



CITY COUNCIL WORKSHOP AGENDA

September 3, 2025, 4:00 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. Roll Call**
- 3. Agenda Changes** (*Additions/Deletions*)
- 4. Public Comment on Agenda Items Only** (*Limit 3 minutes*)
- 5. Approval of Minutes:** (*Voice Vote*)
 - A.** Regular City Council Meeting Minutes – August 25, 2025. *Pg.3*
 - B.** Closed Session City Council Meeting Minutes – August 25, 2025.
- 6. Discussion Items:**
 - A.** Introduction of Director of Planning and Zoning – Grayson Moore.
 - B.** Warnock Drain – At Large Assessment. *Pg.7*
 - C.** Should Season Initiatives/Warming Station. *Pg.8*
- 7. Public Comments** (*Limit 3 minutes*)
- 8. Council Comments**
- 9. Adjourn**

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.



CITY COUNCIL REGULAR MEETING- *proposed*
August 25, 2025

The City Council met to have a Regular Council Meeting at City Hall.
102 Butler St., Saugatuck, MI 49453.

The meeting was called to order by Mayor Anderson at 6:30 p.m.

Pledge of Allegiance.

Attendance:

Present: Mayor Anderson, Mayor Pro-Tem Stanton, and Councilmembers Clark, Dean, Gardner Muncey, and Peterson.

Absent: None.

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

Mayor's Comments:

Mayor Anderson highlighted that the Douglas City Council recently approved a development agreement that will include both affordable apartments (targeted to household incomes between \$40,000 and \$100,000) and market-rate housing. While acknowledging some frustration from neighboring homeowners, she emphasized that the project addresses a significant need in the tri-communities and aligns with Douglas's master plan. Mayor Anderson expressed excitement for the project, noting that it will benefit local workers and the broader community.

City Manager Comments:

City Manager Ryan Cummins began his comments by thanking the council and sharing positive news that the Convention and Visitors Bureau (CVB) approved a \$20,200 grant to help expand the city's holiday lighting, following the council's approval of additional lighting and necessary electrical upgrades. He mentioned ongoing efforts to bring light installations to Cook Park, possibly with a kickoff event. Cummins also updated the council on the Mt. Baldhead restroom project, which is scheduled to start after the Mount Bald Head Challenge. He noted that the master plan survey, previously reviewed by the council, will be released soon along with an invitation to an open house to gather more community feedback.

Agenda Changes: None.

Guest Speakers: None.

Public Comment on Agenda Item Only: None.

Consent Agenda:

- A.** Approval of Regular Meeting Minutes for August 11, 2025.
- B.** Resolution 250825-A Temporary Polling Location Change for November 4, 2025, election.
- C.** Special Event – Havana Club Ride.
- D.** Right of Way Sign Application – Fall Gallery Stroll.

Motion by Muncey, second by Dean to pass the consent agenda for August 25, 2025. Via roll call vote, motion carried unanimously.

Staff Reports, Boards, Commissions & Committees:

The City Manager submitted a status report on current activities.

Fire District Administration:

Dan Fox's fire board report covered several key topics:

- He emphasized parade and event safety and offered to share a safety packet with the council.
- He updated the council on the fire board's recent meeting, focusing on the municipal bonding process for the South Station project and the township's positive outlook on funding.
- Dan discussed equipment and training, noting a donation of wrecked cars by Ray's Towing Service for rescue training and reviewing apparatus costs, maintenance, and call statistics, including an increase in calls from Douglas Cove.
- He mentioned the potential for cost recovery from frequent 911 callers and highlighted a \$5,000 donation from the Fire Chiefs Association.

Interurban Board:

Councilmember Gregory Muncey's Interurban report highlighted the following points:

- The Interurban Transit Authority has served the community since 1980 and is funded by federal, state, and local sources, as well as rider revenue and grants.
- The authority complies with federal regulations, including ADA requirements, and maintains a fleet of nine lift-equipped buses.
- Staffing includes one executive director, one full-time mechanic, six full-time employees, 16 part-time employees, and three seasonal employees.
- Ridership has reached record highs, with July 2025 seeing 15,524 riders—the highest monthly total ever.
- The Interurban provides essential transportation, prescription delivery, and food delivery services, supporting access to jobs, education, healthcare, and community engagement.
- The authority may seek a millage increase in the next fall election to support continued growth and service expansion.

Kalamazoo Lake Sewer & Water Authority:

Councilmember Joe Clark's Kalamazoo Lake Sewer & Water Authority report included the following key points:

- The board decided to split the operations manager position into two roles: one for back-office functions (HR, finance, planning, board relations) and one for field operations and workforce management. An advisory committee is developing job requirements and overseeing interviews, with several candidates under consideration.
- Pump station eight needs significant repairs due to water intrusion and a leaning electrical panel, with costs estimated at \$60,000. While the budget can cover it, this is a major early-year expense.
- The board elected new leadership: Abby Gifford as chair and Joe Clark as vice chair.

