimer:** Per the City of Saugatuck's retention schedule this application will be kept on file for twelve months, unless you are chosen to serve on a board, then this application is kept on file for the duration of your term.

COPY: Mayor City Council City Clerk

THANK YOU FOR THE OPPORTUNITY TO SERVE. **79**
Rich

Jamie Wolters

From: no-reply@weebly.com
Sent: Monday, January 6, 2025 1:34 PM
To: Jamie Wolters
Subject: New Form Entry: Application for Boards & Commissions

Follow Up Flag: Follow up
Flag Status: Flagged

Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

You've just received a new submission to your [Application for Boards & Commissions](#).
[Mark as Spam](#)

Submitted Information:

Name
Christopher Raphael

Email
[REDACTED]

Home Phone Number

Mobile Phone Number
[REDACTED]

Address

[REDACTED]

Saugatuck, MI 49453

Current Employer

Self

Occupation/Position

IT Support

Business Phone Number

[REDACTED]

Business Reference Name

Business Reference Phone Number

Business Reference Email

Does your employer have any business dealings with the City which might present a conflict of interest

No

If yes, please explain:

Are you a City of Saugatuck resident?

Yes

Are you a registered City of Saugatuck voter?

Yes

Serving on a board or commission can be time-consuming. Are you committed to attending all regularly scheduled meetings?

Yes

On which boards and/or commissions would you be willing to serve? .Zoning Board of Appeals

1

Please describe any qualifications, expertise or special interests that relate to your possible appointment:

Long time resident with interest in serving and time to do so.

Digital Signature

Christopher Raphael



City Manager Report

June 23, 2025

Water Quality Report

- The Kalamazoo Lake Sewer & Water Authority has released the 2024 water quality report. The report can be viewed here: <https://www.klswa.com/2024WQR.pdf>

MERS Report

- The Michigan Employee's Retirement System of Michigan has provided our annual actuarial valuation report through the end of December 31, 2024.
- The City's pension plans remain well-funded at 113%.
- A copy of the report is attached.

Bike Racks

- The new bike racks at the Culver lot, outside the Rose Garden, and next to the east Chain Ferry landing have been installed.
- A big thank you to the CVB for the bike rack donation!

Temporary Signage at Holland/Blue Star

- Council recently provided direction to temporarily re-locate the Saugatuck sign along the river to Holland/Blue Star. Since the approval, I have been working with the Township Manager and Road Commission to apply for the necessary permits. The Township and Road Commission requested a formal agreement. The proposed agreement would allow the temporary sign to remain for up to three years, which will give us time to work together on a new sign for the intersection.
- The Township legal team is still finalizing their review of the agreement, so it was not ready for this meeting. I hope to bring the agreement forth at your next workshop. Assuming all the parties approve and permits are received, we can get the sign installed in July.

Administrative/Project Coordinator

- After your approval, we posted the new Administrative/Project Coordinator position to support the Public Works Department. We received 124 applicants! We are fortunate to have many highly qualified candidates.
- Staff will be interviewing several candidates the week of June 23.
- We are confident we will find a great fit. I greatly appreciate the Council's approval of more staffing resources.

Blue Star Trail

- The Township Manager, FOBST representative, C2AE, and I recently met again to discuss items that are needed to get to a point where the project goes out for bids. We are working to set up a meeting with MDOT to go over responses to the initial tribal feedback we received earlier this year.
- The tribe's on-site assessment remains scheduled for August.

Miscellaneous

- Held Department Head team meeting.
- Held one on one meeting with Treasurer/Finance Officer.
- Held one on one meeting with City Clerk.
- Attended meetings at CVB to discuss Art Coast® and shoulder seasons. Also attended CVB Board meeting.
- Attended meeting with Council Members Gardner and Clark and legal counsel to go over draft of water-sewer agreement.
- Attended meeting with Fennville City Manager and researchers for their grant to answer questions on materials management in the region.

Blast from the Past

- Below is a publication that was in the paper on June 24, 1972.
- How to address encroachment concerns goes back several years. Similar to the many license agreements for review in this meeting packet, City Council has long used license agreements to formally approve the use of the right of way.

Village to License Street Use

The Saugatuck Village Council has agreed to permit the Butler to use part of Butler Street for a porch and a roof overhang under a licensing agreement.

Village President Julius Van Oss said the licensing also will be applied to other property owners whose buildings encroach on streets.

The council met Saturday afternoon at the request of Verse White and Bob Sergeant of Butler Enterprises, Inc., after the council earlier had stopped renovation work at the Butler.

The village will issue a revocable license for the use of Butler Street where the east porch of the former hotel has been for many years, and where a porch roof was recently built. The license will provide that the Butler maintain liability insurance for its structure in the street and hold the village harmless if there is an accident.

In addition, the council approved continuation of work at the Butler upon submission of a new building permit showing work not listed on the original permit.

The top two floors of the building, originally a mill, were removed this spring and a new roof and siding installed. The southwest corner of the building will be extended and new toilet facilities installed.

During the meeting Sergeant observed "if you're going to make us get a license you've got a lot of licenses to get." The council agreed that there are many encroachments to be licensed.

Councilman Robert Taft said the village should exert more control over contractors to avoid encroachments and assure that work done is listed on the building permit.



Municipal Employees' Retirement System of Michigan

Annual Actuarial Valuation Report
December 31, 2024 - Saugatuck, City of (0307)





Spring 2025

Saugatuck, City of

In care of:
Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

This report presents the results of the Annual Actuarial Valuation, prepared for Saugatuck, City of (0307) as of December 31, 2024. The report includes the determination of liabilities and contribution rates resulting from the participation in the Municipal Employees' Retirement System of Michigan ("MERS"). This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Document, Actuarial Policy, the Michigan Constitution, and governing statutes. Saugatuck, City of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees.

The purposes of this valuation are to:

- Measure funding progress as of December 31, 2024,
- Establish contribution requirements for the fiscal year beginning July 1, 2026,
- Provide information regarding the identification and assessment of risk,
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements, and
- Provide information to assist the local unit of government with State reporting requirements.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

The findings in this report are based on data and other information through December 31, 2024. The valuation was based upon information furnished by MERS concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by MERS.

The Municipal Employees' Retirement Act, PA 427 of 1984 and the MERS' Plan Document Article VI Sec. 71 (1)(d), provides the MERS Board with the authority to set actuarial assumptions and methods after consultation with the actuary. As the fiduciary of the plan, the MERS Retirement Board sets certain assumptions for funding and GASB purposes. These assumptions are reviewed regularly through a comprehensive study, most recently in the Spring of 2025. The MERS Retirement Board adopted a Dedicated

Gains Policy at the February 17, 2022 Board meeting. The Dedicated Gains Policy automatically reduces the assumed rate of investment return in conjunction with recognizing excess investment gains to mitigate the impact on employer contributions the first year. The policy was effective with the December 31, 2021 annual actuarial valuation.

The Michigan Department of Treasury provides required assumptions to be used for purposes of Public Act 202, of 2017, reporting. These assumptions are for reporting purposes only and do not impact required contributions. Please refer to the State Reporting page found at the end of this report for information for this filing.

For a full list of all the assumptions used, please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

<https://www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2024AnnualActuarialValuation-Appendix.pdf>

The actuarial assumptions used for this valuation, including the assumed rate of investment return, are reasonable for purposes of the measurement. The combined effect of the assumptions is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to the Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the “Low-Default-Risk Obligation Measure” (LDROM). The LDROM calculation is provided in aggregate, along with aggregate employer results, in a separate report titled “Summary Report of the 79th Annual Actuarial Valuations,” and will be available on the MERS website during the fall of 2025.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of Saugatuck, City of as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and with applicable statutes.

Rebecca L. Stouffer, Mark Buis, Kurt Dosson, and Shana M. Neeson are members of the American Academy of Actuaries. These actuaries meet the Academy’s Qualification Standards to render the actuarial opinions contained herein. The signing actuaries are independent of the plan sponsor. GRS maintains independent consulting agreements with certain local units of government for services unrelated to the actuarial consulting services provided in this report.

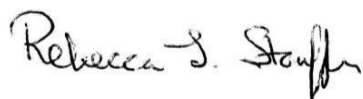
The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).

This information is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting, or investment advice.

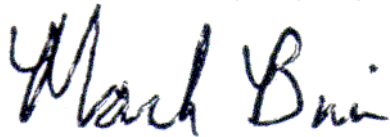
This report was prepared at the request of the MERS Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). GRS is not responsible for the consequences of any unauthorized use. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS (6377).

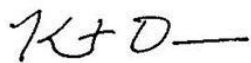
Sincerely,
Gabriel, Roeder, Smith & Company



Rebecca L. Stouffer, ASA, FCA, MAAA



Mark Buis, FSA, FCA, EA, MAAA



Kurt Dosson, ASA, FCA, MAAA



Shana M. Neeson, ASA, FCA, MAAA

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Executive Summary

Funded Ratio

The funded ratio of a plan is the percentage of the dollar value of the actuarial accrued liability that is covered by the actuarial value of assets. While the funded ratio may be a useful plan measurement, understanding a plan's funding trend may be more important than a particular point in time. Refer to Table 7 to find a history of this information.

	12/31/2024	12/31/2023
Funded Ratio*	113%	112%

* Reflects assets from Surplus divisions, if any.

Throughout this report are references to valuation results generated prior to the 2018 valuation date. Results prior to 2018 were received directly from the prior actuary or extracted from the previous valuation system by MERS' technology service provider.

Required Employer Contributions

Your required employer contributions are shown in the following table. Employee contributions, if any, are in addition to the employer contributions.

Effective with the December 31, 2021 valuation, the MERS Retirement Board adopted a Dedicated Gains Policy which allows for recognition of asset gains in excess of a set threshold in combination with lowering the assumed rate of investment return. Following the completion of an Experience Study and effective with the 2024 valuations, the MERS Retirement Board adopted updated demographic and economic assumptions. **The combined impact of the implementation of updated assumptions and application of the Dedicated Gains Policy is shown in the contribution requirements below.**

Valuation Date:	Percentage of Payroll		Monthly \$ Based on Projected Payroll	
	12/31/2024	12/31/2023	12/31/2024	12/31/2023
Fiscal Year Beginning:	July 1, 2026	July 1, 2025	July 1, 2026	July 1, 2025
Division				
01 - General	-	-	\$ 0	\$ 0
HA - EEs hired after 5/1/04	7.93%	8.36%	4,837	5,307
Total Municipality - Estimated Monthly Contribution			\$ 4,837	\$ 5,307
Total Municipality - Estimated Annual Contribution			\$ 58,044	\$ 63,684

Employee contribution rates:

Valuation Date:	Employee Contribution Rate	
	12/31/2024	12/31/2023
Division		
01 - General	0.00%	0.00%
HA - EEs hired after 5/1/04	0.00%	0.00%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements. Employers making contributions in excess of the minimum requirements may elect to apply the excess contribution immediately to a particular division, or segregate the excess into one or more "Surplus" divisions. An election in the first case would immediately reduce any unfunded accrued liability and lower the amortization payments throughout the remaining amortization period. Additional contribution into one or more Surplus divisions would not immediately lower future contributions, however the assets from the Surplus division(s) could be transferred to an unfunded division in the future to reduce the unfunded liability in future years, or to be used to pay all or a portion of the minimum required contribution in a future year. For purposes of this report, the assets in any Surplus division have been included in the municipality's total assets, unfunded accrued liability, and funded status; however, these assets are not used in calculating the minimum required contribution.

MERS strongly encourages employers to contribute more than the minimum contribution shown above. With the implemented dedicated gains policy, market gains and losses will continue to be smoothed over five years; however, excess returns are used to lower the investment assumption. Thus, there will be fewer gains to smooth in down markets. Having additional funds in Surplus divisions will assist plans with navigating potential short-term market volatility.

The required employer contribution rates, or dollars if the division is closed, determined in this report are reasonable under Actuarial Standard of Practice (ASOP) No. 4, Measuring Pension Obligations and Determining Pension Plan Costs or Contributions, based on:



- The use of reasonable actuarial assumptions and cost methods;
- The use of reasonable amortization and asset valuation methods; and
- Application of the MERS funding policy which will accumulate sufficient assets to make benefit payments when due, assuming all assumptions will be realized, and the required employer contributions are made when due.

How and Why Do These Numbers Change?

In a defined benefit plan, contributions vary from one annual actuarial valuation to the next as a result of the following:

- Changes in benefit provisions (see Table 2);
- Changes in actuarial assumptions and methods (see the Appendix); and
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions.

These impacts are reflected in various tables in the report. For more information, please contact your Regional Manager.

Comments on Investment Rate of Return Assumption

A defined benefit plan is funded by employer contributions, participant contributions, and investment earnings. Investment earnings have historically provided a significant portion of the funding. The larger the share of benefits being provided from investment returns, the smaller the required contributions, and vice versa. Determining the contributions required to prefund the promised retirement benefits requires an assumption of what investment earnings are expected to add to the fund over a long period of time. This is called the **Investment Return Assumption**.

The MERS Investment Return Assumption is **6.93%** per year. This, along with all other actuarial assumptions, is reviewed at least every five years in an Experience Study that compares the assumptions used against actual experience and recommends adjustments if necessary. If your municipality would like to explore contributions at lower assumed investment return assumptions, please review the “What If” projection scenarios later in this report.

Assumption and Method Changes in 2024

Effective February 17, 2022, the MERS Retirement Board adopted a dedicated gains policy that automatically lowers the assumed rate of investment return by using excess asset gains to mitigate large increases in required contributions to the Plan. Full details of this dedicated gains policy are available in the Actuarial Policy found on the MERS [website](#). Some goals of the dedicated gains policy are to:

- Provide a systematic approach to lower the assumed rate of investment return between experience studies; and
- Use excess gains to cover both the increase in normal cost and any increase in UAL payment the first contribution year after application (i.e., minimize the first-year impact (i.e., increase) in employer contributions).

The dedicated gains policy was implemented with the December 31, 2021 annual actuarial valuation and was reflected in the computed employer contribution amounts beginning in fiscal year 2023.



Investment performance measured for the one-year period ending December 31, 2024 resulted in no change to the assumed rate of investment return of 6.93%.

On February 12, 2025, the MERS Retirement Board adopted the results of an Experience Study covering the period, January 1, 2019 through December 31, 2023. The study examined recent experience and trends, with consideration for the COVID-19 pandemic. The study resulted in incremental assumption updates, with limited impact on employer contributions and funded status, for most employers when results are measured on the new assumption basis. The results of this study are reflected in the December 31, 2024 annual actuarial valuations.

MI Local Retirement Grant

Michigan lawmakers adopted Public Act 119 of 2023, which provided relief to local units of government with the most significant burden from qualified pension and retirement health benefit systems on their annual budget and revenues. As authorized under Public Act 119 of 2023, Section 990, the state pension and OPEB grants were awarded to eligible local governments in September 2024.

A smaller number of municipalities qualified for the **MI Local Retirement Grant** than the **Protecting MI Pension Grant Program** of the previous year. Pension funds received by municipalities were deposited into the MERS trust during September 2024 and are reflected in this valuation.

Comments on Asset Smoothing

To avoid dramatic spikes and dips in annual contribution requirements due to short-term fluctuations in asset markets, MERS applies a technique called **asset smoothing**. This spreads out each year's investment gains or losses over the prior year and the following four years. After initial application of asset smoothing, remaining excess market gains are used to buy down the assumed rate of investment return and increase the level of valuation assets, to the extent allowed by the dedicated gains policy. This smoothing method is used to determine your actuarial value of assets (valuation assets), which is then used to determine both your funded ratio and your required contributions. **The (smoothed) actuarial rate of return for 2024 was 3.79%, while the actual market rate of return was 7.28%.** The actuarial rate of return is below the assumed rate of return, which will put upward pressure on the employer contribution requirements determined in this valuation. To see historical details of the market rate of return compared to the smoothed actuarial rate of return, refer to this report's Appendix or view the "[How Smoothing Works](#)" video on the [Defined Benefit resource page](#) of the MERS website.

As of December 31, 2024, the actuarial value of assets is 107% of market value due to asset smoothing. This means that there are deferred investment losses, which will put upward pressure on contributions in the short term.

If the December 31, 2024 valuation results were based on market value instead of actuarial value:

- The funded percent of your entire municipality would be 106% (instead of 113%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2026 would be \$58,044 (instead of \$58,044).

Alternate Scenarios to Estimate the Potential Volatility of Results ("What If Scenarios")

The calculations in this report are based on assumptions about long-term economic and demographic



behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore, the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

- Open divisions that have substantial assets compared to their active employee payroll will have more volatile employer contribution rates due to investment return fluctuations.
- Open divisions that have substantial accrued liability compared to their active employee payroll will have more volatile employer contribution rates due to demographic experience fluctuations.
- Small divisions will have more volatile contribution patterns than larger divisions because statistical fluctuations are relatively larger among small populations.
- Shorter amortization periods result in more volatile contribution patterns.

Many assumptions are important in determining the required employer contributions. In the following table, we show the impact of varying the Investment Return assumption. Lower investment returns would generally result in higher required employer contributions, and vice versa. The three economic scenarios below provide a quantitative risk assessment for the impact of investment returns on the plan's projected financial condition for funding purposes.

