



CITY COUNCIL WORKSHOP AGENDA

April 17, 2024 – 4:00pm

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

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Changes** (*Additions/Deletions*)
- 4. Guest Speaker**
- 5. Public Comment on Agenda Items Only** (*Limit 3 minutes*)
- 6. Discussion Items:**
 - A.** Draft of Proposed Fiscal Year 2024-2025 Budget
- 7. Public Comments** (*Limit 3 minutes*)
- 8. Closed Session:**

Motion by _____, supported by _____, to move into a closed session pursuant to MCL 15.268(e) and (h), to discuss a confidential written legal opinion regarding the lawsuit filed against the City by Maplewood Hotel, captioned Maplewood Hotel Corporation v City of Saugatuck and Interim City Manager Ryan Cummins (Case No. 24-68795-CZ). Roll call: _____ . Motion carried/failed.

Motion by _____, supported by _____, to come out of closed session. Roll call: _____ . Motion carried/failed.

- 9. Correspondence**
- 10. Council Comments**
- 11. Adjourn**

<p style="text-align: center;">NOTICE: Join online by visiting: https://us02web.zoom.us/j/2698572603</p> <p style="text-align: center;">Join by phone by dialing: (312) 626-6799 -or- (646) 518-9805</p> <p style="text-align: center;">Then enter "Meeting ID": 2698572603</p> <p>Please send questions or comments regarding meeting agenda items prior to meeting to: rcummins@saugatuckcity.com</p> <p>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 Wolters@saugatuckcity.com for further information.</p>



City Council Agenda Item Report

FROM: Ryan Cummins, Interim City Manager

MEETING DATE: April 17, 2024

SUBJECT: Draft of Proposed Fiscal Year 2024-2025 Budget

DESCRIPTION:

The City Charter requires the City Manager to prepare budgetary recommendations and submit them to the City Council at its meeting nearest to the third Monday in April of each year.

The budget process includes the following steps:

- City Council Sets Priorities for Year – Completed in December
- Department Head Submittal of Requested Budget to City Manager – Completed in March
- City Manager Submittal to City Council – Completed in April
- City Council Workshop on Proposed Budget – Scheduled for April 17
- Individual Meetings with Council Members to Answer Questions – As Needed
- Additional Budget Workshops – As Needed
- Public Hearing Prior to Adoption – To Be Scheduled
- Council Adoption of Budget – Required No Later Than June 30

Attached you will find the proposed budget for the fiscal year 2024-2025.

At your workshop meeting, I will provide a detailed presentation on the budget, including education about the types of funds, fund balances, priorities, and significant budgetary items.

It is important to note that this is a staff proposed budget and still a draft. Staff looks forward to Council feedback and direction on any modifications you wish to make.

LEGAL REVIEW:

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

SAMPLE MOTION:

Workshop item only at this time. A future public hearing will be held before a Council vote.

04/12/2024

BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
101-000-402.000	REAL PROPERTY TAXES	2,053,620	2,230,000	2,244,870		2,341,500
101-000-403.000	PERSONAL PROPERTY TAXES	30,653	31,025	31,967		31,500
101-000-445.000	PENALTIES & INTEREST	11,131	10,000	12,661		10,000
101-000-447.000	ADMINISTRATION FEE	100,403	100,000	110,287		110,000
101-000-478.000	PERMIT FEES	79,495	53,100	100,547		100,000
101-000-528.000 * *	OTHER FEDERAL GRANTS	3,409				1,300,000
101-000-574.000	REVENUE SHARING	104,449	90,000	55,736		100,000
101-000-577.000	LIQUOR LICENSE FEES	11,612	12,200	11,986		12,000
101-000-579.000 * *	GRANTS RECEIVED					475,000
101-000-607.000	FRANCHISE FEES	47,117	39,000	23,174		42,000
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,218	3,200	3,190		3,190
101-000-615.000	PARKING LOT FEES	32,023	27,000	15,734		28,000
101-000-643.000	CHARGES FOR SERVICE	12,472	2,200	1,590		1,000
101-000-650.000	CHAIN FERRY FEES	3,675	3,932	3,932		2,000
101-000-651.000	OVAL BEACH FEES	549,550	500,000	396,154		525,000
101-000-652.000	OVAL CONCESSION	85,342	85,000	65,806		100,000
101-000-653.000	BOAT RAMP FEES	1,866	1,400	1,339		1,400
101-000-654.000	GAZEBO FEES	3,000	1,500	1,500		1,500
101-000-655.000	POLICE & ORDINANCE FEES	1,803	1,500	1,525		1,500
101-000-665.000	INTEREST EARNED	192,164	70,000	190,009		100,000
101-000-667.000	STREET END & PROPERTY FEES	44,154	40,000			40,000
101-000-670.000	BOAT SLIP FEES	27,904	28,000	27,931		28,000

