



CITY COUNCIL WORKSHOP AGENDA

May 4, 2022 – 4:00 pm

*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:**
 - A. Lisa Mize - Saugatuck-Douglas Area Convention & Visitors Bureau Executive Director
 - B. Russ Gardner – Mt. Baldhead Workgroup
- 5. Public Comment on Agenda Items Only** (Limit 3 minutes)
- 6. Discussion Items:**
 - A. Pride Month Proclamation 220509-P1
 - B. Special Event – Town Crier Race
 - C. Parks & Public Works Committee Introduction
 - D. Household Hazardous Waste Day Contribution Request
 - E. Kalamazoo Lake Sewer and Water Authority Invoice
- 7. Public Comments** (Limit 3 minutes)
- 8. Correspondence**
- 9. Council Comments**
- 10. Adjourn** (Voice Vote)

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: ryan@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 Wolters@saugatuckcity.com for further information.

Saugatuck Douglas

2022 Membership Marketing Update

Scope

Marketing Strategy + Plan

Annual Strategy + Plan
Editorial Calendar
Monthly Board Mtgs

Email Newsletters

Monthly
Sharing New Articles
Promote Area

Public Relations

Pushing Happenings
Pulling Hot Topics
FAM Trips

Social Media

Facebook
Instagram, Stories
Pinterest
TikTok + Twitter

Digital Advertising

Programmatic Ads
Facebook/Instagram
Social Boosting
Google Search Ads

Print Advertising

Midwest Living
Fall Advertorial
Food+Travel
Art Collector

Social Influencers

Cross Sharing Content
Grow of Audience
Awareness to Area
CTA: Visti Website

Website Creative

Platform + Book Direct
Articles / Blog
Content / Imagery
Experiences

Print Literature

Discovery Guide
Art Map
Drink Map

Photography Assets

Documentary Assets
Promotional Assets

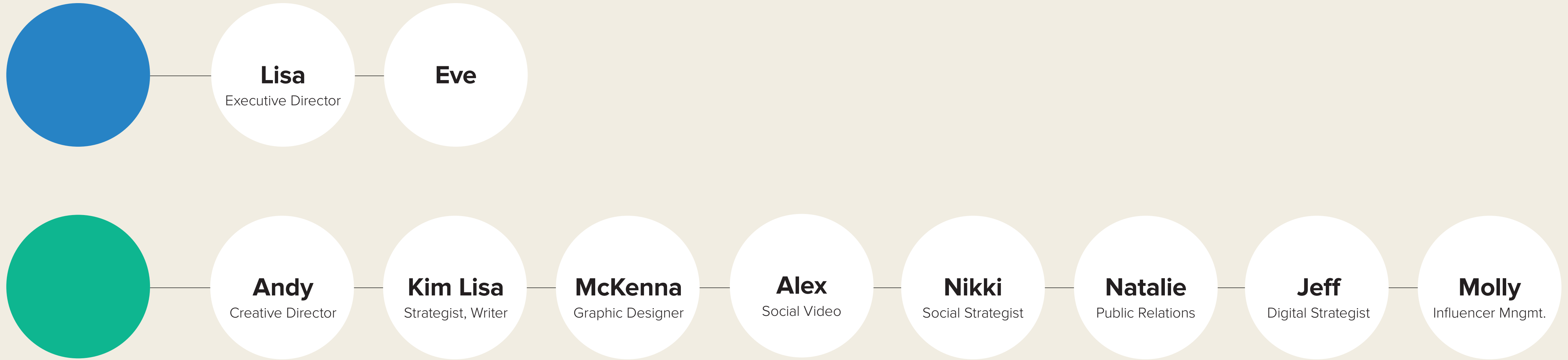
Videography Assets

Re-utilizing B-Roll
Winter + Spring Shoots
Social Video Clips

General Marketing

Reporting
Presentations
Pop-Up Requests
New Opportunities

Team



Current Creative Partners:

Photography
Jill Devries, Craig Watson + Others

Videography
Chop + Hue (2021-22)