The relative impact of the economic scenarios below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2024 valuation and are for the municipality in total, not by division.

It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size. Projections are not predictions. Future valuations will be based on actual future experience.

12/31/2024 Valuation Results	Lower Future Annual Returns	Lower Future Annual Returns	Valuation Assumptions
Investment Return Assumption	4.93%	5.93%	6.93%
Accrued Liability	\$ 2,891,096	\$ 2,578,673	\$ 2,319,342
Valuation Assets ¹	\$ 2,623,877	\$ 2,623,877	\$ 2,623,877
Unfunded Accrued Liability	\$ 267,219	\$ (45,204)	\$ (304,535)
Funded Ratio	91%	102%	113%
Monthly Normal Cost	\$ 7,796	\$ 6,118	\$ 4,837
Monthly Amortization Payment	\$ 1,855	\$ 582	\$ -
Total Employer Contribution²	\$ 9,651	\$ 6,700	\$ 4,837

¹ The Valuation Assets include assets from Surplus divisions, if any.

² If assets exceed accrued liabilities for a division, the division may have an overfunding credit to reduce the division's employer contribution requirement. If the overfunding credit is larger than the normal cost, the division's full credit is included in the municipality's amortization payment above but the division's total contribution requirement is zero. This can cause the displayed normal cost and amortization payment to not add up to the displayed total employer contribution.

Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under



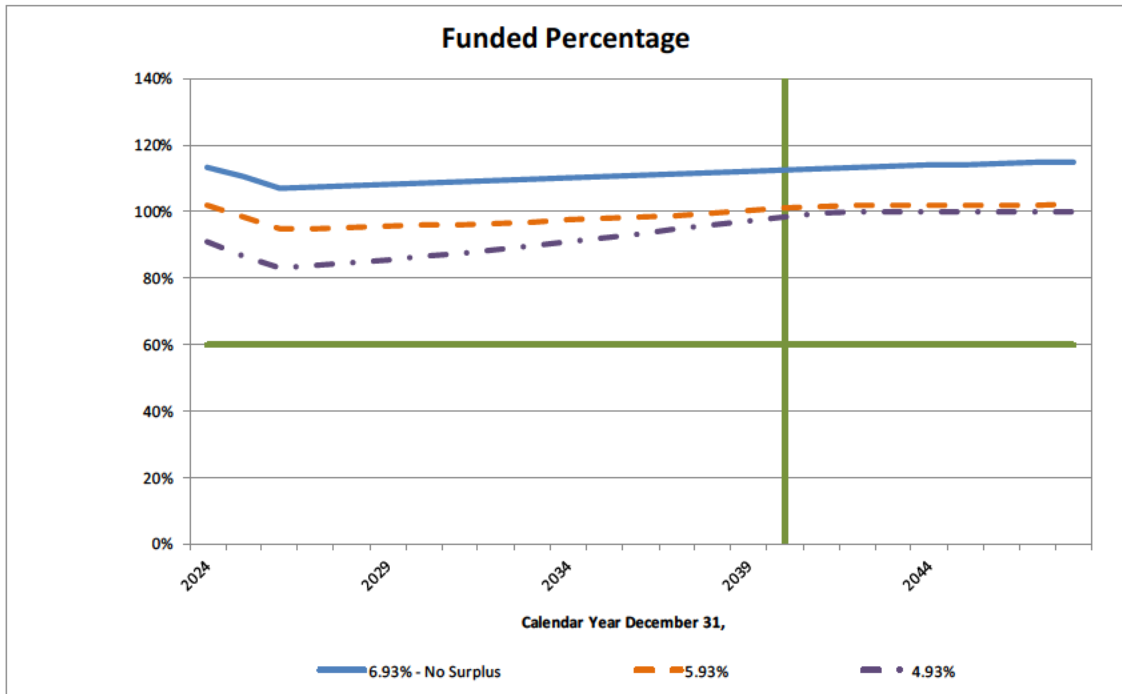
the actuarial assumptions used in the valuation and alternate economic assumption scenarios. All three projections account for the past investment experience that will continue to affect the actuarial rate of return in the short term.

The 6.93% scenario provides an estimate of computed employer contributions based on current actuarial assumptions, and a projected 6.93% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively and make contributions in addition to the minimum requirements. The 5.93% and 4.93% projection scenarios provide an indication of the potential required employer contribution if these assumptions were met over the long term.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Estimated Annual Employer Contribution
6.93%¹					
2024	2026	\$ 2,319,342	\$ 2,623,877	113%	\$ 58,044
2025	2027	\$ 2,360,000	\$ 2,610,000	110%	\$ 59,600
2026	2028	\$ 2,410,000	\$ 2,580,000	107%	\$ 61,300
2027	2029	\$ 2,460,000	\$ 2,640,000	108%	\$ 63,000
2028	2030	\$ 2,520,000	\$ 2,720,000	108%	\$ 64,900
2029	2031	\$ 2,570,000	\$ 2,780,000	108%	\$ 66,900
5.93%¹					
2024	2026	\$ 2,578,673	\$ 2,623,877	102%	\$ 80,400
2025	2027	\$ 2,630,000	\$ 2,580,000	98%	\$ 85,800
2026	2028	\$ 2,690,000	\$ 2,540,000	95%	\$ 91,700
2027	2029	\$ 2,740,000	\$ 2,600,000	95%	\$ 94,400
2028	2030	\$ 2,810,000	\$ 2,670,000	95%	\$ 97,100
2029	2031	\$ 2,870,000	\$ 2,740,000	95%	\$ 100,000
4.93%¹					
2024	2026	\$ 2,891,096	\$ 2,623,877	91%	\$ 115,812
2025	2027	\$ 2,950,000	\$ 2,560,000	87%	\$ 129,000
2026	2028	\$ 3,020,000	\$ 2,510,000	83%	\$ 141,000
2027	2029	\$ 3,090,000	\$ 2,590,000	84%	\$ 145,000
2028	2030	\$ 3,170,000	\$ 2,680,000	85%	\$ 150,000
2029	2031	\$ 3,240,000	\$ 2,770,000	86%	\$ 154,000

¹ Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

² Valuation Assets do not include assets from Surplus divisions, if any.



Notes:

The green indicator lines have been added at 60% funded and 16 years following the valuation date for PA 202 purposes.

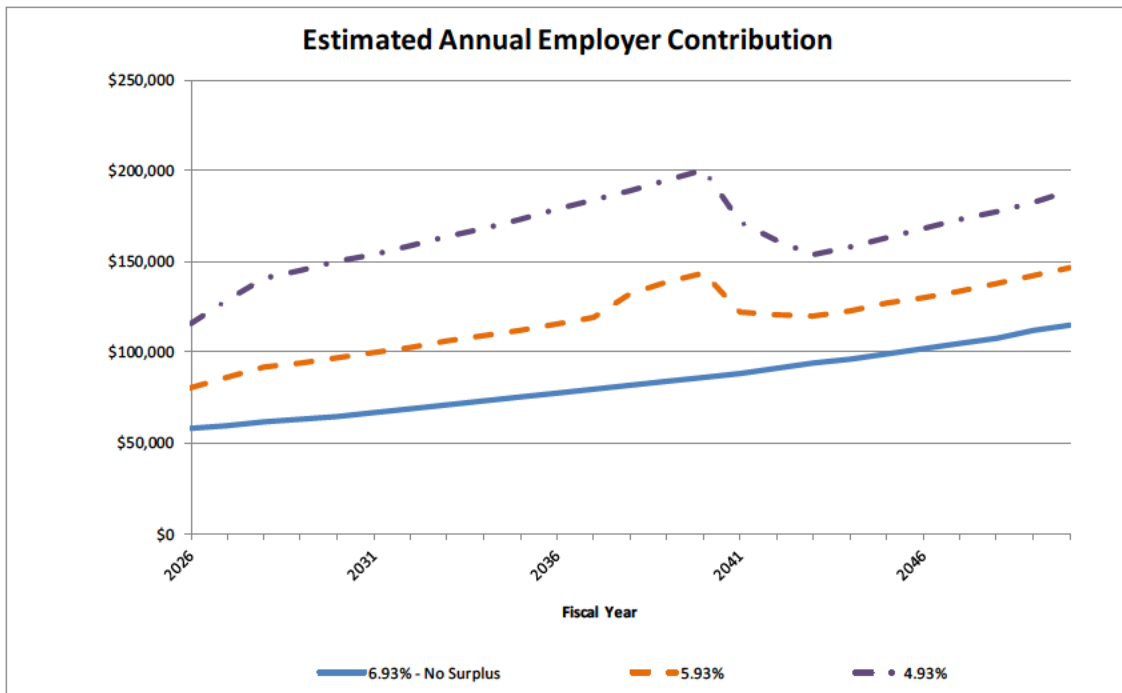


Table 1: Employer Contribution Details for the Fiscal Year Beginning July 1, 2026

Division	Total Normal Cost	Employee Contribution Rate	Employer Contributions ¹			Blended ER Rate ⁵	Employee Contribution Conversion Factor ²
			Employer Normal Cost ⁶	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribution		
Percentage of Payroll							
01 - General	0.00%	0.00%	-	-	-	7.93%	
HA - EEs hired after 5/1/04	7.93%	0.00%	7.93%	0.00%	7.93%	7.93%	
Estimated Monthly Contribution³							
01 - General			\$ 0	\$ 0	\$ 0		
HA - EEs hired after 5/1/04			4,837	0	4,837		
Total Municipality			\$ 4,837	\$ 0	\$ 4,837		
Estimated Annual Contribution³			\$ 58,044	\$ 0	\$ 58,044		

¹ The above employer contribution requirements are in addition to the employee contributions, if any.

² If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1% because employee contributions may be refunded at termination of employment and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.

³ For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (i.e., closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the Appendix.

⁴ Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions not to add across.

⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-MERS (6377).

⁶ For divisions with a negative employer normal cost, employee contributions cover the normal cost and a portion of the payment of any unfunded accrued liability.

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Table 2: Benefit Provisions

01 - General: Closed to new hires, linked to Division HA

	2024 Valuation	2023 Valuation
Benefit Multiplier:	2.00% Multiplier (no max)	2.00% Multiplier (no max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	50/25 55/15	50/25 55/15
Final Average Compensation:	5 years	5 years
Employee Contributions:	0.00%	0.00%
Act 88:	No	No

HA - EEs hired after 5/1/04: Open Division, linked to Division 01

	2024 Valuation	2023 Valuation
Benefit Multiplier:	1.50% Multiplier (no max)	1.50% Multiplier (no max)
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	-	-
Final Average Compensation:	3 years	3 years
Employee Contributions:	0.00%	0.00%
Act 88:	No	No

Table 3: Participant Summary

Division	2024 Valuation		2023 Valuation		2024 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
O1 - General							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	12	161,605	12	161,605	70.9		
Pending Refunds	0		0				
HA - EEs hired after 5/1/04							
Active Employees	11	\$ 679,801	11	\$ 707,462	41.5	2.9	3.8
Vested Former Employees	5	56,005	4	38,302	52.1	10.4	16.1
Retirees and Beneficiaries	2	9,917	2	9,917	69.4		
Pending Refunds	0		0				
Total Municipality							
Active Employees	11	\$ 679,801	11	\$ 707,462	41.5	2.9	3.8
Vested Former Employees	5	56,005	4	38,302	52.1	10.4	16.1
Retirees and Beneficiaries	14	171,522	14	171,522	70.7		
Pending Refunds	0		0				
Total Participants	30		29				

¹ Annual payroll for active employees; annual deferred benefits payable for vested former employees; annual benefits being paid for retirees and beneficiaries.

² Descriptions can be found under Miscellaneous and Technical Assumptions in the Appendix.

Table 4: Reported Assets (Market Value)

Division	2024 Valuation		2023 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
01 - General	\$ 1,656,701	\$ 0	\$ 1,646,548	\$ 0
HA - EEs hired after 5/1/04	806,184	0	709,449	0
Municipality Total³	\$ 2,462,885	\$ 0	\$ 2,355,997	\$ 0
Combined Assets³	\$2,462,885		\$2,355,997	

¹ Reserve for Employer Contributions and Benefit Payments.

² Reserve for Employee Contributions.

³ Totals may not add due to rounding.

The December 31, 2024 valuation assets (actuarial value of assets) are equal to 1.065367 times the reported market value of assets (compared to 1.099555 as of December 31, 2023). Refer to the Appendix for a description of the valuation asset derivation and a detailed calculation of valuation assets.

Table 5: Flow of Valuation Assets

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2014	\$ 36,722	\$ 12,000	\$ 0	\$ 85,015	\$ (55,359)	\$ 0	\$ 0	\$ 1,520,414
2015	42,418	12,000	0	77,361	(70,168)	0	0	1,582,025
2016	44,767	15,000	0	82,113	(100,096)	0	0	1,623,809
2017	49,281	39,587	0	95,815	(155,248)	0	0	1,653,244
2018	52,643	90,341	0	61,569	(154,928)	0	0	1,702,869
2019	61,278	123,552	0	84,539	(166,722)	0	0	1,805,516
2020	60,328	221,016	0	163,504	(172,565)	0	0	2,077,799
2021	60,099	93,157	0	352,816	(172,423)	0	0	2,411,448
2022	62,421	99,659	0	89,771	(171,216)	0	0	2,492,083
2023	58,545	83,500	0	128,888	(172,468)	0	0	2,590,548
2024	54,315	54,000	0	96,536	(171,522)	0	0	2,623,877

Notes:

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

The investment income column reflects the recognized investment income based on Valuation Assets. It does not reflect the market value investment return in any given year.

The Valuation Asset balance includes assets from Surplus divisions, if any.

Years where historical information is not available will be displayed with zero values.

**Table 6: Actuarial Accrued Liabilities and Valuation Assets
as of December 31, 2024**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
01 - General	\$ 0	\$ 0	\$ 1,526,321	\$ 0	\$ 1,526,321	\$ 1,764,995	115.6%	\$ (238,674)
HA - EEs hired after 5/1/04	247,179	434,374	111,468	0	793,021	858,882	108.3%	(65,861)
Total	\$ 247,179	\$ 434,374	\$ 1,637,789	\$ 0	\$ 2,319,342	\$ 2,623,877	113.1%	\$ (304,535)

The following results show the combined accrued liabilities and assets for each set of linked divisions. These results are already shown in the table on the prior page(s).

Table 6 (continued)

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
Linked Divisions HA, 01	\$ 247,179	\$ 434,374	\$ 1,637,789	\$ 0	\$ 2,319,342	\$ 2,623,877	113.1%	\$ (304,535)

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

The December 31, 2024 valuation assets (actuarial value of assets) are equal to 1.065367 times the reported market value of assets. Refer to the Appendix for a description of the valuation asset derivation and a detailed calculation of valuation assets.

Table 7: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2010	\$ 1,359,695	\$ 1,268,387	93%	\$ 91,308
2011	1,436,659	1,322,607	92%	114,052
2012	1,542,985	1,371,026	89%	171,959
2013	1,616,722	1,442,036	89%	174,686
2014	1,684,154	1,520,414	90%	163,740
2015	1,852,089	1,582,025	85%	270,064
2016	1,889,541	1,623,809	86%	265,732
2017	1,944,566	1,653,244	85%	291,322
2018	1,943,861	1,702,869	88%	240,992
2019	2,064,053	1,805,516	87%	258,537
2020	2,086,583	2,077,799	100%	8,784
2021	2,177,286	2,411,448	111%	(234,162)
2022	2,235,157	2,492,083	111%	(256,926)
2023	2,305,006	2,590,548	112%	(285,542)
2024	2,319,342	2,623,877	113%	(304,535)

Notes: Actuarial assumptions were revised for the 2010, 2011, 2012, 2015, 2019, 2020, 2021, 2023, and 2024 actuarial valuations.

The Valuation Assets include assets from Surplus divisions, if any.

Years where historical information is not available will be displayed with zero values.

Throughout this report are references to valuation results generated prior to the 2018 valuation date. Results prior to 2018 were received directly from the prior actuary or extracted from the previous valuation system by MERS's technology service provider.

Tables 8 and 9: Division-Based Comparative Schedules

Division 01 - General

Table 8-01: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2014	\$ 1,555,673	\$ 1,391,457	89%	\$ 164,216
2015	1,673,172	1,417,389	85%	255,783
2016	1,675,270	1,417,273	85%	257,997
2017	1,674,120	1,398,942	84%	275,178
2018	1,614,214	1,403,932	87%	210,282
2019	1,651,329	1,449,563	88%	201,766
2020	1,653,550	1,649,300	100%	4,250
2021	1,657,269	1,867,127	113%	(209,858)
2022	1,600,593	1,836,884	115%	(236,291)
2023	1,571,659	1,810,470	115%	(238,811)
2024	1,526,321	1,764,995	116%	(238,674)

Notes: Actuarial assumptions were revised for the 2015, 2019, 2020, 2021, 2023, and 2024 actuarial valuations.

The percent funded does not reflect valuation assets from Surplus divisions, if any.