04/12/2024		BUDGET REPORT FOR CITY OF SAUGATUCK				
Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
101-000-674.000	MISC DONATIONS & INCOME	16,793	31,000	32,452		5,000
101-000-682.000	USE TAX & ELECTION FEES	17,010	16,000	11,078		16,000
101-000-697.000	TRANSFER FROM FUND BALANCE		387,500			421,585
Totals for dept 000 -		3,432,863	3,763,557	3,343,468		5,796,175
* NOTES TO BUDGET: DEPARTMENT 000						
528.000	OTHER FEDERAL GRANTS					
	FOOTNOTE AMOUNTS: TAP GRANT BLUE STAR TRAIL					1,300,000
579.000	GRANTS RECEIVED					
	FOOTNOTE AMOUNTS: MI TRUST FUND BLUE STAR					300,000
	FOOTNOTE AMOUNTS: MI WATER LINE SURVEY					175,000
	ACCOUNT '579.000' TOTAL					475,000
	DEPT '000' TOTAL					1,775,000
TOTAL ESTIMATED REVENUES		3,432,863	3,763,557	3,343,468		5,796,175

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 101 - COUNCIL						
101-101-702.000	SALARY	7,950	8,600	6,013		8,600
101-101-720.000	FRINGE BENEFITS	633	800	510		800
101-101-801.000	CONTRACTUAL SERVICES	2,100	2,100	6,412		2,100
101-101-803.000	LEGAL FEES	502,232	350,000	129,357		250,000
101-101-831.000	CEMETERY FEES	6,431	6,800			6,800
101-101-860.000 * *	EDUCATIONAL TRAINING	5,087	5,000	4,298		10,000
101-101-882.000 * *	EVENTS/SERVICES	11,115	40,200	37,224		13,000
101-101-900.000	PRINTING & PUBLISHING	590	600			600
101-101-908.000	DUES & PUBLICATIONS	1,124	1,200	1,059		1,200
101-101-913.000	INSURANCE	2,575	2,700	2,700		2,800
Totals for dept 101 - COUNCIL		539,837	418,000	187,573		295,900
* NOTES TO BUDGET: DEPARTMENT 101 COUNCIL						
860.000	EDUCATIONAL TRAINING					
	FOOTNOTE AMOUNTS: TABLETS					5,000
882.000	EVENTS/SERVICES					
	FOOTNOTE AMOUNTS:					1,000

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
	4TH JULY INTERURBAN					4,000
	FOOTNOTE AMOUNTS:					4,000
	FIREWORKS 4TH JULY					200
	FOOTNOTE AMOUNTS:					200
	ART CLUB					1,500
	FOOTNOTE AMOUNTS:					1,500
	GARDEN CLUB FLOWERS					2,300
	FOOTNOTE AMOUNTS:					2,300
	OTHERS					4,000
	FOOTNOTE AMOUNTS:					4,000
	FIREWORKS TOILETS					13,000
	ACCOUNT '882.000' TOTAL					13,000
	DEPT '101' TOTAL					18,000

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 173 - CITY ADMINISTRATION						
101-173-702.000	SALARY/WAGES	129,724	120,000	188,289		120,000
101-173-720.000	FRINGE BENEFITS	52,724	50,000	42,063		50,000
101-173-727.000	OFFICE SUPPLIES	1,321	1,600	1,752		1,800
101-173-801.000	CONTRACTUAL SERVICES	23,503	33,000	16,257		23,000
101-173-802.000	AUDIT	10,300	11,000	10,475		11,000
101-173-803.000	LEGAL FEES	37,418	75,000	51,789		60,000
101-173-850.000	TELEPHONES	1,933	2,200	1,591		2,200
101-173-860.000	EDUCATIONAL TRAINING	487	3,000	2,082		3,000
101-173-900.000	PRINTING & PUBLISHING		200	249		200
101-173-910.000	INSURANCE	2,275	2,350	2,350		2,500
101-173-970.000	CAPITAL OUTLAY		2,000			2,000
Totals for dept 173 - CITY ADMINISTRATION		259,685	300,350	316,897		275,700

