



CITY COUNCIL WORKSHOP AGENDA

August 6, 2025, 4:00 p.m.

This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.

The meeting will also be available live, virtually on Zoom.

1. Call to Order

2. Roll Call

3. Agenda Changes (Additions/Deletions)

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

5. Approval of Minutes: (Voice Vote)

A. Regular City Council Meeting Minutes – July 28, 2025. *Pg.2*

6. Discussion Items:

A. Holiday Lighting. *Pg.7*

B. Ordinance No. 250811-A: Amendment to City Code:

- An ordinance to amend the City of Saugatuck's Code of Ordinances, Chapter 135, to revise and update the City's regulations of weapons to align with applicable law and to provide an exception for the discharge of firearms within City limits as part of a City-sanctioned deer cull, to protect the public health, safety, and welfare. *Pg.22*

C. Special Event – Haines Wedding Fireworks Display. *Pg.33*

D. Review of Master Plan Survey Questions. *Pg.49*

7. Public Comments (Limit 3 minutes)

8. Council Comments

9. Adjourn

NOTICE:

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":

2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:

rcummins@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or jwotlers@saugatuckcity.com for further information.



CITY COUNCIL REGULAR MEETING- *proposed*
July 28, 2025

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

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

Pledge of Allegiance.

Attendance:

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

Absent: None.

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

Mayor's Comments:

Mayor Anderson expressed gratitude for Saugatuck's beautiful summer, highlighting the city's parks, Oval Beach, and the joy of living in such a wonderful place. She emphasized feeling thankful for the community and its outdoor spaces, setting a positive tone for the meeting.

City Manager Comments:

City Manager Ryan Cummins praised the Rotary Club for the successful Venetian Festival and great turnout. He commended the Oval Beach staff for working hard in challenging hot conditions, noting the beach was sold out. He also mentioned that the township approved installing a new Saugatuck sign at Holland and Blue Star, and that they had interviewed six talented candidates for the director of planning and zoning position, with Luke Thompson's last day approaching.

Agenda Changes:

Motion by Muncey, second by Stanton to add Brad Lubbers to guest speaker from Allegan County. Via voice vote, motion carried unanimously.

Motion by Gardner, second by Peterson that agenda item 14c, Historic District Commission appointment, Helen Baldwin, a term expiring 8-1-28 be removed from consideration at this meeting. Via voice vote, motion failed 2-5. Yes – Gardner, Peterson. No – Anderson, Dean, Clark, Muncey, Stanton.

Guest Speakers:

County Commissioner Brad Lubbers reported on the Lake Shore Drive extension federal grant application, which was not accepted. He discussed the total project cost of about \$9 million, with the township contributing \$250,000. He highlighted the upcoming FEMA exercise for the Palisades nuclear power plant. Lubbers also explained a new AI tool called Value Base for property valuation, emphasizing that human assessors still make final decisions. He concluded by noting the county passed its annual audit with strong fund balances and pension funding and stressed the road extension's importance for public safety and emergency response times.

Public Comment on Agenda Item Only:

Sherry Tedaldi commented on item #14c.

Consent Agenda:

- A. Approval of Workshop Meeting Minutes for July 23, 2025.
- B. Revocable License Agreement for Seating in Right of Way – JW Pizza LLC dba Scooters Café & Pizzeria.
- C. Special Event Application – 13th Annual Spear Street Block Party.
- D. Special Event Application – Annual Movie in the Park.
- E. Special Event Application – Annual Art in the Park.
- F. Designation of City Manager as Zoning Administrator and Historic District Administrator Effective 8-2-25.

Motion by Muncey, second by Dean to pass the consent agenda for July 28, 2025. Via roll call vote, motion carried 6-0. Abstain - Gardner.

Staff Reports, Boards, Commissions & Committees:

The City Manager, Treasurer, Clerk, Director of Planning & Zoning, Department of Public Works, Police and Engineer submitted status reports on current activities since the last regular council meeting for their respective departments.

Fire District Administration:

Dan fox reported on the fire district's recent activities. He noted the cancellation of the Fourth of July parade and the need for clear documentation about the event cancellation authority. Fox noted Blue Star and 64th as the new most dangerous intersection in the fire district. He shared updates on the South fire station proposal, ongoing funding efforts, and the sheriff's office using the fire station facilities. Fox detailed marine incidents, including rescuing an overheated boater and assisting a capsized sailboat. He emphasized the importance of emergency resources like fire boats, even if they seem underutilized. Fox also mentioned the fire district's continued leadership, with current officers remaining in their roles, and praised the district's approach to emergency preparedness and community service.

Interurban Board:

Councilmember Gregory Muncey reported that the Interurban's ridership increased by 16.32% in June, with 13,192 more passengers. The free parking shuttle operates on Wednesdays for Music in the Park and weekends from 1-9 pm. Riders can use on-demand service and park at alternative locations like Douglas elementary or the old Haworth property. The late-night service has been busy, bringing in an extra \$4,000 in June. They've scheduled seven buses and two dispatchers for Fridays and Saturdays. The board increased rider fares for Saugatuck Public Schools from 50 cents to \$3, with disabled riders still paying 50 cents. They also secured two

new contracts: one with a Fennville elementary daycare and another with the Fennville Migrant Program

Kalamazoo Lake Sewer & Water Authority:

Councilmember Joe Clark's reported on a special meeting called to discuss personnel matters regarding operations manager Darryl Van Dyke, which the board voted at to terminate Darryl. At the subsequent regular meeting, the board discussed covering Darryl's various roles and responsibilities. Barry Johnson stepped down as chair, with Abby Bigford taking over. The Kal-Lake staff voted to unionize, adding complexity to the situation. They are working to ensure coverage of tasks like billing, HR, accounts receivable, and field services. Clark noted ongoing challenges with audit reports and the need to validate information without Van Dyke's presence.

Kalamazoo Lake Harbor Authority: None.

Zoning Board of Appeals: None.

Historic District Commission:

Councilmember Russ Gardner reported on the meeting from July 10. He mentioned they have a meeting scheduled for July 31. Two items were approved in their last meeting, and one item at 234 Spear Street was tabled for a special meeting. Regarding the tabled item, there were concerns about the design and massing of the property. The contractor and property owner will return on Thursday with a revised plan for review.

Planning Commission:

Councilmember Joe Clark noted they have a special meeting on Wednesday to continue work on the master plan. Clark noted the survey questions are in the minutes for review.

Parks & Public Works Committee:

Mayor Pro-Tem Stanton announced that DPW Superintendent Herbert hired Michelle Gibson as the new Project Manager/Administrative Assistant, and she will be starting on August 4. DPW Superintendent Herbert reported they received 130 applicants and conducted eight interviews. They are still working to fill other positions, including an Oval Beach manager. Scott noted that Chad Bouwman left for a job closer to home, but Noah Aramendi and Ellis Mack have stepped up to handle parks duties. He hopes to schedule interviews for the vacant positions by the end of the week. Lauren Stanton added that they've posted updates about invasive species on their website and are seeking bids for managing invasive species at Mount Bald Head and the Saugatuck Harbor Natural Area.

Tri-Community Non-Motorized Trail Study Committee: None.

Water Systems Operations Contract Advisory Committee:

City Manager Ryan Cummins provided the consultant with an update.

Wildlife Management Committee:

Councilmember Scott Dean mentioned Douglas City Council met and approved deer archery hunting on private property and homeowners association lands during hunting season.

Approval of Accounts Payable:

Motion by Stanton, second by Clark to approve the accounts payable in the amount of \$469,409.13. Via roll call vote, motion carried unanimously.

Public Hearing: None.

Unfinished Business: None.

New Business:**Spear Street – Streetlight Removal Request:**

Motion by Dean, second by Muncey to have Consumers Energy remove the street light located near 555 Spear Street, light ID# 188348, contingent on payment from the residents who have promised. Via roll call vote, motion carried 6-1. Yes – Anderson, Stanton, Clark, Dean, Muncey, Peterson. No – Gardner.

Updated Law Enforcement Services Agreement with Allegan County:

Motion by Stanton, second by Gardner to approve the Allegan County Sheriff's Office Law Enforcement Services Agreement as presented. Via roll call vote, motion carried unanimously.

Historic District Commission Appointment – Helen Baldwin with term expiring 8-1-28:

Motion by Stanton, Second by Clark to approve Helen Baldwin for an appointment onto the Historic District Commission with the term expiring 8-1-28, that is in the best interest of the City. Via roll call vote, motion carried 5-2. Yes– Anderson, Dean, Clark, Muncey, Stanton. No – Gardner, Peterson.

Public Comment:

Tim Straker noted updates to the Historic District Commission August agenda.

Council Comments:

Councilmember Peterson commented on the joy of living in Saugatuck, highlighting the Venetian Festival as a fantastic event. She mentioned her grandsons visiting from Nebraska and how much they enjoyed the festival, to the point where they didn't want to go home. Peterson expressed pride in everyone who put the event together and appreciated the community's efforts.

Councilmember Gardner discussed his visit to Oval Beach on Sunday, noting the long line of cars and the beach's busy atmosphere. He praised Linda, the beach manager, for her excellent traffic management and customer service during a hot day. Gardner shared an incident where he helped a stranded motorist and highlighted how the beach staff, including the deputy, went above and beyond to assist visitors. He suggested having a post-season debrief to discuss the beach operations, calling it a critical revenue generator for the city's parks. Gardner emphasized the importance of reviewing what went well and what could be improved during the beach season.

Mayor Pro-Tem Stanton echoed comments about the Venetian Festival, thanking the Rotary Club and numerous volunteers who made the event successful. She praised the community's spirit and the way people step up to help make events family-friendly. Stanton also warned about upcoming staffing challenges for local businesses in August, as college and high school students begin to leave for school and sports. She encouraged patience from visitors and locals alike during this transition period.

Councilmember Dean thanked the Rotary leadership for the successful Venetian weekend. He specifically highlighted Helen Baldwin's leadership in the Rotary and her contributions to the community, such as helping create the Saugatuck Wilds natural area. Dean also humorously thanked his wife Max Dean and Mary Eileen for allowing their husbands to take a boating trip to the Straits of Mackinac and Les Cheneaux Islands during the festival weekend, praising the beauty of Michigan's waters.

Councilmember Muncey commented on the Venetian Festival, noting it was the first time in 20 years he hadn't volunteered due to a wedding work commitment. He served as a judge for the boat parade, sitting with Lisa Mize and Eric Peterson. Muncey suggested potentially offering a boat slip or prize to encourage more boat parade participation, referencing Charlevoix's event with 30 boats. He thanked Sean Steele and Julie at the Star of Saugatuck for their boat decoration efforts. Muncey also paid tribute to Tim Harrell, a young employee at Phil's who recently passed away, describing him as a friendly giant who was an integral part of the Saugatuck community. He emphasized how people like Tim make the town special, beyond just the residents.

Councilmember Clark expressed pride in the town during the Venetian Festival weekend, highlighting how happy people were and how the event puts Saugatuck on the map. He thanked everybody who helped make the weekend wonderful. Clark also acknowledged Ryan Cummins for stepping up into the planning role in Luke Thompson's absence, recognizing the additional work and burden this places on him and hoping the city can find someone to help share the workload.

Mayor Anderson noted that Saugatuck is a great city, and volunteerism is the secret sauce of making special events work. Good luck to Ryan and Jamie on staying healthy due to sickness going around the office.

Correspondence:

- A. Jim Smit submitted correspondence on 145 Grant Street water service.
- B. Jim Sellman submitted correspondence on the Spear Street light removal.
- C. The clerk submitted a Parking Task Force Notice for Applicants.

Adjournment:

Motion by Stanton second by Dean to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned at 8:00 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Scott Herbert – Public Works Superintendent

MEETING DATE: Wednesday August 6th, 2025

SUBJECT: Holiday Lighting

DESCRIPTION:

Holiday Lighting Contract Renewal – Chips Groundcover

Contract Term: Three-year renewal for 2025, 2026, and 2027 holiday seasons.

Scope: Installation, service, takedown, and storage of commercial grade 5mm mini lights. Downtown streets include Culver Street from Butler to the SCA, Butler Street from Culver Street to Mary Street, and the trees at Wicks Park.