Table 9-01: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2014	3	\$ 145,258	\$ 1,265	0.00%
2015	2	104,375	\$ 1,728	0.00%
2016	1	36,492	\$ 1,727	0.00%
2017	1	40,209	\$ 1,890	0.00%
2018	1	40,848	\$ 1,493	0.00%
2019	0	0	\$ 1,274	0.00%
2020	0	0	\$ 0	0.00%
2021	0	0	\$ 0	0.00%
2022	0	0	\$ 0	0.00%
2023	0	0	\$ 0	0.00%
2024	0	0	\$ 0	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 reflect the full employer contribution requirement.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available will be displayed with zero values.



Division HA - EEs hired after 5/1/04

Table 8-HA: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2014	\$ 128,481	\$ 128,957	100%	\$ (476)
2015	178,917	164,636	92%	14,281
2016	214,271	206,536	96%	7,735
2017	270,446	254,302	94%	16,144
2018	329,647	298,937	91%	30,710
2019	412,724	355,953	86%	56,771
2020	433,033	428,499	99%	4,534
2021	520,017	544,321	105%	(24,304)
2022	634,564	655,199	103%	(20,635)
2023	733,347	780,078	106%	(46,731)
2024	793,021	858,882	108%	(65,861)

Notes: Actuarial assumptions were revised for the 2015, 2019, 2020, 2021, 2023, and 2024 actuarial valuations.

The percent funded does not reflect valuation assets from Surplus divisions, if any.

Table 9-HA: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2014	6	\$ 303,562	7.87%	0.00%
2015	6	327,330	8.19%	0.00%
2016	7	379,053	8.74%	0.00%
2017	7	389,541	8.54%	0.00%
2018	8	445,343	8.43%	0.00%
2019	9	514,779	8.80%	0.00%
2020	7	370,077	8.48%	0.00%
2021	10	547,229	8.69%	0.00%
2022	11	645,687	8.15%	0.00%
2023	11	707,462	8.36%	0.00%
2024	11	679,801	7.93%	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 reflect the full employer contribution requirement.

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available will be displayed with zero values.

Table 10: Division-Based Layered Amortization Schedule

Division 01 - General

Table 10-01: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2026		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Experience	12/31/2020	\$ (17,301)	15	\$ (17,051)	11	\$ (1,920)
Experience	12/31/2021	(200,350)	15	(204,209)	12	(21,444)
Experience	12/31/2022	(23,756)	15	(25,014)	13	(2,472)
Experience	12/31/2023	(8,592)	15	(9,290)	14	(864)
Experience	12/31/2024	(7,548)	15	(8,346)	15	(744)
Total				\$ (263,910)		\$ (27,444)

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2024 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2024 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the Appendix on the MERS website for a detailed description of the amortization policy.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

Division HA - EEs hired after 5/1/04

Table 10-HA: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2026		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Experience	12/31/2020	\$ (954)	15	\$ (940)	11	\$ (108)
Experience	12/31/2021	(25,553)	15	(26,045)	12	(2,736)
Experience	12/31/2022	5,323	15	5,599	13	552
Experience	12/31/2023	(26,701)	15	(28,864)	14	(2,688)
Experience	12/31/2024	(20,416)	15	(22,575)	15	(1,992)
Total				\$ (72,825)		\$ (6,972)

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see Appendix on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2024 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2024 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the Appendix on the MERS website for a detailed description of the amortization policy.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

GASB Statement No. 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. GASB Statement No. 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at <http://www.mersofmich.com/>.

Actuarial Valuation Date:	12/31/2024
Measurement Date of the Total Pension Liability (TPL):	12/31/2024

At 12/31/2024, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	14
Inactive employees entitled to but not yet receiving benefits (including refunds):	5
Active employees:	<u>11</u>
	30

Total Pension Liability as of 12/31/2023 measurement date:	\$ 2,247,626
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Total Pension Liability as of 12/31/2024 measurement date:	\$ 2,261,466
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Service Cost for the year ending on the 12/31/2024 measurement date:	\$ 53,568
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Change in the Total Pension Liability due to:

- Benefit changes ¹ :	\$ 0
- Differences between expected and actual experience ² :	\$ (17,579)
- Changes in assumptions ² :	\$ (7,772)

Average expected remaining service lives of all employees (active and inactive):	4
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¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Covered employee payroll (Needed for Required Supplementary Information):	\$ 679,801
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Note: Covered employee payroll may differ from the GASB Statement No. 68 definition.

Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (6.18%)	Current Discount Rate (7.18%)	1% Increase (8.18%)
Change in Net Pension Liability as of 12/31/2024:	\$ 247,872	\$ 0	\$ (207,988)

Note: The current discount rate shown for GASB Statement No. 68 purposes is higher than the MERS assumed rate of return. This is because for GASB Statement No. 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes it is net of administrative expenses.



Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS. All provisions are listed by date of adoption.

01 - General

12/1/2016	Service Credit Purchase Estimates - Yes
7/1/1996	2.00% Multiplier
4/1/1983	Member Contribution Rate 0.00%
10/1/1979	10 Year Vesting
10/1/1979	Benefit FAC-5 (5 Year Final Average Compensation)
10/1/1979	Member Contribution Rate 4.00%
	Fiscal Month - July
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
	Normal Retirement Age (DB) - 60

HA - EEs hired after 5/1/04

1/1/2021	Base Wages
1/1/2021	Long Term Disability - Service Granted
1/1/2021	Service Credit Qualification - 80 hours
1/1/2021	Short Term Disability - Service Granted
1/1/2021	Workers Compensation - Service Granted
11/1/2009	1.50% Multiplier
11/1/2009	6 Year Vesting
11/1/2009	Benefit FAC-3 (3 Year Final Average Compensation)
11/1/2009	Member Contribution Rate 0.00%
	Fiscal Month - July
	No Early Reduced Conditions
	Normal Retirement Age (DB) - 60

Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

Details on MERS plan provisions, actuarial assumptions, and actuarial methodology can be found in the Appendix. Some actuarial assumptions are specific to this municipality and its divisions. These are listed below.

Increase in Final Average Compensation

Division	Increase Assumption
01 - General	1.50%
HA - EEs hired after 5/1/04	0.50%

Miscellaneous and Technical Assumptions

Loads – None.

Amortization Policy for Closed Not Linked Divisions: The default funding policy for closed not linked divisions, including open divisions with zero active members, is to follow a non-accelerated amortization, where each closed period decreases by one year each year until the period is exhausted.

Risk Commentary

Determination of the accrued liability, the employer contribution, and the funded ratio requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability, the actuarially determined contribution and the funded ratio that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

- **Investment Risk** – actual investment returns may differ from the expected returns;
- **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
- **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
- **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
- **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

Plan Maturity Measures

Risks facing a pension plan evolve over time. A young plan with virtually no investments and paying few benefits may experience little investment risk. An older plan with a large number of members in pay status and a significant trust may be much more exposed to investment risk. Generally accepted plan maturity measures include the following:

December 31,	Ratio of:				
	Market Value of Assets to Total Payroll	Actuarial Accrued Liability to Payroll	Actives to Retirees and Beneficiaries	Market Value of Assets to Benefit Payments	Net Cash Flow to Market Value of Assets (BOY)
2018	3.2	4.0	0.7	10.0	-0.7%
2019	3.5	4.0	0.6	10.7	1.2%
2020	5.8	5.6	0.5	12.4	6.1%
2021	4.4	4.0	0.8	14.0	-0.9%
2022	3.3	3.5	0.8	12.6	-0.4%
2023	3.3	3.3	0.8	13.7	-1.4%
2024	3.6	3.4	0.8	14.4	-2.7%

Ratio of Market Value of Assets to Total Payroll

The relationship between assets and payroll is a useful indicator of the potential volatility of contributions. For example, if the market value of assets is 2.0 times the payroll, a return on assets 5% different than assumed would equal 10% of payroll. A higher (lower) or increasing (decreasing) level of this maturity measure generally indicates a higher (lower) or increasing (decreasing) volatility in plan sponsor contributions as a percentage of payroll.

Ratio of Actuarial Accrued Liability to Payroll

The relationship between actuarial accrued liability and payroll is a useful indicator of the potential volatility of contributions for a fully funded plan. A funding policy that targets a funded ratio of 100% is expected to result in the ratio of assets to payroll and the ratio of liability to payroll converging over time.

Ratio of Actives to Retirees and Beneficiaries

A young plan with many active members and few retirees will have a high ratio of actives to retirees. A mature open plan may have close to the same number of actives to retirees resulting in a ratio near 1.0. A super-mature or closed plan may have significantly more retirees than actives resulting in a ratio below 1.0.

Ratio of Market Value of Assets to Benefit Payments

The MERS' Actuarial Policy requires a total minimum contribution equal to the excess (if any) of three times the expected annual benefit payments over the projected market value of assets as of the participating municipality or court's Fiscal Year for which the contribution applies. The ratio of market value of assets to benefit payments as of the valuation date provides an indication of whether the division is at risk for triggering the minimum contribution rule in the near term. If the division triggers this minimum contribution rule, the required employer contributions could increase dramatically relative to previous valuations.

Ratio of Net Cash Flow to Market Value of Assets

A positive net cash flow means contributions exceed benefits and expenses. A negative cash flow means existing funds are being used to make payments. A certain amount of negative net cash flow is generally expected to occur when benefits are prefunded through a qualified trust. Large negative net cash flows as a percent of assets may indicate a super-mature plan or a need for additional contributions.



State Reporting

The following information has been prepared to provide some of the information necessary to complete the Public Act 202 pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form No. 5572). Additional resources are available at www.mersofmich.com and on the State [website](#).

Form 5572		
Line Reference	Description	Result
10	Membership as of December 31, 2024	
11	Indicate number of active members	11
12	Indicate number of inactive members (excluding pending refunds)	5
13	Indicate number of retirees and beneficiaries	14
14	Investment Performance for Calendar Year Ending December 31, 2024¹	
15	Enter actual rate of return - prior 1-year period	7.72%
16	Enter actual rate of return - prior 5-year period	6.91%
17	Enter actual rate of return - prior 10-year period	6.62%
18	Actuarial Assumptions	
19	Actuarial assumed rate of investment return ²	6.93%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any ³	0
22	Is each division within the system closed to new employees? ⁴	No
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$2,545,816
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions ⁵	\$2,319,342
27	Actuarially Determined Contribution (ADC) using uniform assumptions, Fiscal Year Ending June 30, 2025	\$50,064

¹ The Municipal Employees' Retirement System's investment performance has been provided to GRS from MERS Investment Staff and is included here for reporting purposes. The investment performance figures reported are net of investment expenses on a rolling calendar year basis for the previous 1-, 5-, and 10-year periods as required under PA 530.

² Net of administrative and investment expenses.

³ Populated with the longest amortization period remaining in the amortization schedule, across all divisions in the plan. This is when each division and the plan in total is expected to reach 100% funded if all assumptions are met.

⁴ If all divisions within the employer are closed, "yes." If at least one division is open (including shadow divisions), "no."

⁵ Line 25 actuarial accrued liability is determined under PA 202 uniform assumptions which may differ from the valuation assumptions. In accordance with the March 4, 2025 memo on the selection of Uniform Assumptions, "[f]or retirement systems that utilize an investment rate of return that is less than 7.00% for funding purposes, the local government should use the lower investment rate of return for the uniform assumption as well." In particular, the assumed rate of return for PA 202 purposes is 6.93%.

Treasurer Report
June 23, 2025



Tax:

- Fielded queries on mailing addresses, PRE's, etc
- Working with Lereta and CoreLogic on mortgage code uploads
- Met with Peter to walk through prepping the summer tax bill. Invited the Douglas Treasurer, too, for training purposes.
- Worked to get the newest L-4029's
- Set up an L-4029 email group

Payables:

- Continue to convert the vendors from Peter's account information to mine
- Processed a payables run
- Working with Comcast on billing difficulties
- Resubmitted tax exemption with Menards

Miscellaneous:

- Took a variety of credit card payments (Oval Beach stickers, permits, etc)
- Still working with credit card service provider to get rejected duplicates deposited into our account.
- Set up for credit card service portal access
- Still working on getting our most recent franchise fee
- Continuing to work with Liz on the Culver St parking lot program – still establishing processes, etc.
- Bank reconciliation
- Worked on the Act 152 presentation
- Finish catching up post-vacation
- Filed the SLFRF report
- Worked on 2 different FOIA's
- Working with Ryan on final budget amendment
- Rolled over our T-bill
- Ordered more Culver St passes

Payroll:

- Working to develop processes and procedures to eliminate inefficiencies and potential errors
- Processed the 06/16/25 payroll (including end-of-quarter reporting)
- Worked on processes for Oval Beach
- Researched the actuarial rates for the new fiscal year.
- Working with Ryan on analyzing the health insurance options.



City Clerk Department Report

June 23, 2025

Activity Since June 9:

- Elections:
 - Deadline to submit paperwork to be placed on November ballot for City Council is July 22nd at 4:00 p.m.
 - Please see clerk's department for paperwork or more information.
 - Filing information for candidates running for office can also be found on our website on the Clerk and Election page.
- Currently have 7 FOIA requests.
- City Hall has received 577 calls in June thus far, avg 44 calls a day.
- Deputy Clerk Williams reported the sales of 341 Oval Beach resident passes thus far and has sold 180 non-resident (*does not include what has been sold at the beach*) passes at City Hall.
- Coordinated and prepared meeting packets and minutes.
- Clerk Meetings:
 - City Council Meeting - Wolters
 - Department Head Meeting - Wolters
 - City Council Workshop - Wolters
 - Waterfront Invitational Art Fairs Safety Meeting - Wolters
 - Chili Cook-Off Safety Meeting - Wolters



Planning, Zoning and Project Report

June 23, 2025

Planning and Zoning

- Participated in scheduled internal team meetings.
- Prepped for and attended HDC meeting.
- Created Agenda Packet for Planning Commission meeting.
- Created Memo's and License Agreements for City Council.
- Prepared for Planning Commission meeting.
- Had internal discussions regarding the Master Plan.
- Reviewed Douglas Master Plan.
- Discussed Fire Department standards with Fire Department.
- Updated applications to reflect new fee schedule.
- Updated internal software to reflect new fee schedule.
- Visited at weekend for to observe potential enforcement issues.
- Performed multiple on-site visits for MTS.
- Spoke with legal regarding various topics.
- Sent concerns for unpermitted electrical work to MTS.
- Responded to concerns about lack of trash receptacle screening.
- Reached out to local agents regarding STR hotline policy.
- Had meeting regarding noise concerns at STR's.
- Created an updated spreadsheet on STR's, provided to Clerk to update website.
- Reached out to multiple residents regarding ongoing enforcement action.
- Continued discussion regarding stop work orders.
- Met with various residents regarding personal projects.
- Met with City Manager to discuss ongoing projects and case list.
- Spoke to business owners regarding code violations.
- Created mailer for minor waterfront construction application.
- Maintained general code enforcement follow-up efforts.
- Issued permits and completed casework as detailed below.