Kalamazoo Lake Harbor Authority: None.

Zoning Board of Appeals: None.

Historic District Commission:

Councilmember Gardner noted the next meeting is September 4th at 6:00 p.m.

Planning Commission:

Councilmember Joe Clark's Planning Commission report included the following points:

- The master plan survey will be released soon, and the format for the September 30 open house is nearly finalized.

- The Planning Commission decided to postpone discussions on zoning consolidation until after the master plan is completed, ensuring any changes will align with the new plan.
- No other significant updates were reported.

Parks & Public Works Committee:

Mayor Pro-Tem Lauren Stanton's Parks and Public Works Committee report included these key points:

- The committee's next meeting is scheduled for tomorrow morning.
- They recently held a kickoff meeting for the Kalamazoo River Greenway group, which will meet quarterly.
- The main focus for the coming year is education about the Greenway and treating invasive species, with middle school students participating in these efforts at the Saugatuck Wilds in partnership with the ODC.
- The ODC is actively working on grant applications, providing valuable support to the city's efforts.

Tri-Community Non-Motorized Trail Study Committee:

City Manager Ryan Cummins reported that the Tri-Community Non-Motorized Trail Study recently included a collaborative walk-through of the proposed trail route with tribal nations, city staff, and the project engineer. The state noted this level of collaboration with tribal nations was unique and positive. The walk-through allowed both the tribes and the city to better understand each other's perspectives, especially regarding sensitive areas like the cemetery and mature trees. A follow-up meeting is planned for next month to continue the discussion and review additional feedback.

Water Systems Operations Contract Advisory Committee: None.

City Manager Cummins noted the next meeting will be in September.

Wildlife Management Committee:

Councilmember Scott Dean reported that the Wildlife Management Committee's work was acted on by the council two weeks ago, and the committee is scheduled to sunset later this year—either at the end of the year or the start of hunting season. No further reports are expected in upcoming meetings, but the topic can remain on the agenda until the committee officially concludes its work.

Approval of Accounts Payable:

Motion by Gardner, second by Peterson to approve the accounts payable in the amount of \$390,458.41. Via roll call vote, motion carried unanimously.

Public Hearing: None.

Unfinished Business: None.

New Business:

Appointments to the Parking Improvements Task Force:

Motion by Stanton, second by Muncey, to suspend the 2020 Boards and Commissions Selection Policy related to the appointments to the advisory Parking Improvements Task Force and to appoint the following members:

- **City Council Representative and Chair:** Gregory Muncey
- **Planning Commission Representative:** Auston Marineau
- **City Resident (non-business owner) Representative:** Cathy Brockington
- **City Resident (non-business owner) Representative:** Wendy Colsen
- **Restaurant Owner Representative:** Alec Payleitner
- **Retail Business Owner Representative:** Michael Gustaitis
- **Convention and Visitors Bureau Representative:** Gary Kott
- **Interurban Representative:** Becky Carten-Crandell.

Via roll call vote, motion carried unanimously.

Public Comment: None.

Closed Session:

Motion by Muncey, second by Stanton 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 unanimously.

Council entered closed session at 7:23 p.m.

Motion by Peterson, second by Gardner to go into open session. Via roll call vote, motion carried unanimously.

Council entered open session at 8:23 p.m.

Correspondance:

Knights of Columbus provided correspondence regarding their annual fund-raising event known as the Tootsie Roll Drive.

Council Comments:

Joe Clark's council comments included praise for the successful sidewalk sale event and the sense of community it fostered. He reflected on the excitement of the back-to-school season and the arrival of fall. Clark also thanked Gregory Muncey for leading the parking task force and expressed appreciation for the productive meeting and the contributions of his fellow council members.

Gregory Muncey's council comments included praise for Douglas's affordable housing project and encouragement to seek information directly from those involved. He promoted upcoming "Music in the Park" and commended April Gundy for her work. Muncey noted that local merchants have experienced a record year for business, gave a shout-out to the Department of Public Works for their dedication, and observed that parking in town is becoming easier as summer ends and school starts.

Scott Dean's council comments included encouraging everyone to thank local teachers as the new school year begins, wishing everyone a happy Labor Day weekend, and expressing his anticipation for seeing the community at the upcoming Mount Bald Head Challenge event.

Mayor Pro-Tem Lurne Stanton council comments included expressing gratitude to Gregory Muncey for taking on the role of chairperson for the parking task force, acknowledging the significance of the responsibility. She shared her excitement that the task force will begin addressing parking challenges and expressed confidence in the group's ability to make progress.

Councilmember Russ Gardner's comments focused on the recent Spear Street block party, which brought together about 75-80 people and has been a community tradition since 1984. He emphasized the event's role in building community and welcoming both residents and short-term rental guests as neighbors. Gardner thanked Councilmember Muncey for attending and noted the popularity of the event's chocolate chip cookies.