Contract Amount:

- **Downtown Areas: \$23,400 annually**
- **Wicks Park: \$2,950 annually**

Additional Lighting Areas Proposed:

The following locations may also need additional electrical work to provide power for the expanded holiday lighting. Consumer's Energy has provided a cost estimate of **\$1,500** to install new outlets on utility poles.

- **Griffith Street (14 trees): \$2,150**
- **Water Street (38 trees): \$5,950**
- **Mason Street (30 trees): \$4,450**
- **Hoffman Street (16 trees): \$3,750**
- **Main Street (8 trees): \$2,450**
- **Mary Street (15 trees): \$5,750**

Electrical Options

Consumers Energy was able to provide the following options for future maintenance of the utility pole outlets:

\$317.00 per work location

Consumers Energy will disconnect the outlet from the CE secondary to de-energize it at the pole. The City will handle maintenance or replacement of the outlets, with any replacement outlets requiring prior approval from Consumers Energy. Consumers Energy will then return to reconnect the outlet wiring to the CE secondary distribution. An updated form 160 will be needed to account for these outlets on our poles.

Electrical Contractor Proposals:

- **Polarity Electric: \$385 per pole**
- **RAF Electric: \$2,350 per pole**
- **Haveman Electric: Declined**

\$636.00 per work location

Consumers Energy will disconnect City outlets and install CE-approved outlets on the poles. These outlets will become CE-owned equipment, which can only be serviced by qualified CE line workers, but the City will be able to use them. An updated Form 160 will be required to account for these outlets on our poles.

\$1,500.00 per work location

This is the estimated cost for Consumers Energy to add a new outlet to a wood pole. Before installation, the pole must be analyzed and approved by our Infrastructure Attachment group. An updated Form 160 will be required to account for these outlets on our poles.

Recommendation

- Approve the three-year renewal with Chips Groundcover for existing downtown lighting and Wicks Park.
- Discuss/evaluate holiday lighting expansion options and provide feedback to staff.
- Maintain ownership of the utility pole outlets and allow staff to coordinate necessary repairs and upgrades with Consumer's Energy and Polarity Electric as needed. This ensures timely serviceability and troubleshooting by DPW, Chips Groundcover, electrical contractors, and Consumers Energy.

BUDGET ACTION REQUIRED:

Fiscal Year 2025-2026: \$26,350 for the contract renewal for lights downtown and at Wicks Park.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Discussion only.



11931 E Lakewood Blvd • Holland MI 49424 • info@chipsgroundcover.com • Phone - 616.546.9196 • Fax – 616.546.9210

Christmascape Renewal. Prepared For:

Bill To:	City of Saugatuck		Date:	03/07/25
Job Name (if different):	Downtown Areas (2025 additions)	Primary Contact (if commercial):	Ryan Cummins Scott Herbert	
Phone:	269-857-2603	Email:	rcummins@saugatuckcity.com	
Billing Address, City, State, Zip:	102 Butler St. PO Box 86 Saugatuck MI 49453			
Jobsite Address:	See detail below.			

Thank you for your interest in our services! We take pride in the displays we create (we call them “Christmascapes!”) for your enjoyment and we hope to work with you soon.

Please initial at each desired item. Please complete top-portion of reverse side for scheduling

Item #:	CUSTOMER INITIAL	Description:	Annual Price:
Description: Addition of various downtown areas. Annual price; 2025, 2026, 2027 Christmas Season. Pricing valid for 30 days from issuance. Pricing includes installation, service (see terms), takedown, and storage of materials. Pricing does not include the sale of material. Installation method to be consistent to current display (Trees along Butler Ave, Culver St, and other nearby areas). Trunks and select branches to wrapped 10-12 foot height where possible. Strand Spacing approximately 6” apart. Tree canopies to be wrapped where possible, avoiding areas when overhead utility / power lines are present. Tree canopy spacing and number of strands will vary based on canopy size and shape and species of tree. Client responsibility to provide adequate power. Note: Individual tree pricing varies based on tree size, shape and species. Some trees may be skipped due to power unavailable, if too small to hold lights, or other reasons. Pricing reflects estimated tree quantity, and subject to change based on actual quantity. Material to be used: Commercial Grade 5mm minis lights with 6” bulb spacing. Service: To be included within Downtown Area Service (not additional to). Downtown Area Service: Includes up to 30 free service calls per season upon proposal acceptance. Service calls are typically completed within 4 business days of notice of the closest business day, weather and safety depending (Saturday and Sunday calls will be processed Monday). Each additional service call billed at \$85 first hour (minimum). \$85 each additional hour, billed in 15 minute increments. Material needing replacement due to theft, vandalism, or acts of nature may be billed additional. Material to be replaced due to installation error or manufacturer defect will be completed at no additional costs. No Sunday or Holiday call-outs.			
1		Griffith Street from Culver To Mason (Estimated 14 trees)	\$2,150
2		Water Street from Culver to Mary (Estimated 38 trees)	\$5,950
3		Mason St. from Water to Griffin (Estimated 30 trees)	\$4,450
4		Hoffman St. from Water to Butler (Estimated 16 trees)	\$3,750
5		Main St. from Water to Butler (Estimated 8 trees)	\$2,450
6		Mary St. from Water to Butler (Estimated 15 trees)	\$5750



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Christmascape Renewal. Prepared For:

Bill To:	City of Saugatuck			Date:	04/03/25
Job Name (if different):	Downtown Areas		Primary Contact (if commercial):		Ryan Cummins
Phone:	269-857-2603		Email:	rcummins@saugatuckcity.com	
Billing Address, City, State, Zip:		102 Butler St. PO Box 86 Saugatuck MI 49453			
Jobsite Address:		Various, as described.			

Thank you for your interest in our services! We take pride in the displays we create (we call them “Christmascares!”) for your enjoyment and we hope to work with you soon.

Please initial at each desired item. Please complete top-portion of reverse side for scheduling

Description:	Annual Price:														
Renewal of Christmascape, creating display similar to previous seasons with 3 year agreement. (2025, 2026, 2027 seasons). <table border="1"> <thead> <tr> <th>Area</th><th>Number of trees</th></tr> </thead> <tbody> <tr> <td>Culver Street from Griffith to Saugatuck Center for the Arts</td><td>6</td></tr> <tr> <td>Culver Street from Butler to Griffith St</td><td>15</td></tr> <tr> <td>Butler Street from Mason St to Culver</td><td>20</td></tr> <tr> <td>Butler Street from Hoffman St to Mason St</td><td>15</td></tr> <tr> <td>Butler Street from Main St. to Hoffman St</td><td>20</td></tr> <tr> <td>Butler Street from Mary St. to Main St</td><td>9</td></tr> </tbody> </table> Pricing valid for 30 days from issuance. Pricing includes installation, service (see terms), takedown, and storage of materials. Pricing does not include the sale of material. Trunks and select branches to wrapped 10-12 foot height where possible. Strand Spacing approximately 6” apart. Tree canopies to be wrapped where possible, consistent with previous seasons, avoiding areas when overhead utility / power lines are present. Tree canopy spacing and number of strands will vary based on canopy size and shape and species of tree. Client responsibility to provide adequate power. Note: Individual tree pricing varies based on tree size, shape and species. Some trees may be skipped due to power unavailable, if too small to hold lights, or other reasons. Pricing subject to change based on actual quantity. Material to be used: Commercial Grade 5mm minis lights with 6” bulb spacing. Service: Includes up to 30 free service calls per season upon proposal acceptance, (to be combined into any existing or future contracts with client, not additional to). Service calls are typically completed within 4 business days of notice of the closest business day, weather and safety depending (Saturday and Sunday calls will be processed Monday). Each additional service call billed at \$85 first hour (minimum). \$85 each additional hour, billed in 15 minute increments. Material needing replacement due to theft, vandalism, or acts of nature may be billed additional. Material to be replaced due to installation error or manufacturer defect will be completed at no additional costs. No Sunday or Holiday call-outs.	Area	Number of trees	Culver Street from Griffith to Saugatuck Center for the Arts	6	Culver Street from Butler to Griffith St	15	Butler Street from Mason St to Culver	20	Butler Street from Hoffman St to Mason St	15	Butler Street from Main St. to Hoffman St	20	Butler Street from Mary St. to Main St	9	\$23,400
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Butler Street from Mary St. to Main St	9														

Installation target to be started no earlier than August 31. Lights powered on target between October 20 – November 10 (or per City Request). Takedown to be completed target March 15-31 (or per City request)	
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Client Signature: _____ **Print:** _____ **Title:** _____ **Date:** _____

Your (the client) signature, verbal agreement, or agreement via email to this contract acknowledges that you personally guarantee payment for services rendered. The client agrees to pay all costs associated with the collection process, if necessary. Payment may be required prior to beginning work otherwise payment is due 30 days after invoice date. \$25 returned check fee, 24% annual finance charge on past due invoices. Proposals valid for thirty days. Prices based on product availability. Client required to supply adequate electric power prior to installation date. Alterations from plans are to be added or subtracted from the sum quoted in this contract. Chips Groundcover, LLC agrees to carry worker's compensation and general liability insurance, and to pay all taxes on material and labor furnished under this contract as required by federal laws and the laws of the state of Michigan.

Notes: _____

SERVICE / MATERIAL WARRANTY AND REPLACEMENT: You receive 3 free service calls per season (3 months) upon proposal / renewal acceptance (unless noted otherwise). Service calls are typically completed within 3 days of notice of nearest business day; and are weather and safety dependent. Each additional service call billed at \$85 first hour (minimum). \$85 each additional hour, billed in 15 minute increments. New material covered for 1 season (3 months) under manufacturer's warranty. At re-installation: defective and non-working material may be billed additional, if unable to be fixed by us. Material needing replacement due to theft, vandalism, or acts of nature may be billed additional. Material to be replaced due to installation error or manufacturer defect will be completed at no additional costs. Client is responsible for providing adequate power. No Sunday or Holiday call-outs. No service fee will be assessed for items which are unserviceable due to safety concerns. (Material not supplied by us excluded from service & material warranty policy) **Need Service? Don't hesitate to call- we might be working in your area and might be able to waive service charges.**

STORAGE: Unless noted, you are purchasing material upon initial installation. Type and number of Timers and Extension cords may change annually based on installation method. Prices include 11 months of off-season storage (when installed for seasonal use). Additional storage billed \$8 per month per \$1,000 of job total, \$8/month minimum, billed annually at beginning of storage period. Your material is stored off site and insured during the off-season.

Office Use: Date Rcvd: _____ Date Cnfmd _____ By: _____ WG/WM Complete: Y | N _____

Rqstd PO: _____ TmrType: _____ TmrPr: _____ RqTD: _____ rv 01/20



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Christmascap Renewal. Prepared For:

Bill To:	City of Saugatuck	Date:	04-03-25
Job Name (if different):	Wicks Park	Primary Contact (if commercial):	Ryan Cummins
Phone:	269-857-2603	Email:	rcummins@saugatuckcity.com
Billing Address, City, State, Zip:	102 Butler St. PO Box 86 Saugatuck MI 49453		
Jobsite Address:	Wicks Park Area, Saugatuck Mi.		

Thank you for your interest in our services! We take pride in the displays we create (we call them “Christmascapes!”) for your enjoyment and we hope to work with you soon.