Progomatic Ad Buy
StackAdapt

Web Development
Mass Enthusiasm

Book Direct / Lodging
Briley Peters

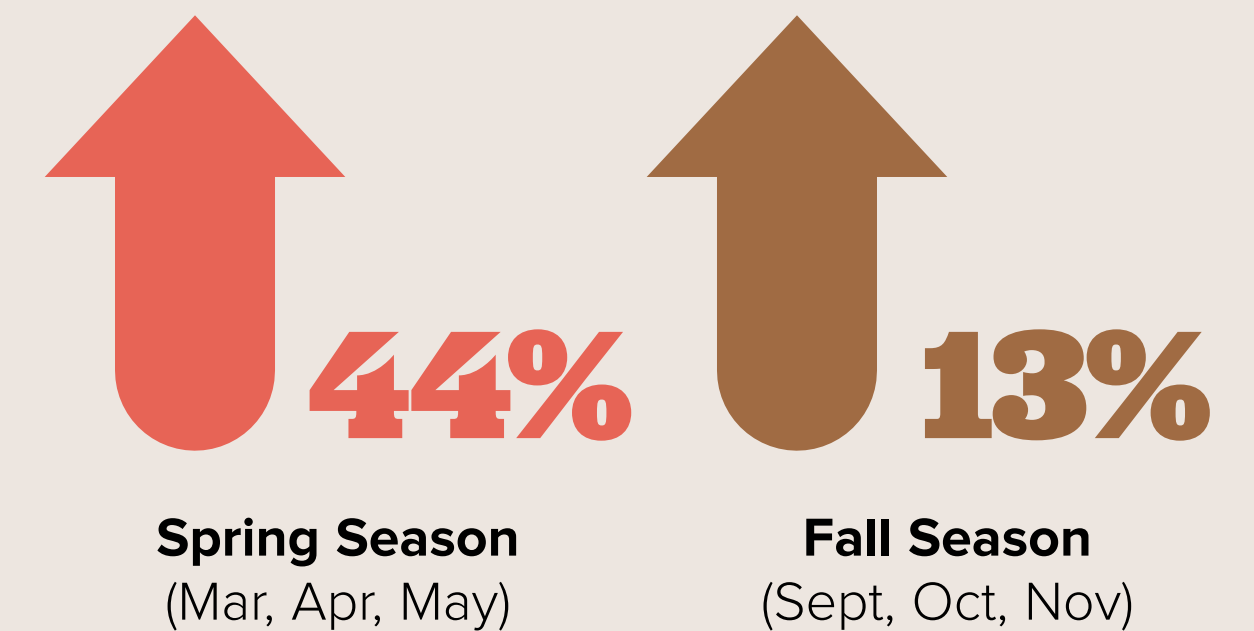
Website Traffic

Monthly Users	2018	2019	2020	2021
January	5,600	12,000	--	11,900
February	8,900	15,000	15,700	10,700
March	12,000	18,000	13,000 <i>(covid)</i>	31,800
April	16,000	23,000	11,300	41,900
May	26,000	36,000	22,300	64,300
June	41,000	54,000	88,500	65,800
July	56,000	79,000	96,200 <i>(new site)</i>	82,700
August	43,000	57,000	83,900	67,600
September	27,000	35,000	41,100	53,000
October	21,000	32,000	32,100	35,250
November	11,000	13,000	14,800	16,000
December	12,000	--	10,200	13,750
Per Season Users	2018	2019	2020	2021
Winter (Dec, Jan, Feb)	16,800	39,000	39,000	32,800
Spring (Mar, Apr, May)	54,000	77,000	46,600*	138,000
Summer (June, July, Aug)	140,000	190,000	268,600	216,100
Fall (Sept, Oct, Nov.)	59,000	80,000	88,000	104,250

Traffic Increase
Compared to 2019



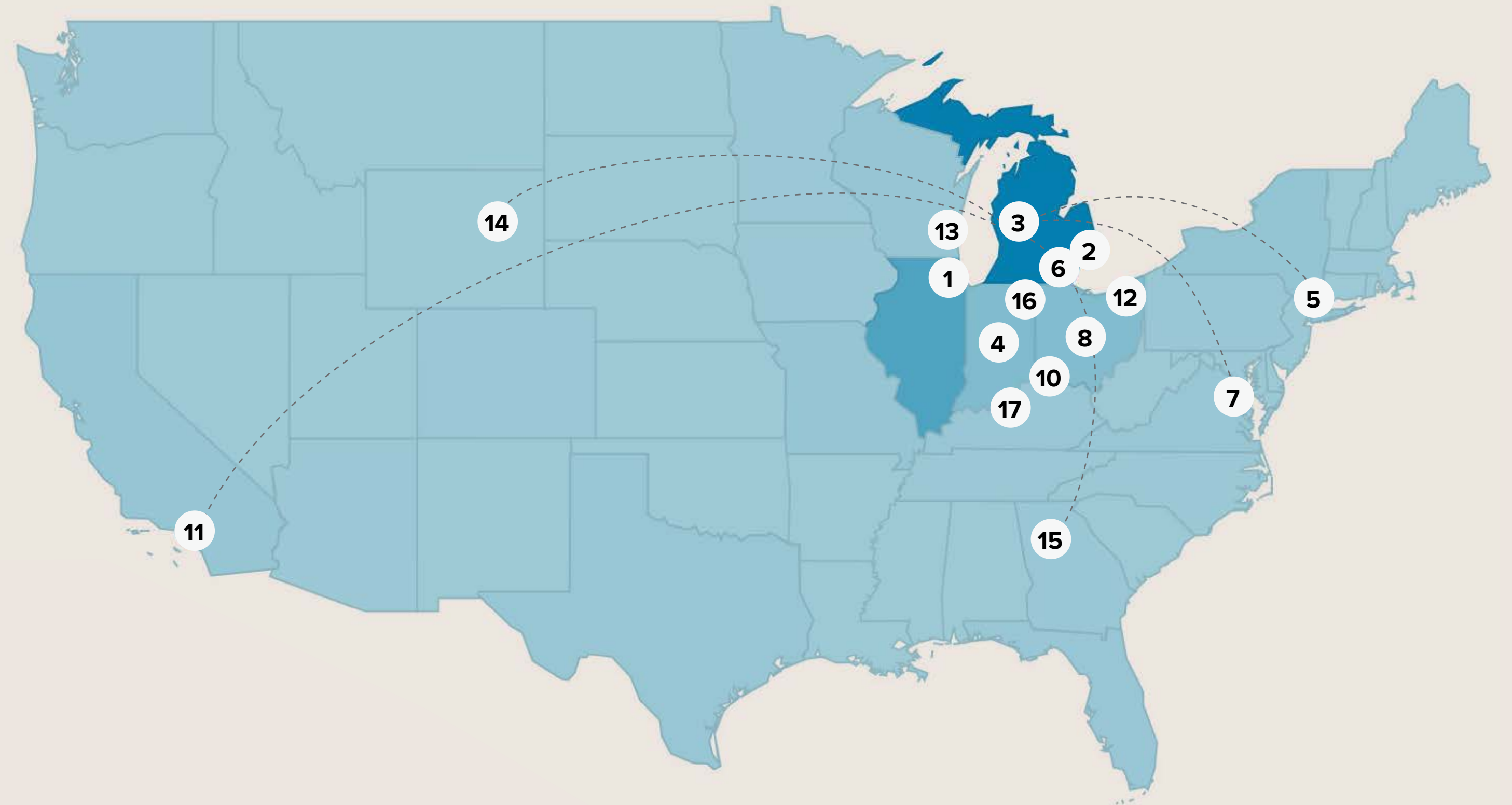
Shoulder Season Traffic
Compared to 2019