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 215 - CITY CLERK						
101-215-702.000	SALARY/WAGES	105,620	124,200	97,308		133,000
101-215-720.000	FRINGE BENEFITS	44,696	46,000	47,382		60,000
101-215-727.000	OFFICE SUPPLIES	2,195	2,000	1,306		2,000
101-215-801.000 * *	CONTRACTUAL SERVICES	2,500	2,600	2,966		12,850
101-215-803.000	LEGAL FEES	3,276	5,500	7,309		7,500
101-215-820.000	ELECTIONS	6,918	30,000	23,236		25,000
101-215-850.000	TELEPHONES	1,013	800	824		900
101-215-860.000	EDUCATIONAL TRAINING	876	3,000	3,084		3,000
101-215-900.000	PRINTING & PUBLISHING	187	500			500
101-215-970.000	CAPITAL OUTLAY	275	2,000	530		2,000
Totals for dept 215 - CITY CLERK		167,556	216,600	183,945		246,750
* NOTES TO BUDGET: DEPARTMENT 215 CITY CLERK						
801.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS:					10,250
	SCANNING FILES					
	DEPT '215' TOTAL					10,250

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 253 - CITY TREASURER						
101-253-702.000	SALARY/WAGES	82,291	90,000	68,338		95,000
101-253-720.000	FRINGE BENEFITS	35,602	36,500	31,014		39,000
101-253-727.000	OFFICE SUPPLIES	1,705	2,600	1,504		2,600
101-253-801.000	CONTRACTUAL SERVICES	5,446	5,700	3,492		5,800
101-253-803.000	LEGAL FEES	312	1,000			1,000
101-253-850.000	TELEPHONE	642	775	550		800
101-253-860.000	EDUCATIONAL TRAINING	945	2,500	1,591		2,500
101-253-900.000	PRINTING & PUBLISHING	86	500			500
101-253-913.000	INSURANCE	1,025	1,100	1,100		1,150
101-253-970.000	CAPITAL OUTLAY	304	1,500			2,000
Totals for dept 253 - CITY TREASURER		128,358	142,175	107,589		150,350

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 257 - ASSESSING						
101-257-702.000	SALARY	950	1,350	1,550		1,800
101-257-720.000	FRINGE BENEFITS	73	125	119		180
101-257-727.000	OFFICE SUPPLIES	1,218	1,300	1,157		1,300
101-257-801.000	CONTRACTUAL SERVICES	32,513	37,800	31,196		39,750
101-257-804.000	BOARD OF REVIEW	205	300	214		300
101-257-807.000	TRIBUNAL CHARGEBACKS	36	1,500	550		1,500
101-257-850.000	TELEPHONES	631	725	552		750
101-257-860.000	EDUCATIONAL TRAINING		1,500	175		1,500
101-257-900.000	PRINTING & PUBLISHING	376	750	654		750
101-257-970.000	CAPITAL OUTLAY		1,500			2,000
Totals for dept 257 - ASSESSING		36,002	46,850	36,167		49,830

04/12/2024		BUDGET REPORT FOR CITY OF SAUGATUCK				
Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 265 - CITY HALL						
101-265-702.000	SALARY/WAGES	7,894	10,000	5,677		7,800
101-265-720.000	FRINGE BENEFITS	4,506	5,000	3,014		4,000
101-265-730.000	SUPPLIES	1,549	1,500	678		1,500
101-265-801.000 * *	CONTRACTUAL SERVICES	3,227	3,500	6,722		14,000
101-265-850.000	TELEPHONE	308	500	266		500
101-265-900.000	PRINTING & PUBLISHING		150			150
101-265-913.000	INSURANCE	1,300	1,400	1,400		1,500
101-265-920.000	UTILITIES	5,355	5,200	3,098		5,200
101-265-930.000	REPAIRS & MAINTENANCE	165,320	5,000	1,192		5,000
101-265-946.000	EQUIPMENT RENTAL	871	1,000	743		1,000
101-265-970.000	CAPITAL OUTLAY	10,435	10,000	5,000		2,500
Totals for dept 265 - CITY HALL		200,765	43,250	27,790		43,150
* NOTES TO BUDGET: DEPARTMENT 265 CITY HALL						
801.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS:					10,000
	ENGINEERING SCOPE					
	DEPT '265' TOTAL					10,000

04/12/2024		BUDGET REPORT FOR CITY OF SAUGATUCK				
Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 301 - SHERIFF						
101-301-702.000	WAGES DEPUTIES	317,901	327,000	244,369		337,000
101-301-702.001	OVERTIME		10,000			10,000
101-301-702.002	RESERVE OFFICERS	9,985	11,500	4,696		11,500
101-301-748.000	FUEL & OILS	14,999	16,000	10,227		16,000
101-301-803.000	LEGAL FEES	2,160	2,500	384		2,500
101-301-882.000	EVENTS/SERVICES		1,000			1,000
101-301-946.000	EQUIPMENT RENTAL	37,500	37,500	27,000		37,500
Totals for dept 301 - SHERIFF		382,545	405,500	286,676		415,500