Please initial at each desired item. Please complete top-portion of reverse side for scheduling

Description:	Current Year:
Renewal of Christmascap, creating display similar to previous seasons with 3 year agreement. (2025, 2026, 2027 seasons). Tree Lighting: (7) Trees in Wicks Park. on overhead map using 5mm mini style Christmas lights (warm white). Trunk wraps and tree canopies up to approximately 10-12' height, Trunk wraps approx 6" spacing. Canopy wraps approx 12-24" spacing. Pricing valid for 30 days from issuance. Pricing includes installation, service (see terms), takedown, and storage of materials. Pricing does not include the sale of material. Trunks and select branches to wrapped 10-12 foot height where possible. Strand Spacing approximately 6" apart. Tree canopies to be wrapped where possible, consistent with previous seasons, avoiding areas when overhead utility / power lines are present. Tree canopy spacing to be approx 24". Client responsibility to provide adequate power. Note: Individual tree pricing varies based on tree size, shape and species. Some trees may be skipped due to power unavailable, if too small to hold lights, or other reasons. Pricing subject to change based on actual quantity. Material to be used: Commercial Grade 5mm minis lights with 6" bulb spacing. Service: Includes up to 30 free service calls per season upon proposal acceptance, (to be combined inot any existing or future contracts with client, not additional to). Service calls are typically completed within 4 business days of notice of the closest business day, weather and safety depending (Saturday and Sunday calls will be processed Monday). Each additional service call billed at \$85 first hour (minimum). \$85 each additional hour, billed in 15 minute increments. Material needing replacement due to theft, vandalism, or acts of nature may be billed additional. Material to be replaced due to installation error or manufacturer defect will be completed at no additional costs. No Sunday or Holiday call-outs.	\$2950

Client Signature: _____ **Print:** _____ **Title:** _____ **Date:** _____

Your (the client) signature, verbal agreement, or agreement via email to this contract acknowledges that you personally guarantee payment for services rendered. The client agrees to pay all costs associated with the collection process, if necessary. Payment may be required prior to beginning work otherwise payment is due 30 days after invoice date. \$25 returned check fee, 24% annual finance charge on past due invoices. Proposals valid for thirty days. Prices based on product availability. Client required to supply adequate electric power prior to installation date. Alterations from plans are to be added or subtracted from the sum quoted in this contract. Chips

Groundcover, LLC agrees to carry worker’s compensation and general liability insurance, and to pay all taxes on material and labor furnished under this contract as required by federal laws and the laws of the state of Michigan.

Notes: _____

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STORAGE: Unless noted, you are purchasing material upon initial installation. Type and number of Timers and Extension cords may change annually based on installation method. Prices include 11 months of off-season storage (when installed for seasonal use). Additional storage billed \$8 per month per \$1,000 of job total, \$8/month minimum, billed annually at beginning of storage period. Your material is stored off site and insured during the off-season.

Office Use: Date Rcvd: _____ Date Cnfmnd _____ By: _____ WG/WM Complete: Y N _____				
Rqstd PO:	TmrType:	TmrPr:	RqTD:	rv 01/20

Scott Herbert

From: KYLE R. BROTT <KYLE.BROTT@cmsenergy.com>
Sent: Wednesday, June 11, 2025 4:00 PM
To: Scott Herbert
Cc: Derek A. Nofz
Subject: Outlets on Poles - Consumers Energy
Attachments: Decorative Outlet.jfif; Decorative Outlet Wiring Diagram.jfif; Field Checked Outlet Locations_6.6.25.pdf

You don't often get email from kyle.brott@cmsenergy.com. [Learn why this is important](#)

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

Scott,

Following up from our meeting last week on Friday.

When we walked Butler St and then drove Water St, we located 33 wood poles with existing electrical outlets on them (see attached). It was determined previously by a Consumers Energy (CE) service worker on our operations side that these outlets are customer owned.

CE can offer you the following options for future maintenance of those outlets:

\$317.00 per work location

Consumers Energy will disconnect the outlet from the CE secondary to de-energize it at the pole. The City will handle maintenance or replacement of the outlet, with any replacement outlets requiring prior approval from CE. Consumers Energy will then return to reconnect the outlet wiring to the CE secondary distribution. An updated Form 160 will be needed to account for these outlets on our poles.

\$636.00 per work location

Consumers Energy will disconnect City outlets and install CE-approved outlets on the poles. These outlets will become CE-owned equipment, which can only be serviced by qualified CE line workers, but the City will be able to use them. An updated Form 160 will be required to account for these outlets on our poles.

Additional Visual:



\$1,500.00 per work location

This is the estimated cost for Consumers Energy to add a new outlet to a wood pole. Before installation, the pole must be analyzed and approved by our Infrastructure Attachment group. An updated Form 160 will be required to account for these outlets on our poles.

Let me know if you have any questions.

Kyle Brott

Consumers Energy - Streetlight Programs

Cell: 269-370-3665

Streetlight Brochure:

<https://www.consumersenergy.com/-/media/CE/Documents/outage/streetlight-installation-guide.pdf>

POLARITY ELECTRIC, INC.

4922 146th Avenue, Holland, MI 49423
(616) 748-0600 • Fax (616) 748-0650

August 1, 2025

Quote #25806

**City of Saugatuck
102 Butler St
Saugatuck, MI 49453**

Attn: Scott Herbert

Subject: Power Pole Outlet Repairs

Polarity Electric Inc. is pleased to quote labor and material to replace existing outlets and fuse holders with new components.

Quoted Amount Per Pole-----\$385.00

Quote Includes:

- Labor and materials to replace edison style fuse holder with a Square D QO120 weatherproof breaker and enclosure
- Labor and materials to replace existing outlet and box with metallic box and in-use cover.
- Labor and materials to install new WR rated gfci receptacle.

Quote Excludes:

- Repair of utility feed messenger wires
- Permitting Fees (This can be evaluated later to determine necessity and most cost effective path if required)

Please feel free to contact with any questions or concerns.

Thank You,

Brian Lampen



July 30, 2025
City of Saugatuck
102 Butler St.
Saugatuck, MI 49453

R.E.: Downtown Street Power Pole

R.A.F. ELECTRIC INC. IS PLEASE TO OFFER YOU THIS NEW PROPOSAL. THIS PRICE IS BASED UPON INFORMATION RECEIVED FROM YOU. ANY CHANGES OR ADDITIONS MAY REQUIRE ADDITIONAL PRICING.

SCOPE OF WORK:

- DEMO AND REMOVE EXISTING CONDUIT AND WIRING FROM POWER POLE
- PROVIDE AND INSTALL NEW PVC CONDUIT WITH WEATHERHEAD ON EXISTING POWER POLE
- PROVIDE AND INSTALL 20 AMP BREAKER DISCONNECT SWITCH AND GFCI OUTLET BOTH IN WEATHER RATED BOXES. GFCI RECPTACLE TO HAVE METAL IN USE COVER
- BUCKET TRUCK PROVIDED
- ALL WORK TO BE DONE DURING NORMAL BUSINESS HOURS
- THIS PRICING IS PER POLE
- CORDINATE DISCONNECT/RECONNECT OF POWER WITH CONSUMERS ENERGY

Total: \$2,350

M 616-836-4451 O 269-543-3017
6325 134TH Ave. Saugatuck, MI 49453
Rafelectricinc.com bobf@rafelectricinc.com

1 of 4

IF YOU HAVE ANY QUESTIONS RELATED TO THIS PROPOSAL OR WOULD LIKE ADDITIONAL PRICING, PLEASE FEEL FREE TO CONTACT ME AT ANY TIME. WE LOOK FORWARD TO WORKING WITH YOU ON THIS PROJECT AND IN ANY FUTURE PROJECTS AS WELL.

SINCERELY,

ROBERT FIRMISS

M 616-836-4451 O 269-543-3017
6325 134TH Ave. Saugatuck, MI 49453
Rafelectricinc.com bobf@rafelectricinc.com

2 of 4



Contractual Agreement

By signing below, I agree to the scope of work outlined and the terms and conditions below.

Signature:

Written Name/Title:

Date:

Terms and Conditions

1. An instruction to carry out work, whether written or verbal, shall be taken as acceptance of these terms and conditions unless the work is the subject of another written contract, the terms of which supersede these.

2. Definition and basis of pricing

a) An estimate is an approximate price, calculated with reasonable care from available information, which may be given as a range or percentage variation. It constitutes an offer to do the work within the price range. This will be used where an exact price is not required or is impossible to give due to lack of information.

b) A quotation is an offer to do the work specified at the price quoted. Once a quotation or estimate is accepted by the client, it is to be taken as a contract between them.

c) Schedule of work. An estimate or quotation will be calculated from the schedule of work or information supplied by the client. This schedule is the basis of the contract, and clients are advised to check the schedule carefully to ensure that it is what they require.

3. Conditions

a) The price is based on normal working hours, Monday to Friday, unless otherwise stated.

4. Variations

a) Unless otherwise stated in the estimate or quotation all variations in labor and/ or material costs subsequent to the date of the estimate or quotation may be passed on to the client.

b) Variations or additional work required shall be detailed by the client as early as possible. Ideally this will enable a price variation to be prepared and accepted. Instructions for work to proceed, before such acceptance, shall be required in writing and taken to mean acceptance of charges.

c) Should variations be necessary and the client not available, the work will be carried out in the manner RAF Electric considers to best solve the problem. Any such variation will be chargeable to the client unless expressly forbidden by the client in writing.

5. Payment

a) Unless otherwise stated in the estimate or quotation, payment shall be due on receipt of invoice, which shall be submitted on completion of work.

b) Should the period of work be extended, monthly invoices for work done and materials supplied or specially ordered and held will be submitted. Payment of these shall be due on receipt of invoice.

c) Materials supplied shall remain on the property of the company until paid in full

d) If any invoice is not paid when due, RAF Electric, Inc. may charge a finance charge equal to 1.5% per month from the date of the invoice until paid. Should RAF Electric, Inc. initiate any action to force collection of any sums due, the client agrees to pay all costs incurred by RAF Electric, Inc., in collection including reasonable attorney fees.

6. Disputed Invoices and Late Payment

Client shall pay all invoices within 30 days after receipt. If Client disputes an invoice or any part thereof, Client shall, within 10 days after receipt of the invoice, notify RAF Electric of the item disputed, specifying the reason for the dispute. Payment of the disputed amount may be withheld until a resolution with RAF Electric but timely payment must be made of any undisputed portion. Any sums (including amounts paid with respect to a disputed invoice) not paid within the above specified days shall bear interest at the rate of 1.5% per month, or the maximum legal rate, from the due date until paid. If Client does not pay any undisputed items within the above stated time, RAF Electric may suspend operations or terminate this contract.

7. Time of Completion

M 616-836-4451 O 269-543-3017
6325 134TH Ave. Saugatuck, MI 49453
Rafelectricinc.com bobf@rafelectricinc.com

3 of 4

RAF Electric, Inc., shall endeavor to carry out the work in accordance with the dates specified on the estimate or quotation, or if no dates are specified, within a reasonable period. However, RAF Electric, Inc. cannot be held responsible for any losses, damage or increase in cost due to delays beyond its control.

Scott Herbert

From: Tim Speelman <tims@havemanelectric.com>
Sent: Friday, August 1, 2025 9:11 AM
To: Scott Herbert
Subject: RE: City of Saugatuck Utility Pole Outlets

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

Hi Scott,

Haveman Electric has some safety concerns with installing new receptacle assemblies on the Consumers Energy Poles. We do not have the necessary training and equipment to work that close to the consumers energy wires and would not be able to install the receptacle assemblies at the height required. We therefore will not be able to help you with this project.

Tim Speelman
Haveman Electric

From: Scott Herbert <scott@saugatuckcity.com>
Sent: Wednesday, July 30, 2025 8:27 AM
To: Tim Speelman <tims@havemanelectric.com>
Subject: City of Saugatuck Utility Pole Outlets

Hi Tim,

Thank you for taking my call yesterday. The attached two photos are a couple examples of the outlets that we'd like replaced. My cell phone number is (616) 886-8408.

Looking forward to hearing back from you.

Thanks again,

Scott Herbert
Public Works Superintendent
City of Saugatuck
(269) 857-2603

Want City of Saugatuck news?
Sign Up here:
<https://www.saugatuckcity.com/enews-sign-up.html>



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: August 6, 2025

SUBJECT: Ordinance No. 250811-A: Amendment to Chapter 135 of City Code

DESCRIPTION:

In late 2024, City Council agreed to partner with the City of the Village of Douglas and Saugatuck Township to create a Tri-Community Wildlife Management Committee with a sunset date of December 31, 2025.

The committee held several meetings and recommended that each municipality adopt the attached resolution. City Council approved the resolution on April 14.

During the committee's work, staff and legal counsel flagged the need to update our existing ordinance. Based on feedback from the Saugatuck City committee members and staff, legal has prepared proposed amendments. Legal advised the following:

Chapter 135 currently prohibits the discharge of any firearms or archery equipment within City limits except with a permit from the City Council, which an exception only for law enforcement officers acting pursuant to their official duties. The proposed amendment to Chapter 135 would revise the City's regulations on weapons to: 1) better facilitate lawful deer hunting in accordance with state regulations, in hopes of mitigating the City's current deer overpopulation issues; 2) align with current state and federal law on the topic of weapon regulation as there have been notable developments in this area in recent years; 3) remove the permitting process that historically has not been utilized by the City; and 4) remove regulations that may be ambiguous or simply better regulated on a state or federal level.