Geographic Website Reach

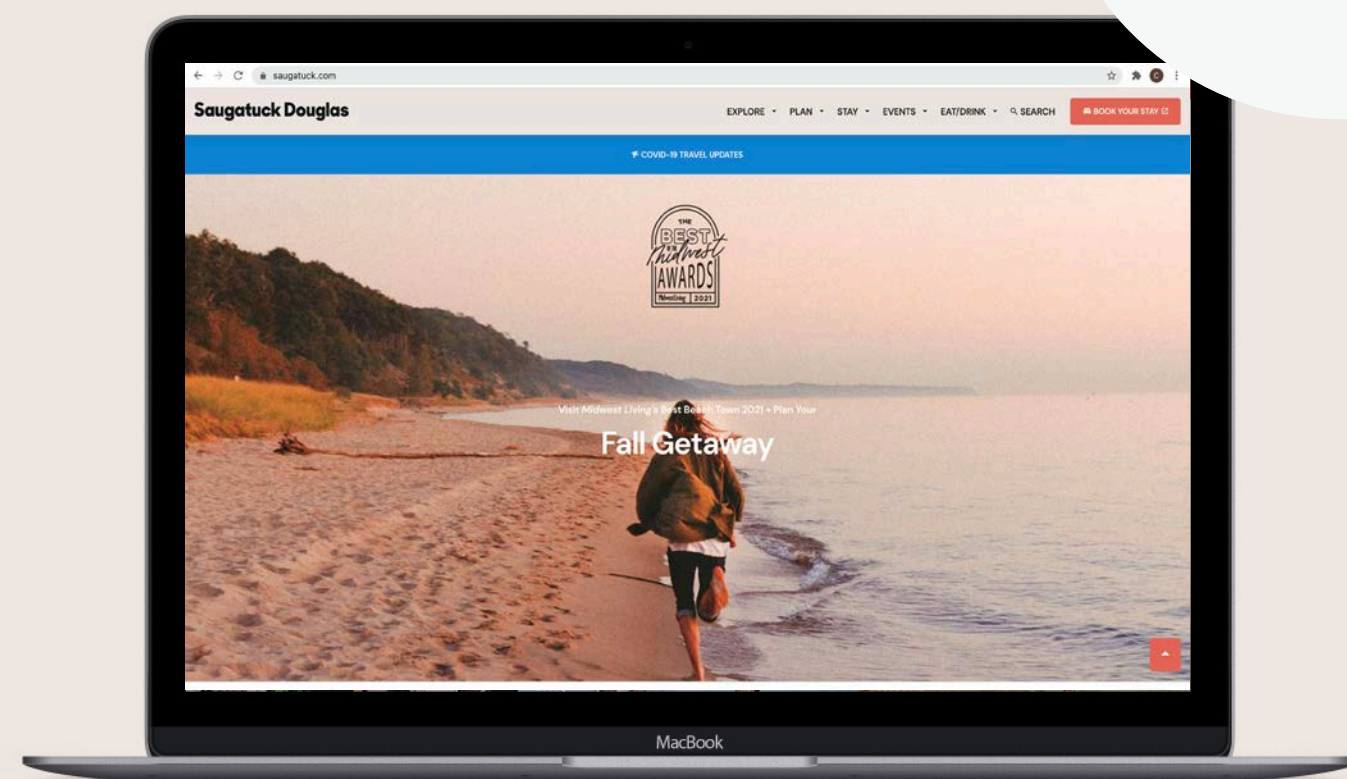
City Regions	Visits	Traffic %	Miles
1. Chicago	56,525	12.5%	140
2. Detroit	37,650	8.3%	190
3. Grand Rapids	24,750	5.5%	40
4. Indianapolis	11,600	2.6%	225
5. New York City	8,775	1.94%	765
6. Ann Arbor	8,560	1.9%	165
7. Washington DC	7,100	1.57%	670
8. Columbus	6,950	1.54%	360
9. St. Louis	4,300	0.95%	410
10. Cincinnati	3,335	0.74%	325
11. Los Angeles	2,775	0.61%	2,150
12. Cleveland	2,725	0.61%	315
13. Milwaukee	2,525	0.58%	240
14. Denver	2,400	0.53%	1,125
15. Atlanta	2,300	0.51%	750
16. Fort Wayne	2,125	0.47%	165
17. Louisville	2,050	0.46%	335

