



CITY COUNCIL WORKSHOP AGENDA

January 8, 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. Guest Speaker

5. Public Comment on Agenda Items Only (Limit 3 minutes)

6. Discussion Items:

- A. Audit Presentation – Fiscal Year 2023/2024 **Pg.2**
- B. Revenue and Expenses through 2nd Quarter **Pg.86**
- C. Temporary Placemaking Installation at Cook Park **Pg.89**

7. Public Comments (Limit 3 minutes)

8. Closed Session: Pg.67

- A. Motion to move into a closed session pursuant to MCL 15.268 (h),
to discuss a confidential written legal opinion regarding the City ethics policy. *(Roll Call)*
 - I. Motion to come out of closed session. *(Roll Call)*

9. Correspondence

10. Council Comments

11. 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.



Memorandum

To: City of Saugatuck Council
From: Nicole Bredeweg, Treasurer/Finance Officer
Date: January 6, 2025
RE: Audit Presentation

Berthiaume & Company from Saginaw completed the 2023 – 2024 Annual Audit, including auditing the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information. Mr. Ken Berthiaume will be presenting the audited financial statements to the City Council today via Zoom. We have hard copies of the audit at City Hall, or you can review the audit at the following link:

<https://treas-secure.state.mi.us/LAFDocSearch/>

Once on this page, fill in the following dropdown cells:

- County: Allegan-03
- Year: 2024
- Municipality Type: City
- Municipality: Saugatuck, City of

Click on the green Search button and the filed documents will appear. The audit is listed as 'Audit-Financial Report'

CITY OF SAUGATUCK

Allegan County, Michigan

FINANCIAL STATEMENTS

June 30, 2024

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of City Council
City of Saugatuck, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of City of Saugatuck as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of City of Saugatuck as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our standards under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of City of Saugatuck and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Saugatuck's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is substantial likelihood that individually or in the aggregate, they would influence the judgment made by a reasonable user based on financial statements.

To the Honorable Mayor and Members of City Council
City of Saugatuck, Michigan

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of City of Saugatuck's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Saugatuck's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis (pages 4 through 8), schedule of changes in the net pension liability and related ratios (pages 40 through 41), schedule of defined benefit plan pension contributions (page 42), and budgetary comparison information (pages 43 through 47) be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Saugatuck's basic financial statements. The accompanying supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information, as listed in the table of contents, is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Berthiaume & Co.

Saginaw, Michigan
December 13, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS

CITY OF SAUGATUCK

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2024

As management of the City of Saugatuck (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the year ended June 30, 2024. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in the financial statements and the notes to the financial statements.

FINANCIAL HIGHLIGHTS:

- The City's total net position is reported as \$38,387,368 for the year ended June 30, 2024, compared to \$36,867,402 for the year ended June 30, 2023.
- In the City's governmental activities, revenues generated were \$5,418,590 while expenses totaled \$3,906,229.
- Total net position increased by \$1,519,966.

OVERVIEW OF THE FINANCIAL STATEMENTS:

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information and other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements:

The government-wide statements are designed to provide readers with a broad overview of the City's finances, as a whole, in a manner similar to a private sector business. The *statement of net position* presents information on all of the City's assets, liabilities, and deferred outflows and inflows, with the difference between these reported as net position. The *statement of activities* presents all of the City's revenues and expenses, and is reported based on when the underlying event giving rise to the revenue or expense occurs, regardless of when cash is received or paid.

The governmental activities of the City include general government administration, legislative, public works, street maintenance, public safety and recreation and cultural. Property taxes, state shared revenue, and charges for services finance most of these activities.

Fund Financial Statements:

The fund financial statements provide more detailed information about the City's most significant funds, not the City as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives.

The City has three types of funds:

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

CITY OF SAUGATUCK

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2024

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains five (5) individual governmental funds. Separate information is presented for the General Fund, Major Street Fund, Local Street Fund, Sewer Improvements Fund, and Debt Service Fund which are considered to be "major" funds. The City has elected to report all governmental funds as major.

The City adopts an annual budget for its General Fund and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets for the General Fund and all major special revenue funds.

Proprietary Funds – Proprietary funds are used to report services where the City charges a fee to the customer to recover most or all of the cost of the service rendered. Proprietary funds provide both long- and short-term financial information. The two types of proprietary funds are enterprise and internal service funds. The City has no enterprise funds.

- Internal service funds are used to report activities that provide supplies and services to the City's other programs. The City's internal service fund is the Motor Pool Fund. Because these services solely benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

Fiduciary Funds – Fiduciary funds are used to account for the resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of the funds are not available to support the City's own programs.

Notes to the Financial Statements:

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information:

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City.

CITY OF SAUGATUCK AS A WHOLE:

The City's total net position for the year ended June 30, 2024 is \$38,387,368. Unrestricted net position, that part of net position that can be used to finance day-to-day operations, is \$7,557,577.

CITY OF SAUGATUCK

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2024

The following table shows comparisons of total assets, total deferred outflows of resources, total liabilities, total deferred inflows of resources, and total net position in a condensed format for the government-wide net position as of June 30, 2024 and June 30, 2023.

	<i>Governmental Activities</i>	
	<i>2024</i>	<i>2023</i>
Assets:		
Current and other assets	\$ 11,286,238	\$ 10,813,087
Capital assets, net	28,800,564	27,965,021
Total assets	40,086,802	38,778,108
Deferred outflows of resources	215,748	316,794
Liabilities:		
Current and other liabilities	254,999	259,412
Long-term liabilities	1,660,183	1,968,088
Total liabilities	1,915,182	2,227,500
Net position:		
Net investment in capital assets	27,171,564	26,071,021
Restricted	3,658,227	3,872,757
Unrestricted	7,557,577	6,923,624
Total net position	\$ 38,387,368	\$ 36,867,402

Overall Analysis of Financial Position and Changes in Net Position:

The City's net position increased by \$1,519,966 during the current fiscal year. The City continues to report a solid net position, with approximately \$11 million reported in cash and investments, approximately \$1.8 million in long-term debt, and no net pension liability.

Governmental Activities:

The City's total governmental revenue is reported at \$5,418,590, an increase of \$839,232 from the prior year. During the year, the City earned a significant amount in interest on its investments in Michigan CLASS. The increase in interest earned was approximately \$220,000. Also, property tax revenues were up approximately \$260,000 and charges for services were up approximately \$204,000.

Total expenses increased by \$17,251 from the prior year.

CITY OF SAUGATUCK

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2024

The following table shows comparison of the change in net position in a condensed format for the years ended June 30, 2024 and June 30, 2023.

	<i>Governmental Activities</i>	
	<i>2024</i>	<i>2023</i>
Revenues:		
Program revenues		
Charges for services	\$ 1,029,372	\$ 875,231
Operating grants and contributions	622,580	398,371
General revenues		
Property taxes	3,073,580	2,812,738
Franchise fees	45,114	47,117
Grants and contributions not restricted to specific programs	123,380	141,661
Investment earnings	524,564	304,240
Total revenues	<u>5,418,590</u>	<u>4,579,358</u>
Expenses:		
General government	1,196,075	1,257,672
Public safety	379,045	380,385
Public works	1,412,922	1,330,843
Community and economic development	153,276	145,853
Recreation and culture	730,410	735,829
Interest on long-term debt	34,501	38,396
Total expenses	<u>3,906,229</u>	<u>3,888,978</u>
Excess (deficiency) of revenues over expenses before other items	<u>1,512,361</u>	<u>690,380</u>
Other items:		
Sale of capital assets	<u>7,605</u>	<u>64,892</u>
Change in net position	<u>1,519,966</u>	<u>755,272</u>
Net position, beginning of year	<u>36,867,402</u>	<u>36,112,130</u>
Net position, end of year	<u>\$ 38,387,368</u>	<u>\$ 36,867,402</u>

CITY OF SAUGATUCK'S FUNDS:

Presentation of the City of Saugatuck's major funds begins on page 12, following the government-wide financial statements. The fund financial statements provide detailed information about the most significant funds, not the City as a whole. Funds are created to help manage money for specific purposes, as well as show accountability for certain activities, such as specific property tax millages and restricted receipts from Federal and State sources.

The General Fund is the City's largest governmental fund and one of five governmental funds that are considered major. It pays for most of the City's government services. Its major components of revenue are property taxes, charges for services and state shared revenue. For the year ended June 30, 2024, General Fund financing sources exceeded its financing uses by \$400,903 increasing its ending fund balance to \$6,258,658. The City's second major governmental fund, the Major Street Fund increased its ending fund balance by \$3,156 to \$780,669. The City's third major governmental fund, the Local Street Fund, decreased its ending fund balance by \$153,146 to \$2,249,674.

CITY OF SAUGATUCK

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2024

The City's fourth major governmental fund, the Sewer Improvements Fund, increased its ending fund balance by \$52,893 to \$574,514. The City's fifth major governmental fund, the Debt Service Fund, decreased its ending fund balance by \$3,766 to \$53,370.

Overall Analysis of Financial Position and Change in General Fund Fund Balance:

The General Fund fund balance of \$6,258,658 as of June 30, 2024 is considered, by management, to be very healthy in comparison to the annual General Fund expenditures budget of approximately \$4 million. The City's revenues and expenditures were monitored during the current year through a budget process and the operating results were as expected.

General Fund Budgetary Highlights:

The General Fund budget, as originally adopted, projected no change in fund balance. During the year, the City made budget amendments, which projected a decrease in fund balance of \$34,965. The actual results for the year yielded a net increase in fund balance of \$400,903.

Capital Assets and Debt Administration:

At June 30, 2024, the City of Saugatuck had \$28,800,564 invested in capital assets including land, buildings, equipment, land improvements, and infrastructure, net of accumulated depreciation. At June 30, 2023, this total was \$27,965,021. Additional information about the City's capital assets is presented in Note 1 and Note 5 of the Notes to the Financial Statements.

At June 30, 2024, the City of Saugatuck's total long-term indebtedness (not including compensated absences or net pension liability) was \$1,629,000 which was backed by the full faith and credit of the City. Additional information about the City's indebtedness is presented in Note 6 of the Notes to the Financial Statements.

Economic Factors and Next Year's Budget:

The City Administration and Council worked to enhance revenues and manage expenditures to sustain valued services. Recent actions include increasing Oval Beach fees to fund beach operations and improvements. Budget line items are regularly reviewed for opportunities to reduce costs and make necessary adjustments. In 2025, the City has sufficient revenues to provide essential services and maintain streets and parks while carefully monitoring costs to preserve financial stability.

The Department of Public Works and the Parks and Public Works Committee have recommended, and Council approved, several capital improvement projects for next year. The replacement of the bathrooms and upper platform at Mt. Baldhead Park may reduce the committed park fund balance from the previous Council directive. The installation of a traffic signal at Lake and Blue Star for the Blue Star Trail, repaving certain streets, and planning for the Maple Street Project (new water main, road replacement, installation of sidewalks, and stormwater improvements) will use a combination of road, water/sewer, and general fund revenues and possibly some fund balance for the projects.

The City continues to have a fully funded status for the MERS defined benefit pension plan, satisfying the State of Michigan directive. The Council and Administration is committed to continuing its focus on maintaining a fully funded employee defined benefit pension plan.

Contacting the City's Financial Management:

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. If you have questions about this report or need additional financial information, contact the City Treasurer, 102 Butler Street, P.O. Box 86, Saugatuck, Michigan 49453.

BASIC FINANCIAL STATEMENTS

CITY OF SAUGATUCK

STATEMENT OF NET POSITION

June 30, 2024

	<i>Governmental Activities</i>
Assets:	
Cash and cash equivalents	\$ 3,802,843
Investments	7,071,816
Receivables	303,207
Capital assets not being depreciated	22,912,196
Capital assets being depreciated, net	5,888,368
Net pension asset	108,372
Total assets	<u>40,086,802</u>
Deferred outflows of resources:	
Related to pension	<u>215,748</u>
Liabilities:	
Accounts payable and accrued expenses	254,999
Long-term liabilities:	
Due within one year	
Current portion of long-term debt	286,000
Due in more than one year	
Compensated absences	31,183
Long-term debt	<u>1,343,000</u>
Total liabilities	<u>1,915,182</u>
Net position:	
Net investment in capital assets	27,171,564
Restricted for:	
Debt service	53,370
Public works	574,514
Streets	3,030,343
Unrestricted	<u>7,557,577</u>
Total net position	<u>\$ 38,387,368</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

STATEMENT OF ACTIVITIES

Year Ended June 30, 2024

		<i>Program Revenues</i>			<i>Net (Expense) Revenue</i>
	<i>Expenses</i>	<i>Charges for Services</i>	<i>Operating Grants and Contributions</i>	<i>Capital Grants and Contributions</i>	
Functions/Programs					
<i>Governmental activities:</i>					
General government	\$ 1,196,075	\$ 2,730	\$ -	\$ -	\$ (1,193,345)
Public safety	379,045	154,897	-	-	(224,148)
Public works	1,412,922	37,942	403,372	-	(971,608)
Community and economic development	153,276	-	-	-	(153,276)
Recreation and culture	730,410	833,803	219,208	-	322,601
Interest on long-term debt	34,501	-	-	-	(34,501)
Total governmental activities	<u>\$ 3,906,229</u>	<u>\$ 1,029,372</u>	<u>\$ 622,580</u>	<u>\$ -</u>	<u>(2,254,277)</u>
General revenues:					
Property taxes, levied for general purpose					2,397,981
Property taxes, levied for streets					374,369
Property taxes, levied for debt service					294,911
Payment in lieu of taxes					6,319
Franchise fees					45,114
Grants and contributions not restricted to specific programs					123,380
Unrestricted investment earnings					524,564
Special items:					
Sale of capital assets					<u>7,605</u>
Total general revenues and special items					<u>3,774,243</u>
Change in net position					1,519,966
Net position, beginning of year					<u>36,867,402</u>
Net position, end of year					<u><u>\$ 38,387,368</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