Open Casework

568 Mason	Emailed Contractor about damaged water line. Sent application to engineer. Asked applicant for more information. Confirmed Drawings are being made. Spoke with developers about issue. Still awaiting complete application and drawings for work completed onsite to address waterline issue. Had further discussions about what happened on site and emailed engineer and KLWSA to determine appropriate action. Recommendations received from Kal Lake and City Engineer, passed on to Contractor. discussion on utility work continues. Invoice for Asphalt work sent to Contractor. Further confirmation still needed, discussion with contractor, engineer, and KLWSA continue. Spoke with contractor for update. discussions continue with Contractor and Kal-Lake. Reached out to contractor to again discuss reimbursement for Kal-Lake. Called Alex for update, left voicemail. Advised MTS that occupancy permits would not be issued while an outstanding balance exists and sidewalk unfinished. Had discussion on timeline for side walk. Sidewalk to be poured week of 05-12-2025.	KLWSA
807 Lake St 7	Incomplete STR application received. Sent back to local agent. Received info, asked for further information. Info received, sent to fire department.	STR
249 Mason	Change of Use application received. Had discussion with fire department and sent request for more information to applicant. Had meeting with owner regarding proposed deck, agreed that major site plan amendment is necessary. Received site plan review application, Scheduled for June pc meeting.	PC
405 Park St	Received concerns for a floating dock at 405 Park which has no permits. Reached out to owner for clarification. Owner claims dock placed 4 years prior. No permits issued for dock. Spoke with Legal regarding enforcement action. Issued stop work order as work being done requires Minor site plan amendment. Provided resources to owner.	Enforcement

403 Water St	Received notice of proposed change of use. Provided resources. Application expected.	Zoning
421 Water St	STR Application received. More info needed. Sent to fire department.	STR
347 Water St	Potential enforcement case noticed. Emailed legal for discussion.	Enforcement
125 Elizabeth	Sent letter regarding obstruction to City ROW stating options for correction. Received contact from Legal representative of 125 Elizabeth on 05-07-2025 that the owners intend to petition to Vacate white alley, but would first contact the neighboring properties for support. Called representative and left message asking for update on process. received email stating that they are gauging interest of neighbors, asked for estimated timeline. letters from home owner to surrounding home owners will go out this week.	ROW
717 Water St 5	STR application received, More info needed. Sent to fire department.	STR
842 Lake St 10	STR application received, sent to fire department.	STR
230 Griffith St	Application received, no payment. Sent invoice.	STR
673 Lake St	Zoning application received for pool house and pool in rear yard, provided review of project to applicant and advised lot coverage is being exceeded. New survey provided to show lot is larger than first thought. Emailed question regarding storm water mitigation. Engineer confirmed plans are appropriate. Permits issued.	Zoning
345 Griffith	STR Application received, sent to fire department.	STR
245 Spear St	STR Application received, sent to fire department. License issued.	STR
347 Park St	STR Application received, more information needed. Info received, sent to fire department. License issued.	STR
165 Elizabeth St	STR Application received, sent to fire department. License issued.	STR
743 Allegan St	STR Application received, sent to fire department. License issued.	STR
202 Butler St	Application for EODA SLU Received , PC meeting June 19. Check too high. Applicant said keep additional in escrow. Ensure SLU mailer is done by 05-23-2025. Mailer information sent to Clerks office and newspaper. Reviewed location of FDC onsite.	EODA
545 Spear St	SF residential application received. Sent invoice and asked for survey of property. Applicant provided info regarding plans for storm water mitigation but no survey. Survey provided, Zoning review complete, waiting on Fire department site plan review. Updated applicant on where we are at in the process.	Zoning

615 Park St	Issued stop work order to site due to deviation from approved plan regarding material of dock. Provided resources for site plan amendment. Emailed contractor with determination that major site plan amendment is required. Discussions continued regarding site, site plan review application submitted which addressed 1 of the 2 identified issues with the site, sent email explaining that addressing 1 issue would not lift the stop work order.	Enforcement
133 Mason	Applicant notified me of windows that were to be installed on 05-13-2025. Explained that they are in the Historic District and HDC permits as well as Building permits would be required. Sent HDC application and explained processes.	HDC
401 Elizabeth St	Application for Accessory Structure received. Invoice sent.	Zoning
347 Water St	Letter sent to owners regarding driveway vendor.	Zoning
226 Butler St	ROW app to Remove portion of sidewalk to determine sewer issue. Attach or repair sewer line depending on discovery. Invoice sent.	ROW
700 N Maple	Letter sent regarding use of septic tank and requirement to connect to City Sewer. Emailed owner. follow up by 06-18-25.	Zoning
560 Mill St	Continued discussions regarding denied ROW Hardscaping request. Followed up on letter sent and asked for timeline regarding continued removal of hardscaping. Representative reached out stating that work has begun and boulders have been removed, currently discussing reading work with landscaping companies. Continue to follow up.	Enforcement
951 Holland St	Potential enforcement case noticed. Left voicemail for owner. Firepit constructed without permits a year and a half ago. Owner was unaware that he needed permits, provided him with applications to apply for retroactive approvals. Fire department confirmed that they have no concerns. Drawings provided not with Survey, need survey. Owner stated that they would rather move firepit than get a survey. provided new plan to show more compliant location.	Enforcement
842 Lake St 8	STR Application received. More info needed. Sent to fire department.	STR
612 Lake St	STR Application received. More info needed. Sent to fire department.	STR
444 Park St	STR application received. More info needed.	STR
717 Water St 7	STR application received. More info needed.	STR
712 Lake St	STR application received. More info needed. Had discussion with owner regarding requirements. Info	STR

	received, sent to fire department.	
450 Spear St	ADU STR application received. Sent to fire department.	STR
145 Grant St	Received plans for full landscaping remodel including patio, retaining walls, firepit. Asked for more detailed plans.	Zoning
880 Holland St	Water Connection application received. Sent to engineer.	Water Service
133 Mason	Application to replace windows. Asked for further information.	HDC
246 Culver	Sign application received. Sent to HDC chair. Administratively approved. Projecting sign requires license agreement and council approval. Created Memo and license agreement for 06-23-2025 CC.	City Council
142 Butler St	Sign application received. Approved by the HDC as part of larger plan. Projecting sign and replacing existing pylon sign requires license agreement and council approval. Created Memo and license agreement for 06-23-2025 CC.	City Council
129 Griffith St 8	STR application received. Need further info.	STR
94 Interlaken Dr	Minor Waterfront construction permit application received. Plans not compliant, sent back to applicant.	Waterfront Construction
546 Butler St	STR application received. \$525.00 check received, new fee is \$540.00. emailed owner. Paid. Sent to fire department.	STR

Closed Casework

106 Mason St	Sent email regarding Grass and Weeds. Follow up June 10. Notified by applicant that landscapers have been hired, no further action needed.	Enforcement
611 Lake St	HDC application received for Sauna in rear yard. Approved by HDC on 06-05-2025. sent Zoning permit to applicant.	HDC
660 Lake St	HDC application to build Garage in rear yard received. Zoning permit also received. Approved with conditions that wooden man door be used, 2 double hung windows be used on east and west elevations, and that either 2 lights be mounted on each side of garage door, or 1 light be mounted above the man door.	HDC
660 Lake St	Zoning Permit application received. Reviewed post HDC approval. Permits issued with conditions. Sent to MTS.	Zoning
568 Mason St	Fence application received, invoice sent. Invoice received. Permit issued.	Zoning
568 Mason St	Deck application received, invoice sent. Project adds approximately 3% to overall lot coverage. Permit issued.	Zoning
555 Grand St	Resident stated that STR had renters Yelling and using profane language into the early morning hours. Sent to Horizon to follow up.	Enforcement.
731 Pleasant St	Nuisance case at STR logged.	Enforcement.
611 Lake St	Zoning Application received for HDC approved Accessory Structure in rear. Invoice sent. Permit issued.	Zoning
120 Mary St	ROW request for dumpster from 06-10-2025 - 06-13-2025. invoice paid. Permit issued.	ROW
820 Park St	STR application received. More info needed. Sent to fire department. License issued.	STR
673 Lake St	Zoning application received for pool house and pool in rear yard, provided review of project to applicant and advised lot coverage is being exceeded. New survey provided to show lot is larger than first thought. Emailed question regarding storm water mitigation. Engineer confirmed plans are appropriate. Permits issued.	Zoning
233 Butler St	Received sign permit application. sent questions to applicant. Revised measurements received. Sent to HDC Chair. Permit issued.	Sign
660 Lake St	Water Connection and ROW application received. Sent to engineer. No concerns. Permits issued.	Water Service

1064 Holland St	STR application received. More info needed. Sent to fire department. Reinspection required. License issued.	STR
145 Hoffman	Observed clothing racks in City ROW. Owner agreed to remove.	Enforcement
306 Butler	Observed clothing racks in City ROW. Employee agreed to remove.	Enforcement
115 Butler	Observed clothing racks in City ROW. Employee agreed to remove.	Enforcement
651 Holland St	Multiple complaints from residents regarding trash, noise and parking issues. Sent reported issues to Horizon for follow up, logged Enforcement issue, and reached out to local agent to ask for call back.	Enforcement
53 Park St	Had meeting with residents regarding STR application process, application window's for districts that have available licenses, and the lottery process.	
810 Allegan St	Had conversation regarding approved 2018 Variance.	ZBA
297 Sugar Hill	Went onsite to perform inspection.	Zoning
720 Butler St	Permitted Transfer of STR from prior owners to LLC.	STR
648 Francis St	STR application received. More info needed. Info provided, sent to fire department. License issued.	STR
Mason St	Received concerns for Cones being used to block parking spaces on Mason St. Spoke to business owners in the area, no info discovered. Removed cones from parking spaces. No further action at this time.	Enforcement.
505 Water St	Received concerns for trash receptacles not being screened. Visited site and spoke with employee. Trash was out due to pick up day, usual screening is appropriate.	Enforcement.
852 Newnham St	Minor Waterfront construction permit application received. Letters sent, Check back 06-16-2025. Permit issued.	Waterfront Construction

Sherrif's Report:

May 2025 stats

128 total dispatched calls and/or self-initiated calls

Abandoned 911 calls – 2

Abandoned vehicle - 1

Alarms - 4

Animal – 1

Assault - 1

Assist other agencies – 1 (assist to fire/ems on medicals)

Car-Deer accident - 1

Check Welfare – 2

Civil - 3

Conservation – 2

Disorderly person - 1

Found property – 5

Fraud - 1

General assist – 49

Larceny – 1

Loud Noise – 3

Medical - 1

Open Door – 1

OWI (operating while intoxicated) – 1

Parade - 1

Parking – 25

Property checks – 2

Road Hazard – 2

Shoplifting - 1

Suspicious situation – 4

Traffic crash - 4

Below are traffic stops by the 4 Deputies contracted by the city and amount of times they are at the school.

Traffic stops – 25

School contacts – 32

Vendor Name	Description	Amount
1. ADVANCED PAVEMENT MARKING LLC	2025-2027 PAVEMENT MARKINGS	29,218.82
2. ALLEGAN COUNTY SHERIFF	RESERVE DEPUTIES	1,332.00
3. AQUATIC DOCTORS LAKE MGT INC	MILFOIL TREATMENT	35,185.00
4. ARROWASTE	DUMPSTER	190.00
5. CAPITAL ONE	MAY '25 STATEMENT BALANCE	46.62
6. COMCAST	05/28 - 06/27 INTERNET SERVICE	388.30
7. COMCAST-DPW	04/15 - 05/14 INTERNET - DPW	403.75
	05/15 - 06/14 INTERNET-DPQ	277.75
	TOTAL	681.50
8. COMPTON INC.	11/16 - 06/06 TMF WATER SERVICE MATERIAL	33,700.75
9. DUNESVIEW KWIK SHOP INC	MAR '25 GAS AND DIESEL	1,003.15
	APR '25 GAS AND DIESEL	1,569.31
	MAY '25 GAS AND DIESEL	2,575.33
	TOTAL	5,147.79
10. ETNA SUPPLY	COUPLING - SHOP SEWER	54.00
	FLOOR DRAIN	83.00
	RETURN FLOOR DRAIN	(83.00)
	TOTAL	54.00
11. FAHEY SCHULTZ BURZYCH RHODES	MAY '25 GENERAL LEGAL	1,703.00
	MAY '25 ZONING	3,386.50
	MAY '25 CITY COUNCIL	3,352.00
	MAY '25 FOIA	1,357.00
	MAY '25 MANAGER	437.00
	MAY '25 DUNE RIDGE V (ORIGINAL ACTION)	2,850.80
	MAY '25 WATER AND SEWER	354.00
	MAY '25 DUNE RIDGE V (ELECTRICAL)	254.00
	MAY '25 EMPLOYMENT	1,253.00
	TOTAL	14,947.30
12. FLEIS & VANDENBRINK ENGINEERING INC	04/27 - 05/24 ENGINEERING FEES - GEN CONSULT	4,009.44
	04/27 - 05/24 ENGINEERING FEES - MT. BALDHEAD	720.00
	04/27 - 05/24 ENGINEERING FEES - EGLE TMF PROJ	5,650.00
	TOTAL	10,379.44
13. FRONTIER	04/20 - 05/19 SERVICE	99.19
14. GORDON FOOD SERVICE	OVAL BEACH CONCESSION	4,642.33
	OVAL BEACH CONCESSION	839.62
	TOTAL	5,481.95
15. H BARBER & SONS INC	OVAL BEACH	82.10
16. HOLLAND P.T.	PICK UP PARTS	126.29

06/19/2025 02:05 PM
User: NICOLE
DB: Saugatuck

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF SAUGATUCK
EXP CHECK RUN DATES 06/11/2025 - 06/24/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

Vendor Name	Description	Amount
17. HORIZON COMMUNITY PLANNER	PLANNING & HISTORIC DISTRICT	2,425.15
18. IHLE AUTO PARTS	MAY '25 MOTOR PURCHASES	69.90
19. JOHN DEERE FINANCIAL	05/11 - 06/10 STATEMENT BALANCE	2,012.74
20. KEPPEL'S LOCK & SAFE CO.	REPAIRS	470.68
	REPAIRS	115.00
	TOTAL	585.68
21. KOOPS WELL DRILLING INC	OVAL BEACH	400.00
22. LORRIE PASTOOR	CLEANING SERVICES	420.00
23. MC CANN INDUSTRIES INC	REPAIR - LOADER	1,369.82
24. MERCHANTS BANCARD NETWORK	MAY '25 CC PROCESSING - ENTRANCE AND OFFICE	1,369.03
	MAY '25 CC PROCESSING - CONCESSION	92.44
	TOTAL	1,461.47
25. MERS	JUN '25 RETIREMENT	4,499.98
26. MICHIGAN GAS UTILITIES	04/24 - 05/21 SERVICE - 102 BUTLER	55.70
	04/24 - 05/21 SERVICE - 345 BUTLER	51.08
	04/25 - 05/22 SERVICE - 3338 BLUE STAR	104.14
	TOTAL	210.92
27. MINER SUPPLY CO	SUPPLIES	2,783.40
28. NET2PHONE INC	JUN '25 PHONE SERVICE	236.30
29. PETTY CASH	OVAL EXTRA CHANGE-MAKING SUPPLY	1,500.00
30. PLUMMER'S ENVIRONMENTAL	SERVICES IN	
	ROLL OFF BOX W/ LINER	477.30
	ROLL OFF BOX W/ LINER	1,158.55
	TOTAL	1,635.85
31. PROTEC	MEMBERSHIP DUES	141.00
32. SAUGATUCK FIRE	RENTAL HOME INSPECTIONS / REINSPECTIONS	1,700.00
33. STATE OF MICHIGAN	MAY '25 SALES TAX	72.51
34. TRUCK & TRAILER SPECIALTIES	WORK LIGHTS	89.02
35. VALLEY CITY LINEN INC	SHOP TOWELS	127.28
36. VAN TILL'S GREENHOUSE	CITY HALL	1,320.19
TOTAL - ALL VENDORS		160,075.26
FUND TOTALS:		
Fund 101 - GENERAL FUND		120,652.42
Fund 202 - MAJOR STREETS		14,609.41
Fund 203 - LOCAL STREETS		15,731.35
Fund 661 - MOTOR POOL FUND		9,082.08

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City Council Agenda Item Report

FROM: Ryan Cummins, City Manager
Nicole Bredeweg, Treasurer/Finance Officer

MEETING DATE: June 23, 2025

SUBJECT: Resolution Approving Budget Amendments for Fiscal Year 24-25

DESCRIPTION:

As we are nearing the end of the fiscal year, staff is proposing end-of-year budget amendments.

General fund highlights include:

- Increases in revenues from real property taxes, permit fees, interest earned, Oval Beach, and street end fees.
- Increases in certain expenses including:
 - Salaries/wages in public works as more work occurred in this department and less work ended up occurring out of their other departments (such as parks and motor pool).
 - Increased equipment rental costs across multiple departments. These are charges to use our motor pool equipment, and will also be accounted for as revenue in that fund.
 - Increased utility costs. The City also has to pay our water capital improvement charge and higher KLSWA fees.
 - Increased Oval Beach expenses including a new ice machine, swim buoys, plumbing services, supplies, engineering for Mt. Baldhead restroom replacement, and wages.
- Reduction in certain expenses including removal of the project coordinator position from planning/zoning contractual as the position was not filled in the current fiscal year.
- While we budgeted to use \$465,085 of the general fund balance, we are projecting an increase in the general fund balance.
- The net impact of the amendments is an increase in revenue.

Major/Local Street fund highlights include:

- Increases in revenue from road millages and interest.
- Increased equipment rental costs. These are charges to use our motor pool equipment, and will also be accounted for as revenue in that fund.
- Increased salary/wages for public works staff time spent on local roads.
- Decrease in contractual services in the major streets fund as the Maple Street engineering is being accounted for under local streets.
- The net impact of the amendments is an increase in revenue.

Water/Sewer fund highlights include:

- Increase in revenue from interest and water infrastructure charge.
- Decrease in capital outlay expenses as major projects are now planned the next fiscal year.
- The net impact of the amendments is an increase in revenue.

Motor Pool fund highlights include:

- Increase in revenue from equipment rental and interest.
- Increase in repair and maintenance expenses.
- Decrease in capital outlay expenses as new truck will be purchased next fiscal year.
- The net impact of the amendments is an increase in revenue.

LEGAL REVIEW:

The City Attorney will be available at your meeting to answer any questions you may have.

SAMPLE MOTION:

Motion to approve Resolution No.250623-A to amend the budget of the 2024/2025 general appropriations act.