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 441 - PUBLIC WORKS						
101-441-702.000	SALARY/WAGES	136,084	144,000	119,806		160,000
101-441-720.000	FRINGE BENEFITS	120,774	120,000	97,069		137,000
101-441-730.000	SUPPLIES	5,652	6,000	2,703		6,000
101-441-740.000	UNIFORMS	4,146	3,500	2,865		3,600
101-441-755.000	TOOLS	1,097	3,000	1,641		3,000
101-441-799.000	PARKWAY TREES	2,497	3,000			3,000
101-441-801.000 * *	CONTRACTUAL SERVICES	157,036	215,000	202,691		2,152,000
101-441-805.000	HOLIDAY LIGHTING	27,264	30,000	31,689		32,500
101-441-860.000	EDUCATIONAL TRAINING	2,642	3,500	651		3,500
101-441-882.000	EVENTS/SERVICES	500	500			500
101-441-900.000	PRINTING & PUBLISHING	789	500			500
101-441-913.000	INSURANCE	4,700	4,900	4,900		5,100
101-441-920.000	UTILITIES	4,388	3,300	3,996		5,300
101-441-926.000	STREET LIGHTS	23,286	26,750	18,520		27,000
101-441-930.000	REPAIRS & MAINTENANCE	1,437	1,500	863		1,500
101-441-932.000	SIDEWALK REPAIRS	10,650	20,000	4,525		20,000
101-441-945.000	CAPITAL OUTLAY	69,722	80,000			
101-441-946.000	EQUIPMENT RENTAL	105,682	107,000	78,818		107,000
101-441-960.000	SIGNS	662	4,200	3,388		4,200
Totals for dept 441 - PUBLIC WORKS		679,008	776,650	574,125		2,671,700

* NOTES TO BUDGET: DEPARTMENT 441 PUBLIC WORKS

801.000 CONTRACTUAL SERVICES

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
	FOOTNOTE AMOUNTS:					1,600,000
	BLUE STAR TRAIL CONSTRUCTION					
	FOOTNOTE AMOUNTS:					200,000
	LAKE & BLUE STAR TRAFFIC LIGHT					
	FOOTNOTE AMOUNTS:					100,000
	INVASIVE SPECIES					
	FOOTNOTE AMOUNTS:					18,000
	TREE MAINTENANCE					
	FOOTNOTE AMOUNTS:					5,000
	DEBT CREW					
	FOOTNOTE AMOUNTS:					10,000
	STREET SWEEPING CLEANING					
	FOOTNOTE AMOUNTS:					15,000
	HOUSEHOLD HAZARDOUS WASTE DAYS					
	FOOTNOTE AMOUNTS:					4,000
	MISS DIG MEMBERSHIP					
	FOOTNOTE AMOUNTS:					175,000
	WATER LINES SURVEY					
	FOOTNOTE AMOUNTS:					25,000
	ENGINEERING					
	ACCOUNT '801.000' TOTAL					2,152,000
	DEPT '441' TOTAL					2,152,000

04/12/2024

BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 721 - PLANNING/ZONING						
101-721-702.000	SALARY/WAGES	54,394	57,000	46,893		64,500
101-721-720.000	FRINGE BENEFITS	23,367	27,000	14,700		27,000
101-721-727.000	OFFICE SUPPLIES	1,248	1,200	2,291		2,200
101-721-801.000 * *	CONTRACTUAL SERVICES	59,647	130,000	49,569		168,000
101-721-803.000	LEGAL FEES	83,795	75,000	54,975		65,000
101-721-850.000	TELEPHONES	627	675	553		700
101-721-860.000	EDUCATIONAL TRAINING	3,046	3,200	1,528		3,200
101-721-900.000	PRINTING & PUBLISHING	2,700	1,500	2,851		3,000
101-721-908.000	DUES, FEES & PUBLICATIONS		500	259		500
101-721-913.000	INSURANCE	2,075	2,150	2,150		2,200
101-721-970.000	CAPITAL OUTLAY		2,500			2,500
Totals for dept 721 - PLANNING/ZONING		230,899	300,725	175,769		338,800

* NOTES TO BUDGET: DEPARTMENT 721 PLANNING/ZONING

801.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS: GRANICUS					18,000
	FOOTNOTE AMOUNTS: MASTER PLAN/ ZONING UPDATES					25,000
	FOOTNOTE AMOUNTS: CODE ENFORCEMENT					25,000
	FOOTNOTE AMOUNTS:					70,000