GOVERNMENTAL FUNDS

BALANCE SHEET

June 30, 2024

	<i>General Fund</i>	<i>Major Street Fund</i>	<i>Local Street Fund</i>	<i>Sewer Improvements Fund</i>
Assets:				
Cash and cash equivalents	\$ 2,122,414	\$ 506,083	\$ 467,126	\$ 286,190
Investments	4,297,961	260,299	1,761,672	293,259
Accounts receivable	231,389	-	-	-
Due from other governments	18,077	17,711	36,030	-
Total assets	<u>\$ 6,669,841</u>	<u>\$ 784,093</u>	<u>\$ 2,264,828</u>	<u>\$ 579,449</u>
Liabilities:				
Accounts payable	\$ 132,699	\$ 2,773	\$ 14,472	\$ 4,935
Accrued expenses	4,018	-	-	-
Accrued wages payable	79,045	651	682	-
Total liabilities	<u>215,762</u>	<u>3,424</u>	<u>15,154</u>	<u>4,935</u>
Deferred inflows of resources:				
Unavailable revenue	<u>195,421</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances:				
Restricted for:				
Debt service	-	-	-	-
Streets	-	780,669	2,249,674	-
Public works	-	-	-	574,514
Committed for:				
Parks	1,000,000	-	-	-
Spear Boat Launch	26,942	-	-	-
Unassigned	<u>5,231,716</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>6,258,658</u>	<u>780,669</u>	<u>2,249,674</u>	<u>574,514</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 6,669,841</u>	<u>\$ 784,093</u>	<u>\$ 2,264,828</u>	<u>\$ 579,449</u>

continued

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

GOVERNMENTAL FUNDS BALANCE SHEET, CONTINUED

June 30, 2024

	<i>Debt Service Fund</i>	<i>Total</i>
Assets:		
Cash and cash equivalents	\$ 53,370	\$ 3,435,183
Investments	-	6,613,191
Accounts receivable	-	231,389
Due from other governments	-	71,818
	<u>-</u>	<u>71,818</u>
Total assets	<u>\$ 53,370</u>	<u>\$ 10,351,581</u>
Liabilities:		
Accounts payable	\$ -	\$ 154,879
Accrued expenses	-	4,018
Accrued wages payable	-	80,378
	<u>-</u>	<u>80,378</u>
Total liabilities	<u>-</u>	<u>239,275</u>
Deferred inflows of resources:		
Unavailable revenue	-	195,421
	<u>-</u>	<u>195,421</u>
Fund balances:		
Restricted for:		
Debt service	53,370	53,370
Streets	-	3,030,343
Public works	-	574,514
Committed for:		
Parks	-	1,000,000
Spear Boat Launch	-	26,942
Unassigned	-	5,231,716
	<u>-</u>	<u>5,231,716</u>
Total fund balances	<u>53,370</u>	<u>9,916,885</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 53,370</u>	<u>\$ 10,351,581</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

RECONCILIATION OF FUND BALANCES OF THE GOVERNMENTAL FUNDS TO NET POSITION OF GOVERNMENTAL ACTIVITIES

June 30, 2024

Fund balances of governmental funds	\$ 9,916,885
Net position reported for governmental activities in the statement of net position is different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.	
Capital assets not being depreciated	22,192,997
Capital assets being depreciated, net	6,607,567
Capital assets accounted for in the internal service fund	(483,133)
The net pension asset shown in governmental activities is not a current financial resource and therefore not reported in the funds.	108,372
Deferred outflows from the difference between projected and actual investment earnings of the pension plan, the difference between expected and actual experience and assumption changes of the pension plan as well as City contributions made after the measurement date of the net pension liability are not reported in the funds.	215,748
Some assets are not available to pay for current year expenditures. Those assets (such as certain receivables) are offset by deferred inflows of resources in the governmental funds, and thus not included in fund balance.	195,421
Certain liabilities are not due and payable in the current year and therefore are not reported in the governmental funds.	
Bonds payable	(1,629,000)
Compensated absences payable	(31,183)
Accrued interest payable	(5,522)
An internal service fund is used by management to charge the costs of certain activities, such as equipment usage, to individual funds. The assets and liabilities of the internal service fund are included in governmental activities.	<u>1,299,216</u>
Net position of governmental activities	<u>\$ 38,387,368</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

Year Ended June 30, 2024

	<i>General Fund</i>	<i>Major Street Fund</i>	<i>Local Street Fund</i>	<i>Sewer Improvements Fund</i>
Revenues:				
Property taxes	\$ 2,402,975	\$ -	\$ 374,785	\$ -
Licenses and permits	179,726	-	-	-
State grants	145,836	122,200	70,047	-
Contributions from other units	-	103,575	103,575	-
Charges for services	836,533	-	-	37,942
Fines and forfeits	1,804	-	-	-
Interest and rents	340,501	29,815	97,924	19,885
Other revenue	190,270	-	-	-
Total revenues	<u>4,097,645</u>	<u>255,590</u>	<u>646,331</u>	<u>57,827</u>
Expenditures:				
Current				
General government	1,205,103	-	-	-
Public safety	384,367	-	-	-
Public works	764,270	141,934	190,778	4,934
Community and economic development	148,552	-	-	-
Recreation and culture	803,030	-	-	-
Capital outlay	391,420	110,500	608,699	-
Debt service				
Principal	-	-	-	-
Interest and fees	-	-	-	-
Total expenditures	<u>3,696,742</u>	<u>252,434</u>	<u>799,477</u>	<u>4,934</u>
Changes in fund balances	400,903	3,156	(153,146)	52,893
Fund balances, beginning of year	<u>5,857,755</u>	<u>777,513</u>	<u>2,402,820</u>	<u>521,621</u>
Fund balances, end of year	<u>\$ 6,258,658</u>	<u>\$ 780,669</u>	<u>\$ 2,249,674</u>	<u>\$ 574,514</u>

continued

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES, CONTINUED

Year Ended June 30, 2024

	<i>Debt Service Fund</i>	<i>Total</i>
Revenues:		
Property taxes	\$ 295,820	\$ 3,073,580
Licenses and permits	-	179,726
State grants	-	338,083
Contributions from other units	-	207,150
Charges for services	-	874,475
Fines and forfeits	-	1,804
Interest and rents	599	488,724
Other revenue	-	190,270
Total revenues	<u>296,419</u>	<u>5,353,812</u>
Expenditures:		
Current		
General government	-	1,205,103
Public safety	-	384,367
Public works	-	1,101,916
Community and economic development	-	148,552
Recreation and culture	-	803,030
Capital outlay	-	1,110,619
Debt service		
Principal	265,000	265,000
Interest and fees	<u>35,185</u>	<u>35,185</u>
Total expenditures	<u>300,185</u>	<u>5,053,772</u>
Changes in fund balances	(3,766)	300,040
Fund balances, beginning of year	<u>57,136</u>	<u>9,616,845</u>
Fund balances, end of year	<u>\$ 53,370</u>	<u>\$ 9,916,885</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

Year Ended June 30, 2024

Changes in fund balances of governmental funds \$ 300,040

Change in net position reported for governmental activities in the statement of activities is
is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of
activities, the cost of those assets is depreciated over their estimated useful lives and
reported as depreciation expense.

Purchases of capital assets	1,335,831
Capital assets purchased in the internal service fund	(119,606)
Depreciation expense	(500,288)
Depreciation expense accounted for in the internal service fund	89,232

Deferred inflows of resources in governmental funds do not provide current financial resources
but are current revenues in the statement of activities. 28,938

Payments of principal on long-term obligations are expenditures in governmental funds but
the payments reduce long-term liabilities in the statement of net position. 265,000

Some expenses reported in the statement of activities do not require the use of current
financial resources and therefore are not reported as expenditures in governmental funds.

Change in compensated absences payable	14,751
Change in accrued interest on bonds	684
Change in net pension asset and related deferred outflows and deferred inflows	35,480

An internal service fund is used by management to charge the costs of certain activities, such
as equipment usage, to individual funds. The change in net position of the internal service
fund is included in governmental activities.

69,904

Change in net position of governmental activities \$ 1,519,966

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

PROPRIETARY FUNDS
STATEMENT OF NET POSITION
June 30, 2024

	<i><u>Internal Service Fund</u></i> <i><u>Motor Pool Fund</u></i>
Assets:	
<i>Current assets:</i>	
Cash and cash equivalents	\$ 367,660
Investments	<u>458,625</u>
Total current assets	<u>826,285</u>
<i>Noncurrent assets:</i>	
Capital assets being depreciated, net	<u>483,133</u>
Total assets	<u>1,309,418</u>
Liabilities:	
<i>Current liabilities:</i>	
Accounts payable	9,737
Accrued wages payable	<u>465</u>
Total current liabilities	<u>10,202</u>
Net position:	
Investment in capital assets	483,133
Unrestricted	<u>816,083</u>
Total net position	<u><u>\$ 1,299,216</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

PROPRIETARY FUNDS
**STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN FUND NET POSITION**
Year Ended June 30, 2024

	<u><i>Internal Service Fund Motor Pool Fund</i></u>
Operating revenues:	
Equipment rental	\$ 277,329
Operating expenses:	
Personal services	41,563
Supplies	43,987
Other services and charges	76,088
Depreciation	89,232
Total operating expenses	250,870
Operating income (loss)	26,459
Non-operating revenues (expenses):	
Interest income	35,840
Sale of capital assets	7,605
Net non-operating revenues	43,445
Change in net position	69,904
Net position, beginning of year	1,229,312
Net position, end of year	\$ 1,299,216

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS
Year Ended June 30, 2024

	<i><u>Internal Service Fund Motor Pool Fund</u></i>
Cash flows from operating activities:	
Cash received from interfund services	\$ 277,329
Cash payments to employees and on behalf of employees	(42,203)
Cash payments for goods, services and other	<u>(115,195)</u>
Net cash provided (used) by operating activities	<u>119,931</u>
Cash flows from capital related financing activities:	
Proceeds from sale of capital assets	7,605
Acquisition of capital assets	<u>(119,606)</u>
Cash flows from investing activities:	
Interest received	<u>35,840</u>
Net increase in cash and cash equivalents	43,770
Cash, cash equivalents, and investments, beginning of year	<u>782,515</u>
Cash, cash equivalents, and investments, end of year	<u><u>\$ 826,285</u></u>
Reconciliation of operating income to net cash provided (used) by operating activities:	
Operating income (loss)	\$ 26,459
Adjustments:	
Depreciation	89,232
Change in assets and liabilities:	
Accounts payable	4,880
Accrued wages payable	<u>(640)</u>
Net cash provided (used) by operating activities	<u><u>\$ 119,931</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

FIDUCIARY FUNDS
STATEMENT OF NET POSITION
June 30, 2024

	<i><u>Custodial Fund</u></i>
	<i><u>Current Tax Collection Fund</u></i>
Assets:	
Cash and cash equivalents	\$ -
Liabilities:	
Due to other governments	-
Net position:	
Held for other governments	\$ -

The accompanying notes are an integral part of these financial statements.

CITY OF SAUGATUCK

FIDUCIARY FUNDS
**STATEMENT OF CHANGES IN FIDUCIARY
FUND NET POSITION**
Year Ended June 30, 2024

	<u><i>Custodial Fund</i></u> <u><i>Current Tax Collection Fund</i></u>
Additions:	
Property taxes collected for other governments	\$ 7,922,589
Deductions:	
Property taxes paid to other governments	<u>7,922,589</u>
Change in net position	-
Net position, beginning of year	<u>-</u>
Net position, end of year	<u><u>\$ -</u></u>

The accompanying notes are an integral part of these financial statements.

NOTES TO FINANCIAL STATEMENTS

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of the significant accounting policies used by the City of Saugatuck, (the “City”).

Reporting Entity:

The City of Saugatuck was incorporated under the Home Rule City Act (P.A. 279 pf 1979) and operates under a Council/Manager form of government. The City Council consists of seven (7) members including the Mayor and Mayor Pro-Tem. The City provides the following services: general administrative services, public safety, public works, highway and street maintenance, recreation and culture, and other governmental functions. In evaluating the City as a reporting entity, management has addressed all potential component units (traditionally separate reporting entities) for which the City may be financially accountable and, as such, should be included within the City’s financial statements. Management has concluded there are no component units to be included in the City’s financial statements.

Jointly Governed Organizations:

Township of Saugatuck Fire District – The Township of Saugatuck Fire District (the “District”) is a jointly-governed organization of the City of Saugatuck, Township of Saugatuck and the City of the Village of Douglas formed May 18, 1976, to provide fire protection within the participating municipalities. Costs of operations and capital expenditures are supported by contributions from the participating municipalities. Complete audited financial statements for the District can be obtained from the City of Saugatuck’s Treasurer.

Interurban Transit Authority – The Interurban Transit Authority (the “Authority”) is organized as a non-profit corporation. The incorporating municipalities include the City of Saugatuck, the Township of Saugatuck, and the City of the Village of Douglas. The Authority’s Administrative Board consists of six members, two members appointed by each of the three participating units. Complete audited financial statements for the District can be obtained from the City of Saugatuck’s Treasurer.

Kalamazoo Lake Sewer and Water Authority – The Kalamazoo Lake Sewer and Water Authority (the “Authority”) was created under the provisions of Act 233, Public Acts of Michigan, 1955, as amended with the constituent communities of the City of Saugatuck, the Township of Saugatuck, and the City of the Village of Douglas. The Authority was formed to operate, maintain, administer and manage the water and sewerage systems located within the constituent units of government. During the year ended June 30, 2024, the City did not contribute to the Authority, except to pay water and sewer usage fees. Any infrastructure constructed or paid by the City is recorded as infrastructure on the City’s records. Complete audited financial statements for the District can be obtained from the City of Saugatuck’s Treasurer.

Water Resource Improvement Tax Increment Finance Authority – The Water Resource Improvement Tax Increment Finance Authority (the “Authority”) was established by the City of Saugatuck and the City of the Village of Douglas. The Authority was formed to obtain funding to maintain the Kalamazoo River harbor. During the year ended June 30, 2024, the City made no contribution to the Authority.

Accounting and Reporting Principles:

The City follows accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. Accounting and financial reporting pronouncements are promulgated by the Government Accounting Standards Board.

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Report Presentation:

Governmental accounting principles require that financial reports include two different perspectives - the government-wide perspective and the fund-based perspective. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component unit. The government-wide financial statements are presented on the economic resources measurement focus and the full accrual basis of accounting. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The statements also present a schedule reconciling these amounts to the modified accrual-based presentation found in the fund-based statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Taxes and other items not properly included among program revenues are reported instead as general revenue. For the most part, the effect of interfund activity has been removed from these statements.