Councilmember Chris Peterson's closing council comments were brief and positive. She expressed agreement with the previous comments made by other council members, echoed their sentiments, and wished everyone a good night.

Mayor Anderson shared that she received a folder of historical parking recommendations from Sandra Randolph, which has been scanned for city records and will be given to Gregory Muncey for review. She also mentioned receiving positive feedback from several community members about the playground, highlighting its value to the community

Adjournment:

Motion by Dean second by Peterson to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned at 8:30 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: September 3, 2025

SUBJECT: Warnock Drain – At Large Assessment

DESCRIPTION:

The City of the Village of Douglas coordinated with the Allegan County Drain Office (Drain Office) to replace the culvert under Ferry Street which is part of the Warnock Drain. Work was completed in the spring.

Last week, I received the attached e-mail from the Drain Office asking whether the City would like to prepay its at-large assessment of \$61,875.00 (15% of the project cost). This was the first time I had been made aware of any at-large assessment or percentage allocation for this project.

Upon inquiry with Drain Office staff and the Drain Commissioner, it was discovered that the City did not receive proper statutory notice of its at-large assessment. Although only 4.09 acres of City land lie within the drainage district, the Drain Office has provided the attached reasoning for our 15% assessment.

The Drain Commissioner has offered an in-person meeting. It is unclear whether that meeting will be purely informational or whether the Drain Office would be willing to reconsider the notice or assessment. If proper notice had been given, the City would have had the opportunity to formally dispute its at-large assessment during the statutory review process. Because that did not occur, our options are limited to voluntary reconsideration by the Drain Office or potential legal challenge in Circuit Court. Finally, as our current legal counsel also represents the Drain Office, there is a conflict of interest. If the City desires legal review of this matter, separate outside counsel should be obtained.

Staff seeks Council direction on the following options:

- Pay the assessment in full in the amount of \$61,875.00.
- Pay the assessment in installments over a three-year period, subject to bond or note interest as applied by the Drain Office.
- Engage separate legal counsel (due to a conflict with the City Attorney) to evaluate the lack of statutory notice, potential to contest the assessment, and other legal remedies.

BUDGET ACTION:

This item was not budgeted for and a budget amendment may be necessary.

LEGAL REVIEW:

The City's legal counsel has a conflict as they also represent the Drain Commission. If legal review is desired, separate counsel should be obtained.

SAMPLE MOTION:

N/A. Workshop item at this time.

Ryan Cummins

From: Brent Scholten <BScholten@ALLEGANCOUNTY.ORG>
Sent: Tuesday, August 26, 2025 12:13 PM
To: Ryan Cummins
Cc:Carolynn Parnell; Chris Machiela; Lucas Timmer
Subject: RE: Warnock Drain - prepayment

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.

Ryan,

Per Section 151 of the Michigan Drain Code of 1956 (Act 40 of 1956) Section 280.151, the Drain Commissioner can apportion the percent of the cost of construction/maintenance of a drain to a City, Township, or Village based on benefits to public health, convenience, or welfare (not based on land size within the district; land size is only applicable to property owners within the district).

City of Douglas and Saugatuck Township paid 30% and 10% respectively, consistent with what they paid in 2016 for the Warnock Improvements Project. Saugatuck City did not pay during the last project as the work occurred near Center Street which did not benefit the City of Saugatuck directly as their residents minimally utilize that road compared to Ferry Street. Saugatuck City residents in the district did pay in 2016 as they are part of the district (watershed).