Based on 452,000 Users From Jan 01 - Oct. 31, 2021



"Book Your Stay"

Activity from January - October



<p>Number of Searches Total to date in 2021 = 88,935</p> <p>19% Users who Searched Book Direct Based on 465,000 users to website</p>	<p>Clicked on a Lodging Referral Total to date in 2021 = 84,346</p> <p>94.8% Users who Click a Lodging Referral Based on 88,935 Book Direct Searches</p>																																											
<p>Days in Advance for a Search Planning</p> <p>63 days Length of Stay 3.98 days Average stay duration searched</p>	<p>Days in Advance for a Referral Booking</p> <p>39 days Length of Stay 2.8 days Average stay duration booked</p>																																											
<p>Audience Demographic Gender + Age</p> <table border="1"> <thead> <tr> <th>Age Group</th> <th>Females</th> <th>Males</th> </tr> </thead> <tbody> <tr> <td>18-24</td> <td>~15K</td> <td>~10K</td> </tr> <tr> <td>25-34</td> <td>~35K</td> <td>~18K</td> </tr> <tr> <td>35-44</td> <td>~25K</td> <td>~15K</td> </tr> <tr> <td>45-54</td> <td>~28K</td> <td>~12K</td> </tr> <tr> <td>55-64</td> <td>~32K</td> <td>~15K</td> </tr> <tr> <td>65+</td> <td>~20K</td> <td>~10K</td> </tr> </tbody> </table>	Age Group	Females	Males	18-24	~15K	~10K	25-34	~35K	~18K	35-44	~25K	~15K	45-54	~28K	~12K	55-64	~32K	~15K	65+	~20K	~10K	<p>Top Referral US Cities 28% of Traffic From 10 Cities</p> <table border="1"> <thead> <tr> <th>City</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Chicago</td> <td>11.75%</td> </tr> <tr> <td>Wyoming</td> <td>2.60%</td> </tr> <tr> <td>Grand Rapid</td> <td>2.13%</td> </tr> <tr> <td>Columbus</td> <td>1.89%</td> </tr> <tr> <td>Indianapolis</td> <td>1.79%</td> </tr> <tr> <td>Northbridge</td> <td>1.79%</td> </tr> <tr> <td>New York</td> <td>1.66%</td> </tr> <tr> <td>Cincinnati</td> <td>1.45%</td> </tr> <tr> <td>Cincinnati</td> <td>1.42%</td> </tr> <tr> <td>Detroit</td> <td>1.42%</td> </tr> </tbody> </table>	City	Percentage	Chicago	11.75%	Wyoming	2.60%	Grand Rapid	2.13%	Columbus	1.89%	Indianapolis	1.79%	Northbridge	1.79%	New York	1.66%	Cincinnati	1.45%	Cincinnati	1.42%	Detroit	1.42%
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Monthly Website Articles

Previous 24 Post (Launch in Monthly eNewsletter)



2272

A Girl Power Getaway

Celebrate Women's History Month with Girls Getaway featuring these women-owned businesses.

01 Mar 2021

Girls Getaway, Winter



701

A Golf Lover's Getaway

Head for greener fairways with the ultimate golf getaway in Saugatuck/Douglas.

01 Apr 2021

Outdoors, Spring, Summer, Fall



359

For the Birds

Connect with nature and discover how birdwatching in the Art Coast can be a rewarding pastime.

01 Apr 2021

Outdoors, Spring



2850

Saugatuck Social District

07 Apr 2021

Announcements



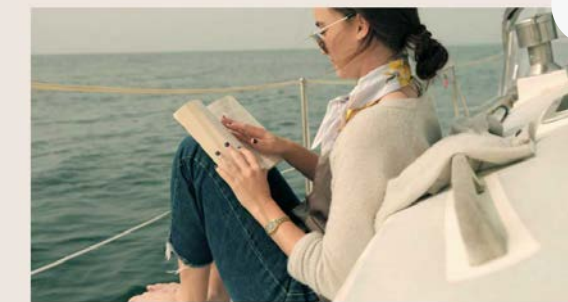
3413

Don't Miss The Boat

Explore all the fun and beauty of our waterways with a charter boat excursion.

01 May 2021

Outdoors, Summer



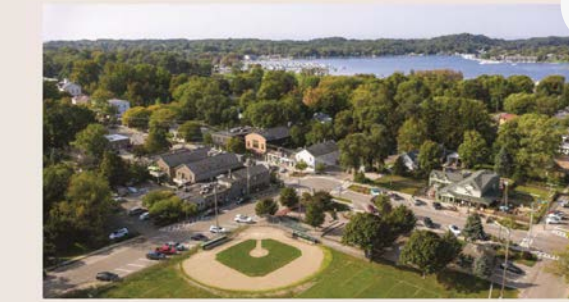
847

Pandemic Pastimes

Extend your new passions and pursuits while visiting the Art Coast of Michigan.