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

RESOLUTION NO. 250623-A

**A RESOLUTION TO AMEND THE BUDGET OF THE 2024/2025 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, 2024 and ending June 30, 2025; 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 2024/2025 budget as follows:

GL #	DESCRIPTION	Increase/(Decrease)	
	Fund 101 GENERAL FUND		
101-000-402.000	REAL PROPERTY TAXES	30,482.70	Revenue
101-000-403.000	PERSONAL PROPERTY TAXES	10.63	Revenue
101-000-445.000	PENALTIES & INTEREST	252.67	Revenue
101-000-447.000	ADMINISTRATION FEE	8,326.35	Revenue
101-000-478.000	PERMIT FEES	34,046.67	Revenue
101-000-579.000	GRANTS RECEIVED	(25,000.00)	Revenue
101-000-615.000	PARKING LOT FEES	(3,000.00)	Revenue
101-000-643.000	CHARGES FOR SERVICES	1,075.00	Revenue
101-000-650.000	CHAIN FERRY FEES	2,207.66	Revenue
101-000-651.000	OVAL BEACH FEES	75,000.00	Revenue
101-000-655.000	POLICE & ORDINANCE FEES	418.74	Revenue
101-000-665.000	INTEREST EARNED	73,000.00	Revenue
101-000-667.000	STREET END & PROPERTY FEES	7,777.95	Revenue
101-000-670.000	BOAT SLIP FEES	(2,000.00)	Revenue
101-000-674.000	MISC DONATIONS & INCOME	4,904.09	Revenue

101-000-682.000	USE TAX & ELECTION FEES	1,070.42	Revenue
101-101-908.000	DUES & PUBLICATIONS	1,000.00	Council
101-215-720.000	FRINGE BENEFITS	1,500.00	Clerk
101-215-850.000	TELEPHONE	300.00	Clerk
101-215-860.000	EDUCATIONAL TRAINING	300.00	Clerk
101-253-702.000	FRINGE BENEFITS	3,000.00	Finance
101-253-727.000	OFFICE SUPPLIES	1,500.00	Finance
101-257-702.000	SALARY	200.00	Assessing
101-257-727.000	OFFICE SUPPLIES	100.00	Assessing
101-257-801.000	CONTRACTUAL SERVICES	1,000.00	Assessing
101-257-807.000	TRIBUNAL CHARGEBACKS	1,000.00	Assessing
101-265-720.000	FRINGE BENEFITS	1,000.00	City Hall
101-265-730.000	SUPPLIES	300.00	City Hall
101-265-920.000	UTILITIES	1,000.00	City Hall
101-265-946.000	EQUIPMENT RENTAL	500.000	City Hall
101-301-702.000	WAGES DEPUTIES	1,000.00	Sheriff
101-441-702.000	SALARY/WAGES	10,000.00	Public Works
101-441-730.000	SUPPLIES	7,500.00	Public Works
101-441-920.000	UTILITIES	2,000.00	Public Works
101-441-926.000	STREET LIGHTS	1,000.00	Public Works
101-441-930.000	REPAIRS & MAINTENANCE	3,000.00	Public Works
101-441-945.000	CAPITAL OUTLAY	225.00	Public Works
101-441-946.000	EQUIPMENT RENTAL	10,000.00	Public Works
101-441-960.000	SIGNS	3,000.00	Public Works
101-721-727.000	OFFICE SUPPLIES	1,500.00	Planning
101-721-801.000	CONTRACTUAL SERVICES	(70,000.00)	Planning
101-721-850.000	TELEPHONE	200.00	Planning
101-723-850.000	TELEPHONE	200.00	HDC
101-730-801.000	CONTRACTUAL SERVICES	5,000.00	Harbor
101-751-920.000	UTILITIES	4,000.00	Parks
101-756-702.000	SALARY/WAGES	11,000.00	Oval
101-756-720.000	FRINGE BENEFITS	5,000.00	Oval
101-756-730.000	SUPPLIES	5,000.00	Oval
101-756-801.000	CONTRACTUAL SERVICES	15,000.00	Oval
101-756-850.000	TELEPHONE	1,000.00	Oval
101-756-900.000	PRINTING & PUBLISHING	500.00	Oval
101-756-930.000	REPAIRS & MAINTENANCE	3,000.00	Oval
101-756-946.000	EQUIPMENT RENTAL	6,000.00	Oval
101-756-970.000	CAPITAL OUTLAY	5,000.00	Oval
101-758-702.000	SALARY	5,000.00	Concession
101-758-730.000	SUPPLIES	5,000.00	Concession

101-758-801.000	CONTRACTUAL SERVICES	2,000.00	Concession
101-760-900.000	PRINTING & PUBLISHING	100.00	Spear Boat
GL #	DESCRIPTION	Increase/(Decrease)	
	Fund 202 MAJOR STREETS		
202-000-538.000	COUNTY ROAD MILLAGE	20,000.00	Revenue
202-000-665.000	INTEREST	6,000.00	Revenue
202-463-801.000	CONTRACTUAL SERVICES	(100,000.00)	Maintenance
202-463-946.000	EQUIPMENT RENTAL	10,000.00	Maintenance
202-464-946.000	SALARY/WAGES	2,100.00	Winter
GL #	DESCRIPTION	Increase/(Decrease)	
	Fund 203 LOCAL STREETS		
203-000-402.000	LOCAL ROAD MILLAGE	6,000.00	Revenue
203-000-445.000	PENALTIES & INT ON TAXES	300.00	Revenue
203-000-538.000	COUNTY ROAD MILLAGE	22,000.00	Revenue
203-000-665.000	INTEREST	35,000.00	Revenue
203-463-702.000	SALARY/WAGES	5,000.00	Maintenance
203-463-720.000	FRINGE BENEFITS	2,500.00	Maintenance
203-463-727.000	SUPPLIES	2,000.00	Maintenance
203-463-946.000	EQUIPMENT RENTAL	2,000.00	Maintenance
203-463-970.000	CAPITAL OUTLAY	5,000.00	Maintenance
203-464-702.000	SALARY/WAGES	(5,000.00)	Winter
203-464-946.000	EQUIPMENT RENTAL	2,500.00	Winter
GL #	DESCRIPTION	Increase/(Decrease)	
	Fund 592 WATER & SEWER		
592-000-610.000	WATER TAP FEES	2,150.00	Revenue
592-000-610.0005	WATER INFRASTRUCTURE	20,000.00	Revenue
592-000-611.000	SEWER TAP FEES	3,450.00	Revenue
592-000-665.000	INTEREST	5,000.00	Revenue
592-536-970.000	CAPITAL OUTLAY	(50,000.00)	Water/Sewer
GL #	DESCRIPTION	Increase/(Decrease)	
	Fund 661 MOTOR POOL		
661-000-664.000	MOTOR POOL REVENUE	10,000.00	Revenue

661-000-665.000	INTEREST	12,000.00	Revenue
661-443-930.000	REPAIRS & MAINTENANCE	20,000.00	Motor Pool
661-443.970.000	CAPITAL OUTLAY	(65,000.00)	Motor Pool

2. The funds appropriated shall be approved pursuant to the authority granted by the Saugatuck City Charter.
3. An appropriation is not a mandate to spend.
4. 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: _____

Holly Anderson, Mayor

Dated: _____

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 October 23, 2023, 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

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	REQUESTED AMENDMENT			
		2024-25 ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	NEW AMENDED BUDGET
101-000-402.000	REAL PROPERTY TAXES	2,341,500.00	2,341,500.00	30,482.70	2,371,982.70
101-000-403.000	PERSONAL PROPERTY TAXES	31,500.00	32,250.00	10.63	32,260.63
101-000-445.000	PENALTIES & INTEREST	10,000.00	16,000.00	252.67	16,252.67
101-000-447.000	ADMINISTRATION FEE	110,000.00	110,000.00	8,326.35	118,326.35
101-000-478.000	PERMIT FEES	100,000.00	100,000.00	34,046.67	134,046.67
101-000-528.000	OTHER FEDERAL GRANTS	1,300,000.00	-		-
101-000-574.000	REVENUE SHARING	100,000.00	100,000.00		100,000.00
101-000-577.000	LIQUOR LICENSE FEES	12,000.00	12,000.00		12,000.00
101-000-579.000	GRANTS RECEIVED	475,000.00	200,000.00	(25,000.00)	175,000.00
101-000-607.000	FRANCHISE FEES	42,000.00	36,000.00		36,000.00
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,190.00	3,190.00		3,190.00
101-000-615.000	PARKING LOT FEES	28,000.00	28,000.00	(3,000.00)	25,000.00
101-000-643.000	CHARGES FOR SERVICE	1,000.00	1,000.00	1,075.00	2,075.00
101-000-650.000	CHAIN FERRY FEES	2,000.00	2,000.00	2,207.66	4,207.66
101-000-651.000	OVAL BEACH FEES	525,000.00	565,000.00	75,000.00	640,000.00
101-000-652.000	OVAL CONCESSION	100,000.00	100,000.00		100,000.00
101-000-653.000	BOAT RAMP FEES	1,400.00	3,000.00		3,000.00
101-000-654.000	GAZEBO FEES	1,500.00	1,500.00		1,500.00
101-000-655.000	POLICE & ORDINANCE FEES	1,500.00	2,750.00	418.74	3,168.74
101-000-665.000	INTEREST EARNED	100,000.00	160,000.00	73,000.00	233,000.00
101-000-667.000	STREET END & PROPERTY FEES	40,000.00	35,000.00	7,777.95	42,777.95
101-000-670.000	BOAT SLIP FEES	28,000.00	28,000.00	(2,000.00)	26,000.00
101-000-674.000	MISC DONATIONS & INCOME	5,000.00	66,000.00	4,904.09	70,904.09
101-000-682.000	USE TAX & ELECTION FEES	16,000.00	16,000.00	1,070.42	17,070.42
101-000-697.000	TRANSFER FROM FUND BALANCE	465,085.00	465,085.00		465,085.00
101-000-699.000	TRANSFER FROM OTHER FUNDS	-	-		-
Total Revenues:		5,839,675.00	4,424,275.00	208,572.88	4,632,847.88
101-101-702.000	SALARY	8,600.00	8,600.00		8,600.00
101-101-720.000	FRINGE BENEFITS	800.00	800.00		800.00
101-101-801.000	CONTRACTUAL SERVICES	2,100.00	2,100.00		2,100.00
101-101-803.000	LEGAL FEES	250,000.00	250,000.00		250,000.00
101-101-831.000	CEMETERY FEES	6,800.00	6,800.00		6,800.00
101-101-860.000	EDUCATIONAL TRAINING	10,000.00	10,000.00		10,000.00
101-101-882.000	EVENTS/SERVICES	13,000.00	13,000.00		13,000.00
101-101-900.000	PRINTING & PUBLISHING	600.00	600.00		600.00
101-101-908.000	DUES & PUBLICATIONS	1,200.00	1,300.00	1,000.00	2,300.00
101-101-913.000	INSURANCE	2,800.00	3,200.00		3,200.00
Total Expenditures:		295,900.00	296,400.00	1,000.00	297,400.00
101-173-702.000	SALARY/WAGES	120,000.00	120,000.00		120,000.00
101-173-720.000	FRINGE BENEFITS	50,000.00	50,000.00		50,000.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	REQUESTED AMENDMENT			NEW AMENDED BUDGET
		2024-25 ORIGINAL BUDGET	2024-25 AMENDED TO-DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
101-173-727.000	OFFICE SUPPLIES	1,800.00	1,800.00		1,800.00
101-173-801.000	CONTRACTUAL SERVICES	23,000.00	33,000.00		33,000.00
101-173-802.000	AUDIT	11,000.00	10,475.00		10,475.00
101-173-803.000	LEGAL FEES	60,000.00	60,000.00		60,000.00
101-173-850.000	TELEPHONES	2,200.00	2,200.00		2,200.00
101-173-860.000	EDUCATIONAL TRAINING	3,000.00	3,500.00		3,500.00
101-173-900.000	PRINTING & PUBLISHING	200.00	200.00		200.00
101-173-910.000	INSURANCE	2,500.00	2,760.00		2,760.00
101-173-970.000	CAPITAL OUTLAY	2,000.00	2,000.00		2,000.00
Total Expenditures:		275,700.00	285,935.00	0.00	285,935.00
101-215-702.000	SALARY/WAGES	133,000.00	133,000.00		133,000.00
101-215-720.000	FRINGE BENEFITS	60,000.00	60,000.00	1,500.00	61,500.00
101-215-727.000	OFFICE SUPPLIES	2,000.00	2,000.00		2,000.00
101-215-801.000	CONTRACTUAL SERVICES	12,850.00	12,850.00		12,850.00
101-215-803.000	LEGAL FEES	7,500.00	7,500.00		7,500.00
101-215-820.000	ELECTIONS	25,000.00	25,000.00		25,000.00
101-215-850.000	TELEPHONES	900.00	900.00	300.00	1,200.00
101-215-860.000	EDUCATIONAL TRAINING	3,000.00	3,000.00	300.00	3,300.00
101-215-900.000	PRINTING & PUBLISHING	500.00	500.00		500.00
101-215-970.000	CAPITAL OUTLAY	2,000.00	2,000.00		2,000.00
Total Expenditures:		246,750.00	246,750.00	2,100.00	248,850.00
101-253-702.000	SALARY/WAGES	95,000.00	82,500.00		82,500.00
101-253-720.000	FRINGE BENEFITS	39,000.00	39,000.00	3,000.00	42,000.00
101-253-727.000	OFFICE SUPPLIES	2,600.00	2,600.00	1,500.00	4,100.00
101-253-801.000	CONTRACTUAL SERVICES	5,800.00	35,800.00		35,800.00
101-253-803.000	LEGAL FEES	1,000.00	1,000.00		1,000.00
101-253-850.000	TELEPHONE	800.00	800.00		800.00
101-253-860.000	EDUCATIONAL TRAINING	2,500.00	3,500.00		3,500.00
101-253-900.000	PRINTING & PUBLISHING	500.00	500.00		500.00
101-253-913.000	INSURANCE	1,150.00	1,300.00		1,300.00
101-253-970.000	CAPITAL OUTLAY	2,000.00	2,000.00		2,000.00
Total Expenditures:		150,350.00	169,000.00	4,500.00	173,500.00
101-257-702.000	SALARY	1,800.00	1,800.00	200.00	2,000.00
101-257-720.000	FRINGE BENEFITS	180.00	180.00		180.00
101-257-727.000	OFFICE SUPPLIES	1,300.00	1,300.00	100.00	1,400.00
101-257-801.000	CONTRACTUAL SERVICES	39,750.00	39,750.00	1,000.00	40,750.00
101-257-804.000	BOARD OF REVIEW	300.00	300.00		300.00
101-257-807.000	TRIBUNAL CHARGEBACKS	1,500.00	1,500.00	1,000.00	2,500.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
101-257-850.000	TELEPHONES	750.00	750.00		750.00
101-257-860.000	EDUCATIONAL TRAINING	1,500.00	1,500.00		1,500.00
101-257-900.000	PRINTING & PUBLISHING	750.00	750.00		750.00
101-257-970.000	CAPITAL OUTLAY	2,000.00	2,000.00		2,000.00
Total Expenditures:		49,830.00	49,830.00	2,300.00	52,130.00
101-265-702.000	SALARY/WAGES	7,800.00	9,800.00		9,800.00
101-265-720.000	FRINGE BENEFITS	4,000.00	5,000.00	1,000.00	6,000.00
101-265-730.000	SUPPLIES	1,500.00	1,500.00	300.00	1,800.00
101-265-801.000	CONTRACTUAL SERVICES	14,000.00	14,000.00		14,000.00
101-265-850.000	TELEPHONE	500.00	500.00		500.00
101-265-900.000	PRINTING & PUBLISHING	150.00	150.00		150.00
101-265-913.000	INSURANCE	1,500.00	1,815.00		1,815.00
101-265-920.000	UTILITIES	5,200.00	5,200.00	1,000.00	6,200.00
101-265-930.000	REPAIRS & MAINTENANCE	5,000.00	10,000.00		10,000.00
101-265-946.000	EQUIPMENT RENTAL	1,000.00	2,500.00	500.00	3,000.00
101-265-970.000	CAPITAL OUTLAY	2,500.00	9,500.00		9,500.00
Total Expenditures:		43,150.00	59,965.00	2,800.00	62,765.00
101-301-702.000	WAGES DEPUTIES	337,000.00	337,000.00	1,000.00	338,000.00
101-301-702.001	OVERTIME	10,000.00	10,000.00		10,000.00
101-301-702.002	RESERVE OFFICERS	11,500.00	11,500.00		11,500.00
101-301-748.000	FUEL & OILS	16,000.00	16,000.00		16,000.00
101-301-801.000	CONTRACTUAL SERVICES	-	-		-
101-301-803.000	LEGAL FEES	2,500.00	2,500.00		2,500.00
101-301-882.000	EVENTS/SERVICES	1,000.00	1,000.00		1,000.00
101-301-946.000	EQUIPMENT RENTAL	37,500.00	37,500.00		37,500.00
Total Expenditures:		415,500.00	415,500.00	1,000.00	416,500.00
101-441-702.000	SALARY/WAGES	160,000.00	160,000.00	10,000.00	170,000.00
101-441-720.000	FRINGE BENEFITS	137,000.00	137,000.00		137,000.00
101-441-730.000	SUPPLIES	6,000.00	6,000.00	7,500.00	13,500.00
101-441-740.000	UNIFORMS	3,600.00	3,600.00		3,600.00
101-441-755.000	TOOLS	3,000.00	3,000.00		3,000.00
101-441-799.000	PARKWAY TREES	3,000.00	6,000.00		6,000.00
101-441-801.000	CONTRACTUAL SERVICES	2,186,000.00	636,000.00		636,000.00
101-441-805.000	HOLIDAY LIGHTING	32,500.00	32,500.00		32,500.00
101-441-860.000	EDUCATIONAL TRAINING	3,500.00	3,500.00		3,500.00
101-441-882.000	EVENTS/SERVICES	500.00	500.00		500.00
101-441-900.000	PRINTING & PUBLISHING	500.00	500.00		500.00
101-441-913.000	INSURANCE	5,100.00	6,700.00		6,700.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
101-441-920.000	UTILITIES	5,300.00	5,300.00	2,000.00	7,300.00
101-441-926.000	STREET LIGHTS	27,000.00	27,000.00	1,000.00	28,000.00
101-441-930.000	REPAIRS & MAINTENANCE	1,500.00	1,500.00	3,000.00	4,500.00
101-441-932.000	SIDEWALK REPAIRS	20,000.00	20,000.00		20,000.00
101-441-945.000	CAPITAL OUTLAY	-	-	225.00	225.00
101-441-946.000	EQUIPMENT RENTAL	107,000.00	107,000.00	10,000.00	117,000.00
101-441-960.000	SIGNS	4,200.00	12,200.00	3,000.00	15,200.00
Total Expenditures:		2,705,700.00	1,168,300.00	36,725.00	1,205,025.00
101-721-702.000	SALARY/WAGES	64,500.00	50,000.00		50,000.00
101-721-720.000	FRINGE BENEFITS	27,000.00	27,000.00		27,000.00
101-721-727.000	OFFICE SUPPLIES	2,200.00	3,500.00	1,500.00	5,000.00
101-721-801.000	CONTRACTUAL SERVICES	168,000.00	168,000.00	(70,000.00)	98,000.00
101-721-803.000	LEGAL FEES	65,000.00	65,000.00		65,000.00
101-721-850.000	TELEPHONES	700.00	700.00	200.00	900.00
101-721-860.000	EDUCATIONAL TRAINING	3,200.00	3,200.00		3,200.00
101-721-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00		3,000.00
101-721-908.000	DUES, FEES & PUBLICATIONS	500.00	500.00		500.00
101-721-913.000	INSURANCE	2,200.00	2,550.00		2,550.00
101-721-970.000	CAPITAL OUTLAY	2,500.00	2,500.00		2,500.00
Total Expenditures:		338,800.00	325,950.00	(68,300.00)	257,650.00
101-723-702.000	SALARY	41,870.00	36,870.00		36,870.00
101-723-720.000	FRINGE BENEFITS	19,750.00	19,750.00		19,750.00
101-723-727.000	OFFICE SUPPLIES	1,000.00	1,000.00		1,000.00
101-723-801.000	CONTRACTUAL SERVICES	5,000.00	5,000.00		5,000.00
101-723-803.000	LEGAL FEES	1,500.00	1,500.00		1,500.00
101-723-850.000	TELEPHONES	625.00	625.00	200.00	825.00
101-723-860.000	EDUCATIONAL TRAINING	1,200.00	1,200.00		1,200.00
101-723-900.000	PRINTING & PUBLISHING	300.00	300.00		300.00
101-723-908.000	DUES & PUBLICATIONS	250.00	250.00		250.00
Total Expenditures:		71,495.00	66,495.00	200.00	66,695.00
101-730-801.000	CONTRACTUAL SERVICES	10,000.00	10,000.00	5,000.00	15,000.00
101-730-803.000	LEGAL FEES	-	-		-
101-730-931.000	WATERWAYS REPAIR	10,000.00	40,000.00		40,000.00
Total Expenditures:		20,000.00	50,000.00	5,000.00	55,000.00
101-751-702.000	SALARY/WAGES	110,000.00	110,000.00		110,000.00
101-751-720.000	FRINGE BENEFITS	47,000.00	47,000.00		47,000.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
101-751-730.000	SUPPLIES	22,000.00	22,000.00		22,000.00
101-751-801.000	CONTRACTUAL SERVICES	45,000.00	45,000.00		45,000.00
101-751-809.000	GRANT PROJECTS	-	-		-
101-751-819.000	CHAIN FERRY REPAIRS	20,000.00	20,000.00		20,000.00
101-751-900.000	PRINTING & PUBLISHING	500.00	500.00		500.00
101-751-913.000	INSURANCE	2,700.00	3,600.00		3,600.00
101-751-920.000	UTILITIES	27,500.00	27,500.00	4,000.00	31,500.00
101-751-928.000	TRASH	15,000.00	25,000.00		25,000.00
101-751-930.000	REPAIRS & MAINTENANCE	50,000.00	50,000.00		50,000.00
101-751-946.000	EQUIPMENT RENTAL	50,000.00	50,000.00		50,000.00
101-751-960.000	SIGNS	500.00	500.00		500.00
101-751-970.000	CAPITAL OUTLAY	500,000.00	500,000.00		500,000.00
Total Expenditures:		643,000.00	653,000.00	4,000.00	657,000.00
101-756-702.000	SALARY/WAGES	130,000.00	130,000.00	11,000.00	141,000.00
101-756-720.000	FRINGE BENEFITS	32,500.00	32,500.00	5,000.00	37,500.00
101-756-730.000	SUPPLIES	12,000.00	22,000.00	5,000.00	27,000.00
101-756-801.000	CONTRACTUAL SERVICES	16,000.00	16,000.00	15,000.00	31,000.00
101-756-850.000	TELEPHONE	3,000.00	3,000.00	1,000.00	4,000.00
101-756-860.000	EDUCATIONAL TRAINING	1,000.00	1,000.00		1,000.00
101-756-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	500.00	2,500.00
101-756-913.000	INSURANCE	4,200.00	4,200.00		4,200.00
101-756-920.000	UTILITIES	14,000.00	14,000.00		14,000.00
101-756-930.000	REPAIRS & MAINTENANCE	10,000.00	10,000.00	3,000.00	13,000.00
101-756-946.000	EQUIPMENT RENTAL	25,000.00	25,000.00	6,000.00	31,000.00
101-756-960.000	SIGNS	500.00	500.00		500.00
101-756-970.000	CAPITAL OUTLAY	-	25,000.00	5,000.00	30,000.00
Total Expenditures:		250,200.00	285,200.00	51,500.00	336,700.00
101-758-702.000	SALARY	35,000.00	35,000.00	5,000.00	40,000.00
101-758-720.000	FRINGE BENEFITS	5,000.00	5,000.00		5,000.00
101-758-730.000	SUPPLIES	38,000.00	50,000.00	5,000.00	55,000.00
101-758-801.000	CONTRACTUAL SERVICES	2,500.00	2,500.00	2,000.00	4,500.00
101-758-850.000	TELEPHONES	500.00	500.00		500.00
101-758-860.000	EDUCATIONAL TRAINING	500.00	500.00		500.00
101-758-920.000	UTILITIES	850.00	850.00		850.00
101-758-930.000	REPAIRS & MAINTENANCE	500.00	500.00		500.00
101-758-960.000	SIGNS	500.00	500.00		500.00
101-758-970.000	CAPITAL OUTLAY	1,500.00	1,500.00		1,500.00
Total Expenditures:		84,850.00	96,850.00	12,000.00	108,850.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
101-760-801.000	CONTRACTUAL SERVICES	1,000.00	1,000.00		1,000.00
101-760-900.000	PRINTING & PUBLISHING	250.00	250.00	100.00	350.00
Total Expenditures:		1,250.00	1,250.00	100.00	1,350.00
Total Revenues:		5,839,675.00	4,424,275.00	208,572.88	4,632,847.88
Total Expenditures:		5,592,475.00	4,170,425.00	54,925.00	4,225,350.00
Net of Rev/Exp:		247,200.00	253,850.00	153,647.88	407,497.88
202-000-538.000	COUNTY ROAD MILLAGE	95,000.00	95,000.00	20,000.00	115,000.00
202-000-546.000	ACT 51 FEES	120,000.00	120,000.00		120,000.00
202-000-665.000	INTEREST	5,000.00	10,000.00	6,000.00	16,000.00
202-000-697.000	TRANSFER FROM FUND BALANCE	-	-		-
202-000-699.000	DUE FROM LS & GF	100,000.00	100,000.00		100,000.00
Total Revenues:		320,000.00	325,000.00	26,000.00	351,000.00
202-463-702.000	SALARY/WAGES	22,000.00	22,000.00		22,000.00
202-463-720.000	FRINGE BENEFITS	10,250.00	10,250.00		10,250.00
202-463-727.000	SUPPLIES	3,500.00	3,500.00		3,500.00
202-463-801.000	CONTRACTUAL SERVICES	216,250.00	216,250.00	(100,000.00)	116,250.00
202-463-930.000	REPAIRS & MAINTENANCE	3,500.00	3,500.00		3,500.00
202-463-946.000	EQUIPMENT RENTAL	22,000.00	22,000.00	10,000.00	32,000.00
Total Expenditures:		25,500.00	277,500.00	(90,000.00)	187,500.00
202-464-702.000	SALARY/WAGES	10,000.00	15,000.00		15,000.00
202-464-720.000	FRINGE BENEFITS	6,000.00	6,000.00		6,000.00
202-464-727.000	SUPPLIES	14,500.00	14,500.00		14,500.00
202-464-946.000	EQUIPMENTAL RENTAL	12,000.00	12,000.00	2,100.00	14,100.00
Total Expenditures:		26,500.00	47,500.00	2,100.00	49,600.00
Total Revenues:		320,000.00	325,000.00	26,000.00	351,000.00
Total Expenditures:		52,000.00	325,000.00	(87,900.00)	237,100.00
Net of Rev/Exp:		268,000.00	-	113,900.00	113,900.00
203-000-402.000	LOCAL ROAD MILLAGE	388,000.00	389,000.00	6,000.00	395,000.00
203-000-445.000	PENALTIES & INT ON TAXES	500.00	500.00	300.00	800.00
203-000-538.000	COUNTY ROAD MILLAGE	95,000.00	95,000.00	22,000.00	117,000.00
203-000-539.000	STATE GRANTS	-	-		-
203-000-539.001	STATE GRANT - MAPLE ST	-	-		-