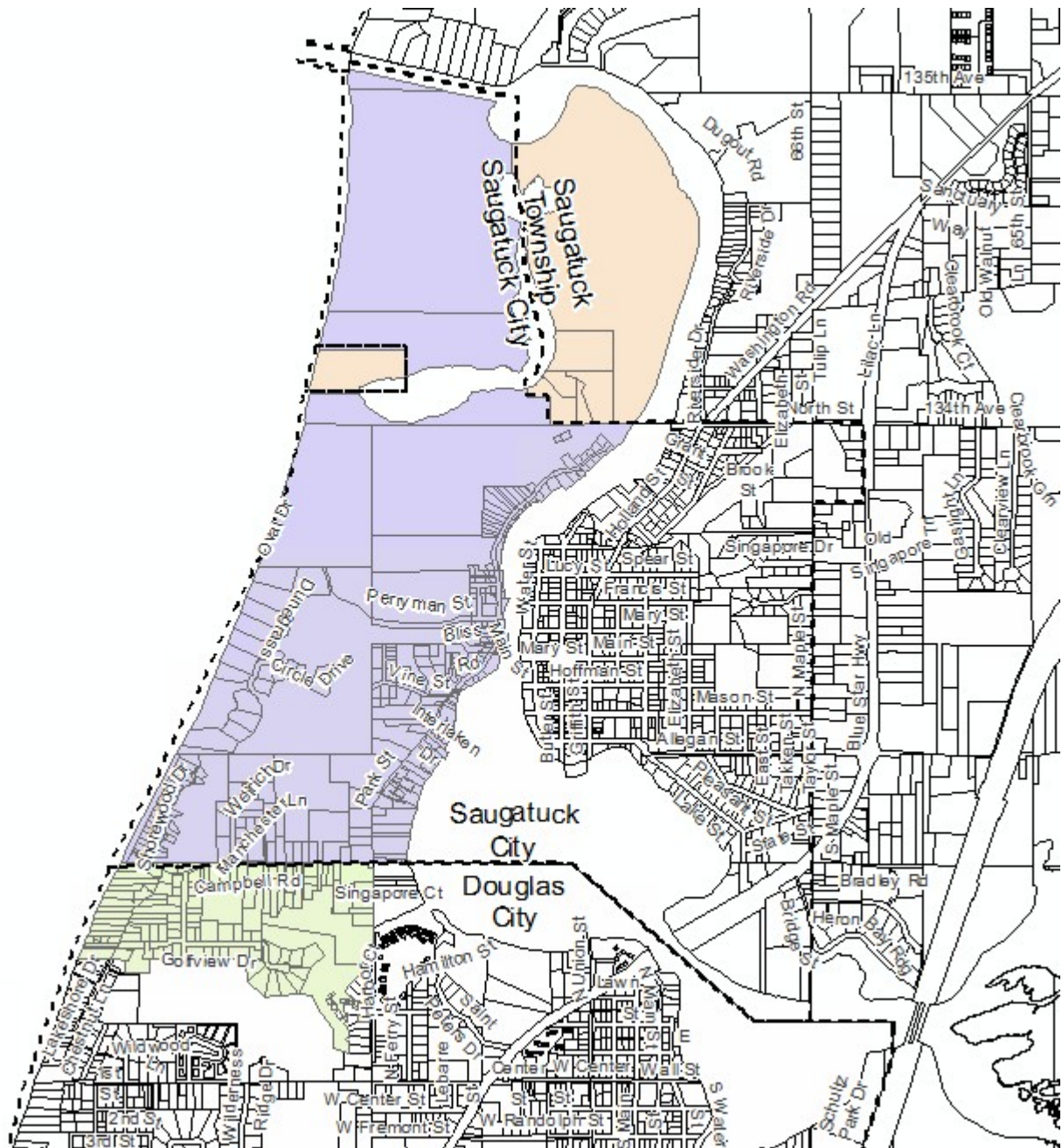
In 2025, Saugatuck City was apportioned by the Drain Commissioner 15% due to benefits for the public health, convenience, and welfare of their citizens by replacing the Ferry Street culvert. The replacement of this culvert provides access to this road for the residents who use it to reach their homes and residents/tourists who utilize this road for Oval Beach. The City of Saugatuck, fire department, and police have all indicated how critical this road/culvert are to the City of Saugatuck for public safety to reach their citizens due to the long detour route on Lakeshore Drive delaying response times and thus the improvement project provides benefit to the City based on public health, convenience, and welfare.

The below photo indicates the parcels from Saugatuck City (purple), Saugatuck Township (orange) and City of Douglas (green) that would utilize Ferry Street to access their parcel. Although the City of Saugatuck has 4.09 acres within the district, 557.9 acres (or 282 parcels) utilize Ferry Street (and thus drive over the culvert) to access their homes compared to 149.12 acres by Saugatuck Township (7 parcels) and 103.75 acres (121 parcels) for the City of Douglas.

The remaining costs were apportioned to Allegan County and the Allegan County Road Commission based on benefits to public roads per Drain Code (within the township; accounted for 1.25%) and the remaining 43.75% then was allocated out to the property owners within the watershed boundary.

Municipality	Parcel Area that uses Ferry	% of Total	Parcels that use Ferry	% of Tot
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Saugatuck Township	149.12	18%	7	2%
City of Saugatuck	557.9	69%	282	69%
City of Douglas	103.75	13%	121	30%



Brent Scholten

Allegan County Drain Office
 Development Coordinator/Deputy
 Office – (269) 673-0311
 FAX – (269) 673-0396
 Cell – (616) 836-3360

From: Ryan Cummins <rcummins@saugatuckcity.com>

Sent: Tuesday, August 26, 2025 10:10 AM

To: Brent Scholten <BScholten@ALLEGANCOUNTY.ORG>

Cc:Carolynn Parnell <CParnell@ALLEGANCOUNTY.ORG>; Chris Machiela <CMachiela@ALLEGANCOUNTY.ORG>; Lucas Timmer <ltimmer@preinnewhof.com>

Subject: RE: Warnock Drain - prepayment

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Hi Brent,

I don't see the City of Saugatuck on the affidavit of mailing.

I checked with our staff team to see if anyone received the notice. Our Treasurer advised she did and the envelope shows a postmark date of August 7, for a meeting date on the notice of August 5. See attached. The copy of the notice you sent me shows a meeting date of August 12, which differs from what was actually received.