05 May 2021

Outdoors, Spring, Summer, Shopping



2321

Area Social Districts

28 May 2021

Announcements



2007

Top 5 Perfect Places to Picnic

Enjoy the simple pleasure of a picnic with these top recommended spots.

01 Jun 2021

Outdoors, Summer



915

Full of Hops and Dreams

Local spotlight on head brewer and LGBTQ+ business owner Kim Collins who knows from experience that great success can be achieved when we all support each other.

02 Jun 2021

Culinary, LGBTQ



1066

An Art Enthusiast's Guide To The Art Coast

Discover all the opportunities to experience art in the Art Coast of Michigan.

06 Jul 2021

Arts



169

Summer Sounds

Spotlight on musician Nate Holley who has become a local legend and crowd favorite with his unique musical style.

01 Aug 2021

Entertainment, Summer



333

Outdoor Fall Fitness Challenges 2021

Get your heart pumping amid stunning outdoor scenery with one of our fall fitness challenges.

01 Aug 2021

Outdoors, Fall



1085

4 Wines Worth Traveling For This Fall

Plan a fall weekend focused on wine-tasting featuring these can't-miss wines.

01 Sep 2021

Wineries, Culinary, Fall



3081

Can't-Miss Culinary Spots

Plan a foodie adventure and discover why these restaurants have received such great press.

03 Sep 2021

Culinary, Fall



502

Frightfully Good Fun For 2021

Don't miss out on the spectacular spooky fun during Halloween weekend.

01 Oct 2021

Fall, Entertainment



846

Accessible Art Coast

Get around The Art Coast with ease with this listing of accessible lodging and attractions.

01 Oct 2021

Summer, Spring, Fall



422

Rethinking Thanksgiving Traditions

Celebrate Thanksgiving this year with a change of scenery that will give you another reason to be thankful.

03 Nov 2021

Fall, Family



900

At The Present Time – A 2021 Holiday Gift Guide

With unique finds ranging from festive, flavorful, and functional, we've got holiday gifts for everyone on your list.

04 Nov 2021

Shopping, Winter



390

Toast Your Toes By The Fire

Keep cozy on a cold winter's night with these warm and welcoming places to stay that feature inviting fireplaces to relax by.

07 Dec 2021

Winter



929

Three Perfect Days In Winter

Plan a winter getaway focused on activities intended to inspire and rejuvenate.

06 Jan 2022

Winter



914

Explore Our Winter Wonderland

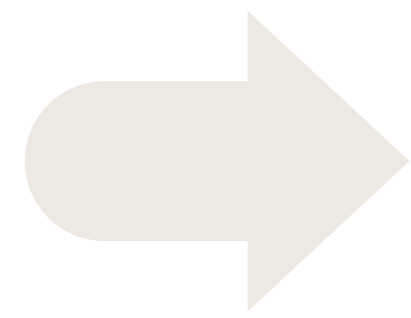
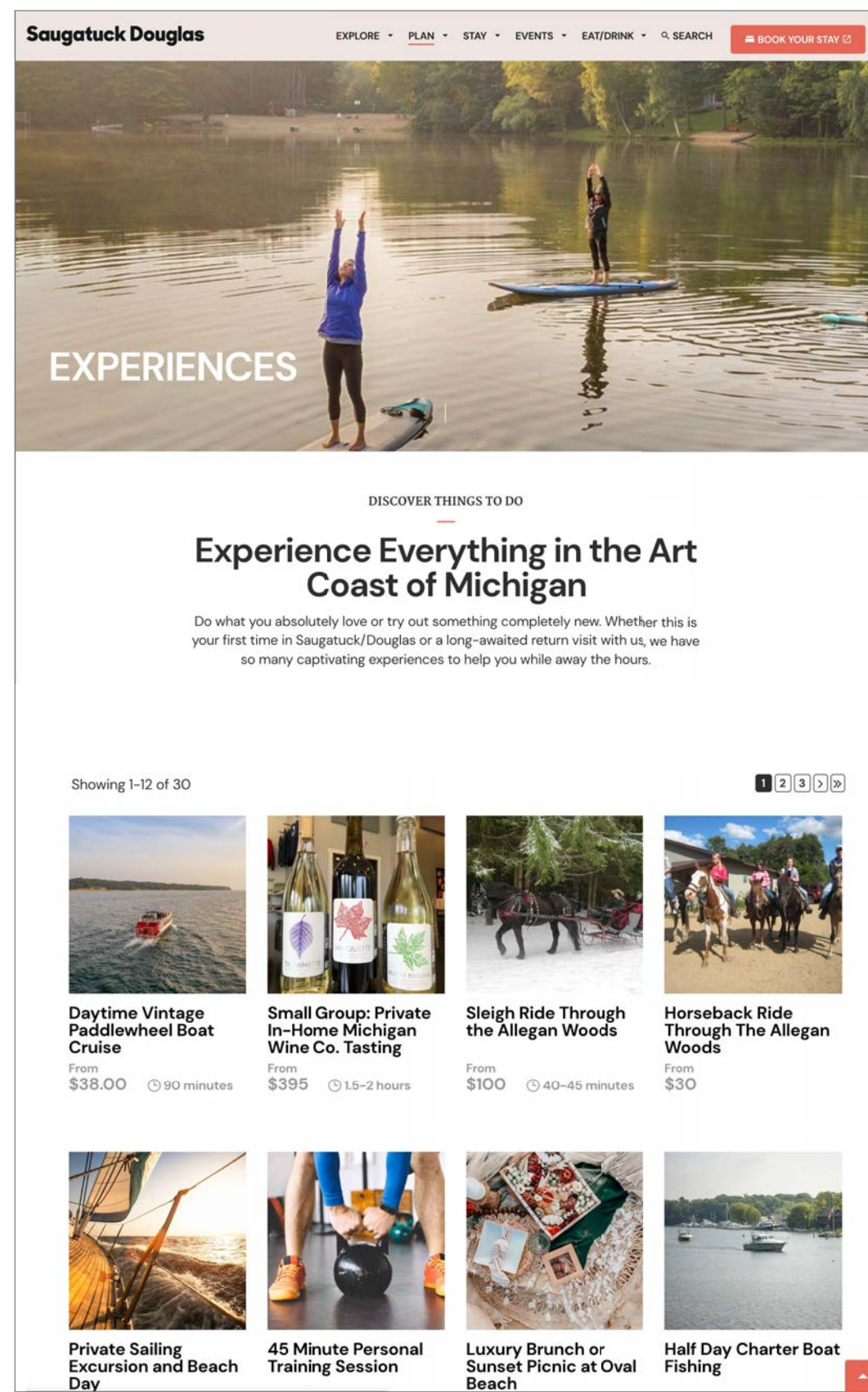
Discover a variety of outdoor adventures that will create warm winter memories.