Under the new regulations, the discharge of firearms is still prohibited within City limits, with exceptions law enforcement officers discharging their duties and now for deer culls that have received approval from the City, the Allegan County Sheriff's Department, and

other applicable local and state agencies. As the City has been exploring the possibility of employing a cull to reduce the deer population, this new exception would allow that to occur, provided the requisite approvals have been obtained.

Updates to Archery Regulations

At the workshop meeting, the consensus of the City Council was that there was not a desire to allow archery hunting citywide, but there was interest in allowing archery hunting in areas where the parcel size is larger, such as Dunegrass.

Legal has updated the drafted ordinance to prohibit discharge of archery equipment unless the area is specifically designated by resolution of the City Council. The use of any archery equipment must comply with applicable state laws, rules, and regulations. This would include a requirement for anyone using archery equipment to hunt to obtain a hunting license from the DNR, which in turn entails taking a hunter safety class. This revision would allow interested people to hunt in designated areas during hunting season in accordance with the rules and regulations established by the DNR, which, like the change above, will hopefully help address the City's deer overpopulation issues. Also of note, anyone using archery equipment in a reckless fashion or in such a way as to harm or endanger people or property would be subject to applicable state law sanctions.

Designating Areas by Resolution

As Dunegrass was listed as an example, staff evaluated parcel sizes in that area. The smallest parcel is .4 acres and the largest is 5.03 acres. The average parcel is 1.96 acres.

Staff prepared the attached map of the City showing parcels that have at least one or more acres of land.

Staff checked with the Department of Natural Resources Wildlife Biologist, Don Poppe, for any recommendations on minimum parcel size. He advised the following:

I consulted with our deer specialist, and it doesn't sound like the minimum parcel size concept is widely used.

There are so many unique situations as far as trying to make sure one parcel versus another is more safe or sufficient. It is difficult to define.

As a review, **safety** is the responsibility of the hunter. There is little evidence to indicate bowhunters are dangerous to other people, they are at much higher risk of hurting themselves through an unfortunate accident. Certainly, hunting around people, a hunter should be hyper conscious of safety and image.

Whether a parcel is **sufficient** in my opinion revolves around whether there are deer to hunt, preferably in a somewhat discreet setting, and can the hunter have reasonable

confidence that they can legally retrieve the deer. That last one can have so many variables beyond parcel size, but relies on the hunter having permission to retrieve the deer wherever it can be reasonably expected to expire, which with a good shot should be less than 100yds, but could be in the 200 yd range as well.

Ottawa County has established rules and regulations for hunting in their parks. Their regulations prohibit hunting within 450 feet of occupied buildings and require hunters to maintain a 30 yard distance from property lines.

Staff seeks further Council direction on:

- Is there a minimum parcel size you wish to establish for archery hunting of deer?
 - If a parcel doesn't meet the minimum size, would you allow hunters to obtain permission of multiple private property owners to meet the minimum area requirement, so long as the properties were contiguous?
- Are you willing to allow hunting of deer on public lands or only private?
- Is there a minimum distance from occupied buildings or property lines that you would like to establish for archery hunting?

Based on Council's direction, staff will prepare a resolution outlining where archery hunting is permitted.

LEGAL REVIEW:

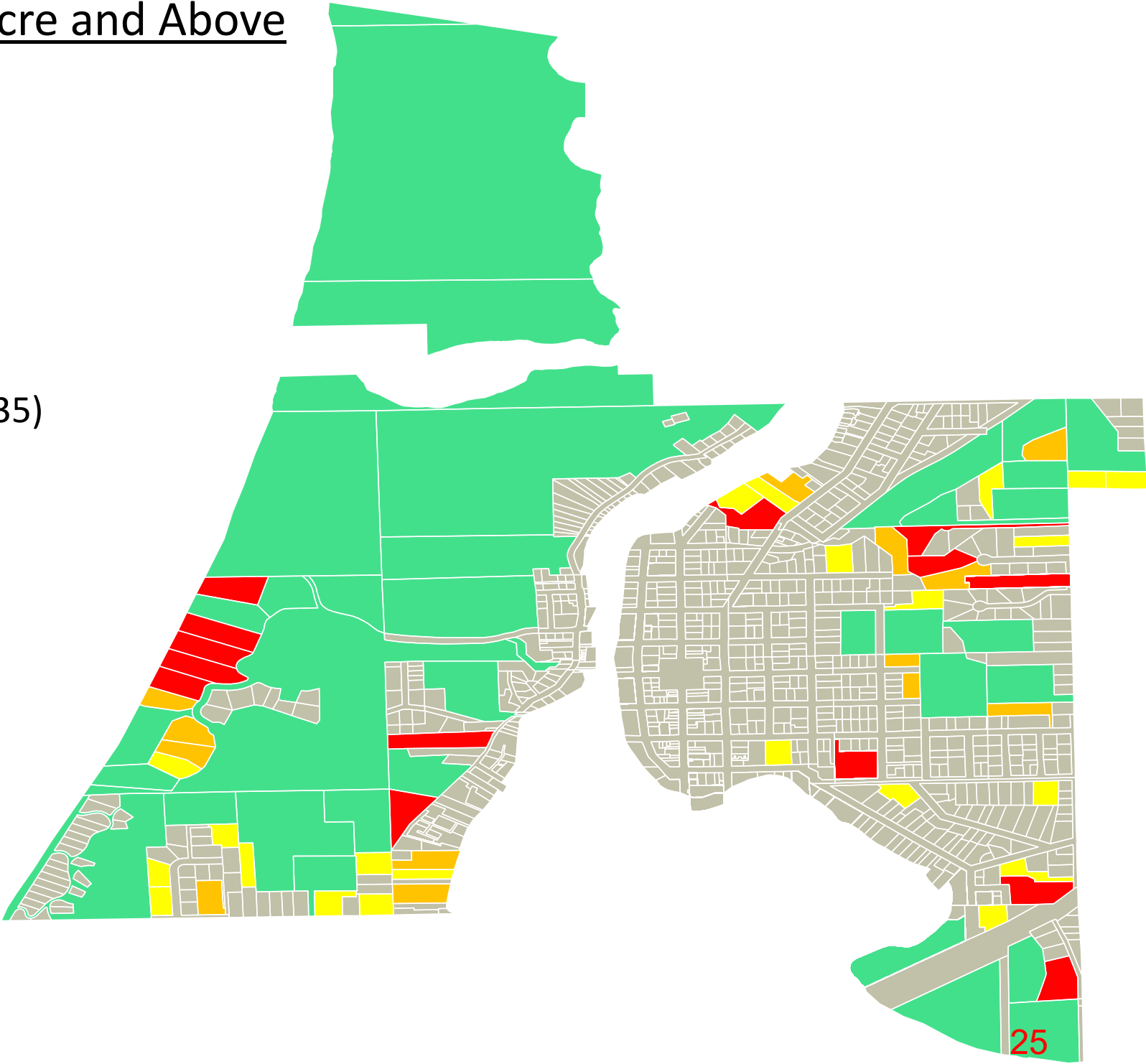
Legal prepared the proposed amendments and provided a legal opinion which has been shared with City Council.

SAMPLE MOTION:

Motion to approve Ordinance No. 250811-A to amend Chapter 135 of the City Code.

Parcels by Size: 1 Acre and Above

- 1.0 - 1.5 Acres (22)
- 1.5 - 2.0 Acres (13)
- 2.0 - 3.0 Acres (14)
- 3.0 Acres or more (35)



CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

AMENDMENT TO CITY CODE

ORDINANCE NO. 250811-A

At a meeting of the City Council of the City of Saugatuck, Allegan County, Michigan, held at the City of Saugatuck Hall on _____, 2025 at _____ p.m., City Council Member _____ moved to adopt the following ordinance, which motion was seconded by City Council Member _____.

An ordinance to amend the City of Saugatuck's Code of Ordinances, Chapter 135, to revise and update the City's regulations of weapons to align with applicable law and to provide an exception for the discharge of firearms within City limits as part of a City-sanctioned deer cull, to protect the public health, safety, and welfare.

CITY OF SAUGATUCK, ALLEGAN COUNTY, ORDAINS:

SECTION 1. AMENDMENT TO CITY CODE OF ORDINANCES, CHAPTER 135, SECTION 135.01: City of Saugatuck Code of Ordinances, Chapter 135, Section 135.01, shall be amended to read as follows:

§ 135.01 WEAPONS

(A) No person shall fire or discharge a firearm within the limits of the City, except for the following:

- (1) A police officer or other peace officer in the discharge of his or her duty; and
- (2) Individuals participating in a deer cull approved by the City, the Allegan County Sheriff's Department, and any other applicable local or state agencies or authorities.

(B) No person shall discharge a bow, crossbow, or archery equipment within the limits of the City except in the areas specifically designated by resolution of the City Council. In such areas, the use of bows, crossbows, or archery equipment shall comply with any applicable state laws, rules, and regulations.

SECTION 2. AMENDMENT TO CITY CODE OF ORDINANCES, CHAPTER 135, SECTION 135.02: City of Saugatuck Code of Ordinances, Chapter 135, Section 135.02, shall be deleted in its entirety.

SECTION 3. SEVERABILITY: Should a court of competent jurisdiction find any provision, clause, or portion of this ordinance amendment to be invalid or unconstitutional, the balance or remainder of this ordinance amendment shall remain valid and in full force and effect and shall be

deemed “severable” from the portion, clause, or provision deemed to be invalid or unconstitutional by the court.

SECTION 4. REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4. EFFECTIVE DATE: This Ordinance shall become effective immediately upon the date of this Ordinance’s publication as required by law.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Holly Anderson
City of Saugatuck, Mayor

CERTIFICATION

I hereby certify that:

1. The above is a true copy of an ordinance adopted by the City of Saugatuck at a duly scheduled and noticed meeting of the City Council held on _____, _____ 2025, pursuant to the required statutory procedures.
2. A summary of the above ordinance was duly published in the _____ newspaper, a newspaper that circulates within the City of Saugatuck, on _____, 2025.
3. Within 1 week after such publication, I recorded the above ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the City Council voting, and how each member voted.
4. I filed an attested copy of the above ordinance with the Allegan County Clerk on _____, 2025.

ATTESTED:

Jamie Wolters
City of Saugatuck, Clerk

**CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

NOTICE OF ADOPTION

AMENDMENT TO CITY CODE

ORDINANCE NO. 250811-A

Please take notice that on _____, 2025, the City Council of City of Saugatuck adopted Ordinance No. ____, which, among other things, amends the City of Saugatuck's Code of Ordinances, Chapter 135, to revise and update the City's regulations of weapons to align with applicable law and to provide an exception for the discharge of firearms within City limits as part of a City-sanctioned deer cull. Copies of the ordinance may be obtained from Jamie Wolters, City of Saugatuck Clerk, at 102 Butler Street, P.O. Box 86, Saugatuck, Michigan 49453 during regular business hours.

The Ordinance Amendment has the following sections, which are summarized below: Section 1: Amendment to City Code Chapter 135, Section 135.01; Section 2: Amendment to City Code Chapter 135, Section 135.02; Section 3: Severability; Section 4: Repeal; and Section 5: Effective Date.