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
203-000-546.000	ACT 51 FEES	70,000.00	70,000.00		70,000.00
203-000-581.000	CONTRIBUTIONS FROM LOCAL UNITS	-	-		-
203-000-665.000	INTEREST	15,000.00	55,000.00	35,000.00	90,000.00
203-000-672.000	SPECIAL ASSESSMENTS	-	-		-
203-000-697.000	FUND BALANCE	-	-		-
203-000-699.000	DUE FROM OTHER FUNDS	-	-		-
Total Revenues:		568,500.00	609,500.00	63,300.00	672,800.00
203-463-702.000	SALARY/WAGES	17,500.00	22,500.00	5,000.00	27,500.00
203-463-720.000	FRINGE BENEFITS	9,000.00	9,000.00	2,500.00	11,500.00
203-463-727.000	SUPPLIES	2,500.00	2,500.00	2,000.00	4,500.00
203-463-801.000	CONTRACTUAL SERVICES	384,000.00	384,000.00		384,000.00
203-463-930.000	REPAIRS & MAINTENANCE	1,500.00	1,500.00		1,500.00
203-463-946.000	EQUIPMENT RENTAL	19,500.00	29,000.00	2,000.00	31,000.00
203-463-970.000	CAPITAL OUTLAY	-	-	5,000.00	5,000.00
Total Expenditures:		19,500.00	448,500.00	16,500.00	465,000.00
203-464-702.000	SALARY/WAGES	10,000.00	20,000.00	(5,000.00)	15,000.00
203-464-720.000	FRINGE BENEFITS	7,000.00	10,000.00		10,000.00
203-464-727.000	SUPPLIES	10,000.00	10,000.00		10,000.00
203-464-946.000	EQUIPMENT RENTAL	7,500.00	12,500.00	2,500.00	15,000.00
Total Expenditures:		34,500.00	52,500.00	(2,500.00)	50,000.00
203-965-998.202	TRANSFER TO MAJOR STREETS	100,000.00	100,000.00		100,000.00
203-965-998.390	TRANSFER TO FUND BALANCE	-	-		-
Total Expenditures:		100,000.00	100,000.00	0.00	100,000.00
Total Revenues:		568,500.00	609,500.00	63,300.00	672,800.00
Total Expenditures:		154,000.00	601,000.00	14,000.00	615,000.00
Net of Rev/Exp:		414,500.00	8,500.00	49,300.00	57,800.00
301-000-402.000	DEBT MILLAGE	317,039.00	317,039.00		317,039.00
301-000-445.000	PENALTIES & INT ON TAXES	200.00	200.00		200.00
301-000-665.000	INTEREST	-	-		-
301-000-697.000	TRANSFER FROM FUND BALANCE	-	-		-
Total Revenues:		317,239.00	317,239.00	0.00	317,239.00
301-592-804.000	AGENT FEE	500.00	500.00		500.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
301-592-991.000	DEBT PRINCIPAL	286,000.00	286,000.00		286,000.00
301-592-995.000	DEBT INTEREST	30,739.00	30,739.00		30,739.00
Total Expenditures:		317,239.00	317,239.00	0.00	317,239.00
Total Revenues:		317,239.00	317,239.00		317,239.00
Total Expenditures:		317,239.00	317,239.00		317,239.00
Net of Rev/Exp:		-	-	0.00	-
592-000-610.000	WATER TAP FEES	1,000.00	1,000.00	2,150.00	3,150.00
592-000-610.005	WATER INFRASTRUCTURE	150,000.00	150,000.00	20,000.00	170,000.00
592-000-611.000	SEWER TAP FEES	1,000.00	1,000.00	3,450.00	4,450.00
592-000-665.000	INTEREST	3,000.00	13,000.00	5,000.00	18,000.00
592-000-699.000	TRANSFER FUND BALANCE	-	-		-
Total Revenues:		155,000.00	165,000.00	30,600.00	195,600.00
592-536-801.000	CONTRACTUAL SERVICES	5,000.00	15,000.00		15,000.00
592-536-970.000	CAPITAL OUTLAY	150,000.00	150,000.00	(50,000.00)	100,000.00
Total Expenditures:		155,000.00	165,000.00	(50,000.00)	115,000.00
Total Revenues:		155,000.00	165,000.00	30,600.00	195,600.00
Total Expenditures:		155,000.00	165,000.00	(50,000.00)	115,000.00
Net of Rev/Exp:		-	-	80,600.00	80,600.00
661-000-579.000	GRANTS RECEIVED	-	-		-
661-000-664.000	MOTOR POOL REVENUE	240,000.00	240,000.00	10,000.00	250,000.00
661-000-665.000	INTEREST	10,000.00	21,000.00	12,000.00	33,000.00
661-000-673.000	SALE OF FIXED ASSETS	-	-		-
661-000-697.000	TRANSFER FROM FUND BALANCE	508,500.00	508,500.00		508,500.00
Total Revenues:		758,500.00	769,500.00	22,000.00	791,500.00
661-443-702.000	SALARY/WAGES	41,000.00	41,000.00		41,000.00
661-443-720.000	FRINGE BENEFITS	16,000.00	16,000.00		16,000.00
661-443-727.000	SUPPLIES	7,500.00	7,500.00		7,500.00
661-443-748.000	FUEL & OILS	35,000.00	35,000.00		35,000.00
661-443-750.000	TIRES & BATTERIES	10,000.00	10,000.00		10,000.00
661-443-755.000	SMALL TOOLS	2,500.00	2,500.00		2,500.00
661-443-801.000	CONTRACTUAL SERVICES	5,000.00	5,000.00		5,000.00
661-443-850.000	TELEPHONES	6,000.00	6,000.00		6,000.00

6/12/2025 BUDGET AMENDMENT DETAIL
PERIOD ENDING 06/30/2025

GL NUMBER	DESCRIPTION	2024-25		REQUESTED AMENDMENT	NEW AMENDED BUDGET
		ORIGINAL BUDGET	2024-25 AMENDED TO- DATE BUDGET	06/18/2025 INCREASE / (DECREASE)	
661-443-913.000	INSURANCE	11,500.00	11,500.00		11,500.00
661-443-920.000	UTILITIES	9,000.00	9,000.00		9,000.00
661-443-930.000	REPAIRS & MAINTENANCE	35,000.00	46,000.00	20,000.00	66,000.00
661-443-968.000	DEPRECIATION	-	-		-
661-443-970.000	CAPITAL OUTLAY	580,000.00	580,000.00	(65,000.00)	515,000.00
Total Expenditures:		758,500.00	769,500.00	(45,000.00)	724,500.00
Total Revenues:		758,500.00	769,500.00	22,000.00	791,500.00
Total Expenditures:		758,500.00	769,500.00	(45,000.00)	724,500.00
Net of Rev/Exp:		-	-	67,000.00	67,000.00
Total Revenues:		7,958,914.00	6,610,514.00	350,472.88	6,960,986.88
Total Expenditures:		7,029,214.00	6,348,164.00	(113,975.00)	6,234,189.00
Net of Rev/Exp:		929,700.00	262,350.00	464,447.88	726,797.88



City Council Agenda Item Report

FROM: Nicole Bredeweg

MEETING DATE: June 23, 2025

SUBJECT: Resolution No. 250623-B (PA 152 Compliance)

DESCRIPTION:

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

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

Due to unforeseen consequences of the federal government's Affordable Care Act, health care plan providers now use the age of an employee to establish cost. Prior to the federal government's involvement, the plan options/rates were based on single, double, or family participation regardless of age. Now plan providers set rates higher for employees that are older. The premiums paid by the city over the last 10 years for health care benefits for the City's workforce are as follows: 2016 \$94,999, 2017 \$104,000, 2018 \$98,746, 2019 \$97,992.60, 2020 \$84,409, 2021 \$84,462, 2022 \$88,786, 2023 \$105,316, 2024 \$110,268, 2025 \$137,748.