01 Feb 2022

Outdoors, Winter

Experiences

Launched in July 2021



Experience	Business	Winter	Spring	Summer	Fall	Page Views
Full Day Charter Boat Fishing	Best Chance Too Charters			X		99
Half Day Charter Boat Fishing	Best Chance Too Charters			X		68
Private Heated Igloo Suite	Coastal Society	X	X		X	11
Chartered Vineyard + Wine Tasting Tour	Coastal Tours	X	X	X	X	210
Waterfront Watercolor Workshop	Cynthia Tripp			X		83
Private Ballroom Dance Classes for Couples	Dance Asylum School	X	X	X	X	25
Private Ballroom Dance Classes for Groups	Dance Asylum School	X	X	X	X	18
45 Minute Personal Training Session	Encompass Wellness	X	X	X	X	37
60 Minute Personal Training Session	Encompass Wellness	X	X	X	X	55
Professionally Capture Your Vacation	Lara Parent Photography	X	X	X	X	61
Small Group: Private In-Home Wine Tasting	Michigan Wine Company	X	X	X	X	11
Large Group: Private In-Home Wine Tasting	Michigan Wine Company	X	X	X	X	20
Luxury Brunch or Sunset Picnic at Oval Beach	Sincerely K&J			X		197
Donut Boat Rentals	Retro Boat Rentals			X		1346
Duffy Boat + Wine/Cheese Cruise	Retro Boat Rentals			X		214
Retro Boat Rentals	Retro Boat Rentals			X		352
Afternoon Sailing on the Schooner	Sailing Saugatuck			X		407
Private Tall Ship Sailing Cruise on Lake Michigan	Sailing Saugatuck			X		62
Sunset Sailing on the Schooner	Sailing Saugatuck			X		400
Ride the Sand Dunes of Lake Michigan	Saugatuck Dune Rides			X		1341
Private Sailing Excursion and Beach Day	SeaSun Sailing			X		77
Private Sailing Excursion on Lake Michigan	SeaSun Sailing			X		117
Daytime Vintage Paddlewheel Boat Cruise	Star of Saugatuck Boat Cruises			X		529
Sunset Vintage Paddlewheel Boat Cruise	Star of Saugatuck Boat Cruises			X		837
Charter a Custom Catamaran Pontoon	TFD Adventure Co.			X		125
Goat Chill & Organic Farm Tour	Third Coast Organics			X		237
Tasting Tour of Organic Farm	Third Coast Organics			X		131
Horseback Ride Through The Allegan Woods	Wild West Ranch	X	X	X	X	63
Carriage Ride Through The Allegan Woods	Wild West Ranch	X	X	X	X	78
Sleigh Ride Through the Allegan Woods	Wild West Ranch	X				47

Digital Advertising

Google + Facebook/Instagram Ad Buying

Clicks to Website
129,200

28%

Of All Web Traffic From Digital Ads

Cost Per Click
Digital Ad Spend \$45,236

.35¢

Travel Industry Average = 0.44¢



Public Relations

Past Two Years of Accolades

CONDÉ NAST

5x

The New York Times



FOX BUSINESS

Reader's digest

TRAVEL+ LEISURE

Condé Nast Traveler

[The 26 Most Beautiful Towns in America](#)

Condé Nast Traveler

[7 Small Towns in the U.S. That Are Secret Food Destinations](#)

Midwest Living

[Midwest Living's Best of the Midwest Winners 2021](#)

Marriot Bonvoy Traveler

[7 Off-the-Beaten-Path Beach Towns in the U.S.](#)

Washington Blade

[Saugatuck/Douglas is the art coast of Michigan](#)

Midwest Living

[Top Things to Do in Saugatuck, Michigan](#)

Travel Awaits

[9 Best Beaches In Michigan](#)