Jamie Wolters
City of Saugatuck, Clerk
(269) 857-2603
JWolters@saugatuckcity.com

Publication Date: _____, 2025

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

RESOLUTION NO. 250414-A

**A RESOLUTION FORMALLY RECOGNIZING THE RECOMMENDATIONS OF THE
TRI-COMMUNITY WILDLIFE COMMITTEE**

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

RECITALS

WHEREAS, the Tri-Community Wildlife Committee consists of representatives from the City of the Village of Douglas, the City of Saugatuck, and Saugatuck Township; and

WHEREAS, based on observations and community surveys, the Tri-Community Wildlife Committee has determined that there is a substantial overpopulation of deer within all three communities; and

WHEREAS, the Tri-Community Wildlife Committee recommends that the City of the Village of Douglas, the City of Saugatuck, and Saugatuck Township issue permits and facilitate controlled deer hunts using “Licensed Nuisance Wildlife Control Operators” (sharpshooters) authorized by the Michigan Department of Natural Resources (MDNR); and

WHEREAS, such hunts should take place with the permission of private landowners, including Homeowner Associations (HOAs), within their jurisdictions, with all associated costs and liabilities borne by the landowner(s) and/or HOA until the Tri-Community Wildlife Committee determines that the deer population has been brought under control; and

WHEREAS, the Tri-Community Wildlife Committee further recommends that each municipality facilitate and direct controlled deer hunts on publicly owned lands within their jurisdiction, subject to budgetary constraints, using Licensed Nuisance Wildlife Control Operators (sharpshooters) authorized by the MDNR until the Committee determines the deer population is under control; and

WHEREAS, to further manage the deer population, the Tri-Community Wildlife Committee recommends that the City of the Village of Douglas, the City of Saugatuck, and Saugatuck Township revise their existing ordinances to permit the discharge of archery equipment without a special permit, thereby allowing bow hunting of deer during the fall hunting season in accordance with all applicable State of Michigan hunting regulations; and

WHEREAS, while these controlled hunts may provide temporary relief for landowners facing immediate issues, they are not a long-term solution to the deer overpopulation problem; and

WHEREAS, to monitor the effectiveness of population control measures, the Tri-Community Wildlife Committee has authorized an annual deer population census each March using drone technology to establish a baseline for future assessments; and

WHEREAS, through extensive research, the Tri-Community Wildlife Committee has determined that neither deer contraception nor relocation programs are currently viable due to cost and logistical constraints.

THEREFORE, BE IT RESOLVED, that the City of the Village of Douglas, the City of Saugatuck, and Saugatuck Township formally recognize the recommendations of the Tri-Community Wildlife Committee and commit to working collaboratively to implement appropriate measures to manage the deer population, including but not limited to controlled hunts, ordinance revisions, and continued monitoring efforts; and

BE IT FURTHER RESOLVED that each municipality will endeavor to take the necessary steps to enact policies, allocate resources where feasible, and engage with relevant stakeholders to ensure the success of deer population management efforts in the best interest of public safety, ecological balance, and community well-being.

YEAS: Council Members: Anderson, Dean, Gardner, Muncey, Stanton.

NAYS: Council Members: None.

ABSTAIN: Council Members: None.

ABSENT: Council Members: Clark, Peterson.

ADOPTED this 14th day of April, 2025

CITY OF SAUGATUCK

BY: _____

Holly Anderson, Mayor

BY: _____

Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held April 14, 2025.

Signed:  _____
Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: MEETING Jamie Wolters

DATE: 8-6-25

SUBJECT: Special Event – Haines Wedding Fireworks Display

DESCRIPTION:

The applicant is requesting City Council approval for a fireworks display as part of their upcoming wedding in Saugatuck to take place on August 30, 2025, from 10:50-11:00.

CITY CODE OF ORDINANCE:

§ 92.07 FIREWORKS DISPLAY.

A permit from the City Council is required for the possession, use, or discharge of display fireworks, articles pyrotechnic or special effects (collectively for purposes of this subchapter hereinafter "display fireworks") for public or private display within the city on terms and in a manner consistent with the Act. The storage of fireworks shall be prohibited in the city except in compliance with the Act. All permits shall be subject to compliance with this subchapter and the Act. In the event of any conflict between this subchapter and the Act, the more stringent provision shall control.

(Ord. passed 5-10-2004; Am. Ord. 130909-1, passed 9-9-2013) Penalty, see § [10.99](#)

§ 92.08 PERMIT APPLICATION; FEE; DECISION OF CITY COUNCIL.

Application for permits shall be made in writing, on forms provided by the Michigan Department of Licensing and Regulatory Affairs, to the City Council at least 60 days in advance of the date of the display of fireworks. If an application for a permit is not timely filed as provided herein, the City Council may consider the application only if the applicant shows good cause for submitting a late application. The City Council may, by resolution, establish a nonrefundable fee schedule for the city's cost of reviewing and acting on the application. If such schedule is established by the City Council, the applicant shall submit the nonrefundable fee with the permit application. The City Council may grant, grant with conditions, or deny the permit in accordance with the Act and this subchapter. Notwithstanding any provision of this subchapter, no applicant has a right to issuance of a permit. Nothing in this subchapter shall be construed to limit or impair the discretion of the City Council to deny a permit pursuant to the Act or this chapter. If a permit is granted, the sale, possession, use, or discharge of fireworks for such display shall comply with all terms and conditions of the permit. A permit granted hereunder shall not be transferable, nor shall any such permit be extended beyond the dates set out therein. A permit for a particular display granted by the city under the Act's predecessor shall remain valid subject to its original terms.

(Ord. 130909-1, passed 9-9-2013)

§ 92.09 LIABILITY INSURANCE.

Before a permit for display fireworks is granted by the City Council, the applicant shall furnish to the city a liability insurance policy, in a form satisfactory to the city, in the amount of not less than \$1,000,000 to satisfy claims for damages to property or personal injuries arising out of an act or omission on the part of the applicant, or an agent or employee thereof. The city shall be named as an additional insured on the insurance policy. Before a display fireworks permit is issued, the applicant shall furnish a certificate of insurance for the policy which shall provide for 30 days prior written notice to the city of cancellation or revocation of the policy.

Please see attached documents:

- City of Saugatuck Special Event Application
- City Council Letter
- Site Map

- Safety Plan
- Certificate of Insurance
- Great Lakes Fireworks Contract
- Application for Fireworks Other Than Consumer or Low Impact

Efforts to meet the necessary requirements include:

- City of Saugatuck safety meeting conducted with Fire, Police and DPW.
- Coordination with Safe Harbor Marine, which has granted permission to use their property for the fireworks setup. Boats will be launched empty from Union Street and floated over for setup.
- Approval from Chief Kent to allow the hiring of a police officer for event security; the applicant has reviewed and agreed to the associated personnel costs.
- Saugatuck Township Fire Department has discussed associated costs with applicants.
- Submission of the Special Event Application to the City of Douglas, which is on the August 4th agenda. The application includes the required fencing per DPW's guidelines.
- Submission of the DNR Marine Event Application, which is pending local approval. The DNR has confirmed with applicant they are willing to proceed and finalize the permit once local approval is granted.

LEGAL REVIEW: None.

SAMPLE MOTION: Workshop Discussion.

Dear Saugatuck City Council,

Thank you for your consideration of our firework display for our wedding. I apologize for the late submission. This is my first wedding and first firework display (hopefully!) and took a fair amount of coordination to organize. My wedding planner, Sarah, reached out to the city in early May 2025 and was able to get some information on what it would take to secure city approval at that time. We then researched a variety of firework vendors, reviewed safe location options, and got in touch with the US Coast Guard in order to have all our ducks in a row to complete the city's application. Again, I apologize for the delay in submitting this information to you, but hope you are still able to approve the request. We are really looking forward to celebrating our marriage amongst our family & friends in Saugatuck this summer and know this would be a wonderful way to cap off the evening.

Thank you for your time & consideration,

Andrea Haines

**Council Action**☐ Approved☐ Denied☐ Date

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

SPECIAL EVENT & PARADE APPLICATION

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

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Andrea Haines TELEPHONE: 609-694-1873

MAILING ADDRESS: 1125 3 Mile Rd NW, Grand Rapids, MI 49544

CONTACT NAME: Andrea Haines TELEPHONE: 609-694-1873

E-MAIL ADDRESS: ahainesfitness@gmail.com CELL PHONE: See above

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Sarah Gonzales TELEPHONE: 989-506-3514

E-MAIL ADDRESS: sarah@holdenmichaelevents.com CELL PHONE: See above

EVENT INFORMATION

NAME OF EVENT: Hyska Wedding Firework Display DATE(S) OF EVENT: 08/30/2025

PURPOSE OF EVENT: Celebrate our marriage RAIN DATE: N/A

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

EVENT LOCATION: Coghlin Park EVENT HOURS: 10:50 - 11:00 PM

ESTIMATED NUMBER OF ATTENDEES: 150

ESTIMATED NUMBER OF VOLUNTEERS: 5

ESTIMATE DATE / TIME FOR SET-UP: 08/30/2025 11:00 ☒ A.M. ☐ P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 08/30/2025 11:00 ☐ A.M. ☒ P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: ☐ Yes ☒ No

TYPE OF MUSIC PROPOSED: ☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

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

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

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

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

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

☐ **"YARD" SIGNS** - Number requested: ____ (Maximum size is 2' x 2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☐ **BANNER UNDER SAUGATUCK PALETTE SIGN** - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

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

Description of signs: _____

(Signs at event site cannot be displayed prior to day of the event and must be removed at the end of the event.)

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

☐ **BOOTHS – QUANTITY** _____ ☐ **TENTS – QUANTITY** _____

☐ **AWNINGS – QUANTITY** _____ ☐ **TABLES – QUANTITY** _____

☐ **PORTABLE TOILETS – QUANTITY** _____

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

If yes, where do you propose your vendors park? At Saugatuck Center for the Arts where the wedding

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

DEPARTMENT OF PUBLIC WORKS

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

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

☐ TRASH RECEPTACLES – QUANTITY _____

☐ BARRICADES – QUANTITY _____

☐ TRAFFIC CONES – QUANTITY _____

☐ PARKING SIGNS – QUANTITY _____

☐ FENCING

☐ WATER

☐ ELECTRIC

☐ RESTROOM CLEANING

☐ OTHER _____

POLICE DEPARTMENT

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? ☐ Yes ☒ No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

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

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

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

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

Describe Sidewalk Use: _____

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

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

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

Parking Lot Location: _____

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

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

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

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

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

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

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

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

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

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

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

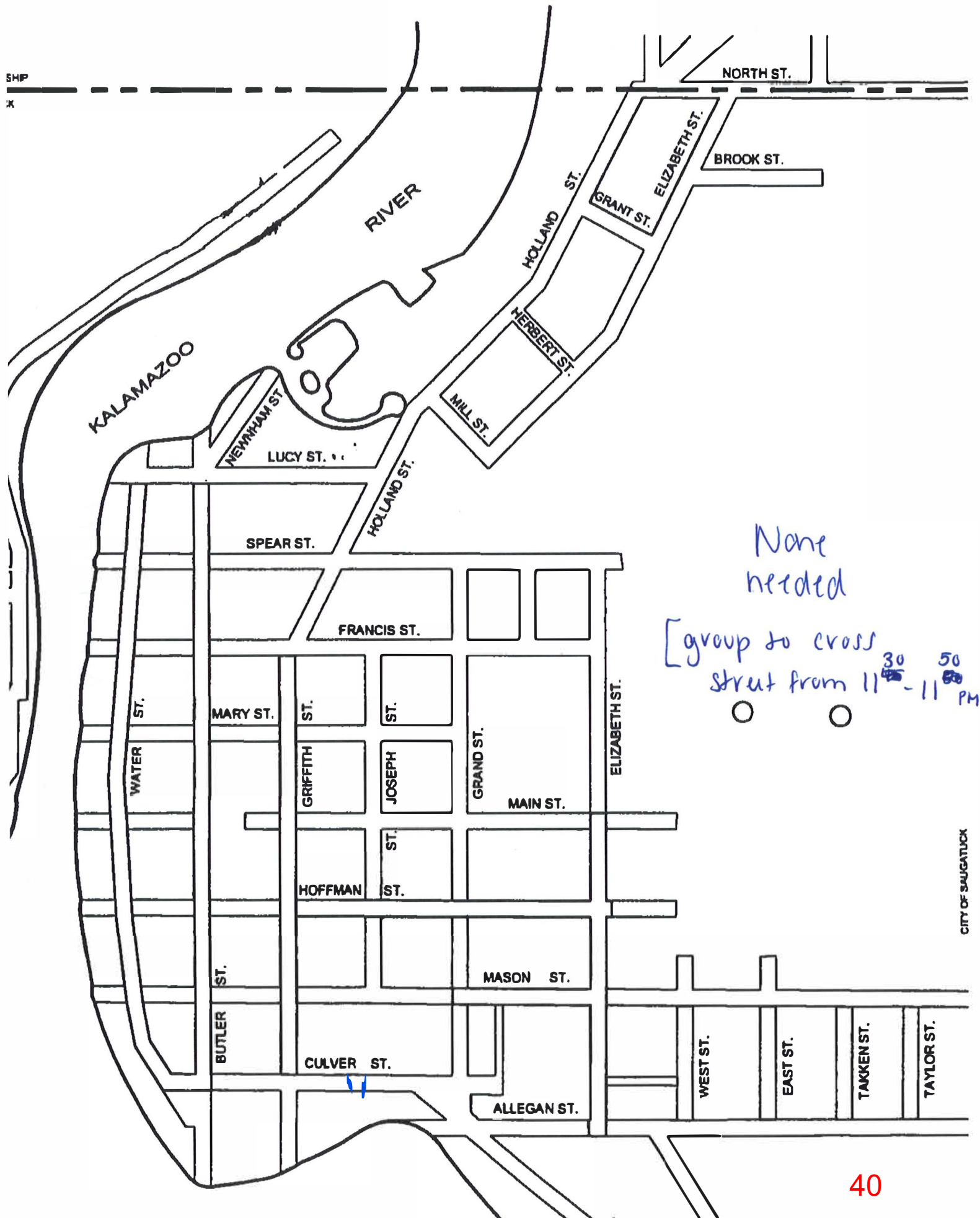


Applicant Signature

7/17/25
~~8/30/25~~

Date

Downtown Street / Sidewalk Closure(s)