Other local governments in the state have exercised their right to exempt themselves from the requirements of Act 152 while continuing a commitment to reduce long-term costs for medical (and other) benefits. A "one size fits all" approach to managing medical benefit costs, as implemented using hard-caps, may not serve all local governments in Michigan because it fails to account for the local job market, total compensation packages offered to other public employees and age of employees. The Saugatuck Township, Kalamazoo Lake Sewer Water Authority, and Saugatuck Fire District do not have an employee contribution requirement towards premiums. The City of Douglas implemented a \$60 (single) / \$80 (2-person) / \$100 (family) a month charge for employees towards health insurance.

BUDGET ACTION REQUIRED:

The premium is built into the FY2025-2026 budget under Insurance expenditures. No amendment is needed.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 250623-B as presented

**COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 250623-B

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

At a regular meeting of the City Council for the City of Saugatuck, Michigan, held at the City of Saugatuck City Hall, Saugatuck, Michigan, on the 23rd day of June 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by Council Member _____ and supported by Council Member _____:

RESOLUTION

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

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

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

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

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

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

WHEREAS, the City Council of the City of Saugatuck believes that, as the elected representatives for the City and answerable directly to the City’s voters, it is best positioned to determine

what benefits (including medical benefits) ought to be offered in order to attract and retain the best qualified City employees at the lowest overall costs; and

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

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

NOW, THEREFORE, IT IS RESOLVED that:

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

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 23rd day of June, 2025.

CITY OF SAUGATUCK

BY: _____
Holly Anderson, Mayor

BY: _____
Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed Clerk of the City of Saugatuck, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City of Saugatuck at a regular meeting held June 10, 2024, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF SAUGATUCK

BY: _____
Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: June 23, 2025

SUBJECT: Employee Health Insurance Benefits for FY 25-26

DESCRIPTION:

The City's employee health insurance agent, Gallagher Benefit Services LLC (Gallagher), has provided the attached quotes for coverage for next fiscal year. The quote to renew the existing Priority Health HMO plan would result in a 14.94% increase, which equates to an annual change of \$20,658.24.

We aren't alone in seeing significant percentage increases. State regulators approved the rate changes. Saugatuck Township's quote showed their current plan increasing 13.2%. Fennville's quote was a 14.3% increase. Kalamazoo Lake Sewer-Water Authority's quote also showed an increase of 12.7%.

The City Treasurer/Finance Officer and I have been meeting with Gallagher to discuss options to lessen our cost increase. We have also been comparing our existing benefits against nearby municipalities and running numbers on various options.

Workshop Presentation

At the workshop meeting, I presented the attached information and recommendation to make a change to offer employees residing in certain counties the PriorityHMO Gold G10 - West MI Partners plan, and to offer the PriorityHMO Gold G10 to employees outside of a partner county. Based on the current employee census, the proposed plan would result in a 3.26% increase in cost for the City, compared to a 14.94% increase if we were to renew our existing plan.

BUDGET ACTION:

None at this time.

LEGAL REVIEW:

Legal will be at your meeting for any questions you may have.

SAMPLE MOTION:

Motion to offer employees in a West Michigan partner county the PriorityHMO Gold G10 - West MI Partners plan, and to offer the PriorityHMO Gold G10 to employees outside of a partner county.



Employee Health Insurance FY 25-26

Options Under Act 152 - Publicly Funded Health Insurance Contribution Act

- Enacted in 2011 to limit the amount public employers pay toward employee health insurance premiums.
- Applies to cities, townships, counties, school districts, and other public employers.
- Requires annual compliance by local governing bodies.
- Employers must choose one of three options:
 - 1. Hard Cap**
 - 2. 80/20 Cost Sharing**
 - 3. Opt-Out (2/3 Majority Vote Required)**

Options Under Act 152 - Publicly Funded Health Insurance Contribution Act

1. Hard Cap

- State sets limits.
- Limits for 2026:
 - Single - \$7,942.09
 - 2 Person - \$16,609.38
 - Family Coverage - \$21,660.30
- Hard cap limits wouldn't cover entire cost of renewal quote.
- Employees would be responsible for costs above limits.
- Because we are in a small group, has greater impact on larger families and older employees.

2. 80/20 Cost Sharing

- Requires employees to pay 20% of premium. City pays 80% of premium.
- Currently, employees do not contribute to premiums.
- Suddenly requiring employees to pay 20% would be a big change and could impact retention.

3. Opt-Out (2/3 Majority Vote Required)

- City Council has opted out each year.
- This has provided the City greater flexibility and provided a richer benefit for employees.
- This helps with recruitment and retention but is more costly to the City.
- I recommend that we continue to opt out.

Cost Increases Over Time

Year	Increase or Decrease
2015	
2016	-1.46%
2017	9.47%
2018	-5.05%
2019	-0.76%
2020	-13.86%
2021	0.06%
2022	5.12%
2023	18.62%
2024	8.85%
2025	10.87%
2026 - Quote	14.94%

- We aren't alone in seeing significant percentage increases. State regulators approved the rate changes. Saugatuck Township's quote showed their current plan increasing 13.2%. Fennville's quote was a 14.3% increase. Kalamazoo Lake Sewer-Water Authority's quote also showed an increase of 12.7%.

Current Plan - Highlights

- **Priority Health HMO – Gold Level Plan**
- **Deductible - \$500 / \$1000**
 - Been the same since at least 2008
- **Coinsurance – 20%**
 - Individual Max - \$5,500
 - Family Max - \$11,000
- **Annual Out of Pocket Max**
 - Individual - \$8,500
 - Family - \$17,000
- **Copays**
 - Primary Care - \$30
 - Specialist - \$50
 - Emergency - \$250
 - Labs - \$35
- **Cost to Renew – 14.94% Increase or \$20,658.24 annual change**
- **For employees who opt out and have coverage elsewhere, they are paid 30% of hard cap limits.**

Recommended Plans - Highlights

Priority Health HMO - West Michigan Partners (G10)	Priority Health HMO – Classic (G10)
Employees residing in a partner county (currently all employees), will be on partner plan and have tiers for providers.	Employees outside a partner county will be on more traditional plan.
Deductible (Tier 1) - \$1000 / \$2,000 - Increase in deductible *Disruption report shows 97% of claims were for Tier 1 provider Deductible (Tier 2) - \$4,000 / \$8,000	Deductible - \$1000 / \$2,000 Increase in deductible
Coinsurance – 20% - Individual Max - \$4,500 - Max is \$1000 less than current plan. - Family Max - \$9,000 - Max is \$2000 less than current plan.	Coinsurance – 20% - Individual Max - \$4,500 - Max is \$1000 less than current plan. - Family Max - \$9,000 - Max is \$2000 less than current plan.
Annual Out of Pocket Max - Individual - \$8,150 - Family - \$16,300 - Max is less than current plan	Annual Out of Pocket Max - Individual - \$8,150 - Family - \$16,300 - Max is less than current plan
Copays - Primary Care - \$20 - Lower than current plan - Specialist - \$50 - Emergency - \$250 - Labs - \$35	Copays - Primary Care - \$20 - Lower than current plan - Specialist - \$50 - Emergency - \$250 - Labs - \$35

Pros and Cons of Recommended Plan

- **Pros**

- Still offering gold level plans.
- Based on current employee census, cost increase for the City is cut dramatically to 3.26% or \$4,506 annual change. This will save \$16,152 annually.
- Employees will have lower copays for primary care, preferred brand drugs, and non-preferred brand drugs.
- Employees will have lower co-insurance and out of pocket max.
- Employees are still not being asked to pay any portion of their health insurance premium which helps with recruitment and retention.
- For employees who opt out and have coverage elsewhere, they are still paid 30% of hard cap limits.

- **Cons**

- Employees will have higher deductible.
- For employees on the West Michigan Partner Plan who wish to still use a Tier 2 provider, it will cost them more.
 - Priority Health report shows minimal disruption (3%) based on providers employees are currently using. However, Bronson will become Tier 2 after January 1 which will impact some employees.

Additional Options

- **High Deductible/Health Savings Account (HSA) Plans**
 - Several options were evaluated. If the City were to shift its current HRA offering for vision and dental into an HSA, most HSA options still did not result in much, if any, savings to City.
 - The West Michigan Partners HSA did result in additional savings that could be shared with employees in an HSA. This may be a great future option, but will take a lot of education to help employees understand the benefits.
- **Keep Classic HMO but Increase Deductible (G10 Plan)**
 - Based on current employee census, cost increase for the City would be 13.53% or \$18,717 annual change. This would save 1.41% or \$1,941 over renewing the existing plan.
 - City could choose to have employees pay some amount towards premiums to help offset cost.
- **Renew Existing Classic HMO Plan (G50)**
 - City could choose to just pay increased cost; or
 - City could choose to have employees pay some amount towards premiums to help offset cost.

Medical Benefit Comparison for City of Saugatuck - Copy Prepared by Julie James, Gallagher Benefit Services LLC 49453 (Saugatuck, MI, Allegan), Medical #1: PriorityHMO 500					
	Current	Renewal	Plan 1	Plan 2	Plan 3
	Priority Health	Priority Health	Priority Health	Priority Health	Priority Health
	PriorityHMO Gold G50	PriorityHMO Gold G50	PriorityHMO Gold G10 - West MI Partners	PriorityHMO Gold G10	PriorityHSA HMO Gold G16 - West MI Partners
	8/1/2024	8/1/2025	8/1/2025	8/1/2025	8/1/2025
	HMO	HMO	HMO	HMO	HMO
	In-Network	In-Network	In-Network	In-Network	In-Network
Deductible					
Individual	\$500	\$500	\$1,000	\$1,000	\$1,650
Family	\$1,000	\$1,000	\$2,000	\$2,000	\$3,300
Coinsurance					
Coinsurance	20%	20%	20%	20%	20%
Individual Max	\$5,500	\$5,500	\$4,500	\$4,500	Not Applicable
Family Max	\$11,000	\$11,000	\$9,000	\$9,000	Not Applicable
Annual Out of Pocket Max					
Individual	\$8,500	\$9,100	\$8,150	\$8,150	\$4,500
Family	\$17,000	\$18,200	\$16,300	\$16,300	\$9,000
Physician Office Services					
Preventive Care	No Charge	No Charge	No Charge	No Charge	No Charge
Primary Care	\$30	\$30	\$20	\$20	20% after deductible
Specialist	\$50	\$50	\$50	\$50	20% after deductible
Virtual Visit	\$10	\$10	\$10	\$10	\$10 Copay after deductible
Behavioral Health	\$25	\$30	\$20	\$20	20% after deductible
Hospital Services					
Urgent Care	\$85	\$85	\$85	\$85	20% after deductible
Emergency Room	\$250 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible	20% after deductible
Inpatient	20% after deductible	20% after deductible	20% after deductible	20% after deductible	20% after deductible
Outpatient	20% after deductible	20% after deductible	20% after deductible	20% after deductible	20% after deductible
Diagnostic Services					
Imaging/CT/PET/MRI	\$250 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible	20% after deductible
Labs	\$35	\$35	\$35	\$35	20% after deductible
X-Rays	\$75	20% after deductible	20% after deductible	20% after deductible	20% after deductible
Rehabilitative Care					
Chiropractic	\$40	\$40	\$40	\$40	20% after deductible
Speech Therapy	\$50 Copay after deductible	\$50 Copay after deductible	\$50 Copay after deductible	\$50 Copay after deductible	20% after deductible
Occupational and Physical Therapy	\$50 Copay after deductible	\$50 Copay after deductible	\$50 Copay after deductible	\$50 Copay after deductible	20% after deductible
Durable Medical Equipment	50% after deductible	50% after deductible	50% after deductible	50% after deductible	50% after deductible
Prescription Drugs					
Generic	\$5/\$35	\$5/\$35	\$5/\$35	\$5/\$35	\$5/\$35 Copay after deductible
Preferred Brand	\$80	\$80	\$75	\$75	\$65 Copay after deductible
Non-Preferred Brand	\$95	\$95	\$90	\$90	\$85 Copay after deductible
Preferred Specialty	20%/\$250 max	20%/\$250 max	20%/\$250 max	20%/\$250 max	After deductible, 20% \$250 max
Non-Preferred Specialty	20%/\$450 max	20%/\$450 max	20%/\$450 max	20%/\$450 max	After deductible, 20% \$450 max
Employee Count	4	4	4	4	4
Employee + Spouse Count	1	1	1	1	1
Employee + Children Count	0	0	0	0	0
Family Count	5	5	5	5	5
Total Number of Employees	10	10	10	10	10
Monthly Total Premium	\$11,524.64	\$13,246.16	\$11,900.14	\$13,084.39	\$10,792.14
Annual Total Premium	\$138,295.68	\$158,953.92	\$142,801.68	\$157,012.68	\$129,505.68
Compared To		Current	Current	Current	Current
Annual Change (%)		14.94%	3.26%	13.53%	-6.36%
Annual Change (\$)		\$20,658.24	\$4,506.00	\$18,717.00	(\$8,790.00)
			Tier 2 Benefits include higher member cost share		Tier 2 Benefits include higher member cost share

Medical Benefit Comparison for City of Saugatuck - Copy
Prepared by Julie James, Gallagher Benefit Services LLC
49453 (Saugatuck, MI, Allegan), Medical #1: PriorityHMO 500

	Current	Renewal	Plan 4	Plan 5	Plan 6
	Priority Health	Priority Health	Priority Health	Priority Health	Priority Health
	PriorityHMO Gold G50	PriorityHMO Gold G50	PriorityHSA HMO Gold G251	PriorityHSA HMO Gold G16	PriorityHSA HMO Gold G201
	8/1/2024	8/1/2025	8/1/2025	8/1/2025	8/1/2025
	HMO	HMO	HMO	HMO	HMO
	In-Network	In-Network	In-Network	In-Network	In-Network
Deductible					
Individual	\$500	\$500	\$2,500	\$1,650	\$2,000
Family	\$1,000	\$1,000	\$5,000	\$3,300	\$4,000
Coinsurance					
Coinsurance	20%	20%	0%	20%	0%
Individual Max	\$5,500	\$5,500	Not Applicable	Not Applicable	Not Applicable
Family Max	\$11,000	\$11,000	Not Applicable	Not Applicable	Not Applicable
Annual Out of Pocket Max					
Individual	\$8,500	\$9,100	\$5,000	\$4,500	\$6,950
Family	\$17,000	\$18,200	\$10,000	\$9,000	\$13,900
Physician Office Services					
Preventive Care	No Charge	No Charge	No Charge	No Charge	No Charge
Primary Care	\$30	\$30	0% after deductible	20% after deductible	0% after deductible
Specialist	\$50	\$50	0% after deductible	20% after deductible	0% after deductible
Virtual Visit	\$10	\$10	0% after deductible	\$10 Copay after deductible	0% after deductible
Behavioral Health	\$25	\$30	0% after deductible	20% after deductible	0% after deductible
Hospital Services					
Urgent Care	\$85	\$85	0% after deductible	20% after deductible	0% after deductible
Emergency Room	\$250 Copay after deductible	\$250 Copay after deductible	0% after deductible	20% after deductible	0% after deductible
Inpatient	20% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible
Outpatient	20% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible
Diagnostic Services					
Imaging/CT/PET/MRI	\$250 Copay after deductible	\$250 Copay after deductible	0% after deductible	20% after deductible	0% after deductible
Labs	\$35	\$35	0% after deductible	20% after deductible	0% after deductible
X-Rays	\$75	20% after deductible	0% after deductible	20% after deductible	0% after deductible
Rehabilitative Care					
Chiropractic	\$40	\$40	0% after deductible	20% after deductible	0% after deductible
Speech Therapy	\$50 Copay after deductible	\$50 Copay after deductible	0% after deductible	20% after deductible	0% after deductible
Occupational and Physical Therapy	\$50 Copay after deductible	\$50 Copay after deductible	0% after deductible	20% after deductible	0% after deductible
Durable Medical Equipment	50% after deductible	50% after deductible	50% after deductible	50% after deductible	50% after deductible
Prescription Drugs					
Generic	\$5/\$35	\$5/\$35	\$5/\$35 Copay after deductible	\$5/\$35 Copay after deductible	\$5/\$40 Copay after deductible
Preferred Brand	\$80	\$80	\$70 Copay after deductible	\$65 Copay after deductible	\$80 Copay after deductible
Non-Preferred Brand	\$95	\$95	\$90 Copay after deductible	\$85 Copay after deductible	\$100 Copay after deductible
Preferred Specialty	20%/\$250 max	20%/\$250 max	After deductible, 20% \$250 max	After deductible, 20% \$250 max	After deductible, 20% \$250 max
Non-Preferred Specialty	20%/\$450 max	20%/\$450 max	After deductible, 20% \$450 max	After deductible, 20% \$450 max	After deductible, 20% \$450 max
Employee Count	4	4	4	4	4
Employee + Spouse Count	1	1	1	1	1
Employee + Children Count	0	0	0	0	0
Family Count	5	5	5	5	5
Total Number of Employees	10	10	10	10	10
Monthly Total Premium	\$11,524.64	\$13,246.16	\$11,986.81	\$11,989.42	\$12,472.78
Annual Total Premium	\$138,295.68	\$158,953.92	\$143,841.72	\$143,873.04	\$149,673.36
Compared To		Current	Current	Current	Current
Annual Change (%)		14.94%	4.01%	4.03%	8.23%
Annual Change (\$)		\$20,658.24	\$5,546.04	\$5,577.36	\$11,377.68



West MI Partners tiered network plan

An ideal network solution for employers with employees
who work and live in West and Southwest Michigan

A tiered network offering great care at a great price

West MI Partners gives you and your employees the opportunity to save more on premiums and out-of-pocket costs simply by receiving care in the preferred Tier 1 network of doctors and hospitals.