Lonely Planet

[8 Monumental Road Trips in Michigan](#)

Midwest Living

[Fall Getaway to Saugatuck, Michigan](#)

Pride Source

[5 LGBTQ-Friendly Michigan Road Trip Destinations](#)

Thrillist

[Perfect Winter Road Trips for When You Need to Escape Chicago](#)

USA Today

[Cool Ways To Get Out On The Water This Spring](#)

Chicago Parent

[17 Socially-Distant MW Destinations to Visit with Your Family](#)

AFAR

[7 Classic Midwest Road Trips to Drive This Year](#)

FOX News

[Head to these orchards to go apple picking this fall](#)

Traveling Mom

[Fun Things to Do in Saugatuck and Douglas Michigan with Kids in 2021](#)

Condé Nast Traveler

[7 Small Town Getaways We Love](#)

Condé Nast Traveler

[11 Best Weekend Getaways from Chicago](#)

Condé Nast Traveler

[20 Best Places to Go in 2020](#)

Fox Business News

[How a tenacious group of Michigan business owners created coronavirus safety solutions](#)

TravelMag

[The 30 Most Charming Beach Towns in the USA](#)

Travel + Leisure

[13 Best Weekend Beach Getaways in the US](#)

Reader's Digest

[17 of the Most Retro Hotels in America](#)

Fodor's Travel

[The Most Romantic Small Towns for Every Couple in America](#)

Best Life

[The Most Beautiful Small Town in Every State](#)

Forbes

[The Best Cities For LGBTQ Retirees](#)

Chicago Tribune

[Snowmobile racing in Wisconsin, a spring garden show in Indiana and more Midwest events](#)

Inside Hook

[How and Where to Responsibly Rent a Summer House Near](#)

[Chicago](#)

Newsbreak

[Saugatuck Douglas to participate in virtual national Pride event](#)

Grand Rapids Magazine

[Saugatuck Douglas to participate in virtual national Pride event](#)

Travel Awaits

[9 Fantastic Hikes In Beautiful Michigan](#)

Indianapolis Monthly

[Saugatuck Summer Cruisin'](#)

Washington Blade

[Saugatuck-Douglas is open and better than ever](#)

Chicago Parent

[Boating Escapes Worth the Drive from Chicago](#)

Business Insider

[The ultra-creative tactics 4 hotels and destinations around the US are using to keep travelers safe and coming back](#)