Haines Wedding (Revised)

3" Shell Max

Set Up @ Safe Harbor Marine

Legend

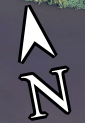
-  225' Safety
-  Barge Location
-  Safe Harbor Tower Marine
-  Set Up Location
-  Set Up Location
-  Spectator Location
-  Spectator Location



Google Earth

Image NOAA
Image Landsat / Copernicus

41
1000 ft



GREAT LAKES FIREWORKS

3275 W. M-76
P.O Box 276
West Branch, MI 48661
(989) 726-5040
morgan@glfpyro.com

FIREWORKS DISPLAY SAFETY PLAN

Event: Haines Wedding

Date: August 30th, 2025 | **Time:** Approximately 10:50 PM - 11:00 PM

Location: Kalamazoo Lake, Saugatuck, MI

Pyrotechnics Company: Great Lakes Fireworks, LLC

Lead Pyrotechnician: Jacob Ellis

Contact #: 616-240-7385

Set Up: Safe Harbor Tower Marine - 216 St Peters Dr, Douglas, MI 49406

Set Up Time: Approx. 3:00 PM

Launch into Position: Approx. 8:00 PM-9:00 PM

1. Public Safety Measures Surrounding the Barge

- The display will be launched from a secured, floating platform/barge positioned on Kalamazoo Lake.
 - The barge will comply with **NFPA 1123 Standards** for waterborne fireworks displays.
 - A **safety perimeter** will be established on the water, enforced by public safety agencies, **Saugatuck Township Fire District and/or Allegan Police Department** to prevent boats or individuals from entering the fallout zone.
 - The barge deck will be covered in **fire-resistant materials** and clearly marked with **No Smoking** signage.
 - The barge will be equipped with **fire extinguishers**, flares, and all necessary emergency tools.
 - Only **trained and certified crew members** will be allowed on the barge. All crew are trained in **fire suppression and emergency procedures**.
 - There will be **zero tolerance for open flame or smoking** on or near the barge at any time.
-

2. Fireworks Storage and Setup

- All 1.3G fireworks will be stored in **ATF approved, fire-resistant containers** until the date of the display.
 - Fireworks will be loaded onto the barge the day of the display by trained pyrotechnicians.
 - Once on-site, racks will be secured to the barge prior to loading the fireworks.
 - All firing systems and safety components will be **tested thoroughly** to ensure safe and proper function before final arming.
 - At all times, setup will be supervised by licensed professionals adhering to **state and federal regulations**.
-

3. Public Security Measures Throughout the Event

- Crowd control and perimeter enforcement will be managed by **local law enforcement, including but not limited to Saugatuck Township Fire District, Allagan Police Department and Douglas Police Department, Department of Public Works** where applicable and/or required.
 - Notifications to the public regarding the display date, time, and safety zones will be made in advance via **local press** and/or **public postings via DNR and USCG**.
 - Emergency medical services will be on standby or within immediate response range for the duration of the event if required by local jurisdictions.
-

4. Requested Support from Public Safety Agencies

Saugatuck Fire Department/Allegan Sheriffs Department/Department of Public Works

- Assistance in establishing and monitoring fire safety protocols.
- Fire personnel on standby during the display for emergency response.
- **Fire Chief Janik** will participate in the pre and post-display safety inspection, including hazardous material sweep (e.g., duds/unexploded shells).
- **Douglas Police Chief Kent** will assist in security for setting up the display.
- **The Department of Public Works** has been requested to provide fencing required for the set up location.

Michigan DNR / U.S. Coast Guard

- Provide public notification (as required) regarding waterway restrictions or temporary closures.
- Coordinate Marine Event Application approval and compliance checks related to water-based pyrotechnics.

Great Lakes Fireworks

- Ensure **barricades, signage, and public access control** around staging areas and launch-related logistics.
 - Conduct post-event **clean-up coordination** and disposal of debris if needed.
-



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS: info@brittongallagher.com	FAX (A/C, No): 216-658-7101
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Everest Indemnity Insurance Company		10851
INSURER B : AXIS Surplus Insurance Company		26620
INSURER C : Everest Denali Insurance Company		16044
INSURER D :		
INSURER E :		
INSURER F :		

License#: BR-1796277
GREALAK-88**COVERAGES****CERTIFICATE NUMBER:** 414420881**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	Y	GCI0010160-251	1/26/2025	1/26/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	GCD0010069-251	1/26/2025	1/26/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	Y	Y	P-001-001560155-01	1/26/2025	1/26/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)Additional Insured extension of coverage is provided by above referenced General Liability and Auto Liability policies where required by written agreement.
Display Date: August 30th, 2025 Rain Date: TBD Location: Shot off a Floating Platform in Kalamazoo LakeAndrea Haines including all its elected and appointed officials, employees, volunteers, boards, commissions, and/or other authorities;
Sarah Gonzales including all its elected and appointed officials, employees, volunteers, boards, commissions, and/or other authorities;
The City of Saugatuck including all its elected and appointed officials, employees, volunteers, boards, commissions, and/or other authorities;**CERTIFICATE HOLDER****CANCELLATION**Andrea Haines
1125 3 Mile Rd
NW Grand Rapids MI 49544
United States

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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GREAT LAKES
FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

THIS CONTRACT AND AGREEMENT for the sale of Fireworks made and concluded this 16th Day of July, 2025 and between GREAT LAKES FIREWORKS, LLC of Eastpointe, Michigan, (hereinafter referred to as "Great Lakes") and Andrea Haines, (hereinafter referred to as "Customer").

GREAT LAKES Agrees:

- 1. To sell, furnish and deliver to Customer, fireworks to be exhibited on the following dates set forth and agreed upon at the time of signing this contract and Customer agrees to pay Great Lakes for the fireworks as follows:
Display Date(s): August 30th, 2025
Alternate Date(s): N/A
Contract Amount: \$ 7,000.00**; Fifty percent (50%) due upon signing the contract and balance due within 15 days of the display date. All payments shall be made by draft or certified check payable to Great Lakes Fireworks, LLC. Great Lakes will assess a 1.5% late charge on balances 30 days past due and a 7% per annum late fee on balances not paid in full by the display date.
- 2. Great Lakes further agrees to furnish sufficiently trained personnel to present a display.
- 3. Great Lakes agrees to furnish Customers with liability insurance in the amount of \$5,000,000 and other coverages as identified in the Certificate of Insurance attached. All Individual/Entities listed on the certificate will be deemed an additional insured per this contract.

CUSTOMER Agrees:

- 4. To procure and furnish a suitable place to display said fireworks, to furnish the necessary police and fire protection; to secure all police, local, and state permits, and to arrange for any security bonds or insurance as required by law in their community when necessary.
- 5. Prior to, during, and immediately following the display, Customer shall be solely responsible to keep all persons (except employees of Great Lakes) out of the designated danger areas and behind safety zone lines and limits.
- 6. Immediately following the display, Great Lakes, to the best of its ability, will police the area for any misfires ("duds"). Great Lakes agrees to police the area again at "first light." Great Lakes will pick up misfires for disposal. If Customer must move misfires for safety reasons, Customer understands that the misfires are only to be handled by trained personnel. Customer is responsible for debris clean up and the refilling of any holes.
- 7. Customer agrees to hold harmless Great Lakes for any liability caused by other than the employees or products supplied by Great Lakes.

The PARTIES Mutually Agree:

- 8. Should inclement weather prevent firing of said display on the "Display Date(s)", then it will be understood the program is postponed and will be fired on the "Alternate Date(s)", and there will be a charge to cover the costs of the postponement of ten percent (10%) of the contract amount. If the program is not fired on either the "Display Date(s)" or the "Alternate Date(s)," then it will be understood the program is canceled; and there will be an additional charge of ten percent (10%) of the contract amount to cover the cancellation costs.
- 9. Great Lakes reserves the exclusive right to make minor modifications and substitutions provided that such changes are reasonable and necessary and do not materially adversely affect price, time of delivery, functional character, or display performance.
- 10. If the location of the firing site, spectators' location, parking areas, or structures is deemed unsuitable or unsafe, Great Lakes may refuse to fire the display until conditions are corrected. If such conditions are not corrected, Great Lakes may cancel the display without further liability to the Customer for such cancellation.
- 11. In the event of fire, accident, strikes, delay, flood, act of God or other causes beyond the control of Great Lakes, which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from damages resulting from the breach thereof.

Amendments: **Includes Barge & Tow Costs

FOR: Great Lakes Fireworks, LLC
Signature: Barry Beltz
Name/Title: Barry Beltz - Member

FOR: **Andrea Haines**
Signature: _____
Name/Title: _____

****All Documents Are Due By:**

2025 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks
- ☒ Public Display ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT

Andrea Haines

ADDRESS OF APPLICANT

1125 3 Mile Rd. NW Grand Rapids, MI 49544

AGE OF APPLICANT 18 YEARS OR OLDER

☒ YES ☐ NO

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER

ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

TELEPHONE NUMBER

NAME OF PYROTECHNIC OPERATOR

Great Lakes Fireworks, LLC.

ADDRESS OF PYROTECHNIC OPERATOR

3275 W. M-76, P.O Box 276
West Branch, MI 48661

AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER

☒ YES ☐ NO

NO. YEARS EXPERIENCE

25+

NO. DISPLAYS

800+

WHERE

Throughout Michigan

NAME OF ASSISTANT

TBD

ADDRESS OF ASSISTANT

TBD

AGE OF ASSISTANT 18 YEARS OR OLDER

☒ YES ☐ NO

NAME OF OTHER ASSISTANT

TBD

ADDRESS OF OTHER ASSISTANT

TBD

AGE OF OTHER ASSISTANT 18 YEARS OR OLDER

☒ YES ☐ NO

EXACT LOCATION OF PROPOSED DISPLAY

60 Griffith St, Saugatuck, MI 49453 (Kalamazoo Lake W/ Viewing Distance from Coghlin Park)

DATE OF PROPOSED DISPLAY

August 30th, 2025 (Rain:N/A)

TIME OF PROPOSED DISPLAY

Approx. 10:50 PM

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

Stored at Federally Licensed Facility Until Date of Display

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)

\$5,000,000

NAME OF BONDING CORPORATION OR INSURANCE COMPANY

Acrisure Great Lakes

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

One Cleveland Center, 1375 E. 9th St. 30th Floor, Cleveland, OH 44114

NUMBER OF FIREWORKS

KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)

Approx. 120

3" Shells

Approx. 10

Various Barrage Cakes 2.5" & Smaller

SIGNATURE OF APPLICANT

DATE

2025 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin,color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) ☐ Agricultural / Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks ☒ Public Display ☐ Private Display ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)	
NAME OF PERSON PERMIT ISSUED TO Andrea Haines			AGE (18 YEARS OR OLDER) ☒ YES ☐ NO
ADDRESS OF PERSON PERMIT ISSUED TO 1125 3 Mile Rd. NW Grand Rapids, Saugatuck, MI 49453			
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION			
ADDRESS			
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 120 3" Shells Approx. 10 Various Barrage Cakes 2.5" & Smaller			
EXACT LOCATION OF DISPLAY OR USE 60 Griffith St. Saugatuck, MI 49453 (On Kalamazoo Lake in Viewing Distance from Coghlin Park)			
CITY, VILLAGE, TOWNSHIP Saugatuck		DATE August 30th, 2025 (Rain:N/A)	TIME Approx. 10:50 PM
BOND OR INSURANCE FILED ☒ YES ☐ NO		AMOUNT \$5,000,000	

Issued by action of the Legislative Body of the _____
☐ City ☐ Village ☐ Township of _____ on the _____ day of _____, 2025.