04/12/2024		BUDGET REPORT FOR CITY OF SAUGATUCK				
		Calculations as of 06/30/2024				
		2022-23	2023-24	2023-24	2023-24	2024-25
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 06/30/24	ACTIVITY	BUDGET
	PROJECT COORINATOR/ EXECUTIVE ASSISTANT					
	FOOTNOTE AMOUNTS:					20,000
	FIRE DEPT INSPECTIONS STR					
	ACCOUNT '801.000' TOTAL					158,000
	DEPT '721' TOTAL					158,000

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Dept 723 - HISTORIC DISTRICT COMMISSION						
101-723-702.000	SALARY	35,383	38,000	30,532		41,870
101-723-720.000	FRINGE BENEFITS	13,852	18,400	9,819		19,750
101-723-727.000	OFFICE SUPPLIES	858	1,000	738		1,000
101-723-801.000	CONTRACTUAL SERVICES	4,054	2,000	4,503		5,000
101-723-803.000	LEGAL FEES		1,500			1,500
101-723-850.000	TELEPHONES	624	525	550		625
101-723-860.000	EDUCATIONAL TRAINING	101	1,000	797		1,200
101-723-900.000	PRINTING & PUBLISHING	658	300	130		300
101-723-908.000	DUES & PUBLICATIONS		250			250
Totals for dept 723 - HISTORIC DISTRICT COMMISSION		55,530	62,975	47,069		71,495

04/12/2024		BUDGET REPORT FOR CITY OF SAUGATUCK				
		Calculations as of 06/30/2024				
		2022-23	2023-24	2023-24	2023-24	2024-25
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 06/30/24	ACTIVITY	BUDGET
Dept 730 - HARBOR						
101-730-801.000	CONTRACTUAL SERVICES	2,171	10,000	1,605		10,000
101-730-931.000	WATERWAYS REPAIR		10,000			10,000
Totals for dept 730 - HARBOR		2,171	20,000	1,605		20,000

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BUDGET REPORT FOR CITY OF SAUGATUCK

Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 751 - PARKS & RECREATION						
101-751-702.000	SALARY/WAGES	82,439	100,000	75,395		110,000
101-751-720.000	FRINGE BENEFITS	36,963	32,000	34,664		47,000
101-751-730.000	SUPPLIES	40,000	22,000	22,125		22,000
101-751-801.000	CONTRACTAUL SERVICES	17,040	49,500	38,760		45,000
101-751-809.000	GRANT PROJECTS		50,000			
101-751-819.000	CHAIN FERRY REPAIRS		3,000	1,107		3,000
101-751-900.000	PRINTING & PUBLISHING	213	500	50		500
101-751-913.000	INSURANCE	2,500	2,575	2,575		2,700
101-751-920.000	UTILITIES	29,603	25,250	21,705		27,500
101-751-928.000	TRASH	15,046	9,000	9,852		15,000
101-751-930.000	REPAIRS & MAINTENANCE	24,905	50,000	20,158		50,000
101-751-946.000	EQUIPMENT RENTAL	46,589	42,000	42,995		50,000
101-751-960.000	SIGNS	360	500	90		500
101-751-970.000 * *	CAPITAL OUTLAY	14,700	640,000	269,491		500,000
Totals for dept 751 - PARKS & RECREATION		310,358	1,026,325	538,967		873,200

* NOTES TO BUDGET: DEPARTMENT 751 PARKS & RECREATION

970.000	CAPITAL OUTLAY					
	FOOTNOTE AMOUNTS:					500,000
	MT BALDHEAD TOILETS & DECK					
	DEPT '751' TOTAL					500,000

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 756 - OVAL BEACH						
101-756-702.000	SALARY/WAGES	124,278	120,000	86,639		130,000
101-756-720.000	FRINGE BENEFITS	31,568	30,000	16,358		32,500
101-756-730.000	SUPPLIES	13,999	12,000	7,972		12,000
101-756-801.000	CONTRACTUAL SERVICES	16,444	16,000	7,257		16,000
101-756-850.000	TELEPHONE	1,798	2,000	2,665		3,000
101-756-860.000	EDUCATIONAL TRAINING	1,150	1,000	555		1,000
101-756-900.000	PRINTING & PUBLISHING	1,657	3,000	958		2,000
101-756-913.000	INSURANCE	4,000	4,200	2,798		4,200
101-756-920.000	UTILITIES	7,880	12,575	10,697		14,000
101-756-930.000	REPAIRS & MAINTENANCE	6,183	10,000	2,396		10,000
101-756-946.000	EQUIPMENT RENTAL	31,048	25,000	14,373		25,000
101-756-960.000	SIGNS		500			
101-756-970.000 * *	CAPITAL OUTLAY	21,256				8,000
Totals for dept 756 - OVAL BEACH		261,261	236,275	152,668		257,700
* NOTES TO BUDGET: DEPARTMENT 756 OVAL BEACH						
970.000	CAPITAL OUTLAY					
	FOOTNOTE AMOUNTS:					8,000
	NEW FLAG POLE					
	DEPT '756' TOTAL					8,000