I don't believe we received proper notice with the 10-day mailing requirements. And I don't understand how 15% was determined to be our benefit apportionment. Campbell Road is in both Douglas and Saugatuck City, and we have very few parcels in the boundaries.

Ryan Cummins

City Manager

City of Saugatuck

102 Butler St

PO Box 86

Saugatuck, MI 49453

Ph: (269) 857-2603

From: Brent Scholten <BScholten@ALLEGANCOUNTY.ORG>

Sent: Tuesday, August 26, 2025 9:24 AM

To: Ryan Cummins <rcummins@saugatuckcity.com>

Cc:Carolynn Parnell <CParnell@ALLEGANCOUNTY.ORG>; Chris Machiela <CMachiela@ALLEGANCOUNTY.ORG>; Lucas Timmer <ltimmer@preinnewhof.com>

Subject: RE: Warnock Drain - prepayment

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Ryan,

Attached is the affidavit of mailing and the add in the newspaper regarding the Warnock Drain and the August 12, 2025 Day of Review.

Brent Scholten

Allegan County Drain Office
Development Coordinator/Deputy
Office – (269) 673-0311
FAX – (269) 673-0396
Cell – (616) 836-3360

From: Brent Scholten
Sent: Tuesday, August 26, 2025 8:28 AM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Carolyn Parnell <CParnell@ALLEGANCOUNTY.ORG>; Chris Machiela <CMachiela@ALLEGANCOUNTY.ORG>; Lucas Timmer <ltimmer@preinnewhof.com>
Subject: RE: Warnock Drain - prepayment

Good morning, Ryan.

Attached is the day of review letter and drainage district/watershed map the City was mailed.

Let me know if you have any questions.

Brent Scholten

Allegan County Drain Office
Development Coordinator/Deputy
Office – (269) 673-0311
FAX – (269) 673-0396
Cell – (616) 836-3360

From: Ryan Cummins <rcummins@saugatuckcity.com>
Sent: Monday, August 25, 2025 4:57 PM
To: Brent Scholten <BScholten@ALLEGANCOUNTY.ORG>
Cc: Carolyn Parnell <CParnell@ALLEGANCOUNTY.ORG>; Chris Machiela <CMachiela@ALLEGANCOUNTY.ORG>
Subject: RE: Warnock Drain - prepayment

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Hi Brent,

I haven't received any mail on this and wasn't aware of the Day of Review. Can you send me a copy of what was mailed and a map of the drainage district boundaries? Were the boundaries changed? I know there was some discussion about that, but again didn't receive any formal notice.

Thank you,

Ryan Cummins
City Manager

City of Saugatuck
102 Butler St
PO Box 86
Saugatuck, MI 49453
Ph: (269) 857-2603

From: Brent Scholten <BScholten@ALLEGANCOUNTY.ORG>
Sent: Monday, August 25, 2025 1:09 PM
To: Ryan Cummins <rcummins@saugatuckcity.com>
Cc: Carolyn Parnell <CParnell@ALLEGANCOUNTY.ORG>; Chris Machiela <CMachiela@ALLEGANCOUNTY.ORG>
Subject: Warnock Drain - prepayment

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.

Good Afternoon, Ryan.

The Allegan County Drain Commissioner held the Day of Review for the Warnock Drain on Tuesday, August 12, 2025. We have received confirmation that there were no appeals filed with the Probate Court.

Under Section 280.278 of the Drain Code of 1956, as amended, [i]f bonds or notes are issued and sold by the commissioner, installments of the drain taxes shall bear interest at a rate that is not greater than 1% per annum more than the average rate of interest on the bonds or notes from the date of the preparation of the assessment roll until due. As a reference, our last Note on June 5, 2025, which was a qualified tax-exempt obligation, was 4.85%, plus 1.00%, for a total of 5.85%.

The Allegan County Drain Commissioner is accepting prepayments for the apportionments mailed to municipalities and property owners. We have not obtained bids for the Note of \$412,500.00 and therefore do not have an interest rate to provide.

If you are interested in prepaying your apportionment (\$61,875.00), please let us know as soon as possible.

Thanks,

Brent Scholten

Allegan County Drain Office
Development Coordinator/Deputy
Office – (269) 673-0311
FAX – (269) 673-0396
Cell – (616) 836-3360



ALLEGAN COUNTY DRAIN COMMISSIONER

Chris Machiela
3283 122nd Avenue
Allegan, MI 49010

WARNOCK DRAIN

CITY OF SAUGATUCK
102 Butler Street
PO Box 86
Saugatuck, MI 49453

<u>Parcel Number</u>	<u>Year(s) of Assessment</u>
AT-LARGE	3
<u>Estimated Apportionment %</u>	<u>Estimated Annual Assessment</u>
15%	\$20,625.00
<u>Estimated Total Assessment</u>	
\$61,875.00	

THIS IS NOT A BILL

**Drain assessments will appear on winter tax statement.
Estimated assessments do not include any potential
interest charges associated with multi-year assessments*

NOTICE OF DAY OF REVIEW OF APPORTIONMENTS

DATE: Tuesday, August 12, 2025
TIME: 9:00 a.m. to 5:00 p.m.
LOCATION: County Services Building
Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010
QUESTIONS: (269) 673-0440

The Allegan County Drain Commissioner will hold a Day of Review of Apportionments on the above date, time, and location for maintenance/culvert replacement on the Warnock Drain. The Day of Review is an opportunity to review the tentative apportionment of benefits for each parcel and municipality within the Drainage District with the Drain Commissioner or staff member.