Separate financial statements are provided for governmental funds and proprietary funds, even though the latter are not included in the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Basis of Accounting:

The governmental funds use the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting is intended to better demonstrate accountability for how the government has spent its resources. Expenditures are reported when the goods are received or the services are rendered. Capital outlays are reported as expenditures (rather than as capital assets) because they reduce the ability to spend resources in the future; conversely, employee benefit costs that will be funded in the future (such as pension or sick and vacation pay) are not counted until they come due for payment. In addition, debt service expenditures, claims, and judgments are recorded only when payment is due. Revenues are not recognized until they are collected, or collected soon enough after the end of the year that they are available to pay for obligations outstanding at the end of the year. For this purpose, the City considers amounts collected within 60 days of year end to be available for recognition. The following major revenue sources meet the availability criterion: most state-shared revenue, state gas and weight tax revenue, and interest associated with the current fiscal period.

Proprietary funds use the economic resources measurement focus and the full accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Fiduciary funds use the economic resources measurement focus and the full accrual basis of accounting.

Fund Accounting:

The City accounts for its various activities in several different funds in order to demonstrate accountability for how it has spent certain resources - separate funds allow the City to show the particular expenditures that specific revenues were used for. The various funds are aggregated into three broad fund types:

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Governmental funds include all activities that provide general governmental services that are not business-type activities. This includes the General Fund, special revenue funds, and debt service funds. The City has elected to report all its governmental funds as “major” funds.

General Fund is the City’s primary operating fund because it accounts for all financial resources used to provide general government services, other than those specifically assigned to another fund.

Special Revenue Fund – Major Street Fund accounts for the expenditures associated with the maintenance and construction needs of the major street portion of the City’s street network.

Special Revenue Fund – Local Street Fund accounts for the expenditures associated with the maintenance and construction needs of the local street portion of the City’s street network.

Special Revenue Fund – Sewer Improvements Fund accounts for water and sewer infrastructure improvements in the City. Revenues are derived from special assessments and charges for services.

Debt Service Fund accounts for a property tax levy for the payment of the 2017 Street and Infrastructure Refunding Bonds.

Fiduciary funds are used to account for the resources held in a fiduciary capacity. Fiduciary funds are not reflected in the government-wide financial statements because the resources of the funds are not available to support the City’s own programs

Custodial Funds report fiduciary activities that are not required to be reported in trust funds. This includes the Current Tax Collection Fund.

Proprietary funds include enterprise funds and internal service funds, which provide goods or services to users in exchange for charges or fees. The City has only an internal service fund.

Specific Balances and Transactions:

Cash, Cash Equivalents, and Investments – Cash and cash equivalents includes cash on hand, demand deposits, certificates of deposit and short term investments with a maturity of three months or less when acquired. Investments are stated at fair value. For purposes of the statement of cash flows, the City considers all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents. Investments recorded in the City’s records at fair value.

Prepaid Items – Certain payments to vendors reflect costs applicable to future accounting periods and may be recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets – Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are defined by the City as assets with an individual cost in excess of \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The amount reported for infrastructure includes water and sewer improvements made since 1984, and all other types of infrastructure constructed or acquired since 2003. Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	5-50 years
Infrastructure	20-50 years
Land improvements	10-30 years
Machinery and equipment	5-30 years
Streets	7-30 years

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Long-term Obligations – In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities or proprietary fund statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs, if any, are expensed when bonds are issued.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds, are reported as expenditures, as well as bond premiums and discounts. Debt service funds are generally used to liquidate long-term debt.

Unearned Revenue – Governmental funds report unearned revenue in connection with resources that have been received but not yet earned.

Deferred Outflows/Inflows of Resources – In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. Unavailable revenue qualifies for reporting in this category and arises only under a modified accrual basis of accounting and therefore is reported only in the governmental funds.

Net Position Flow Assumption – Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumption – Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies – Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either committed or assigned fund balance.

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The City Council is the highest level of decision-making authority for the City that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes, but do not meet the criteria to be classified as committed. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Other classifications of fund balance include: nonspendable fund balance, which are amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact; restricted fund balance, which are amounts that have constraints placed on their use by an external party or constitutional provisions or enabling legislation (grants, contributions, specific fee mandates); and unassigned fund balance, which are amounts that are available for any purpose. The General Fund is the only fund that reports a positive unassigned fund balance amount. However, unassigned balances also include negative balances in other governmental funds.

Property Taxes – Property taxes attach as enforceable liens on properties as of July 1. Taxes are levied July 1 and are due without penalty on or before September 14. The City bills and collects its own property taxes and also taxes for other taxing authorities. Collections of all the taxes and remittances of them to the other taxing authorities are accounted for in an agency fund. Real property taxes not collected as of March 1 are returned to the County for collection, which advances the City 100% for the delinquent real property taxes. Collection of delinquent personal property taxes remains the responsibility of the City Treasurer. In 2023, the City levied property taxes on an assessed property tax value of \$209,935,593 (exclusive of any Michigan Tax Tribunal or Board of Review adjustments). Taxes levied consisted of 10.8030 mills for the City's operating purposes, 1.7772 mills for streets and 1.4000 mills for debt.

Pension Costs – The City provides pension benefits to employees and retirees in two different pension plans; one is a defined benefit plan and the other is a defined contribution plan. For the defined benefit plan, the City records a net pension liability or asset for the difference between the total pension liability calculated by the actuary and the pension plan's fiduciary net position. For the purpose of measuring the net pension liability or asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the pension plan and additions to/deductions from the pension plan's fiduciary net position have been determined on the same basis as they are reported by the pension plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Compensated Absences – It is the City’s policy to permit full-time employees to accumulate earned but unused paid time off (PTO). Depending on employee’s years of service, the maximum accumulation and carryover of unused PTO hours are 160, 300, 360 or 420 each year, per employee. Any PTO that is not used, above the maximum accrual amount, shall be cashed/paid out at the employee’s current base rate of pay prior to the second pay period in December annually. A liability for vested compensated absences is accrued when earned and recognized in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only when they have matured or come due for payment – generally when an individual’s employment has terminated as of year end.

Proprietary Funds Operating Classification – Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the proprietary funds are charges to customers or other funds for sales and services. The proprietary funds recognize as nonoperating revenues investment income and gains on sales of capital assets. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All expenses not included in these classifications are reported as nonoperating expenses.

Use of Estimates:

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Interfund Activity:

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity may occur during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

NOTE 2: STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information:

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General Fund and all special revenue funds. A comparison of actual results of operations to the budgeted amounts for the General Fund as well as any other major special revenue funds is included in the required supplementary information.

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 2: STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY, CONTINUED

The City follows these procedures in establishing the budgetary data reflected in the financial statements: 1. Prior to June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1; 2. Public hearings are conducted to obtain taxpayer comments; 3. The budget is legally enacted through passage of a resolution; 4. Formal budgetary integration is employed for the governmental fund types as a management control device; 5. Adoption and amendments of all budgets used by the City are governed by Public Act 621, which was followed for the year ended June 30, 2024. Expenditures may not exceed appropriations. The appropriations resolutions are based on the projected expenditures budget of the department heads of the City. Any amendment to the original budget must meet the requirements of Public Act 621. Any revision that alters the total expenditures of any fund must be approved by the City Council; 6. Budgeted amounts are as originally adopted, or as amended by the City Council.

Excess of Expenditures over Appropriations in Budgeted Funds:

During the year, the City incurred expenditures in excess of the amounts budgeted, as follows:

	<i>Final Budget</i>	<i>Actual</i>	<i>Excess</i>
General Fund:			
Recreation and culture			
Oval Beach	\$ 268,475	\$ 273,296	\$ 4,821

NOTE 3: DEPOSITS AND INVESTMENTS

The investment policy adopted by the City Council is in accordance with Public Act 196 of 1997. The City’s deposits and investments have been made in accordance with statutory authority. The City’s deposits and investments are subject to several types of risk, which are presented in more detail as follows:

Custodial Credit Risk – Deposits – Custodial credit risk is the risk that in the event of a bank failure, the City’s deposits may not be returned. State law does not require and the City does not have a deposit policy for custodial credit risk. As of year end, the City’s bank deposits were \$3,587,582, of which \$1,587,582 was exposed to custodial credit risk because it was uninsured and uncollateralized. Deposits of \$2,000,000 were covered by FDIC or SIPC. The City’s investment policy does not specifically address this risk, although the City believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. The City analyzes the financial condition of the banks. The City only invests with those institutions with an acceptable estimated risk level for depositories and certificates of deposit.

Custodial Credit Risk – Investments – Public Act 196 of 1997 authorizes the City is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency of instrumentality of the United States, in accounts of financial institutions, commercial paper with specific maximum maturities and ratings when purchased, repurchase agreements, bankers acceptances of United States banks, obligations of the State of Michigan or any of its political subdivisions, mutual funds composed of investment vehicles that are legal for direct investment by a public corporation and investments in Michigan government pools. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require a policy for investment custodial credit risk and the City does not have a policy.

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 3: DEPOSITS AND INVESTMENTS, CONTINUED

Interest Rate Risk – Investments – Interest rate risk is the risk that the value of fixed income investments will decrease as a result of a rise in interest rates. State law limits the allowable investments and the maturities of some of the allowable investments. The Township’s investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. At year end, the average maturities of fixed income security investments are as follows:

<u>Investment Type</u>	<u>Market Value</u>	<u>Less than 1 Year</u>
Investment Pool - Michigan CLASS	\$ 7,071,816	\$ 7,071,816

Credit Risk – Investments – State law limits investments to specific government securities, certificates of deposit and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools. The Township’s investment policy does not have specific limits in excess of state law on investment credit risk. At year end, the credit quality ratings of fixed income securities are as follow:

<u>Investment Type</u>	<u>Market Value</u>	<u>Rating</u>	<u>Rating Organization</u>
Investment Pool - Michigan CLASS	\$ 7,071,816	AAA/m	S & P

NOTE 4: FAIR VALUE MEASUREMENTS

Fair Value Measurements – The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The City has \$7,071,816 invested with the Michigan Cooperative Liquid Assets Security System (Michigan CLASS). Michigan CLASS is a participant-controlled trust created in accordance with Section 5 of Act 7 of the Urban Cooperation Act of 1967 and the Local Government Investment Pool Act, 1985 PA 121, MCL 129.141 to 129.150. Michigan CLASS funds are authorized to invest in U.S. Treasuries, U.S. Agencies, commercial paper, bankers’ acceptances, repurchase agreements, certificates of deposit, and mutual funds. Michigan CLASS is not subject to regulatory oversight and is not registered with the SEC, however, does issue a separate audited financial statement. Michigan CLASS operates like a money market mutual fund, with each share valued at \$1.00. Fair value of the City’s position in the government investment pool is the same as the value of the Michigan CLASS pool shares.

Michigan CLASS (money market mutual fund) is recorded at amortized cost, which approximates fair value and these funds are not subject to the fair value disclosures under Governmental Accounting Standards Board (GASB) Statement No. 72. The funds do not require notification of redemptions.

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 5: CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2024 was as follows:

	<i>July 1, 2023</i>	<i>Additions</i>	<i>Retirements</i>	<i>June 30, 2024</i>
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 3,160,697	\$ -	\$ -	\$ 3,160,697
Land - Saugatuck Harbor Natural Area *	19,000,000	-	-	19,000,000
Constructions in progress	32,300	-	(32,300)	-
Total capital assets not being depreciated	22,192,997	-	(32,300)	22,160,697
Capital assets being depreciated:				
Buildings and improvements	1,530,258	14,735	-	1,544,993
Infrastructure	3,954,133	-	-	3,954,133
Land improvements	1,526,613	482,291	-	2,008,904
Machinery and equipment	1,690,204	119,606	-	1,809,810
Streets	5,012,990	751,499	-	5,764,489
Total capital assets being depreciated	13,714,198	1,368,131	-	15,082,329
Less accumulated depreciation for:				
Buildings and improvements	(961,577)	(35,662)	-	(997,239)
Infrastructure	(2,107,793)	(81,960)	-	(2,189,753)
Land improvements	(939,614)	(46,143)	-	(985,757)
Machinery and equipment	(1,214,668)	(95,792)	-	(1,310,460)
Streets	(2,718,522)	(240,731)	-	(2,959,253)
Total accumulated depreciation	(7,942,174)	(500,288)	-	(8,442,462)
Capital assets being depreciated, net	5,772,024	867,843	-	6,639,867
Governmental activities, capital assets, net	<u>\$ 27,965,021</u>	<u>\$ 867,843</u>	<u>\$ (32,300)</u>	<u>\$ 28,800,564</u>

* Land - Saugatuck Harbor Natural Area was acquired with MNRTF assistance and shall be maintained as public outdoor use in perpetuity.

Depreciation expense was charged to various functions as follows:

General government	\$ 19,184
Public works	333,715
Recreation and culture	58,157
Internal service fund	89,232
	<u>\$ 500,288</u>

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 6: LONG-TERM DEBT

The City may issue bonds, notes, and other contractual commitments to provide for the acquisition and construction of major capital facilities and the acquisition of certain equipment. General obligation bonds and contract financing are direct obligations and pledge the full faith and credit of the City.