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 758 - OVAL CONCESSION						
101-758-702.000	SALARY	34,365	30,000	25,097		35,000
101-758-720.000	FRINGE BENEFITS	3,432	5,000	2,120		5,000
101-758-730.000	SUPPLIES	35,000	36,000	26,377		38,000
101-758-801.000	CONTRACTUAL SERVICES	2,397	2,400	2,133		2,500
101-758-850.000	TELEPHONES		500	85		500
101-758-860.000	EDUCATIONAL TRAINING	500	500			500
101-758-920.000	UTILITIES	737	750			850
101-758-930.000	REPAIRS & MAINTENANCE	1,496	500	260		500
101-758-960.000	SIGNS	189	500			500
101-758-970.000	CAPITAL OUTLAY		1,500			1,500
Totals for dept 758 - OVAL CONCESSION		78,116	77,650	56,072		84,850

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 760 - SPEAR BOAT LAUNCH						
101-760-801.000	CONTRACTUAL SERVICES	863	1,000			1,000
101-760-900.000	PRINTING & PUBLISHING		250			250
Totals for dept 760 - SPEAR BOAT LAUNCH		863	1,250			1,250
TOTAL APPROPRIATIONS		3,332,954	4,074,575	2,692,912		5,796,175
NET OF REVENUES/APPROPRIATIONS - FUND 101		99,909	(311,018)	650,556		
BEGINNING FUND BALANCE		5,641,948	5,741,862	5,741,862	5,741,862	5,855,529
FUND BALANCE ADJUSTMENTS			113,667	113,667	113,667	
ENDING FUND BALANCE		5,741,857	5,544,511	6,506,085	5,855,529	5,855,529

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Fund 202 - MAJOR STREETS						
ESTIMATED REVENUES						
Dept 000						
202-000-538.000	COUNTY ROAD MILLAGE	91,113	88,000	4,064		95,000
202-000-546.000	ACT 51 FEES	119,295	115,000	77,127		120,000
202-000-665.000	INTEREST	22,390	5,000	17,378		5,000
202-000-697.000	TRANSFER FROM FUND BALANCE		45,250			
202-000-699.000	DUE FROM LS & GF					100,000
Totals for dept 000 -		232,798	253,250	98,569		320,000
TOTAL ESTIMATED REVENUES		232,798	253,250	98,569		320,000

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 463 - ROUTINE MAINTENANCE						
202-463-702.000	SALARY/WAGES	19,042	20,000	14,712		22,000
202-463-720.000	FRINGE BENEFITS	9,123	10,250	6,818		10,250
202-463-727.000	SUPPLIES	1,716	2,000	2,334		3,500
202-463-801.000 * *	CONTRACTUAL SERVICES	119,543	150,000	96,422		216,250
202-463-930.000	REPAIRS & MAINTENANCE	2,775	2,500	700		3,500
202-463-946.000	EQUIPMENT RENTAL	23,064	22,000	17,223		22,000
Totals for dept 463 - ROUTINE MAINTENANCE		175,263	206,750	138,209		277,500
* NOTES TO BUDGET: DEPARTMENT 463 ROUTINE MAINTENANCE						
801.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS:					100,000
	MAPLE ST SURVEY PLANNING DESIGN					
	DEPT '463' TOTAL					100,000

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 464 - WINTER MAINTENANCE						
202-464-702.000	SALARY/WAGES	10,476	12,000	7,988		10,000
202-464-720.000	FRINGE BENEFITS	5,670	6,000	3,863		6,000
202-464-727.000	SUPPLIES	12,237	14,500	5,200		14,500
202-464-946.000	EQUIPMENTAL RENTAL	11,402	14,000	8,679		12,000
Totals for dept 464 - WINTER MAINTENANCE		39,785	46,500	25,730		42,500
TOTAL APPROPRIATIONS		215,048	253,250	163,939		320,000
NET OF REVENUES/APPROPRIATIONS - FUND 202		17,750		(65,370)		
BEGINNING FUND BALANCE		759,765	777,513	777,513	777,513	777,513
ENDING FUND BALANCE		777,515	777,513	712,143	777,513	777,513