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: August 6, 2025

SUBJECT: Review of Master Plan Survey Questions

DESCRIPTION:

City Council established a master plan update as a priority for fiscal year 2025/2026. With the assistance of our consulting planner, David Jirousek, the Planning Commission has spent several meetings developing the attached survey questions to kick off that work.

The Planning Commission has worked to condense the number of questions and believes all of the questions will help inform their work. Mr. Jirousek advised that SurveyMonkey estimates it will take a person 30 minutes to complete the survey. I have concerns that the length of time to complete the survey may be a deterrent.

The Planning Commission is also planning to hold an open house at the end of September to have attendees review various information boards and provide feedback as well.

BOARD/COMMISSION REVIEW:

The Planning Commission assisted in drafting and recommending the attached questions.

BUDGET ACTION:

None at this time.

LEGAL REVIEW:

N/A at this time.

SAMPLE MOTION:

N/A. Workshop discussion and review.



City of Saugatuck Master Plan Community Survey (Draft)

1. Welcome to the survey!

The City of Saugatuck has begun the process of updating its Master Plan. Per state statute, the plan is reviewed every five years, and it serves as a guide for future growth, preservation, investment, and land use decisions in the City. The planning process is designed to capture and document the vision of Saugatuck's residents and community leaders.

Please take the time to share your opinions and perspective with us. Your input will provide valuable insight into the community's priorities and aspirations. Please note that this survey may take up to 30 minutes to complete.

Thank you in advance for your participation.



City of Saugatuck Master Plan Community Survey (Draft)

2. Participant Demographics

Please tell us about yourself and your background.

1. What is your age?

- ☐ Under 18 years
- ☐ 19-39 years
- ☐ 40-59 years
- ☐ 60 and over years

2. What is your race/ethnicity? Note: Providing this information is optional. Your individual responses are strictly confidential and will only be reported in aggregate. Data will not be used for any discriminatory purpose. Categories are based on U.S. Office of Management and Budget (OMB) Statistical Policy Directive No. 15 (March 28, 2024).

- ☐ Native American or Alaska Native - Individuals with origins in any of the original peoples of North, Central, and South America.
- ☐ Asian - Individuals with origins in any of the original peoples of Central or East Asia, Southeast Asia, or South Asia.
- ☐ Black or African American - Individuals with origins in any of the Black racial groups of Africa.
- ☐ Hispanic or Latino - Individuals of Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, and other Central or South American or Spanish culture or origin.
- ☐ Middle Eastern or North African - Individuals with origins in any of the original peoples of the Middle East or North Africa.
- ☐ Native Hawaiian or Other Pacific Islander - Individuals with origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- ☐ White - Individuals with origins in any of the original peoples of Europe.
- ☐ I prefer not to respond

3. What is your gender? Note: Providing this information is optional. Your individual responses are strictly confidential and will only be reported in aggregate. Data will not be used for any discriminatory purpose.

- ☐ Female
- ☐ Male
- ☐ Other
- ☐ I prefer not to respond

4. Do you identify as a member of the LGBTQ+ community? LGBTQ+ is an acronym for lesbian, gay, bisexual, transgender, and queer. The Q generally stands for queer when LGBTQ organizations, leaders, and media use the acronym. In settings offering support for youth, it can also stand for questioning. LGBT and LGBTQ+ are also used, with the + added in recognition of all non-straight, non-cisgender identities. Note: Providing this information is optional. Your individual responses are strictly confidential and will only be reported in aggregate. Data will not be used for any discriminatory purpose.

- ☐ Yes
- ☐ No
- ☐ I prefer not to answer

5. In what category is your profession, or what was your professional background if retired?

- ☐ Agriculture / Natural Resources
- ☐ Construction / Trades
- ☐ Education / Training
- ☐ Healthcare / Human Services
- ☐ Business / Finance / Law
- ☐ Real Estate
- ☐ Government / Public Sector
- ☐ Manufacturing / Industry
- ☐ Technology / Engineering
- ☐ Arts / Media / Communications
- ☐ Retail / Service Industry
- ☐ Other (please specify)

- ☐ None of the above

6. Where do you currently travel for work?

- ☐ City of Saugatuck
- ☐ The tri-communities area (Saugatuck, Douglas, or Saugatuck Township)
- ☐ Allegan County, but outside of the tri-communities area (Saugatuck, Douglas, or Saugatuck Township)
- ☐ Outside of Allegan County
- ☐ Not applicable



City of Saugatuck Master Plan Community Survey (Draft)

3. Participant Residency Information

Please tell us about your interest in the City of Saugatuck and your residency.

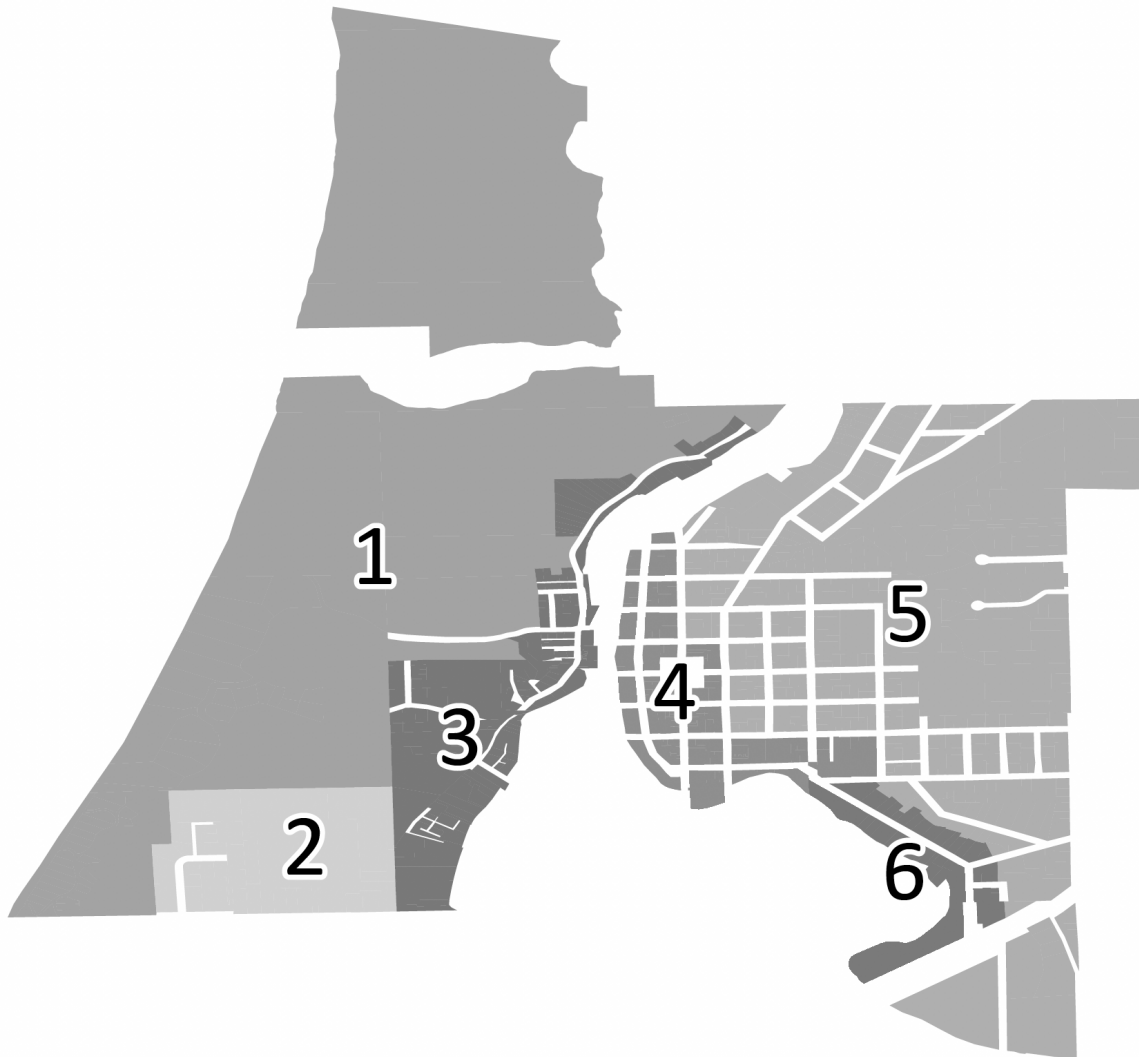
7. What is your interest in the City of Saugatuck? Choose as many as applicable.

- ☐ I am a full-time or part-time resident of the City of Saugatuck
- ☐ I work in the City of Saugatuck
- ☐ I own property in the City of Saugatuck
- ☐ I own a business in the City of Saugatuck
- ☐ I am a tourist or visitor
- ☐ Other (please specify)

8. Describe your residency.

- ☐ A full-time/primary home resident of the City of Saugatuck (principal residence)
- ☐ A part-time/second home resident of the City of Saugatuck
- ☐ A resident of Douglas
- ☐ A resident of Saugatuck Township
- ☐ A resident of Allegan County, MI, but outside of the tri-communities area (Saugatuck, Douglas, or Saugatuck Township)
- ☐ A resident outside of Allegan County, MI

9. If a full-time or part-time resident of the City of Saugatuck, where do you live?



- ☐ Area 1: Lake Michigan Waterfront and Dunes Area
- ☐ Area 2: West of River Near Campbell Street
- ☐ Area 3: West of River Near Vine and Park Streets
- ☐ Area 4: East of River- Downtown
- ☐ Area 5: East of River- "On the Hill"
- ☐ Area 6: East of River- Lake Street Area
- ☐ None of the above- I am not a full-time or part-time resident of the City of Saugatuck.

10. If a full-time or part-time resident of the City of Saugatuck, on what street is your residence? Please do not indicate your address number.

11. If a full-time or part-time resident of the City of Saugatuck, how long have you lived here?

- ☐ 0-2 years
- ☐ 2-5 years
- ☐ 6-10 years
- ☐ 11-20 years
- ☐ Over 20 years
- ☐ None of the above- I am not a full-time or part-time resident of the City of Saugatuck.

12. If a full-time or part-time resident of the City of Saugatuck, describe your home.

- ☐ Single-family home (detached- not connected to any other unit)
- ☐ Attached home (duplex or townhome)
- ☐ Apartment or multi-family building
- ☐ Apartment attached to or above commercial space
- ☐ Guest or in-law suite (secondary to a main home on the lot)
- ☐ Other (please specify)

- ☐ None of the above- I am not a full-time or part-time resident of the City of Saugatuck.

13. If part-time resident, do you plan to become a full-time resident of the City of Saugatuck?

- ☐ Yes
- ☐ No
- ☐ None of the above- I am not a part-time resident of the City of Saugatuck.

14. If a full-time or part-time resident of the City of Saugatuck, what are your primary reasons for living here? Choose as many reasons as you wish.

- ☐ Safety
- ☐ Small town character
- ☐ A welcoming, diverse, and inclusive community
- ☐ Recreation
- ☐ Rivers and Lake Michigan
- ☐ Arts and culture
- ☐ Schools
- ☐ Nature
- ☐ Close to family
- ☐ Close to work
- ☐ Close to shopping and restaurants
- ☐ Other (please specify)

- ☐ None of the above- I am not a full-time or part-time resident of the City of Saugatuck.

15. If you are a full-time or part-time resident of the City of Saugatuck, and you were to move elsewhere, what would be the main reasons? Choose as many reasons as you wish.

- ☐ Employment opportunities
- ☐ Lower cost of living (rent or mortgage)
- ☐ Lower taxes
- ☐ To meet the needs of an aging family (single-story, senior living, or condominium development)
- ☐ Desire to live in a bigger city
- ☐ Need for more living space
- ☐ To have more access to goods and services (retail, services, healthcare, etc.)
- ☐ Warmer climate
- ☐ Desire for a more rural area, more property
- ☐ To be closer to family
- ☐ Preference for a different school district
- ☐ To find a more recently built house
- ☐ To find a small home
- ☐ To find a different community character
- ☐ Other (please specify)

- ☐ None of the above- I am neither a full-time nor a part-time resident of the City of Saugatuck.