The following is a summary of long-term debt transactions of the City for the year ended June 30, 2024:

	<u>July 1, 2023</u>	<u>Additions</u>	<u>Reductions</u>	<u>June 30, 2024</u>	<u>Due Within One Year</u>
Governmental activities:					
Direct Placements	\$ 1,894,000	\$ -	\$ (265,000)	\$ 1,629,000	\$ 286,000
Compensated absences	45,934	6,928	(21,679)	31,183	-
Total long-term obligations	<u>\$ 1,939,934</u>	<u>\$ 6,928</u>	<u>\$ (286,679)</u>	<u>\$ 1,660,183</u>	<u>\$ 286,000</u>

Debt issues outstanding are as follows:

	<u>Maturity Date</u>	<u>Original Issue</u>	<u>Interest Rate</u>	<u>Amount Outstanding</u>
Governmental activities:				
<i>Direct Placements:</i>				
2017 Unlimited Tax General Obligation				
Street and Infrastructure Refunding Bonds	2029	\$ 2,793,000	1.75-2.20%	\$ 1,629,000

Annual debt service requirements to maturity for the general obligation bonds are as follows:

<u>Year Ended June 30,</u>	<u>Governmental Activities</u>		
	<u>Direct Placements</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 286,000	\$ 30,629	\$ 316,629
2026	307,000	25,210	332,210
2027	326,000	18,871	344,871
2028	346,000	11,728	357,728
2029	364,000	4,004	368,004
	<u>\$ 1,629,000</u>	<u>\$ 90,442</u>	<u>\$ 1,719,442</u>

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 8: DISAGGREGATED RECEIVABLE AND PAYABLE BALANCES

	<i>Governmental Activities</i>
Receivables:	
Accounts	\$ 231,389
Intergovernmental	<u>71,818</u>
Total receivables	<u><u>\$ 303,207</u></u>
Accounts payable and accrued expenses:	
Accounts	\$ 164,616
Payroll liabilities	84,861
Accrued interest	<u>5,522</u>
Total accounts payable and accrued expenses	<u><u>\$ 254,999</u></u>

NOTE 9: RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees (workers' compensation); and natural disasters. During the year ended June 30, 2024, the City carried commercial insurance to cover all risks of losses. The City has no settled claims resulting from these risks that exceeded their commercial coverage in any of the past three fiscal years. There was no significant change in coverage during the year.

NOTE 10: EMPLOYEE RETIREMENT BENEFIT COMMITMENTS

The City has two employee pension plans and a deferred compensation plan. One of the pension plans is a defined benefit pension plan and the other is a defined contribution plan. Information concerning each plan follows:

Defined Contribution Pension Plan (Municipal Employees' Retirement System of Michigan):

In addition to participating in the hybrid division of the defined benefit pension plan, employees hired on or after May 1, 2004 are eligible to participate in the City's defined contribution plan. The City's Defined Contribution Pension Plan is a single employer defined contribution pension plan, established by the City and administered by MERS Retirement Board. The City's contribution is 6% of each participant's base salary each month. The City's contributions for each participant and interest allocation to the participant's account are vested as follows: 0-20-40-60-80-100, fully vested after six (6) years of continuous service. Employer contributions for the plan were \$49,258 and employees contributed \$7,019 for the year ended June 30, 2024.

Defined Benefit Pension Plan (Michigan Municipal Employees' Retirement System):

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, if any, and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 10: EMPLOYEE RETIREMENT BENEFIT COMMITMENTS, CONTINUED

Plan Description – The employer’s defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at www.mersofmich.com.

Benefits Provided – The following are the benefits provided from the December 31, 2023 valuation. The General Division is closed to new hires (linked to Division HA) and the HA Division is open to new hires after May 1, 2004 (linked to Division General).

	<u>01 - General (closed)</u>	<u>HA - EEs hired after 5/1/04</u>
Benefit Multiplier:	2.00% Multiplier (no max)	1.50% Multiplier (no max)
Normal Retirement Age:	60	60
Vesting:	10 years	6 years
Early Retirement (Unreduced):	-	-
Early Retirement (Reduced):	50/25 55/15	- -
Final Average Compensation:	5 years	3 years
Member Contributions:	0%	0%
Act 88:	No	No

Employees covered by benefit terms – At the December 31, 2023 valuation date, 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:	4
Active employees:	<u>11</u>
Total	<u>29</u>

Contributions – Article 9, Section 24 of the State of Michigan constitution requires that financial benefits arising on account of employee service rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution. The City is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City may establish contribution rates to be paid by its covered employees.

City contributions, for the current fiscal year, were 8.69% based on annual payroll for open divisions. There was no annual required contribution for the closed division. The percentage rates/contribution amounts for the current year were based on the December 31, 2021 valuation.

Net Pension Liability (Asset) – The City’s net pension liability (asset) reported at June 30, 2024 was measured as of December 31, 2023, and the total pension liability used to calculate the net pension liability (asset) was determined by an actuarial valuation performed as of that date.

Actuarial assumptions – The total pension liability (asset) in the December 31, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement: Inflation: 2.50%; Salary Increases: 3.00% in the long-term; Investment rate of return: 6.93%, net of investment and administrative expenses including inflation.

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 10: EMPLOYEE RETIREMENT BENEFIT COMMITMENTS, CONTINUED

Although no specific price inflation assumptions are needed for the valuation, the 3.00% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%. Mortality rates used were based on a version of Pub-2010 and fully generational MP-2019.

The actuarial assumptions used in the valuation were based on the results of the most recent actuarial experience study of 2014-2018.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Target Allocation Gross Rate of Return	Long-Term Expected Gross Rate of Return	Inflation Assumption	Long-Term Expected Real Rate of Return
Global Equity	60.00%	7.00%	4.20%	2.50%	2.70%
Global Fixed Income	20.00%	4.66%	0.93%	2.50%	0.43%
Private Investments	20.00%	9.00%	1.80%	2.50%	1.30%
Total	100.00%		6.93%		4.43%

Discount rate – The discount rate used to measure the total pension liability (asset) is 7.25%. The projection of cash flows used to determine the discount rate assumes that City and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for the City. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in net pension liability during the measurement year were as follows:

	<i>Increase (Decrease)</i>		
	<i>Total Pension Liability</i>	<i>Plan Fiduciary Net Position</i>	<i>Net Pension Liability (Asset)</i>
Balances at 12/31/22	\$ 2,180,836	\$ 2,152,682	\$ 28,154
Service cost	54,404	-	54,404
Interest on total pension liability	153,830	-	153,830
Difference between expected and actual experience	15,397	-	15,397
Changes in assumptions	15,626	-	15,626
Employer contributions	-	142,045	(142,045)
Net investment income (loss)	-	238,794	(238,794)
Benefit payments, including employee refunds	(172,467)	(172,467)	-
Administrative expenses	-	(5,056)	5,056
Net changes	66,790	203,316	(136,526)
Balances at 12/31/23	\$ 2,247,626	\$ 2,355,998	\$ (108,372)

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 10: EMPLOYEE RETIREMENT BENEFIT COMMITMENTS, CONTINUED

Sensitivity of the net pension liability to changes in the discount rate – The following presents the net pension liability (asset) of the City, calculated using the discount rate of 7.18%, as well as what the City's net pension liability (asset) would be using a discount rate that is 1 percentage point lower (6.18%) or 1 percentage point higher (8.18%) than the current rate.

	<u><i>1% Decrease Rate 6.18%</i></u>	<u><i>Current Rate 7.18%</i></u>	<u><i>1% Increase Rate 8.18%</i></u>
Change in net pension liability (asset) as of 12/31/23	\$ 245,509	\$ -	\$ (206,519)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – For the year ended June 30, 2024, the City recognized pension expense of \$107,968. The City reported deferred outflows and inflows of resources related to pensions from the following sources:

	<u><i>Deferred Outflows of Resources</i></u>	<u><i>Deferred Inflows of Resources</i></u>
Difference between expected and actual experience	\$ 22,419	\$ -
Changes in assumptions	29,079	-
Net difference between projected and actual earnings on pension plan investments	108,324	-
Contributions subsequent to the measurement date	55,926	-
	<u>\$ 215,748</u>	<u>\$ -</u>

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows. These amounts are exclusive of the employer contributions to the plan made subsequent to the measurement date (\$55,926), which will impact the net pension liability in fiscal year 2024, rather than pension expense.

<u><i>Year Ended</i></u>	<u><i>Amount</i></u>
2025	\$ 47,602
2026	53,405
2027	75,618
2028	(16,803)

Pension Plan Fiduciary Net Position – Detailed information about the plan's fiduciary net position is available in the separately issued financial report found at www.mersofmichigan.com. The plan's fiduciary net position has been determined on the same basis used by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due, pursuant to legal requirements. Benefit payments and refunds of employee contributions are recognized as expense when due and payable in accordance with the benefit terms.

CITY OF SAUGATUCK

NOTES TO FINANCIAL STATEMENTS

June 30, 2024

NOTE 10: EMPLOYEE RETIREMENT BENEFIT COMMITMENTS, CONTINUED

Deferred Compensation Plan:

The City has a 457(b) plan administered by MERS for all employees. For participating employees, the City will match the employees' contributions 100%, up to 4% of the participating employees' earnings. Since the new option was implemented, the plan has not been actuarially valued. The City made contributions of \$29,759 and employees contributed \$66,500 to the plan for the year ended June 30, 2024.

NOTE 11: BENEFICIARY INTEREST IN ENDOWMENT

The City is the beneficiary of an endowment fund owned by the Community Foundation Holland/Zeeland Area (CFHZ). The endowment fund was established at CFHZ from a third-party donor designating the funds to be used for the Saugatuck Harbor Natural Area. The balance of the endowment fund was \$803,154 at June 30, 2024.

Each year, at the discretion of CFHZ, the City is allocated a beneficiary distribution. During the current year, the City was allocated a distribution of \$28,938 which the City Council elected not to take out of the endowment fund. As of June 30, 2024, the City has a cumulative allocation balance of \$195,421 at CFHZ that City has elected to report as *deferred inflow – unavailable* in the General Fund.

NOTE 12: CONTINGENCIES

Pending Litigation – The City is a defendant in several lawsuits. The lawsuits seek a significant amount in monetary damages from the City that totals several million dollars. The lawsuits are ongoing and the liability the City faces is contingent on the resolution of claims in each lawsuit.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SAUGATUCK

SCHEDULE OF CHANGES IN THE CITY'S NET PENSION LIABILITY AND RELATED RATIOS

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Total pension liability					
Service cost	\$ 54,404	\$ 53,205	\$ 44,271	\$ 27,978	\$ 38,917
Interest on total pension liability	153,830	149,794	150,031	147,855	146,990
Difference between expected and actual experience	15,397	23,929	(4,370)	(34,618)	51,150
Changes in assumptions	15,626	-	69,441	51,763	46,146
Benefit payments, including employee refunds	<u>(172,467)</u>	<u>(171,216)</u>	<u>(172,423)</u>	<u>(172,564)</u>	<u>(166,721)</u>
Net change in total pension liability	66,790	55,712	86,950	20,414	116,482
Total pension liability - beginning	<u>2,180,836</u>	<u>2,125,124</u>	<u>2,038,174</u>	<u>2,017,760</u>	<u>1,901,278</u>
Total pension liability - ending	<u>\$ 2,247,626</u>	<u>\$ 2,180,836</u>	<u>\$ 2,125,124</u>	<u>\$ 2,038,174</u>	<u>\$ 2,017,760</u>
Plan fiduciary net position					
Contributions - employer	\$ 142,045	\$ 162,080	\$ 153,255	\$ 281,345	\$ 184,830
Contributions - employee	-	-	-	-	-
Net investment income (loss)	238,794	(248,728)	300,769	249,780	212,949
Benefit payments, including employee refunds	(172,467)	(171,216)	(172,423)	(172,564)	(166,721)
Administrative expenses	<u>(5,056)</u>	<u>(4,470)</u>	<u>(3,455)</u>	<u>(3,722)</u>	<u>(3,673)</u>
Net change in plan fiduciary net position	203,316	(262,334)	278,146	354,839	227,385
Total plan fiduciary net position - beginning	<u>2,152,682</u>	<u>2,415,016</u>	<u>2,136,870</u>	<u>1,782,031</u>	<u>1,554,646</u>
Total plan fiduciary net position - ending	<u>\$ 2,355,998</u>	<u>\$ 2,152,682</u>	<u>\$ 2,415,016</u>	<u>\$ 2,136,870</u>	<u>\$ 1,782,031</u>
City's net pension liability (asset)	\$ (108,372)	\$ 28,154	\$ (289,892)	\$ (98,696)	\$ 235,729
Plan fiduciary net position as a percentage of the total pension liability	104.82%	98.71%	113.64%	104.84%	88.32%
Covered employee payroll	\$ 707,462	\$ 645,687	\$ 547,229	\$ 370,077	\$ 514,779
City's net pension liability as a percentage of covered employee payroll	-15.32%	4.36%	-52.97%	-26.67%	45.79%

Notes:

The amounts presented for each year were determined as of December 31.

continued

CITY OF SAUGATUCK

SCHEDULE OF CHANGES IN THE CITY'S NET PENSION LIABILITY AND RELATED RATIOS, CONTINUED

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Total pension liability					
Service cost	\$ 37,969	\$ 34,851	\$ 31,064	\$ 31,513	\$ 32,443
Interest on total pension liability	147,504	143,075	142,273	134,424	126,526
Difference between expected and actual experience	(31,540)	30,967	(37,535)	(16,662)	-
Changes in assumptions	-	-	-	85,100	-
Benefit payments, including employee refunds	<u>(154,928)</u>	<u>(155,248)</u>	<u>(100,096)</u>	<u>(70,168)</u>	<u>(55,359)</u>
Net change in total pension liability	(995)	53,645	35,706	164,207	103,610
Total pension liability - beginning	<u>1,902,273</u>	<u>1,848,628</u>	<u>1,812,922</u>	<u>1,648,715</u>	<u>1,545,105</u>
Total pension liability - ending	<u>\$ 1,901,278</u>	<u>\$ 1,902,273</u>	<u>\$ 1,848,628</u>	<u>\$ 1,812,922</u>	<u>\$ 1,648,715</u>
Plan fiduciary net position					
Contributions - employer	\$ 142,983	\$ 88,869	\$ 59,767	\$ 54,418	\$ 48,722
Contributions - employee	-	-	-	-	-
Net investment income (loss)	(64,967)	196,651	157,635	(22,138)	86,198
Benefit payments, including employee refunds	(154,928)	(155,248)	(100,096)	(70,168)	(55,359)
Administrative expenses	<u>(3,179)</u>	<u>(3,116)</u>	<u>(3,111)</u>	<u>(3,165)</u>	<u>(3,177)</u>
Net change in plan fiduciary net position	(80,091)	127,156	114,195	(41,053)	76,384
Total plan fiduciary net position - beginning	<u>1,634,737</u>	<u>1,507,581</u>	<u>1,393,386</u>	<u>1,434,439</u>	<u>1,358,055</u>
Total plan fiduciary net position - ending	<u>\$ 1,554,646</u>	<u>\$ 1,634,737</u>	<u>\$ 1,507,581</u>	<u>\$ 1,393,386</u>	<u>\$ 1,434,439</u>
City's net pension liability (asset)	\$ 346,632	\$ 267,536	\$ 341,047	\$ 419,536	\$ 214,276
Plan fiduciary net position as a percentage of the total pension liability	81.77%	85.94%	81.55%	76.86%	87.00%
Covered employee payroll	\$ 486,191	\$ 429,750	\$ 415,545	\$ 431,705	\$ 448,820
City's net pension liability as a percentage of covered employee payroll	71.30%	62.25%	82.07%	97.18%	47.74%