The following is a list of any county, township, city, or village to be assessed: Allegan County, City of the Village of Douglas, City of Saugatuck, and Saugatuck Township.

At the Day of Review:

- No appointment is necessary.
- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals and make revisions where necessary.
- The computation of costs for the Drain will be available.

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through

the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing, or other assistance.

Comments

Comments on the apportionment of benefits may be submitted in writing or verbally at the Day of Review. Comments may also be submitted in writing before the date of the Day of Review to:

MAIL: **Allegan County Drain Commissioner**
 3283 122nd Avenue
 Allegan, MI 49010
EMAIL: cmachiela@allegancounty.org

Comments submitted in advance must be received by the Drain Commissioner prior to the Day of Review to ensure consideration.

Assessments & Appeals

Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill. The total drain assessment is being spread over three (3) years. You may pay the assessment in full with any interest to date at any time and avoid further interest charges. If you would like to prepay in order to avoid interest, please contact the Drain Office on or after Friday, August 22, to coordinate prepayment.

You may appeal the Drain Commissioner's decision to revise the district boundary to the Allegan County Circuit Court within ten (10) days. You may appeal the Drain Commissioner's determination of apportionments to the Allegan County Probate Court within ten (10) days.

Chris Machiela
Allegan County Drain Commissioner

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 08/01/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

Saugatuck City
102 Butler Street PO Box 86
Saugatuck, MI 49453

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District:	Warnock Drain
Scheduled Date:	08/05/2025
Scheduled Time:	9:00 AM to 5:00 PM
Meeting Location:	Allegan County Drain Commissioner's Office 3283 122nd Avenue Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
57	0.0000	\$61,875.00

NOTE: Estimated amount to be collected over 3 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Chris Machiela, Drain Commissioner
3283 122nd Avenue
Allegan, Michigan 49010-9590

[illegible]

US POSTAGE McPITNEY BOWES

 ZIP 490 10 \$ 000.672
 02 TW
 0008036554 AUG 07. 2025

一、二、三、四、五、六、七、八、九、十、十一、十二、十三、十四、十五、十六、十七、十八、十九、二十、二十一、二十二、二十三、二十四、二十五、二十六、二十七、二十八、二十九、三十、三十一、三十二、三十三、三十四、三十五、三十六、三十七、三十八、三十九、四十、四十一、四十二、四十三、四十四、四十五、四十六、四十七、四十八、四十九、五十、五十一、五十二、五十三、五十四、五十五、五十六、五十七、五十八、五十九、六十、六十一、六十二、六十三、六十四、六十五、六十六、六十七、六十八、六十九、七十、七十一、七十二、七十三、七十四、七十五、七十六、七十七、七十八、七十九、八十、八十一、八十二、八十三、八十四、八十五、八十六、八十七、八十八、八十九、九十、九十一、九十二、九十三、九十四、九十五、九十六、九十七、九十八、九十九、一百。

[illegible]

STATE OF MICHIGAN
COUNTY OF ALLEGAN

IN THE MATTER OF:

DRAIN NUMBER

DRAIN

TOWNSHIPS

#007

Allen

Hopkins, Wayland, City of Wayland

#261

Hewitt

Monterey

#264

Hill

Wayland

#271

Holbrook & Branch

Wayland

#299

Kettleman No 1

Dorr

#345

McConnell

Dorr, Leighton

#438

Potts & Wagner

Leighton

#782

Harvest Meadows

Leighton-433

#581

Warnock

Saugatuck, Douglas City, Saugatuck City

Affidavit of Mailing/Serving

STATE OF MICHIGAN)
) SS.
COUNTY OF ALLEGAN)

I, Chris Machiela, of the office of the Drain Commissioner, Allegan County, Michigan, being duly sworn, deposes and says that on the 1st day of August A.D. 2025, he mailed **Notice of DAY OF REVIEW** **for the above stated drains**, of which the annexed is a true copy, by first class mail to:

See attached list:

Mailed August 1, 2025 to:

District 1 County Commissioner, Craig VanBeek

District 2 County Commissioner, Mark DeYoung

District 4 County Commissioner, Scott Beltman

District 5 County Commissioner, Gale Dugan

Notice of Day of Review was personally served on:

Robert Genetski, **Allegan County Clerk**, on the August 1, 2025 at
113 Chestnut, Allegan, MI 49010.