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Calculations as of 06/30/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Fund 203 - LOCAL STREETS						
ESTIMATED REVENUES						
Dept 000						
203-000-402.000	LOCAL ROAD MILLAGE	342,503	370,000	374,152		388,000
203-000-445.000	PENALTIES & INT ON TAXES	468	500	633		500
203-000-538.000	COUNTY ROAD MILLAGE	91,114	88,000	4,064		95,000
203-000-546.000	ACT 51 FEES	69,677	70,000	43,311		70,000
203-000-665.000	INTEREST	53,593	15,000	51,301		15,000
203-000-697.000	FUND BALANCE		197,750			
Totals for dept 000 -		557,355	741,250	473,461		568,500
TOTAL ESTIMATED REVENUES		557,355	741,250	473,461		568,500

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 463 - ROUTINE MAINTENANCE						
203-463-702.000	SALARY/WAGES	16,733	17,500	11,738		17,500
203-463-720.000	FRINGE BENEFITS	7,509	9,000	5,981		9,000
203-463-727.000	SUPPLIES	1,798	2,500	2,938		2,500
203-463-801.000	CONTRACTUAL SERVICES	76,612	650,000	635,066		384,000
203-463-930.000	REPAIRS & MAINTENANCE	4,229	1,500	529		1,500
203-463-946.000	EQUIPMENT RENTAL	18,934	19,500	10,043		19,500
Totals for dept 463 - ROUTINE MAINTENANCE		125,815	700,000	666,295		434,000

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 464 - WINTER MAINTENANCE						
203-464-702.000	SALARY/WAGES	9,746	10,000	7,327		10,000
203-464-720.000	FRINGE BENEFITS	6,346	7,000	4,528		7,000
203-464-727.000	SUPPLIES	8,158	10,750	2,213		10,000
203-464-946.000	EQUIPMENT RENTAL	7,061	13,500	4,876		7,500
Totals for dept 464 - WINTER MAINTENANCE		31,311	41,250	18,944		34,500

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Dept 965 - TRANSFERS						
203-965-998.202	TRANSFER TO MAJOR STREETS					100,000
Totals for dept 965 - TRANSFERS						100,000
TOTAL APPROPRIATIONS		157,126	741,250	685,239		568,500
NET OF REVENUES/APPROPRIATIONS - FUND 203		400,229		(211,778)		
BEGINNING FUND BALANCE		2,002,592	2,402,821	2,402,821	2,402,821	2,402,821
ENDING FUND BALANCE		2,402,821	2,402,821	2,191,043	2,402,821	2,402,821

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Fund 301 - DEBT SERVICE						
ESTIMATED REVENUES						
Dept 000						
301-000-402.000	DEBT MILLAGE	270,372	293,900	295,321		317,039
301-000-445.000	PENALTIES & INT ON TAXES	369	200	499		200
301-000-665.000	INTEREST	486		505		
301-000-697.000	TRANSFER FROM FUND BALANCE		6,695			
Totals for dept 000 -		271,227	300,795	296,325		317,239
TOTAL ESTIMATED REVENUES		271,227	300,795	296,325		317,239

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 592 - ROAD BOND 2009						
301-592-804.000	AGENT FEE		500			500
301-592-991.000	DEBT PRINCIPAL	248,000	265,000	265,000		286,000
301-592-995.000	DEBT INTEREST	38,975	35,295	18,619		30,739
Totals for dept 592 - ROAD BOND 2009		286,975	300,795	283,619		317,239
TOTAL APPROPRIATIONS		286,975	300,795	283,619		317,239
NET OF REVENUES/APPROPRIATIONS - FUND 301		(15,748)		12,706		
BEGINNING FUND BALANCE		72,883	57,136	57,136	57,136	57,136
ENDING FUND BALANCE		57,135	57,136	69,842	57,136	57,136

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET THRU 06/30/24	2023-24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
Fund 403 - BUSINESS LICENSE FUND						
ESTIMATED REVENUES						
Dept 000						
403-000-451.000	LICENSE FEES	885				
403-000-665.000	INTEREST	7		2		
Totals for dept 000 -		892		2		
TOTAL ESTIMATED REVENUES		892		2		

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 THRU 06/30/24 ACTIVITY	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 451 - BUSINESS LICENSE						
403-451-801.000	CONTRACTUAL SERVICES	315				
Totals for dept 451 - BUSINESS LICENSE		315				
TOTAL APPROPRIATIONS		315				
NET OF REVENUES/APPROPRIATIONS - FUND 403		577		2		
BEGINNING FUND BALANCE		1,125	1,702	1,702	1,702	(2)
FUND BALANCE ADJUSTMENTS			(1,704)	(1,704)	(1,704)	
ENDING FUND BALANCE		1,702	(2)		(2)	(2)