CITY OF SAUGATUCK

SCHEDULE OF CITY DEFINED BENEFIT PLAN PENSION CONTRIBUTIONS

Last Ten Fiscal Years

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Actuarially determined contribution	\$ 113,947	\$ 109,403	\$ 50,584	\$ 40,454	\$ 44,944
Contributions in relation to the actuarially determined contribution	<u>113,947</u>	<u>138,903</u>	<u>107,073</u>	<u>149,103</u>	<u>284,627</u>
Contribution (excess) deficiency	<u>\$ -</u>	<u>\$ (29,500)</u>	<u>\$ (56,489)</u>	<u>\$ (108,649)</u>	<u>\$ (239,683)</u>
Covered-employee payroll	\$ 707,462	\$ 645,687	\$ 547,229	\$ 370,077	\$ 514,779
Actuarially determined contribution as a percentage of covered-employee payroll	16.11%	16.94%	9.24%	10.93%	8.73%
	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Actuarially determined contribution	\$ 53,191	\$ 55,048	\$ 48,167	\$ 42,929	\$ 40,058
Contributions in relation to the actuarially determined contribution	<u>169,732</u>	<u>142,048</u>	<u>82,167</u>	<u>54,929</u>	<u>52,058</u>
Contribution (excess) deficiency	<u>\$ (116,541)</u>	<u>\$ (87,000)</u>	<u>\$ (34,000)</u>	<u>\$ (12,000)</u>	<u>\$ (12,000)</u>
Covered-employee payroll	\$ 486,191	\$ 429,750	\$ 415,545	\$ 431,705	\$ 448,820
Actuarially determined contribution as a percentage of covered-employee payroll	10.94%	12.81%	11.59%	9.94%	8.93%

Notes to Schedule

Valuation date:

Actuarially determined contribution rates are calculated as of December 31 each year, which is 18 months prior to the beginning of the fiscal year in which the contributions are required

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry-age normal
Amortization method	Level percentage of payroll, closed and open
Remaining amortization period	15 years
Asset valuation method	5-year smoothed market
Inflation	2.5%
Salary increases	3.00% in the long term
Investment rate of return	6.93%, effective with the December 31, 2019 valuation
Retirement age	Age 50-60
Mortality	Pub-2010 and fully generational MP-2019

Note: Information presented is as of fiscal year end of each year.

CITY OF SAUGATUCK

GENERAL FUND
BUDGETARY COMPARISON SCHEDULE
 Year Ended June 30, 2024

	<i>Budgeted Amounts</i>			<i>Variances with Final Budget Favorable (Unfavorable)</i>
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	
Revenues:				
Property taxes	\$ 2,373,200	\$ 2,402,985	\$ 2,402,975	\$ (10)
Licenses and permits	67,100	167,100	179,726	12,626
State grants	117,700	141,034	145,836	4,802
Charges for services	686,575	781,562	836,533	54,971
Fines and forfeits	1,500	1,779	1,804	25
Interest and rents	70,000	370,000	340,501	(29,499)
Other revenue	1,000	192,500	190,270	(2,230)
Total revenues	3,317,075	4,056,960	4,097,645	40,685
Expenditures:				
Current				
General government				
Council	38,200	69,200	64,126	5,074
Administration	212,350	299,550	288,660	10,890
Clerk	209,100	227,900	219,568	8,332
Audit	11,000	11,000	10,475	525
Treasurer	139,675	165,925	161,709	4,216
Assessing	45,350	45,550	41,956	3,594
Building and Grounds	33,250	40,750	36,376	4,374
Attorney	510,500	520,700	382,233	138,467
Total general government	1,199,425	1,380,575	1,205,103	175,472
Public safety				
Police	403,000	403,500	384,367	19,133
Public works				
Department of public works	667,900	840,000	730,639	109,361
Street lighting	26,750	26,750	26,026	724
Cemetery	6,800	6,800	6,000	800
Harbor	20,000	20,000	1,605	18,395
Total public works	721,450	893,550	764,270	129,280
Community and economic development				
Planning and Zoning	223,225	228,275	148,552	79,723

continued

CITY OF SAUGATUCK

GENERAL FUND

BUDGETARY COMPARISON SCHEDULE, CONTINUED

Year Ended June 30, 2024

	<i>Budgeted Amounts</i>			<i>Variances with Final Budget Favorable (Unfavorable)</i>
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	
Recreation and culture				
Historic District Commission	61,475	69,225	60,620	8,605
Parks and Recreation	386,325	462,825	383,062	79,763
Oval Beach	231,275	268,475	273,296	(4,821)
Oval Concession	76,150	87,650	86,052	1,598
Spear Boat Launch	1,250	1,250	-	1,250
Total recreation and culture	756,475	889,425	803,030	86,395
Capital outlay	401,000	684,100	391,420	292,680
Total expenditures	3,704,575	4,479,425	3,696,742	782,683
Other financing sources (uses):				
Interfund transfers in	387,500	387,500	-	(387,500)
Net other financing sources (uses)	387,500	387,500	-	(387,500)
Change in fund balance	-	(34,965)	400,903	823,368
Fund balance, beginning of year	5,857,755	5,857,755	5,857,755	-
Fund balance, end of year	<u>\$ 5,857,755</u>	<u>\$ 5,822,790</u>	<u>\$ 6,258,658</u>	<u>\$ 823,368</u>

CITY OF SAUGATUCK

MAJOR STREET FUND
BUDGETARY COMPARISON SCHEDULE
 Year Ended June 30, 2024

	<i>Budgeted Amounts</i>			<i>Variances with Final Budget Favorable (Unfavorable)</i>
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	
Revenues:				
State grants	\$ 115,000	\$ 115,000	\$ 122,200	\$ 7,200
Contributions from other units	88,000	103,575	103,575	-
Interest and rents	5,000	31,000	29,815	(1,185)
Total revenues	208,000	249,575	255,590	6,015
Expenditures:				
Current				
Public works	142,750	171,343	141,934	29,409
Capital outlay	110,500	110,500	110,500	-
Total expenditures	253,250	281,843	252,434	29,409
Other financing sources (uses):				
Interfund transfers in	45,250	45,250	-	(45,250)
Change in fund balance	-	12,982	3,156	(9,826)
Fund balance, beginning of year	777,513	777,513	777,513	-
Fund balance, end of year	\$ 777,513	\$ 790,495	\$ 780,669	\$ (9,826)

CITY OF SAUGATUCK

LOCAL STREET FUND
BUDGETARY COMPARISON SCHEDULE
 Year Ended June 30, 2024

	<i>Budgeted Amounts</i>			<i>Variances with Final Budget Favorable (Unfavorable)</i>
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	
Revenues:				
Property taxes	\$ 370,500	\$ 374,785	\$ 374,785	\$ -
State grants	70,000	70,000	70,047	47
Contributions from other units	88,000	129,099	103,575	(25,524)
Interest and rents	15,000	80,000	97,924	17,924
Total revenues	543,500	653,884	646,331	(7,553)
Expenditures:				
Current				
Public works	132,551	242,935	190,778	52,157
Capital outlay	608,699	608,699	608,699	-
Total expenditures	741,250	851,634	799,477	52,157
Other financing sources (uses):				
Interfund transfers in	197,750	197,750	-	(197,750)
Change in fund balance	-	-	(153,146)	(153,146)
Fund balance, beginning of year	2,402,820	2,402,820	2,402,820	-
Fund balance, end of year	\$ 2,402,820	\$ 2,402,820	\$ 2,249,674	\$ (153,146)

CITY OF SAUGATUCK

SEWER IMPROVEMENT FUND
BUDGETARY COMPARISON SCHEDULE
Year Ended June 30, 2024

	<i>Budgeted Amounts</i>			<i>Variances with Final Budget Favorable (Unfavorable)</i>
	<i>Original</i>	<i>Final</i>	<i>Actual</i>	
Revenues:				
Charges for services	\$ 2,000	\$ 37,942	\$ 37,942	\$ -
Interest and rents	3,000	18,554	19,885	1,331
Total revenues	5,000	56,496	57,827	1,331
Expenditures:				
Current				
Public works	5,000	5,000	4,934	66
Change in fund balance	-	51,496	52,893	1,397
Fund balance, beginning of year	521,621	521,621	521,621	-
Fund balance, end of year	<u>\$ 521,621</u>	<u>\$ 573,117</u>	<u>\$ 574,514</u>	<u>\$ 1,397</u>

SUPPLEMENTARY INFORMATION

CITY OF SAUGATUCK

GOVERNMENTAL ACTIVITIES SCHEDULE OF INDEBTEDNESS

June 30, 2024

2017 STREET AND INFRASTRUCTURE REFUNDING BONDS (UNLIMITED TAX GENERAL OBLIGATION)

Issue dated October 11, 2017 in the amount of	\$	2,793,000
Less: Principal paid in prior years		(651,000)
Principal paid in current year		<u>(248,000)</u>
Balance payable at June 30, 2024	\$	<u>1,629,000</u>

Balance payable as follows:

<i><u>Year Ended</u></i>	<i><u>Interest Rate</u></i>	<i><u>Principal due November 1</u></i>	<i><u>Interest due November 1</u></i>	<i><u>Interest due May 1</u></i>	<i><u>Total Annual Requirement</u></i>
2025	1.750%	\$ 286,000	\$ 16,566	\$ 14,063	\$ 316,629
2026	1.900%	307,000	14,063	11,147	332,210
2027	2.100%	326,000	11,147	7,724	344,871
2028	2.150%	346,000	7,724	4,004	357,728
2029	2.200%	<u>364,000</u>	<u>4,004</u>	<u>-</u>	<u>368,004</u>
		<u>\$ 1,629,000</u>	<u>\$ 53,504</u>	<u>\$ 36,938</u>	<u>\$ 1,719,442</u>



City Council Agenda Item Report

FROM: Nicole Bredeweg

MEETING DATE: January 8, 2025

SUBJECT: Revenue and Expenditure Report, through 2nd Quarter

DESCRIPTION:

Included is the revenue and expenditure report for July 1 through December 31.

PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2024 NORMAL (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	REAL PROPERTY TAXES	2,341,500.00	2,328,308.41	4,009.41	13,191.59	99.44
101-000-403.000	PERSONAL PROPERTY TAXES	31,500.00	32,260.63	92.24	(760.63)	102.41
101-000-445.000	PENALTIES & INTEREST	10,000.00	21,568.85	5,175.44	(11,568.85)	215.69
101-000-447.000	ADMINISTRATION FEE	110,000.00	97,472.61	11,003.74	12,527.39	88.61
101-000-478.000	PERMIT FEES	100,000.00	48,764.08	4,127.20	51,235.92	48.76
101-000-528.000	OTHER FEDERAL GRANTS	1,300,000.00	0.00	0.00	1,300,000.00	0.00
101-000-574.000	REVENUE SHARING	100,000.00	18,789.00	0.00	81,211.00	18.79
101-000-577.000	LIQUOR LICENSE FEES	12,000.00	233.75	0.00	11,766.25	1.95
101-000-579.000	GRANTS RECEIVED	475,000.00	6,525.00	0.00	468,475.00	1.37
101-000-607.000	FRANCHISE FEES	42,000.00	1,602.00	1,602.00	40,398.00	3.81
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,190.00	3,223.00	0.00	(33.00)	101.03
101-000-615.000	PARKING LOT FEES	28,000.00	15,684.77	0.00	12,315.23	56.02
101-000-643.000	CHARGES FOR SERVICE	1,000.00	675.00	15.00	325.00	67.50
101-000-650.000	CHAIN FERRY FEES	2,000.00	4,207.66	0.00	(2,207.66)	210.38
101-000-651.000	OVAL BEACH FEES	525,000.00	561,570.00	150.00	(36,570.00)	106.97
101-000-652.000	OVAL CONCESSION	100,000.00	87,035.00	0.00	12,965.00	87.04
101-000-653.000	BOAT RAMP FEES	1,400.00	3,034.00	2,994.00	(1,634.00)	216.71
101-000-654.000	GAZEBO FEES	1,500.00	(2,000.00)	0.00	3,500.00	(133.33)
101-000-655.000	POLICE & ORDINANCE FEES	1,500.00	1,824.74	291.50	(324.74)	121.65
101-000-665.000	INTEREST EARNED	100,000.00	113,340.83	19,492.05	(13,340.83)	113.34
101-000-667.000	STREET END & PROPERTY FEES	40,000.00	(4,341.75)	3,582.50	44,341.75	(10.85)
101-000-670.000	BOAT SLIP FEES	28,000.00	8,900.70	0.00	19,099.30	31.79
101-000-674.000	MISC DONATIONS & INCOME	5,000.00	62,093.89	0.00	(57,093.89)	1,241.88
101-000-682.000	USE TAX & ELECTION FEES	16,000.00	11,077.91	0.00	4,922.09	69.24
101-000-697.000	TRANSFER FROM FUND BALANCE	465,085.00	0.00	0.00	465,085.00	0.00
101-000-699.000	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		5,839,675.00	3,421,850.08	52,535.08	2,417,824.92	58.60
TOTAL REVENUES		5,839,675.00	3,421,850.08	52,535.08	2,417,824.92	58.60