16. If you are a full-time or part-time resident of the City of Saugatuck, and if you were to move, would you desire to remain a resident of the tri-communities area (Saugatuck, Douglas, or Saugatuck Township)?

☐ Yes

☐ No

☐ None of the above- I am neither a full-time nor a part-time resident of the City of Saugatuck.



City of Saugatuck Master Plan Community Survey (Draft)

4. Community Character

* 17. How would you best define small-town community character? (choose no more than 3)

- ☐ Quaint, smaller-scale cottages and homes
- ☐ Arts and culture
- ☐ Walkable neighborhoods
- ☐ Walkable downtown
- ☐ "Mom and pop" shops
- ☐ Rural
- ☐ Historic preservation
- ☐ Community events
- ☐ Knowing your neighbors
- ☐ No "franchise" commercial architecture
- ☐ Knowing your elected officials
- ☐ Other (please specify)

- ☐ None of the above

18. How else would you define small-town community character as it relates to the City of Saugatuck?



City of Saugatuck Master Plan Community Survey (Draft)

5. Parks and Recreation

19. How frequently do you use the following parks?

	Daily	Weekly	Monthly	Several times a year	Never
Oval Beach	☐	☐	☐	☐	☐
Mt. Baldhead Park	☐	☐	☐	☐	☐
Chain Ferry	☐	☐	☐	☐	☐
Saugatuck Harbor Natural Area	☐	☐	☐	☐	☐
Coghlin Park	☐	☐	☐	☐	☐
Cook Park	☐	☐	☐	☐	☐
John Woolam Trail	☐	☐	☐	☐	☐
Village Square Park	☐	☐	☐	☐	☐
Mildred Peterson Nature Preserve	☐	☐	☐	☐	☐
Rose Garden	☐	☐	☐	☐	☐
Wicks Park	☐	☐	☐	☐	☐
Saugatuck Wilds	☐	☐	☐	☐	☐

Other (please specify)

20. Considering the previous list of City parks, what improvements do you feel are necessary and where?

21. Is there a need for an additional public restroom downtown?

- ☐ Yes
- ☐ No
- ☐ Unsure



City of Saugatuck Master Plan Community Survey (Draft)

6. Downtown and the Economy

22. How important are the following?

	Absolutely essential	Important	Unsure	Of little importance	Not at all important
Supporting existing or new local businesses	☐	☐	☐	☐	☐
Focusing on developing more arts and cultural attractions	☐	☐	☐	☐	☐
Filling vacant storefronts	☐	☐	☐	☐	☐
Improving aging commercial building façades and storefronts	☐	☐	☐	☐	☐
Redevelopment of aging or underutilized buildings (tear down and rebuild new)	☐	☐	☐	☐	☐
Eco-tourism and recreation, such as hiking, beaches, birding, etc.	☐	☐	☐	☐	☐
Waterfront activities	☐	☐	☐	☐	☐
Day-use/transient docking	☐	☐	☐	☐	☐
Availability of accommodations (hotels, inns, bed & breakfast, short-term rentals)	☐	☐	☐	☐	☐
Community festivals and events	☐	☐	☐	☐	☐
Outdoor dining along sidewalks and streets, such as café seating	☐	☐	☐	☐	☐
Ensure attractive and limited signage to preserve character	☐	☐	☐	☐	☐
New and renovated commercial buildings are designed to be consistent with the existing character of the downtown area and commercial district	☐	☐	☐	☐	☐

23. Does the City need any more of the following types of businesses?

	We need more	The current amount is okay	There are already too many
Restaurants	☐	☐	☐
Taverns, wineries, and breweries	☐	☐	☐
Offices and services	☐	☐	☐
Hotels, motels, boutique inns	☐	☐	☐
Retail stores	☐	☐	☐
Galleries	☐	☐	☐
Bed and breakfast inns	☐	☐	☐

24. Would you support the development of a Downtown Development Authority? This would allow innovative methods to fund public infrastructure improvements.

- ☐ Yes
- ☐ No
- ☐ Unsure



City of Saugatuck Master Plan Community Survey (Draft)

7. Mobility

25. Why do you walk in the City?

- ☐ Exercise
- ☐ Recreation
- ☐ Commuting
- ☐ Shopping
- ☐ I don't walk in the City

26. How often do you walk in the downtown area?

- ☐ daily
- ☐ weekly
- ☐ monthly
- ☐ several times a year
- ☐ never

27. Would you walk downtown more frequently in the downtown area if there were improved sidewalks and crosswalks?

- ☐ Yes
- ☐ No

28. How often do you walk in the residential neighborhoods?

- ☐ daily
- ☐ weekly
- ☐ monthly
- ☐ several times a year
- ☐ never

29. Would you walk in the residential neighborhoods more frequently with improved sidewalks and crosswalks?

- ☐ Yes
- ☐ No

30. Why do you ride a bike in the City?

- ☐ Exercise
- ☐ Recreation
- ☐ Commuting
- ☐ Shopping
- ☐ I don't ride a bike in the City

31. How often do you ride a bike in the downtown area?

- ☐ daily
- ☐ weekly
- ☐ monthly
- ☐ several times a year
- ☐ never

32. Would you ride a bike in the downtown area more frequently with improved street markings, safety signage, or pathways?

- ☐ Yes
- ☐ No

33. How often do you ride a bike in the residential neighborhoods?

- ☐ daily
- ☐ weekly
- ☐ monthly
- ☐ several times a year
- ☐ never

34. Would you ride a bike in the residential neighborhoods more frequently with improved street markings, safety signage, or pathways?

- ☐ Yes
- ☐ No

35. Do you agree or disagree with the following statements?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
The downtown area is safe and convenient for the mobility of disabled individuals.	☐	☐	☐	☐	☐
Options for public transit (buses, trolleys, etc.) should be expanded.	☐	☐	☐	☐	☐
A multi-use pathway should be constructed along Perryman Street to walk or bike to Oval Beach.	☐	☐	☐	☐	☐
A multi-use pathway should be constructed along Park Street to walk or bike to Oval Beach.	☐	☐	☐	☐	☐
The Chain Ferry is an important part of the transportation system.	☐	☐	☐	☐	☐
Parking is convenient and available when I need it.	☐	☐	☐	☐	☐
Improved signage and identification of parking areas are needed.	☐	☐	☐	☐	☐

36. Where can crosswalks and pedestrian connections be added or improved?

37. Where can street intersections be improved with signals, lighting, signage, or other features?

38. Do you feel the City should invest in the following?

	Agree	Unsure	Disagree
Street improvements	☐	☐	☐
On-street painted bike lanes	☐	☐	☐
Sidewalk extensions and improvements	☐	☐	☐
On-street parking (angled or parallel)	☐	☐	☐
Multi-use pathways for walking, biking, running, scooters, roller skates/blades, etc.	☐	☐	☐
Off-street parking lots	☐	☐	☐



City of Saugatuck Master Plan Community Survey (Draft)

8. Housing and the Environment

39. Do you agree with the following statements about housing?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
Preserving existing neighborhood character should be a priority	☐	☐	☐	☐	☐
The design of new homes should be limited to be consistent and compatible with the scale of existing homes in the vicinity	☐	☐	☐	☐	☐
It should be easier to rent an accessory dwelling unit (long-term- 30 days+)	☐	☐	☐	☐	☐
The City should investigate strategies for more affordable workforce housing	☐	☐	☐	☐	☐
Options for "aging in place" should be explored	☐	☐	☐	☐	☐
Recent housing development fits the character of the neighborhood	☐	☐	☐	☐	☐
Townhomes and row houses are appropriate in neighborhoods if designed to fit the scale and character	☐	☐	☐	☐	☐
Small apartment buildings are appropriate in neighborhoods if designed to fit the scale and character	☐	☐	☐	☐	☐
Upper-floor apartments are appropriate in the downtown area	☐	☐	☐	☐	☐
The historic district should be expanded to place further restrictions on redevelopment and new development	☐	☐	☐	☐	☐
Backyard chickens should be allowed	☐	☐	☐	☐	☐

40. Do you agree with the following statements about the environment?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
The existing tree canopy should be preserved and new street trees planted	☐	☐	☐	☐	☐
Right-of-way (between sidewalks and streets), yards, parks, and green spaces should be used for rain gardens and natural stormwater treatment	☐	☐	☐	☐	☐
Increased protection of dunes is needed	☐	☐	☐	☐	☐
Light fixtures throughout the area should be "Dark Sky Friendly," meaning they have a lesser impact on the night sky.	☐	☐	☐	☐	☐



City of Saugatuck Master Plan Community Survey (Draft)

9. City Identity and Services

41. Do you agree with the following statements about the City's logo and signs?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
The City logo is representative of the community	☐	☐	☐	☐	☐
Pedestrian sidewalk wayfinding signs are attractive and conveniently placed throughout the community	☐	☐	☐	☐	☐
City gateway signs are attractive and representative of the community	☐	☐	☐	☐	☐
Interpretative historic signs are representative of our history and culture	☐	☐	☐	☐	☐

42. What else is important to consider about the City's identity?

43. Rate the following City Services.

	Excellent	Good	Average	Poor	Very poor	Unknown
Law enforcement services	☐	☐	☐	☐	☐	☐
Code enforcement	☐	☐	☐	☐	☐	☐
Fire department	☐	☐	☐	☐	☐	☐
Snow removal	☐	☐	☐	☐	☐	☐
Park maintenance	☐	☐	☐	☐	☐	☐
Curbside trash/recycling	☐	☐	☐	☐	☐	☐
Street maintenance	☐	☐	☐	☐	☐	☐
Bulky item and yard waste pickup	☐	☐	☐	☐	☐	☐
Administration (management, planning/zoning, finance, assessing, building)	☐	☐	☐	☐	☐	☐
Overall quality of City services	☐	☐	☐	☐	☐	☐

44. Do you agree or disagree with the following statements?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
The City's website is easy and convenient to use for accessing information	☐	☐	☐	☐	☐
The City has an active and informative presence on social media	☐	☐	☐	☐	☐
Meetings are accessible and convenient to attend in person	☐	☐	☐	☐	☐
Meetings are accessible and convenient to attend online through Zoom virtual meetings	☐	☐	☐	☐	☐
I can find the information I need by calling or emailing City Hall	☐	☐	☐	☐	☐
I feel well-informed about community issues, events, and programs	☐	☐	☐	☐	☐
I can find the information I need from other community sources (social media, church, school, homeowners association, etc.)	☐	☐	☐	☐	☐

45. Do you agree or disagree with the following statements?

	Strongly agree	Somewhat agree	Unsure	Somewhat disagree	Strongly disagree
The City of Saugatuck should consider consolidating its public works services with the City of Douglas.	☐	☐	☐	☐	☐
Saugatuck and Douglas should consider combining as one city.	☐	☐	☐	☐	☐
The City of Saugatuck should consider establishing its own police department.	☐	☐	☐	☐	☐
The City of Saugatuck should consider expanding its city limits by annexing land to increase the tax base.	☐	☐	☐	☐	☐

46. What are the best ways to receive community information? Choose as many reasons as you wish.

- ☐ Newsletter
- ☐ Newspaper
- ☐ Text message
- ☐ Email
- ☐ Social media
- ☐ Website



City of Saugatuck Master Plan Community Survey (Draft)

10. Priorities

47. Rank the top overall priorities for the City of Saugatuck.

- ☐ A vibrant, strong, and attractive downtown that maintains small-town charm
- ☐ Environmental sustainability and resiliency
- ☐ Safe and accessible sidewalks, crosswalks, and pathways for pedestrians and cyclists
- ☐ A welcoming and inclusive community
- ☐ Affordable/workforce housing
- ☐ Year-round, residential community
- ☐ Economic development, tourism, and support for local businesses
- ☐ Residential growth and development (infill of neighborhoods or redevelopment of existing houses)
- ☐ A strong cultural and arts community

48. Rank the top overall priorities for the Tri-Communities Area (Saugatuck, Douglas, and Saugatuck Township)

- ☐ Tourism
- ☐ Environmental sustainability and resiliency
- ☐ Regional pathways
- ☐ Economic development and job creation
- ☐ Growth and development
- ☐ Regional road network
- ☐ Affordable/workforce housing

49. What are the best things about living, working, and playing in the City of Saugatuck?

50. What improvements are needed to improve the City of Saugatuck?

51. What else would you like to tell us?