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		2022-23	2023-24	2023-24	2023-24	2024-25
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 06/30/24	ACTIVITY	BUDGET
Fund 592 - WATER AND SEWER						
ESTIMATED REVENUES						
Dept 000						
592-000-610.000	WATER TAP FEES	19,450	1,000	13,800		1,000
592-000-610.005 * *	WATER INFRA STRUCTURE					300,000
592-000-611.000	SEWER TAP FEES	2,000	1,000	24,142		1,000
592-000-665.000	INTEREST	12,182	3,000	13,187		3,000
Totals for dept 000 -		33,632	5,000	51,129		305,000
* NOTES TO BUDGET: DEPARTMENT 000						
610.005	WATER INFRA STRUCTURE					
	FOOTNOTE AMOUNTS:					300,000
	BAKER TILLY WATER ASSET PLAN					
	DEPT '000' TOTAL					300,000
TOTAL ESTIMATED REVENUES		33,632	5,000	51,129		305,000

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 536 - WATER AND SEWER SYSTEMS						
592-536-801.000	CONTRACTUAL SERVICES	292	5,000			5,000
592-536-970.000 * *	CAPITAL OUTLAY					300,000
Totals for dept 536 - WATER AND SEWER SYSTEMS		292	5,000			305,000
* NOTES TO BUDGET: DEPARTMENT 536 WATER AND SEWER SYSTEMS						
970.000	CAPITAL OUTLAY					
	FOOTNOTE AMOUNTS: BAKER TILLY WATER ASSET PLAN					300,000
	DEPT '536' TOTAL					300,000
TOTAL APPROPRIATIONS		292	5,000			305,000
NET OF REVENUES/APPROPRIATIONS - FUND 592		33,340		51,129		
BEGINNING FUND BALANCE		488,281	521,621	521,621	521,621	521,621
ENDING FUND BALANCE		521,621	521,621	572,750	521,621	521,621

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Fund 661 - MOTOR POOL FUND						
ESTIMATED REVENUES						
Dept 000						
661-000-664.000	MOTOR POOL REVENUE	261,151	240,000	177,749		240,000
661-000-665.000	INTEREST	20,806	7,000	14,954		10,000
661-000-673.000	SALE OF FIXED ASSETS	64,892		7,605		
661-000-697.000	TRANSFER FROM FUND BALANCE		172,000			508,500
Totals for dept 000 -		346,849	419,000	200,308		758,500
TOTAL ESTIMATED REVENUES		346,849	419,000	200,308		758,500

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
APPROPRIATIONS						
Dept 443 - MOTOR POOL						
661-443-702.000	SALARY/WAGES	40,503	46,000	26,283		41,000
661-443-720.000	FRINGE BENEFITS	15,622	18,000	10,362		16,000
661-443-727.000	SUPPLIES	7,019	6,000	6,735		7,500
661-443-748.000	FUEL & OILS	35,774	35,000	20,787		35,000
661-443-750.000	TIRES & BATTERIES	11,459	10,000	1,679		10,000
661-443-755.000	SMALL TOOLS	1,350	2,250	1,972		2,500
661-443-801.000	CONTRACTUAL SERVICES	4,113	3,000	3,712		5,000
661-443-850.000	TELEPHONES	6,034	5,500	4,507		6,000
661-443-913.000	INSURANCE	10,409	10,870	10,869		11,500
661-443-920.000	UTILITIES	12,612	9,250	5,447		9,000
661-443-930.000	REPAIRS & MAINTENANCE	56,310	35,000	30,027		35,000
661-443-968.000	DEPRECIATION	133,350	140,000			
661-443-970.000 * *	CAPITAL OUTLAY	4,213	180,000	126,714		580,000
Totals for dept 443 - MOTOR POOL		338,768	500,870	249,094		758,500
* NOTES TO BUDGET: DEPARTMENT 443 MOTOR POOL						
970.000	CAPITAL OUTLAY					
	FOOTNOTE AMOUNTS:					15,000
	ZERO TURN MOWER					
	FOOTNOTE AMOUNTS:					500,000

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Calculations as of 06/30/2024						
GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2023-24 PROJECTED ACTIVITY	2024-25 REQUESTED BUDGET
	WHEEL LOADER					
	FOOTNOTE AMOUNTS:					15,000
	SALT SPREADER PICK UP					
	FOOTNOTE AMOUNTS:					50,000
	NEW PICK UP					
	ACCOUNT '970.000' TOTAL					580,000
	DEPT '443' TOTAL					580,000
TOTAL APPROPRIATIONS		338,768	500,870	249,094		758,500
NET OF REVENUES/APPROPRIATIONS - FUND 661		8,081	(81,870)	(48,786)		
BEGINNING FUND BALANCE		1,221,233	1,229,313	1,229,313	1,229,313	1,229,313
ENDING FUND BALANCE		1,229,314	1,147,443	1,180,527	1,229,313	1,229,313