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK
PERIOD ENDING 12/31/2024
% Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 101 - COUNCIL								
101-101-702.000	SALARY	8,600.00	2,037.50	0.00		6,562.50	23.69	
101-101-720.000	FRINGE BENEFITS	800.00	199.87	0.00		600.13	24.98	
101-101-801.000	CONTRACTUAL SERVICES	2,100.00	828.08	796.82		1,271.92	39.43	
101-101-803.000	LEGAL FEES	250,000.00	56,570.50	11,439.30		193,429.50	22.63	
101-101-831.000	CEMETERY FEES	6,800.00	0.00	0.00		6,800.00	0.00	
101-101-860.000	EDUCATIONAL TRAINING	10,000.00	0.00	0.00		10,000.00	0.00	
101-101-882.000	EVENTS/SERVICES	13,000.00	1,613.22	0.00		11,386.78	12.41	
101-101-900.000	PRINTING & PUBLISHING	600.00	178.11	56.59		421.89	29.69	
101-101-908.000	DUES & PUBLICATIONS	1,200.00	1,220.13	0.00		(20.13)	101.68	
101-101-913.000	INSURANCE	2,800.00	3,184.00	0.00		(384.00)	113.71	
Total Dept 101 - COUNCIL		295,900.00	65,831.41	12,292.71		230,068.59	22.25	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK
PERIOD ENDING 12/31/2024
% Fiscal Year Completed: 50.41

		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	NORMAL	(ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND								
Expenditures								
Dept 173 - CITY ADMINISTRATION								
101-173-702.000	SALARY/WAGES	120,000.00	54,461.52		9,076.92		65,538.48	45.38
101-173-720.000	FRINGE BENEFITS	50,000.00	26,820.26		4,481.33		23,179.74	53.64
101-173-727.000	OFFICE SUPPLIES	1,800.00	297.40		14.99		1,502.60	16.52
101-173-801.000	CONTRACTUAL SERVICES	23,000.00	13,691.36		1,912.74		9,308.64	59.53
101-173-802.000	AUDIT	11,000.00	0.00		0.00		11,000.00	0.00
101-173-803.000	LEGAL FEES	60,000.00	8,049.76		0.00		51,950.24	13.42
101-173-850.000	TELEPHONES	2,200.00	769.33		135.92		1,430.67	34.97
101-173-860.000	EDUCATIONAL TRAINING	3,000.00	433.84		0.00		2,566.16	14.46
101-173-900.000	PRINTING & PUBLISHING	200.00	171.27		7.77		28.73	85.64
101-173-910.000	INSURANCE	2,500.00	2,760.00		0.00		(260.00)	110.40
101-173-970.000	CAPITAL OUTLAY	2,000.00	0.00		0.00		2,000.00	0.00
Total Dept 173 - CITY ADMINISTRATION		275,700.00	107,454.74		15,629.67		168,245.26	38.98

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	NORMAL	BALANCE	
			(ABNORMAL)	INCREASE	(DECREASE)		(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 215 - CITY CLERK								
101-215-702.000	SALARY/WAGES	133,000.00	59,938.53		10,013.30		73,061.47	45.07
101-215-720.000	FRINGE BENEFITS	60,000.00	28,927.48		4,990.08		31,072.52	48.21
101-215-727.000	OFFICE SUPPLIES	2,000.00	1,274.74		71.99		725.26	63.74
101-215-801.000	CONTRACTUAL SERVICES	12,850.00	987.33		3.57		11,862.67	7.68
101-215-803.000	LEGAL FEES	7,500.00	1,188.00		0.00		6,312.00	15.84
101-215-820.000	ELECTIONS	25,000.00	17,566.48		1,160.85		7,433.52	70.27
101-215-850.000	TELEPHONES	900.00	542.56		97.91		357.44	60.28
101-215-860.000	EDUCATIONAL TRAINING	3,000.00	100.00		100.00		2,900.00	3.33
101-215-900.000	PRINTING & PUBLISHING	500.00	230.77		7.77		269.23	46.15
101-215-970.000	CAPITAL OUTLAY	2,000.00	1,450.00		0.00		550.00	72.50
Total Dept 215 - CITY CLERK		246,750.00	112,205.89		16,445.47		134,544.11	45.47

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE	USED	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 253 - CITY TREASURER								
101-253-702.000	SALARY/WAGES	95,000.00	30,207.15	6,112.70		64,792.85	31.80	
101-253-720.000	FRINGE BENEFITS	39,000.00	19,454.76	4,286.04		19,545.24	49.88	
101-253-727.000	OFFICE SUPPLIES	2,600.00	1,806.16	52.31		793.84	69.47	
101-253-801.000	CONTRACTUAL SERVICES	5,800.00	27,475.86	1,333.57		(21,675.86)	473.72	
101-253-803.000	LEGAL FEES	1,000.00	0.00	0.00		1,000.00	0.00	
101-253-850.000	TELEPHONE	800.00	379.33	70.92		420.67	47.42	
101-253-860.000	EDUCATIONAL TRAINING	2,500.00	1,734.00	0.00		766.00	69.36	
101-253-900.000	PRINTING & PUBLISHING	500.00	206.79	7.77		293.21	41.36	
101-253-913.000	INSURANCE	1,150.00	1,296.00	0.00		(146.00)	112.70	
101-253-970.000	CAPITAL OUTLAY	2,000.00	0.00	0.00		2,000.00	0.00	
Total Dept 253 - CITY TREASURER		150,350.00	82,560.05	11,863.31		67,789.95	54.91	

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 257 - ASSESSING								
101-257-702.000	SALARY	1,800.00	0.00	0.00		1,800.00	0.00	
101-257-720.000	FRINGE BENEFITS	180.00	0.00	0.00		180.00	0.00	
101-257-727.000	OFFICE SUPPLIES	1,300.00	14.60	0.00		1,285.40	1.12	
101-257-801.000	CONTRACTUAL SERVICES	39,750.00	20,072.53	5,871.57		19,677.47	50.50	
101-257-804.000	BOARD OF REVIEW	300.00	63.00	0.00		237.00	21.00	
101-257-807.000	TRIBUNAL CHARGEBACKS	1,500.00	51.75	0.00		1,448.25	3.45	
101-257-850.000	TELEPHONES	750.00	379.33	70.92		370.67	50.58	
101-257-860.000	EDUCATIONAL TRAINING	1,500.00	0.00	0.00		1,500.00	0.00	
101-257-900.000	PRINTING & PUBLISHING	750.00	69.79	42.77		680.21	9.31	
101-257-970.000	CAPITAL OUTLAY	2,000.00	0.00	0.00		2,000.00	0.00	
Total Dept 257 - ASSESSING		49,830.00	20,651.00	5,985.26		29,179.00	41.44	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK
PERIOD ENDING 12/31/2024
% Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
Dept 265 - CITY HALL							
101-265-702.000	SALARY/WAGES	7,800.00	9,932.95		1,878.13	(2,132.95)	127.35
101-265-720.000	FRINGE BENEFITS	4,000.00	5,051.41		679.33	(1,051.41)	126.29
101-265-730.000	SUPPLIES	1,500.00	1,077.67		7.99	422.33	71.84
101-265-801.000	CONTRACTUAL SERVICES	14,000.00	1,109.46		3.57	12,890.54	7.92
101-265-850.000	TELEPHONE	500.00	161.73		27.02	338.27	32.35
101-265-900.000	PRINTING & PUBLISHING	150.00	7.77		7.77	142.23	5.18
101-265-913.000	INSURANCE	1,500.00	1,812.00		0.00	(312.00)	120.80
101-265-920.000	UTILITIES	5,200.00	2,522.64		697.54	2,677.36	48.51
101-265-930.000	REPAIRS & MAINTENANCE	5,000.00	6,483.06		744.83	(1,483.06)	129.66
101-265-946.000	EQUIPMENT RENTAL	1,000.00	1,979.63		0.00	(979.63)	197.96
101-265-970.000	CAPITAL OUTLAY	2,500.00	7,968.00		0.00	(5,468.00)	318.72
Total Dept 265 - CITY HALL		43,150.00	38,106.32		4,046.18	5,043.68	88.31

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 301 - SHERIFF							
101-301-702.000	WAGES DEPUTIES	337,000.00	138,449.00	27,689.80		198,551.00	41.08
101-301-702.001	OVERTIME	10,000.00	0.00	0.00		10,000.00	0.00
101-301-702.002	RESERVE OFFICERS	11,500.00	5,824.00	0.00		5,676.00	50.64
101-301-748.000	FUEL & OILS	16,000.00	5,681.60	1,136.32		10,318.40	35.51
101-301-801.000	CONTRACTUAL SERVICES	0.00	0.00	0.00		0.00	0.00
101-301-803.000	LEGAL FEES	2,500.00	528.00	0.00		1,972.00	21.12
101-301-882.000	EVENTS/SERVICES	1,000.00	0.00	0.00		1,000.00	0.00
101-301-946.000	EQUIPMENT RENTAL	37,500.00	15,000.00	3,000.00		22,500.00	40.00
Total Dept 301 - SHERIFF		415,500.00	165,482.60	31,826.12		250,017.40	39.83

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 441 - PUBLIC WORKS						
101-441-702.000	SALARY/WAGES	160,000.00	70,191.29	12,793.65	89,808.71	43.87
101-441-720.000	FRINGE BENEFITS	137,000.00	65,305.09	10,889.32	71,694.91	47.67
101-441-730.000	SUPPLIES	6,000.00	3,293.70	429.82	2,706.30	54.90
101-441-740.000	UNIFORMS	3,600.00	2,444.28	0.00	1,155.72	67.90
101-441-755.000	TOOLS	3,000.00	27.87	3.22	2,972.13	0.93
101-441-799.000	PARKWAY TREES	3,000.00	2,153.35	143.35	846.65	71.78
101-441-801.000	CONTRACTUAL SERVICES	2,186,000.00	287,889.80	67,822.83	1,898,110.20	13.17
101-441-805.000	HOLIDAY LIGHTING	32,500.00	28,151.66	3,244.49	4,348.34	86.62
101-441-860.000	EDUCATIONAL TRAINING	3,500.00	3,079.62	18.37	420.38	87.99
101-441-882.000	EVENTS/SERVICES	500.00	0.00	0.00	500.00	0.00
101-441-900.000	PRINTING & PUBLISHING	500.00	37.55	24.05	462.45	7.51
101-441-913.000	INSURANCE	5,100.00	6,624.00	0.00	(1,524.00)	129.88
101-441-920.000	UTILITIES	5,300.00	2,898.33	179.48	2,401.67	54.69
101-441-926.000	STREET LIGHTS	27,000.00	9,782.23	2,426.53	17,217.77	36.23
101-441-930.000	REPAIRS & MAINTENANCE	1,500.00	156.00	156.00	1,344.00	10.40
101-441-932.000	SIDEWALK REPAIRS	20,000.00	3,369.62	69.62	16,630.38	16.85
101-441-945.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-441-946.000	EQUIPMENT RENTAL	107,000.00	45,430.94	0.00	61,569.06	42.46
101-441-960.000	SIGNS	4,200.00	9,817.41	0.00	(5,617.41)	233.75
Total Dept 441 - PUBLIC WORKS		2,705,700.00	540,652.74	98,200.73	2,165,047.26	19.98

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 540 - CHAIN FERRY						
101-540-702.000	SALARY/WAGES	0.00	0.00	0.00	0.00	0.00
101-540-720.000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
101-540-730.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-540-740.000	UNIFORMS	0.00	0.00	0.00	0.00	0.00
101-540-801.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-540-860.000	EDUCATIONAL TRAINING	0.00	0.00	0.00	0.00	0.00
101-540-913.000	INSURANCE	0.00	0.00	0.00	0.00	0.00
101-540-930.000	REPAIRS & MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-540-946.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00
Total Dept 540 - CHAIN FERRY		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 721 - PLANNING/ZONING						
101-721-702.000	SALARY/WAGES	64,500.00	14,770.19	3,334.15	49,729.81	22.90
101-721-720.000	FRINGE BENEFITS	27,000.00	9,510.82	2,087.35	17,489.18	35.23
101-721-727.000	OFFICE SUPPLIES	2,200.00	1,688.69	82.08	511.31	76.76
101-721-801.000	CONTRACTUAL SERVICES	168,000.00	47,053.65	338.57	120,946.35	28.01
101-721-803.000	LEGAL FEES	65,000.00	17,307.00	2,675.00	47,693.00	26.63
101-721-850.000	TELEPHONES	700.00	369.89	70.92	330.11	52.84
101-721-860.000	EDUCATIONAL TRAINING	3,200.00	711.52	0.00	2,488.48	22.24
101-721-900.000	PRINTING & PUBLISHING	3,000.00	833.27	154.77	2,166.73	27.78
101-721-908.000	DUES, FEES & PUBLICATIONS	500.00	31.50	0.00	468.50	6.30
101-721-913.000	INSURANCE	2,200.00	2,531.00	0.00	(331.00)	115.05
101-721-970.000	CAPITAL OUTLAY	2,500.00	699.00	0.00	1,801.00	27.96
Total Dept 721 - PLANNING/ZONING		338,800.00	95,506.53	8,742.84	243,293.47	28.19

		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 723 - HISTORIC DISTRICT COMMISSION						
101-723-702.000	SALARY	41,870.00	9,566.72	2,222.77	32,303.28	22.85
101-723-720.000	FRINGE BENEFITS	19,750.00	2,919.28	591.00	16,830.72	14.78
101-723-727.000	OFFICE SUPPLIES	1,000.00	14.60	0.00	985.40	1.46
101-723-801.000	CONTRACTUAL SERVICES	5,000.00	749.83	588.57	4,250.17	15.00
101-723-803.000	LEGAL FEES	1,500.00	0.00	0.00	1,500.00	0.00
101-723-850.000	TELEPHONES	625.00	370.17	70.92	254.83	59.23
101-723-860.000	EDUCATIONAL TRAINING	1,200.00	0.00	0.00	1,200.00	0.00
101-723-900.000	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
101-723-908.000	DUES & PUBLICATIONS	250.00	0.00	0.00	250.00	0.00
Total Dept 723 - HISTORIC DISTRICT COMMISSION		71,495.00	13,620.60	3,473.26	57,874.40	19.05