How does a tiered network work?

Providers are separated into two tiers: Tier 1 and Tier 2. We partner with our Tier 1 providers to lower member costs. If employees choose care through a Tier 1 provider, they'll benefit from lower coinsurance, copays and deductibles.

Employees will still have access to the entire Priority Health network in Tier 2. However, if they choose to receive care outside of the Tier 1 network, they will have a higher cost share.

All Tier 1 and 2 providers meet our rigorous quality standard and share our commitment to care management and coordination.

Receive the same quality care at a more competitive price

West MI Partners is an ideal solution for price-sensitive groups with employees who live and work in one of the following counties in West or Southwest Michigan:

Small group eligible counties

- Allegan¹
- Barry
- Calhoun²
- Kalamazoo
- Kent
- Lake
- Mason
- Mecosta
- Montcalm
- Newaygo
- Osceola
- Ottawa
- Van Buren

Large group eligible counties

- Allegan¹
- Barry
- Calhoun²
- Ionia
- Kalamazoo
- Kent
- Lake
- Mason
- Mecosta
- Montcalm
- Muskegon
- Newaygo
- Oceana
- Osceola
- Ottawa
- Van Buren



Why choose a tiered network?

A tiered network can help employers save on premiums and help employees save on out-of-pocket costs—all by utilizing the selected Tier 1 provider network.

Small group compatible plan designs

- PriorityClassic
- PriorityHSA

Large group compatible plan designs

- Copay Aligned
- Tiered Copay
- Traditional Copay
- PriorityHRA
- PriorityHSA
- PriorityValue

If an employer offers a West MI Partners plan, they must select all West MI Partners products from the product menu. Exceptions can be made for groups that have employees outside the multi-county region. Those groups may offer other Priority Health full network products according to underwriting guidelines, but those full network products are only available to employees living outside of the multi-county service area.

¹Except 49010 zip code

²Calhoun County ZIP codes included in service area: 49011, 49014, 49015, 49017, 49021, 49029, 49033, 49034, 49037, 49051, 49052, 49068, 49076, 49092, 49094. Calhoun County ZIP codes not included in service area: 49224, 49237, 49245, 49252, 49284

Tier 1

- Corewell Health in West Michigan¹, University of Michigan Health–West, Holland Hospital and Bronson Healthcare² and providers with admitting privileges to these facilities
- Orthopedic Associates of Michigan
- Mary Free Bed Rehabilitation Hospital
- Pine Rest Christian Mental Health Services
- Forest View Hospital
- Unaffiliated ancillary providers such as physical therapists, social workers and skilled nursing facilities
- All in-network pharmacies
- Emergency services

Tier 2

- All non-Tier 1 providers currently covered under the Priority Health network.

Out-of-network

- With an HMO tiered-network solution, only services performed within the Priority Health HMO network are covered. With a POS tiered-network solution, services within or outside of the Priority Health network are covered.



Search for Providers

Check Find A Doctor at **priorityhealth.com** and choose **West MI Partners**, then search for a provider to see if they are Tier 1.

Certainty in your network

Our goal is to ensure all members enrolled in West MI Partners understand how and where to receive high quality, affordable care. Members receive onboarding material such as a quick start guide, emails, and information on their member ID cards indicating their plan as a West MI Partners plan.



Learn more

Talk to your independent agent or Priority Health representative today.

¹With the exception of Corewell Health in Southwest Michigan, formerly Spectrum Health Lakeland

²Bronson Healthcare will be moving to Tier 2 starting January 1, 2026



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: June 23, 2025

SUBJECT: Kalamazoo River Greenway Request for Funding and Advisory Board Appointment

DESCRIPTION:

In 2018, in partnership with the Outdoor Discovery Center (ODC) and municipalities throughout the County, a lower Kalamazoo River Greenway Plan was created. In 2019, City Council endorsed the plan as an advisory document to guide a comprehensive approach to restoring the Kalamazoo River and its tributaries and help engage public involvement to determine financial feasibility of any proposed projects. A copy of the plan can be viewed here: <https://tinyurl.com/ry4r7s>

The ODC recently held a meeting with other tri-community stakeholders to discuss the progress we have made on the plan. The City had a lot of great progress to report on the goals of the plan including:

- Intercommunity Pathway
 - We remain hard at work on this with the Township, Douglas and Friends of the Blue Star Trail.
- Accessible launch
 - We continue to have a boat launch on Spear and we have now transient/shopper boat docks installed outside of Coughlin Park.
- Habitat Restoration in Saugatuck Harbor Natural Area
 - We had the Land Conservancy do an updated assessment of SHNA and incorporated their assessment into updates of the SHNA Master Plan.
 - The wildlife committee has made recommendations on the deer concerns.
- Harbor Sediment Removal/Management
 - The Harbor Authority has requested funding support for consulting services to define goals and work that is needed in the harbor.

- The Township Manager and I recently met with the Army Corps staff to discuss regular dredging of their areas of responsibility and to discuss a request to conduct further sediment testing.
- Invasive Species Treatment in Habor
 - We have been treating for Milfoil.
- Green Stormwater Infrastructure
 - We now have our engineer reviewing new building or extensive addition plans and making sure that proper stormwater is incorporated into the plans. We have previously allowed ODC to install temporary rain barrels around downtown for education. The Parks and Public Works Committee recently received an educational presentation on stormwater management.
- Concrete repairs are in the works for the boardwalk.
- Saugatuck Wilds Nature Preserve will be opening soon to the public.
- Improvements to the Mt. Baldhead restrooms and upper platform are actively being worked on.
- The City Council approved a new Waterfront Preservation zoning ordinance.

Workshop Meeting

At the workshop meeting, the Outdoor Discovery presented the attached update and financial request to help fund future projects. They advised Douglas, Fennville, Saugatuck Township, and Rotary have all made funding commitments.

The consensus at the meeting was to make a \$5,000 funding contribution for FY 25-26, and that Mayor Pro Tem Stanton would be best to serve on the advisory board as she is also the Council's liaison to the Parks and Public Works Committee.

BUDGET ACTION REQUIRED:

Going into the new fiscal year, we have sufficient contractual dollars appropriated that can cover the cost. If needed, a budget amendment will be presented at a later date.

LEGAL REVIEW:

N/A at this time. Legal will be at your meeting if you have any questions.

SAMPLE MOTION:

Motion to approve \$5,000 in funding to the Outdoor Discovery Center for Kalamazoo River Greenway plan projects, and to appoint Council Member Stanton to serve on the Kalamazoo River Greenway Advisory Board.

May 19, 2025

Ryan Cummins, City Manager
Holly Anderson, Mayor
102 Butler St
Saugatuck, MI 49453



Dear Ryan and Holly,

On behalf of ODC Network, I would like to express our gratitude to Saugatuck for collaborating with us on many community initiatives. We would like to thank Saugatuck for your interest in partnering with us in the important work to implement a greenway corridor along the Kalamazoo River addressing environmental restoration, recreation, conservation and education.

The Kalamazoo River Greenway plan was completed in 2018 with the goal to bring communities together with a shared interest in environmental stewardship and economic vitality. Saugatuck established a resolution to endorse the Lower Kalamazoo Greenway Plan on June 10, 2019 to be used as an advisory document guiding public officials on a comprehensive approach to the Kalamazoo River and its tributaries and engage public involvement to determine financial feasibility of any proposed projects.

If Saugatuck were to establish financial support of the Kalamazoo River Greenway it would be pivotal in the advancement of the plan's goals. We are excited to work on issues of importance to Saugatuck, including but not limited to:

- Habitat conservation
- Invasive species consultation
- Recreation programming
- Project management
- Grant writing for the KRG Mission
- Inter-park pathway planning/development
- Trail development & review
- EPA Superfund coordination
- Educational programs
- Water trail establishment
- Property acquisition planning
- Community/school collaboration

Our continued partnership with Saugatuck is very important for our organization and the community. In light of this, **we respectfully request a 2025 financial investment of \$5,000-\$10,000 for the Kalamazoo River Greenway.**

By collaborating with local units of government, corporations, foundations and individuals, we can create a vibrant community for people to live, work, play and learn. Thank you again for your support and leadership in our community. Please feel free to contact us should you have any questions.

Sincerely,

Dan Callam, ODC Greenways Manager



Kalamazoo River Greenway

June 18, 2025

Meeting Outline



- Kalamazoo River Greenway (KRG) Plan
- Municipal Resolution
- ODC Network Scope of Work
- Kalamazoo River Greenway Plan Stakeholder Update
- Funding Framework
- Long-Term Goals



TRI-COMMUNITY PARKS AND RECREATION VISION

Cultivate a unified park system that offers diverse recreational opportunities for our vibrant and engaged community, expands upon our legacy of coastal conservation and environmental stewardship, and welcomes and inspires all who visit.

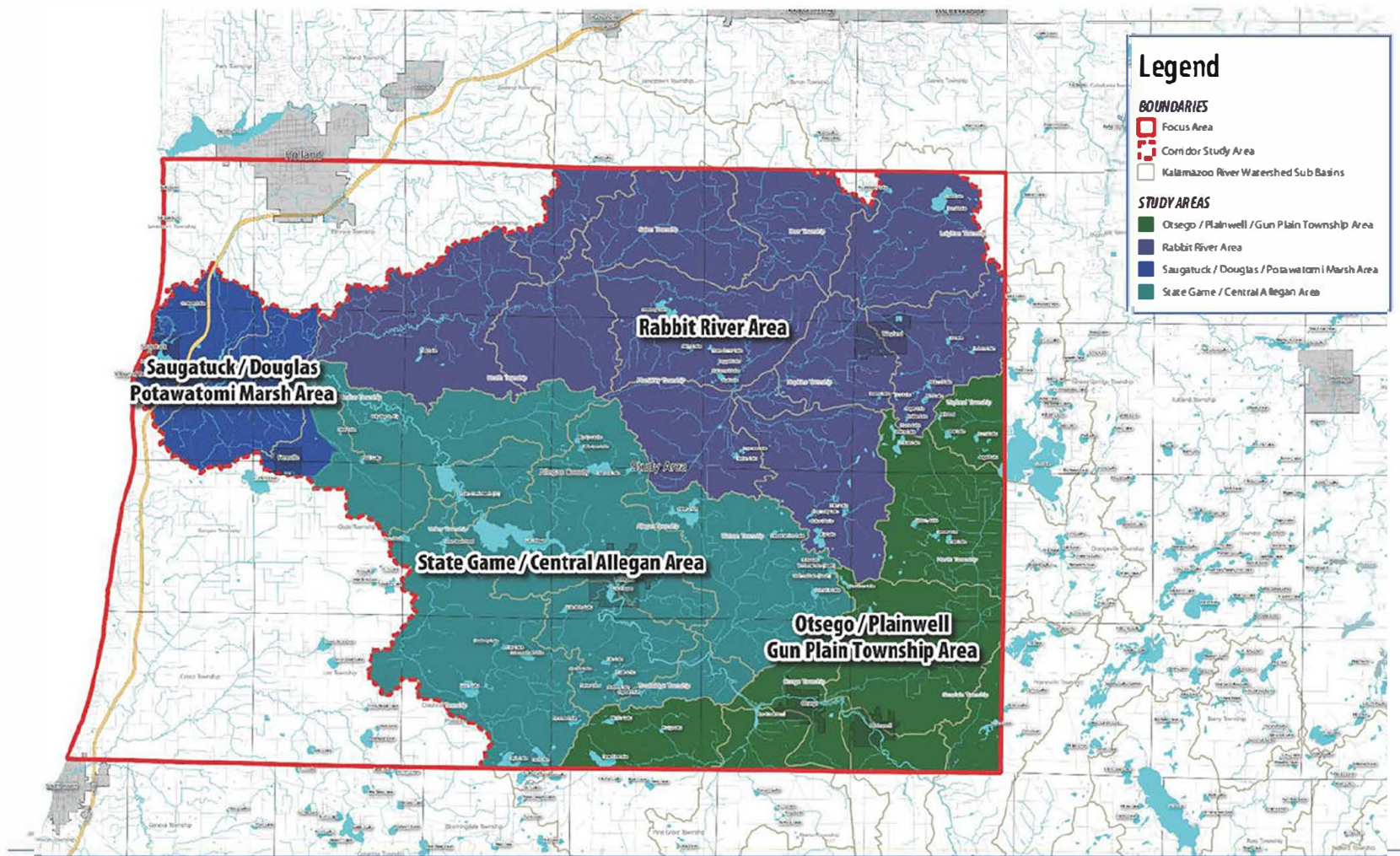
Created by the Tri-Community Parks and Recreation Master Plan Steering Committee, 2023



Pillars are the fundamental principles or core values that guide the development, planning, and management of parks and recreational programs within a community. The Tri-Community Pillars serve as the foundation for creating a comprehensive vision for the future of parks and recreation system, aligning with the community's goals and aspirations. They serve as guiding principles that inform the long-term vision, strategic planning, and decision-making processes related to parks and recreation. By integrating these core values into planning efforts, the community can create vibrant, inclusive, and sustainable parks and trails that contribute positively to the overall well-being and quality of life for residents and visitors.

- Established the plan in 2018
- Designed for collaborative planning efforts addressing environmental restoration, recreation, conservation and education
- 300+ stakeholders engaged over 15 months
- Resolutions signed by municipalities 2019-2020





Update to Activities Along the River



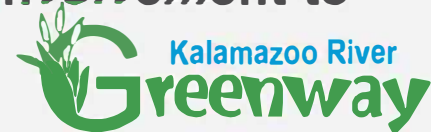
- Calkins Dam
 - Consumers evaluating dam fleet, decision in Q2
- City of Allegan Dam
 - City planning for dam removal with help from EPA, DNR
- Trowbridge Dam
 - Removal currently underway
- Longer-term restoration work in Otsego, Plainwell
- Agriculture's ongoing impact
- Kalamazoo River Watershed Council



City of the Saugatuck Resolution No. 190610-A



- Signed June 10, 2019
- Whereas, the Greenway Plan was designed to **bring together the diverse communities** scattered along the Kalamazoo, Rabbit and Gun Rivers to coordinate planning efforts and work together as a unified county on **addressing ecological, educational, and developmental issues related to the river...**
- Whereas the Greenway Plan address issues related to environmental **restoration, recreation, conservation and education** which may include **seeking collaboration and funding for projects** such as...
- Be it resolved the **Saugatuck Council hereby endorses** the Lower Kalamazoo River Greenway Plan to used as an **advisory document** guiding public officials on a comprehensive approach to restoring the Kzoo River and its tributaries and **help engage public involvement to determine financial feasibility of proposed projects.**



ODC Work Scope (not Limited to...)



- Habitat conservation
- Invasive species consultation
- Recreation programs
- Project management with annual report and meetings
- Grant writing related to KRG mission
- School partnership
- Multi-community collaboration for regional plan
- EPA Superfund coordination
- Educational programs
- Water trail establishment
- Natural area consultation
- Trail development and review
- Property acquisition planning
- Inter-park pathway planning and development
- Sustainability support





KRG Update/Outcomes

- Area stakeholder meeting April 22, 2025
 - Short-Term Ideas
 - Advisory Board
 - Universal logo on tri-community signage
 - ODC funded to manage plan
 - Water Trail
 - Education/Access to River
 - Long-term Ideas
 - Land Acquisition
 - Connectivity of trails, parks, downtowns
 - Pure Michigan Trail Town



Funding Framework



- Municipalities: \$5,000-\$10,000 annually
 - City of Saugatuck
 - Saugatuck Township -**Committed**
 - City of the Village of Douglas- **Committed**
 - Fennville- **Committed**
- Non-profits: \$5,000-\$10,000 annually
 - S/D Rotary- **Verbal Commitment, Vote 6/24**
- Business
- Endowment



Project Possibilities



- Water trail
 - Mapping/Signage
- Community Clean-ups
- Educational programs
- Green Stormwater projects
 - Rain gardens/barrels
- Pocket prairies
- Collaborate with SPS students
- Reforestation
- Meadow restoration
- Water Quality Studies
- River Restoration
- Conservation
- Wayfinding and Signage
 - Universal across towns
- Best Management Practices w/ agriculture or homeowners
- Land Acquisition
- Connectivity of Trails
- Dark Sky Initiatives
- Pure Michigan Trail Designations
- Safe River Access Points



Next Steps...



- Presentations to KRG funding partners (May-June)
- Funding decisions made in June- **4 Partners Committed**
- Meet individually with partner/stakeholders to determine their key priorities
- Host first Advisory Board meeting to define KRG Plan update, process and goals for 2025
- Continue to build an incredible, collaborative quality of life for our community





Thank you!