Notice was also mail to:

Craig Atwood, Allegan Co Road Commission Directing Manager, on the August 1, 2025, at
1308 Lincoln Rd Allegan MI 49010

Steve Schulz, Allegan Township Supervisor, on the August 1, 2025 at
3037 118th Avenue, Allegan, MI 49010

Michael VanDenBerg, Gun Plain Township Supervisor, on the August 1, 2025 at
381 8th Street, Plainwell, MI 49080

Cade Bolser, Hopkins Township Supervisor, on the August 1, 2025 at
128 S Franklin Street, Hopkins, MI 49328

Lee Ann Clausen, City of Wayland Clerk, on the August 1, 2025 at
103 South Main Street, Wayland, MI 49348

Roger VanVolkinburg, Wayland Township Supervisor, on the August 1 , 2025 at
1060 129th Avenue, Shelbyville, MI 49344

Jeff Kaylor, Trowbridge Township Supervisor, on the August 1 , 2025 at
913 M-40 South, Allegan, MI 49010

Henry Reinart, Monterey Township Supervisor, on the August 1 , 2025 at
2999 30th Street, Allegan, MI 49010

James Pitsch, Salem Township Supervisor, on the August 1 , 2025 at
3003 142nd Ave. P.O. Box 49, Burnips, MI 49314

Glenn Leap, Martin Township Supervisor, on the August 1 , 2025 at
998 Templeton Street, Martin, MI 49070

April Taylor, Village of Martin Clerk, on the August 1 2025 at
1609 North Main, P.O. Box 234, Martin, MI 49070

Kevin Travis, Watson Township Supervisor, on the August 1 , 2025 at
1895 118th Avenue, Allegan, MI 49010

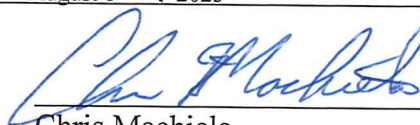
Angela Cronen, City of Otsego Clerk, on the August 1 , 2025 at
117 E. Orleans Street, Otsego, MI 49078

Bryan Winn, Otsego Township Supervisor, on the August 1 , 2025 at
400 N. 16th Street, P.O. Box 257, Otsego, MI 49078

JoAnn Leonard, City of Plainwell Clerk, on the August 1 , 2025 at
211 N. Main Street, Plainwell, MI 49080

Jeff Miling, Dorr Township Supervisor, on the August 1 , 2025 at
1683 142nd Ave, Dorr, MI 49323

Steve Wolbrink, Leighton Township Supervisor, on the August 1 , 2025 at
4451 12th Street, Suite A, Wayland, MI 49348



Chris Machiela

Subscribed and sworn to before me this 13th
day of August A.D. 2025



Heather D. Knight
Notary Public,
Allegan County, Michigan
My Commission Expires: 12-11-2025



ALLEGAN COUNTY DRAIN COMMISSIONER
Chris Machiela
3283 122nd Avenue
Allegan, MI 49010

WARNOCK DRAIN

Parcel
Number

Year(s) of
Assessment

Estimated
Apportionment %

Estimated Annual
Assessment

Estimated Total Assessment

THIS IS NOT A BILL

**Drain assessments will appear on winter tax statement.
Estimated assessments do not include any potential
interest charges associated with multi-year assessments*

NOTICE OF DAY OF REVIEW OF APPORTIONMENTS

DATE: Tuesday, August 12, 2025
TIME: 9:00 a.m. to 5:00 p.m.
LOCATION: County Services Building
Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010
QUESTIONS: (269) 673-0440

The Allegan County Drain Commissioner will hold a Day of Review of Apportionments on the above date, time, and location for maintenance/culvert replacement on the Warnock Drain. The Day of Review is an opportunity to review the tentative apportionment of benefits for each parcel and municipality within the Drainage District with the Drain Commissioner or staff member.

The following is a list of any county, township, city, or village to be assessed: Allegan County, City of the Village of Douglas, City of Saugatuck, and Saugatuck Township.

At the Day of Review:

- No appointment is necessary.
- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals and make revisions where necessary.
- The computation of costs for the Drain will be available.

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 07/25/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District: Hill Lake Drain
Scheduled Date: 08/12/2025
Scheduled Time: 9:00 AM to 5:00 PM
Meeting Location: Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
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NOTE: Estimated amount to be collected over 1 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 07/22/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District:	Holbrook Drain
Scheduled Date:	08/12/2025
Scheduled Time:	9:00 AM to 5:00 PM
Meeting Location:	Allegan County Drain Commissioner's Office 3283 122nd Avenue Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
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NOTE: Estimated amount to be collected over 1 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 07/25/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District:	Kettleman No. 1 Drain
Scheduled Date:	08/12/2025
Scheduled Time:	9:00 AM to 5:00 PM
Meeting Location:	Allegan County Drain Commissioner's Office 3283 122nd Avenue Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
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NOTE: Estimated amount to be collected over 1 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 07/25/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District:	Pott & Wagner Drain
Scheduled Date:	08/12/2025
Scheduled Time:	9:00 AM to 5:00 PM
Meeting Location:	Allegan County Drain Commissioner's Office 3283 122nd Avenue Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
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NOTE: Estimated amount to be collected over 1 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Allegan County Drain Commissioner's Office
3283 122nd Avenue
Allegan, MI 49010