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	NORMAL	(ABNORMAL)	
			(ABNORMAL)	INCREASE	(DECREASE)			USED
Fund 101 - GENERAL FUND								
Expenditures								
Dept 730 - HARBOR								
101-730-801.000	CONTRACTUAL SERVICES	10,000.00	935.00		0.00	9,065.00		9.35
101-730-803.000	LEGAL FEES	0.00	0.00		0.00	0.00		0.00
101-730-931.000	WATERWAYS REPAIR	10,000.00	0.00		0.00	10,000.00		0.00
Total Dept 730 - HARBOR		20,000.00	935.00		0.00	19,065.00		4.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 751 - PARKS & RECREATION						
101-751-702.000	SALARY/WAGES	110,000.00	35,708.52	3,054.45	74,291.48	32.46
101-751-720.000	FRINGE BENEFITS	47,000.00	17,011.25	2,352.70	29,988.75	36.19
101-751-730.000	SUPPLIES	22,000.00	5,267.11	984.83	16,732.89	23.94
101-751-801.000	CONTRACTAUL SERVICES	45,000.00	3,944.83	3.57	41,055.17	8.77
101-751-809.000	GRANT PROJECTS	0.00	0.00	0.00	0.00	0.00
101-751-819.000	CHAIN FERRY REPAIRS	20,000.00	0.00	0.00	20,000.00	0.00
101-751-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-751-913.000	INSURANCE	2,700.00	3,553.00	0.00	(853.00)	131.59
101-751-920.000	UTILITIES	27,500.00	11,697.03	3,443.47	15,802.97	42.53
101-751-928.000	TRASH	15,000.00	14,409.11	1,534.92	590.89	96.06
101-751-930.000	REPAIRS & MAINTENANCE	50,000.00	11,414.03	320.00	38,585.97	22.83
101-751-946.000	EQUIPMENT RENTAL	50,000.00	22,484.16	185.00	27,515.84	44.97
101-751-960.000	SIGNS	500.00	0.00	0.00	500.00	0.00
101-751-970.000	CAPITAL OUTLAY	500,000.00	16,207.13	0.00	483,792.87	3.24
Total Dept 751 - PARKS & RECREATION		890,200.00	141,696.17	11,878.94	748,503.83	15.92

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		AMENDED BUDGET	12/31/2024 (NORMAL (ABNORMAL))	MONTH 12/31/2024 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))			
Fund 101 - GENERAL FUND								
Expenditures								
Dept 756 - OVAL BEACH								
101-756-702.000	SALARY/WAGES	130,000.00	82,519.92	1,250.44	47,480.08	63.48		
101-756-720.000	FRINGE BENEFITS	32,500.00	17,493.40	1,432.35	15,006.60	53.83		
101-756-730.000	SUPPLIES	12,000.00	16,701.91	6.83	(4,701.91)	139.18		
101-756-801.000	CONTRACTUAL SERVICES	16,000.00	19,668.02	8,103.55	(3,668.02)	122.93		
101-756-850.000	TELEPHONE	3,000.00	1,855.38	336.47	1,144.62	61.85		
101-756-860.000	EDUCATIONAL TRAINING	1,000.00	0.00	0.00	1,000.00	0.00		
101-756-900.000	PRINTING & PUBLISHING	2,000.00	0.00	0.00	2,000.00	0.00		
101-756-913.000	INSURANCE	4,200.00	3,336.00	0.00	864.00	79.43		
101-756-920.000	UTILITIES	14,000.00	3,914.71	864.70	10,085.29	27.96		
101-756-930.000	REPAIRS & MAINTENANCE	10,000.00	647.29	0.00	9,352.71	6.47		
101-756-946.000	EQUIPMENT RENTAL	25,000.00	13,965.05	0.00	11,034.95	55.86		
101-756-960.000	SIGNS	500.00	118.00	0.00	382.00	23.60		
101-756-970.000	CAPITAL OUTLAY	0.00	22,802.00	0.00	(22,802.00)	100.00		
Total Dept 756 - OVAL BEACH		250,200.00	183,021.68	11,994.34	67,178.32	73.15		

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 101 - GENERAL FUND									
Expenditures									
Dept 758 - OVAL CONCESSION									
101-758-702.000	SALARY	35,000.00		25,588.88		0.00		9,411.12	73.11
101-758-720.000	FRINGE BENEFITS	5,000.00		1,957.53		0.00		3,042.47	39.15
101-758-730.000	SUPPLIES	38,000.00		38,748.58		11.75		(748.58)	101.97
101-758-801.000	CONTRACTUAL SERVICES	2,500.00		1,914.00		0.00		586.00	76.56
101-758-850.000	TELEPHONES	500.00		0.00		0.00		500.00	0.00
101-758-860.000	EDUCATIONAL TRAINING	500.00		0.00		0.00		500.00	0.00
101-758-920.000	UTILITIES	850.00		0.00		0.00		850.00	0.00
101-758-930.000	REPAIRS & MAINTENANCE	500.00		90.08		0.00		409.92	18.02
101-758-960.000	SIGNS	500.00		0.00		0.00		500.00	0.00
101-758-970.000	CAPITAL OUTLAY	1,500.00		0.00		0.00		1,500.00	0.00
Total Dept 758 - OVAL CONCESSION		84,850.00		68,299.07		11.75		16,550.93	80.49

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 760 - SPEAR BOAT LAUNCH						
101-760-801.000	CONTRACTUAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-760-900.000	PRINTING & PUBLISHING	250.00	0.00	0.00	250.00	0.00
Total Dept 760 - SPEAR BOAT LAUNCH		1,250.00	0.00	0.00	1,250.00	0.00

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 965 - TRANSFERS								
101-965-998.202	TRANSFER TO MAJOR STREETS	0.00	0.00		0.00		0.00	0.00
101-965-998.203	TRANSFER TO LOCAL STREETS	0.00	0.00		0.00		0.00	0.00
101-965-998.390	TRANSFER TO FUND BALANCE	0.00	0.00		0.00		0.00	0.00
Total Dept 965 - TRANSFERS		0.00	0.00		0.00		0.00	0.00

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
TOTAL EXPENDITURES		5,839,675.00	1,636,023.80	232,390.58		4,203,651.20		28.02
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		5,839,675.00	3,421,850.08	52,535.08		2,417,824.92		58.60
TOTAL EXPENDITURES		5,839,675.00	1,636,023.80	232,390.58		4,203,651.20		28.02
NET OF REVENUES & EXPENDITURES		0.00	1,785,826.28	(179,855.50)		(1,785,826.28)		100.00
BEG. FUND BALANCE		6,261,158.85	6,261,158.85					
END FUND BALANCE		6,261,158.85	8,046,985.13					

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK

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		2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED	BUDGET	NORMAL	(ABNORMAL)	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS									
Revenues									
Dept 000									
202-000-538.000	COUNTY ROAD MILLAGE	95,000.00			0.00		0.00	95,000.00	0.00
202-000-546.000	ACT 51 FEES	120,000.00			37,839.75		8,832.94	82,160.25	31.53
202-000-665.000	INTEREST	5,000.00			7,671.31		1,430.02	(2,671.31)	153.43
202-000-697.000	TRANSFER FROM FUND BALANCE	0.00			0.00		0.00	0.00	0.00
202-000-699.000	DUE FROM LS & GF	100,000.00			0.00		0.00	100,000.00	0.00
Total Dept 000		320,000.00			45,511.06		10,262.96	274,488.94	14.22
TOTAL REVENUES		320,000.00			45,511.06		10,262.96	274,488.94	14.22
Expenditures									
Dept 463 - ROUTINE MAINTENANCE									
202-463-702.000	SALARY/WAGES	22,000.00			12,258.76		1,583.03	9,741.24	55.72
202-463-720.000	FRINGE BENEFITS	10,250.00			6,203.45		691.13	4,046.55	60.52
202-463-727.000	SUPPLIES	3,500.00			502.23		51.35	2,997.77	14.35
202-463-801.000	CONTRACTUAL SERVICES	216,250.00			16,466.19		739.00	199,783.81	7.61
202-463-930.000	REPAIRS & MAINTENANCE	3,500.00			138.69		138.69	3,361.31	3.96
202-463-946.000	EQUIPMENT RENTAL	22,000.00			20,559.84		0.00	1,440.16	93.45
Total Dept 463 - ROUTINE MAINTENANCE		277,500.00			56,129.16		3,203.20	221,370.84	20.23

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		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE	% BDGT	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED	
Fund 202 - MAJOR STREETS								
Expenditures								
Dept 464 - WINTER MAINTENANCE								
202-464-702.000	SALARY/WAGES	10,000.00	4,872.54		2,707.29	5,127.46	48.73	
202-464-720.000	FRINGE BENEFITS	6,000.00	2,569.18		718.39	3,430.82	42.82	
202-464-727.000	SUPPLIES	14,500.00	0.00		0.00	14,500.00	0.00	
202-464-946.000	EQUIPMENTAL RENTAL	12,000.00	198.66		0.00	11,801.34	1.66	
Total Dept 464 - WINTER MAINTENANCE		42,500.00	7,640.38		3,425.68	34,859.62	17.98	

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	NORMAL	(ABNORMAL)	
			(ABNORMAL)	INCREASE	(DECREASE)			USED
Fund 202 - MAJOR STREETS								
Expenditures								
TOTAL EXPENDITURES		320,000.00	63,769.54		6,628.88		256,230.46	19.93
Fund 202 - MAJOR STREETS:								
TOTAL REVENUES		320,000.00	45,511.06		10,262.96		274,488.94	14.22
TOTAL EXPENDITURES		320,000.00	63,769.54		6,628.88		256,230.46	19.93
NET OF REVENUES & EXPENDITURES		0.00	(18,258.48)		3,634.08		18,258.48	100.00
BEG. FUND BALANCE		780,669.52	780,669.52					
END FUND BALANCE		780,669.52	762,411.04					

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 203 - LOCAL STREETS						
Revenues						
Dept 000						
203-000-402.000	LOCAL ROAD MILLAGE	388,000.00	387,916.42	674.74	83.58	99.98
203-000-445.000	PENALTIES & INT ON TAXES	500.00	223.71	29.12	276.29	44.74
203-000-538.000	COUNTY ROAD MILLAGE	95,000.00	0.00	0.00	95,000.00	0.00
203-000-546.000	ACT 51 FEES	70,000.00	22,466.03	5,244.24	47,533.97	32.09
203-000-665.000	INTEREST	15,000.00	46,162.77	8,103.45	(31,162.77)	307.75
203-000-672.000	SPECIAL ASSESSMENTS	0.00	183.00	183.00	(183.00)	100.00
203-000-697.000	FUND BALANCE	0.00	0.00	0.00	0.00	0.00
203-000-699.000	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		568,500.00	456,951.93	14,234.55	111,548.07	80.38
TOTAL REVENUES		568,500.00	456,951.93	14,234.55	111,548.07	80.38
Expenditures						
Dept 463 - ROUTINE MAINTENANCE						
203-463-702.000	SALARY/WAGES	17,500.00	13,071.49	1,582.99	4,428.51	74.69
203-463-720.000	FRINGE BENEFITS	9,000.00	4,909.14	699.37	4,090.86	54.55
203-463-727.000	SUPPLIES	2,500.00	1,492.81	785.15	1,007.19	59.71
203-463-801.000	CONTRACTUAL SERVICES	384,000.00	177,348.94	3,317.58	206,651.06	46.18
203-463-930.000	REPAIRS & MAINTENANCE	1,500.00	186.69	(11.31)	1,313.31	12.45
203-463-946.000	EQUIPMENT RENTAL	19,500.00	21,022.95	0.00	(1,522.95)	107.81
Total Dept 463 - ROUTINE MAINTENANCE		434,000.00	218,032.02	6,373.78	215,967.98	50.24

		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE	% BDGT	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED	
Fund 203 - LOCAL STREETS								
Expenditures								
Dept 464 - WINTER MAINTENANCE								
203-464-702.000	SALARY/WAGES	10,000.00	4,747.31		2,562.05	5,252.69	47.47	
203-464-720.000	FRINGE BENEFITS	7,000.00	4,038.07		693.76	2,961.93	57.69	
203-464-727.000	SUPPLIES	10,000.00	0.00		0.00	10,000.00	0.00	
203-464-946.000	EQUIPMENT RENTAL	7,500.00	198.66		0.00	7,301.34	2.65	
Total Dept 464 - WINTER MAINTENANCE		34,500.00	8,984.04		3,255.81	25,515.96	26.04	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK
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		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE	%	BDGT
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)		USED
Fund 203 - LOCAL STREETS								
Expenditures								
Dept 965 - TRANSFERS								
203-965-998.202	TRANSFER TO MAJOR STREETS	100,000.00	0.00		0.00	100,000.00		0.00
203-965-998.390	TRANSFER TO FUND BALANCE	0.00	0.00		0.00	0.00		0.00
Total Dept 965 - TRANSFERS		100,000.00	0.00		0.00	100,000.00		0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SAUGATUCK
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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 203 - LOCAL STREETS								
Expenditures								
TOTAL EXPENDITURES		568,500.00	227,016.06	9,629.59	341,483.94	39.93		
Fund 203 - LOCAL STREETS:								
TOTAL REVENUES		568,500.00	456,951.93	14,234.55	111,548.07	80.38		
TOTAL EXPENDITURES		568,500.00	227,016.06	9,629.59	341,483.94	39.93		
NET OF REVENUES & EXPENDITURES		0.00	229,935.87	4,604.96	(229,935.87)	100.00		
BEG. FUND BALANCE		2,249,673.95	2,249,673.95					
END FUND BALANCE		2,249,673.95	2,479,609.82					

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	(DECREASE)	BALANCE	
			NORMAL (ABNORMAL)	INCREASE		NORMAL (ABNORMAL)	USED
Fund 301 - DEBT SERVICE							
Revenues							
Dept 000							
301-000-402.000	DEBT MILLAGE	317,039.00	312,384.97		542.32	4,654.03	98.53
301-000-445.000	PENALTIES & INT ON TAXES	200.00	179.82		23.41	20.18	89.91
301-000-665.000	INTEREST	0.00	0.00		0.00	0.00	0.00
301-000-697.000	TRANSFER FROM FUND BALANCE	0.00	0.00		0.00	0.00	0.00
Total Dept 000		317,239.00	312,564.79		565.73	4,674.21	98.53
TOTAL REVENUES		317,239.00	312,564.79		565.73	4,674.21	98.53
Expenditures							
Dept 592 - ROAD BOND 2009							
301-592-804.000	AGENT FEE	500.00	0.00		0.00	500.00	0.00
301-592-991.000	DEBT PRINCIPAL	286,000.00	286,000.00		0.00	0.00	100.00
301-592-995.000	DEBT INTEREST	30,739.00	16,565.50		0.00	14,173.50	53.89
Total Dept 592 - ROAD BOND 2009		317,239.00	302,565.50		0.00	14,673.50	95.37
TOTAL EXPENDITURES		317,239.00	302,565.50		0.00	14,673.50	95.37
Fund 301 - DEBT SERVICE:							
TOTAL REVENUES		317,239.00	312,564.79		565.73	4,674.21	98.53
TOTAL EXPENDITURES		317,239.00	302,565.50		0.00	14,673.50	95.37
NET OF REVENUES & EXPENDITURES		0.00	9,999.29		565.73	(9,999.29)	100.00
BEG. FUND BALANCE		53,369.56	53,369.56				
END FUND BALANCE		53,369.56	63,368.85				

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 403 - BUSINESS LICENSE FUND						
Revenues						
Dept 000						
403-000-451.000	LICENSE FEES	0.00	0.00	0.00	0.00	0.00
403-000-615.000	PARKING LOT FEES	0.00	0.00	0.00	0.00	0.00
403-000-665.000	INTEREST	0.00	0.00	0.00	0.00	0.00
403-000-674.000	MISC DONATIONS & INCOME	0.00	0.00	0.00	0.00	0.00
403-000-697.000	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
403-000-699.000	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 451 - BUSINESS LICENSE						
403-451-702.000	SALARY	0.00	0.00	0.00	0.00	0.00
403-451-720.000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00
403-451-801.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
403-451-805.000	HOLIDAY LIGHTING	0.00	0.00	0.00	0.00	0.00
403-451-882.000	EVENTS/SERVICES	0.00	0.00	0.00	0.00	0.00
403-451-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00
403-451-946.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00
403-451-955.000	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
403-451-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
403-451-991.000	PARKING LOT DEBT	0.00	0.00	0.00	0.00	0.00
403-451-995.000	DEBT INTEREST	0.00	0.00	0.00	0.00	0.00
Total Dept 451 - BUSINESS LICENSE		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 403 - BUSINESS LICENSE FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE						
END FUND BALANCE						

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH	12/31/2024	BALANCE		
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)		
Fund 592 - WATER AND SEWER								
Revenues								
Dept 000								
592-000-610.000	WATER TAP FEES	1,000.00	600.00		150.00	400.00	60.00	
592-000-610.005	WATER INFRA STRUCTURE	150,000.00	25,338.83		0.00	124,661.17	16.89	
592-000-611.000	SEWER TAP FEES	1,000.00	0.00		0.00	1,000.00	0.00	
592-000-665.000	INTEREST	3,000.00	7,686.26		1,293.05	(4,686.26)	256.21	
592-000-699.000	TRANSFER FUND BALANCE	0.00	0.00		0.00	0.00	0.00	
Total Dept 000		155,000.00	33,625.09		1,443.05	121,374.91	21.69	
TOTAL REVENUES		155,000.00	33,625.09		1,443.05	121,374.91	21.69	
Expenditures								
Dept 536 - WATER AND SEWER SYSTEMS								
592-536-801.000	CONTRACTUAL SERVICES	5,000.00	0.00		0.00	5,000.00	0.00	
592-536-970.000	CAPITAL OUTLAY	150,000.00	0.00		0.00	150,000.00	0.00	
Total Dept 536 - WATER AND SEWER SYSTEMS		155,000.00	0.00		0.00	155,000.00	0.00	
TOTAL EXPENDITURES		155,000.00	0.00		0.00	155,000.00	0.00	
Fund 592 - WATER AND SEWER:								
TOTAL REVENUES		155,000.00	33,625.09		1,443.05	121,374.91	21.69	
TOTAL EXPENDITURES		155,000.00	0.00		0.00	155,000.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	33,625.09		1,443.05	(33,625.09)	100.00	
BEG. FUND BALANCE		574,514.33	574,514.33					
END FUND BALANCE		574,514.33	608,139.42					

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 661 - MOTOR POOL FUND						
Revenues						
Dept 000						
661-000-579.000	GRANTS RECEIVED	0.00	0.00	0.00	0.00	0.00
661-000-664.000	MOTOR POOL REVENUE	240,000.00	125,374.88	0.00	114,625.12	52.24
661-000-665.000	INTEREST	10,000.00	16,804.23	6,805.94	(6,804.23)	168.04
661-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
661-000-697.000	TRANSFER FROM FUND BALANCE	508,500.00	0.00	0.00	508,500.00	0.00
Total Dept 000		758,500.00	142,179.11	6,805.94	616,320.89	18.74
TOTAL REVENUES		758,500.00	142,179.11	6,805.94	616,320.89	18.74
Expenditures						
Dept 443 - MOTOR POOL						
661-443-702.000	SALARY/WAGES	41,000.00	5,628.74	1,743.70	35,371.26	13.73
661-443-720.000	FRINGE BENEFITS	16,000.00	4,457.00	855.11	11,543.00	27.86
661-443-727.000	SUPPLIES	7,500.00	2,158.89	611.69	5,341.11	28.79
661-443-748.000	FUEL & OILS	35,000.00	11,944.89	2,800.30	23,055.11	34.13
661-443-750.000	TIRES & BATTERIES	10,000.00	983.39	0.00	9,016.61	9.83
661-443-755.000	SMALL TOOLS	2,500.00	304.74	0.00	2,195.26	12.19
661-443-801.000	CONTRACTUAL SERVICES	5,000.00	2,263.20	1,603.20	2,736.80	45.26
661-443-850.000	TELEPHONES	6,000.00	3,759.44	527.69	2,240.56	62.66
661-443-913.000	INSURANCE	11,500.00	9,742.00	0.00	1,758.00	84.71
661-443-920.000	UTILITIES	9,000.00	2,014.08	563.72	6,985.92	22.38
661-443-930.000	REPAIRS & MAINTENANCE	35,000.00	4,323.45	1,496.72	30,676.55	12.35
661-443-968.000	DEPRECIATION	0.00	0.00	0.00	0.00	0.00
661-443-970.000	CAPITAL OUTLAY	580,000.00	0.00	0.00	580,000.00	0.00
Total Dept 443 - MOTOR POOL		758,500.00	47,579.82	10,202.13	710,920.18	6.27
TOTAL EXPENDITURES		758,500.00	47,579.82	10,202.13	710,920.18	6.27
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		758,500.00	142,179.11	6,805.94	616,320.89	18.74
TOTAL EXPENDITURES		758,500.00	47,579.82	10,202.13	710,920.18	6.27
NET OF REVENUES & EXPENDITURES		0.00	94,599.29	(3,396.19)	(94,599.29)	100.00
BEG. FUND BALANCE		1,299,216.12	1,299,216.12			
END FUND BALANCE		1,299,216.12	1,393,815.41			

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 701 - CURRENT TAX FUND							
Revenues							
Dept 000							
701-000-665.000	INTEREST	0.00	0.00	0.00		0.00	0.00
Total Dept 000		0.00	0.00	0.00		0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
Fund 701 - CURRENT TAX FUND:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00		0.00	0.00
BEG. FUND BALANCE							
END FUND BALANCE							
TOTAL REVENUES - ALL FUNDS		7,958,914.00	4,412,682.06	85,847.31		3,546,231.94	55.44
TOTAL EXPENDITURES - ALL FUNDS		7,958,914.00	2,276,954.72	258,851.18		5,681,959.28	28.61
NET OF REVENUES & EXPENDITURES		0.00	2,135,727.34	(173,003.87)		(2,135,727.34)	100.00
BEG. FUND BALANCE - ALL FUNDS		11,218,602.33	11,218,602.33				
END FUND BALANCE - ALL FUNDS		11,218,602.33	13,354,329.67				



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: January 8, 2025

SUBJECT: Temporary Placemaking Installation at Cook Park

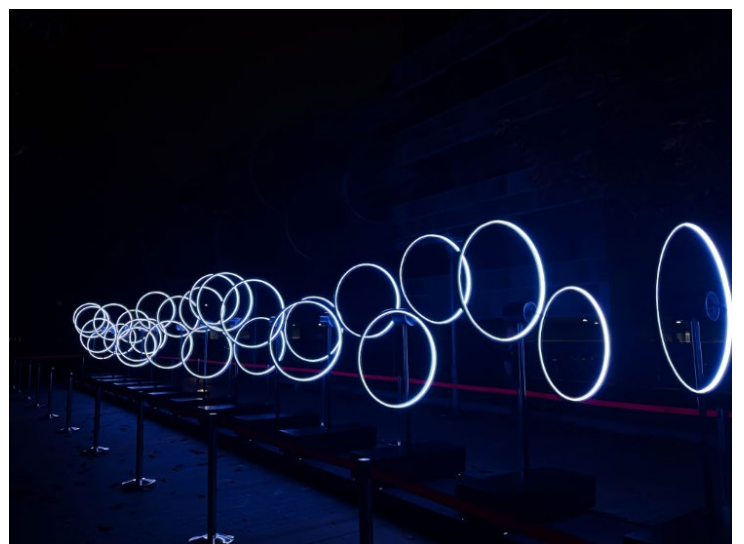
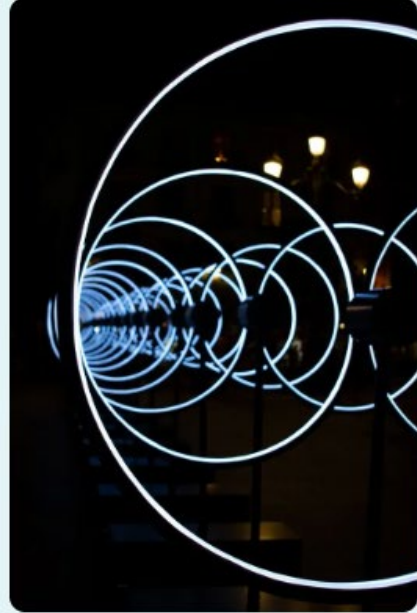
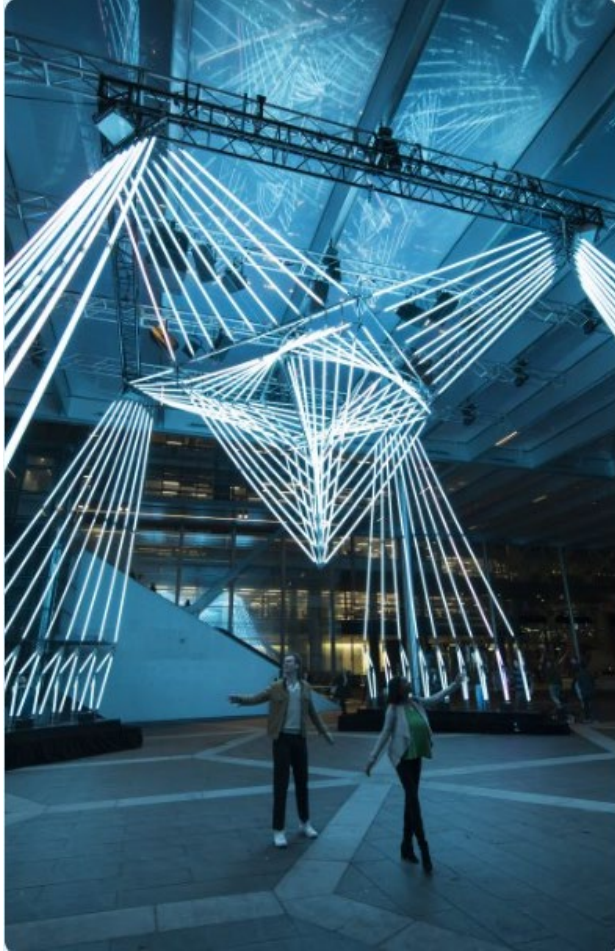
DESCRIPTION:

City Council established increasing collaboration with the Convention and Visitors Bureau (CVB), continuing to support local business, and keeping tourism strong, year-round as desirable priorities for this fiscal year.

The CVB recently entered into an agreement with the Saugatuck Center for the Arts (SCA) to be a project manager for placemaking projects. The CVB is interested in a temporary, interactive installation at Cook Park from November 2025 – March 2026. The CVB envisions this installation being large and taking up a lot of the park space. The hope is that the installation will increase the number of visitors in the shoulder seasons.

The CVB envisions something similar to the World of Winter in Grand Rapids. Here are some photos from their website:





Staff is supportive of the request. There may be some upgraded power needs for the area that will have to be evaluated.

I am seeking Council input on allowing the CVB to use Cook Park for a temporary installation. If so, the CVB and SCA plan to issue a request for proposals to design and install the installation. The final plans will be reviewed with the Parks and Public Works Committee, Historic District Commission and City Council.

LEGAL REVIEW:

Legal will be at your meeting if you have any questions.

SAMPLE MOTION:

N/A. Workshop item at this time.



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: January 8, 2025

SUBJECT: Ethics Policy Review

DESCRIPTION:

In July 2023, the City Attorney reviewed the City's ethics policy. The following summary is from the meeting minutes:

Ethics Policy Discussion:

- Attorney Witte gave an analysis of Ethics.
 - State law creates a framework of baseline ethical obligations and it's up to individual municipalities and agencies to create anything that goes beyond that.
 - His office's experience is having a separate standalone ethics policy is more of the exception than the rule.
 - Counsel reviewed the City's ethics policy documentation from both 2004 and 2008, there were no red flags and nothing that needed immediate attention.

In September, Council held a workshop and asked for City Attorney Mills to conduct further review, particularly related to reporting lines for ethics concerns as well as annual acknowledgement of the policy. Since that time, some Council Members also expressed a desire for a more comprehensive review.

City Attorney Mills has conducted further review and will be at your workshop meeting to discuss a confidential written legal opinion regarding the City ethics policy.

BUDGET ACTION:

None at this time.

LEGAL REVIEW:

Legal will be at your meeting to present and answer questions.

SAMPLE MOTION:

Motion to move into a closed session pursuant to MCL 15.268 (h), to discuss a confidential written legal opinion regarding the City ethics policy.