Phone: (269) 673-0440
Fax: (269) 673-0396
Email: drain@allegancounty.org

Notification Date: 07/25/2025

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES
& NOTICE OF DAY OF REVIEW OF APPORTIONMENTS**

NOTICE IS HEREBY GIVEN that there will be a review of drainage district boundaries regarding the drain described below in pursuant of Sec 197 of P.A. 40 of 1956. The Drain Commissioner will hear proof and allegations and carefully reconsider and review the description of lands comprising of the drainage district and will determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drains and is just and equitable.

Drainage District:	Harvest Meadows Drain
Scheduled Date:	08/12/2025
Scheduled Time:	9:00 AM to 5:00 PM
Meeting Location:	Allegan County Drain Commissioner's Office 3283 122nd Avenue Allegan, MI 49010

A review of apportionments for the drain described above. You are being notified of this review as property tax records indicate you own land within the drainage district and are subject to an assessment pursuant to Sec. 154 of the Michigan Drain Code, P.A 40 of 1956, as amended. At the meeting, the tentative apportionments against parcels and municipalities within the drainage district will be available to review. The computation of costs for the Drain will also be open for inspection.

Persons with disabilities needing accommodations for effective participation should contact the Drain Commissioner's Office at the number shown above (voice) or through the Michigan Relay Center at 1-800-649-3777 (TDD) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to date at any time and thereby avoid further interest charges. For more information regarding payment of assessments, please contact the Drain Office.

If you have questions, you may visit the Drain Office website at www.allegancounty.org/Government/DR for Special Assessment FAQs or call the office at the phone number shown above.

This notice applies to the following parcel(s):

Parcel Number	Estimated Percentage:	Estimated Assessment Amt:
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NOTE: Estimated amount to be collected over 1 year(s)

DRAIN ASSESSMENTS WILL APPEAR ON YOUR DECEMBER PROPERTY TAX STATEMENT.

Harvest Meadows Drain	Allegan County, Monterey Township
Hewitt Drain	Allegan County, Leighton Township, Wayland Township
Hill Drain	
Holbrook Drain	Allegan County, Wayland Township
Kettleman No. 1 Drain	Allegan County, Dorr Township
Knuth Drain	Allegan County, Hopkins Township, Watson Township
McConnell Drain #344	Allegan County, Dorr Township
McConnell Drain #345	Allegan County, Dorr Township, Leighton Township
Neuman Drain	Allegan County, Dorr Township
Pheasant Ridge Drain	Allegan County, Dorr Township
Potts & Wagner Drain	Allegan County, Leighton Township
Sandy Hills Drain	Allegan County, Dorr Township
Secluded Pines Estates No. 2 Drain	Allegan County, Dorr Township
Steinke Drain	Allegan County, Dorr Township
South Centerline Drain	Allegan County, Dorr Township
Summer Creek Estates No. 2 Drain	Allegan County, Salem Township
Warnock Drain	Allegan County, Saugatuck Township City of Douglas, City of Saugatuck

Maps or descriptions of the current drainage district boundaries, along with any proposed revisions, can be found on the Drain Commissioner's website at: <https://www.allegancounty.org/departments/drain-office/public-notices-events>.

At the Day of Review:

- No appointment is necessary.
- The Drain Commissioner, engineers and/or other staff members will be available to assist individuals and make revisions where necessary.
- The computation of costs for the Drain will be available.

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing, or other assistance.

Comments

Comments on the apportionment of benefits may be submitted in writing or verbally at the Day of Review. Comments may also be submitted in writing before the date of the Day of Review to:

MAIL: Allegan County Drain Commissioner
3283 122nd Avenue
Allegan, MI 49010

EMAIL: allegancountydor@gmail.com

Comments submitted in advance must be received by the Drain Commissioner prior to the Day of Review to ensure consideration.

Assessments & Appeal

Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill. If drain assessments are being collected for more than one (1) year, you may pay the assessment in full with any interest to date at any time and avoid further interest charges.

You may appeal the Drain Commissioner's decision to revise the district boundary to the Allegan County Circuit Court within ten (10) days. You may appeal the Drain Commissioner's determination of apportionments to the Allegan County Probate Court within ten (10) days.



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: September 3, 2025

SUBJECT: Shoulder Season Initiatives/Warming Station

DESCRIPTION:

The Convention and Visitor's Bureau (CVB) has been evaluating initiatives to improve shoulder season traffic. CVB Executive Director, Lisa Mize, will be presenting on the idea of adding a warming station downtown.

BUDGET ACTION:

None at this time.

LEGAL REVIEW:

N/A at this time.

SAMPLE MOTION:

N/A. Workshop item at this time.