New York Times

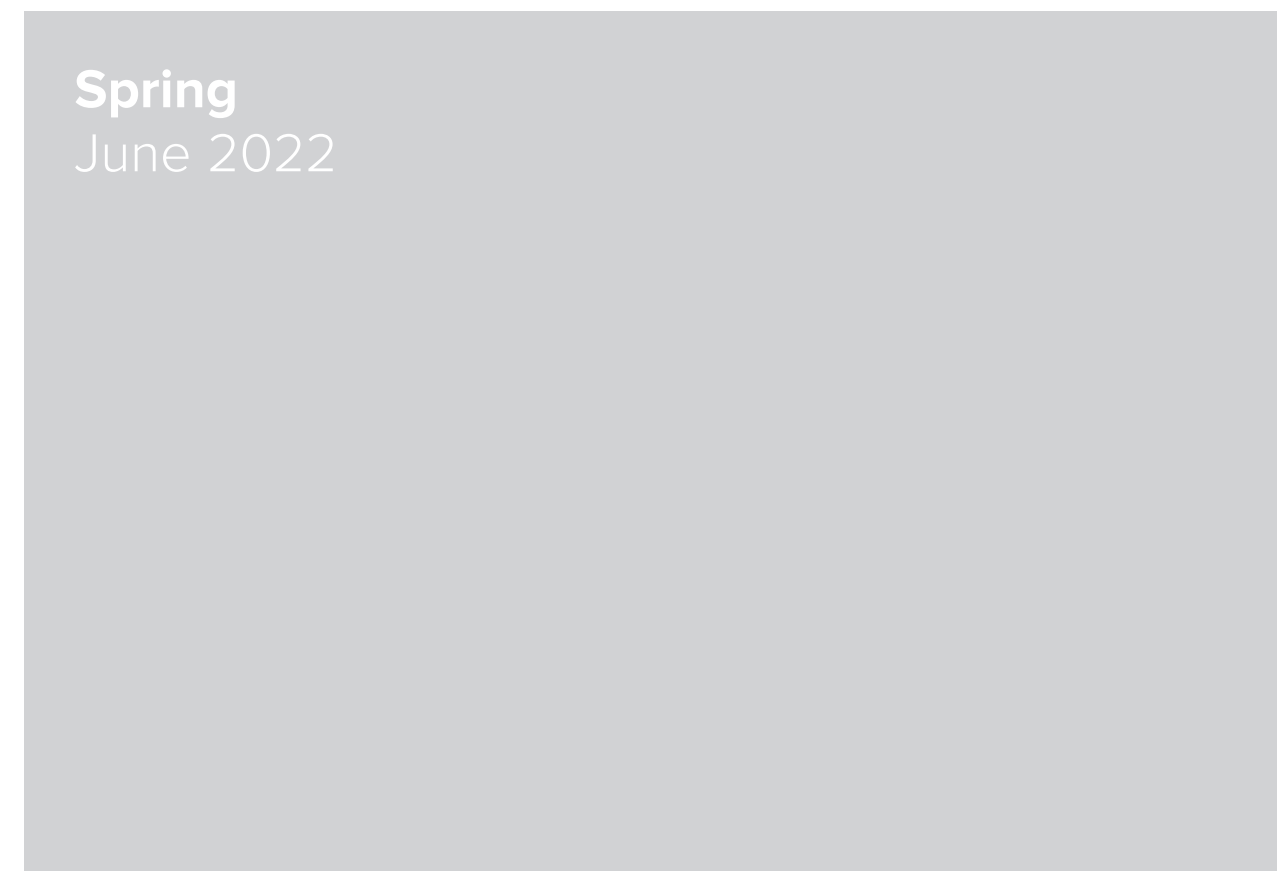
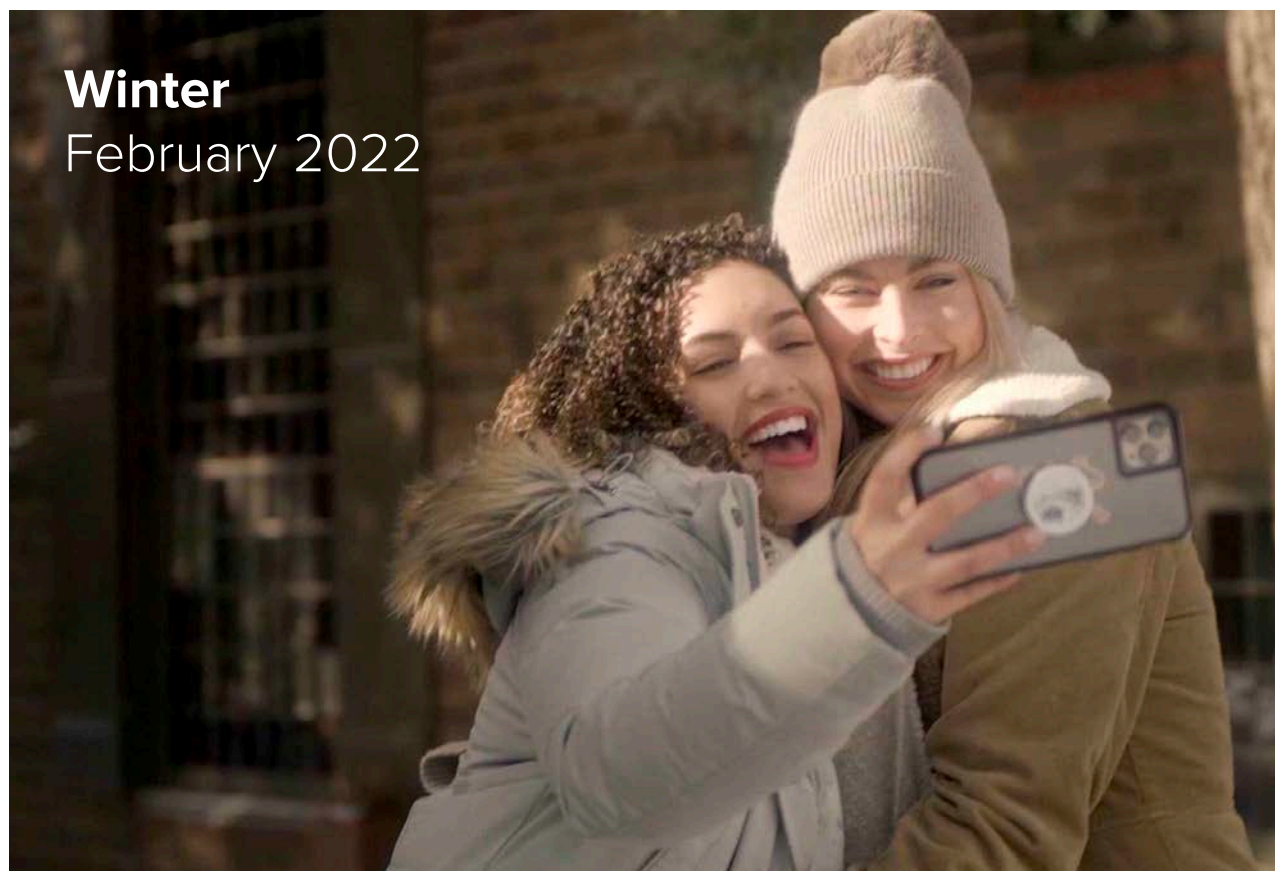
[What Month Is It? Pandemic Scrambles the Travel Calendar](#)

Travel Awaits

[The Best Things To Do In Saugatuck, MI: Where To Stay, Eat, And Play](#)

Videography

Lifestyle Seasonal Videos



Video Deliverables

For incorporation in promoting 2022



Main All Seasons Video

Will live on homepage, and used on social channels



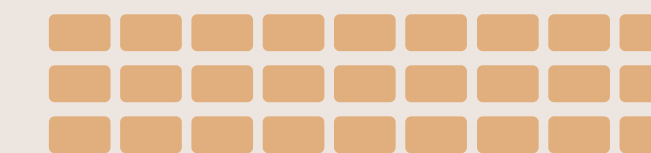
4 Seasonal Videos

Will live on seasonal landing pages, and used on social channels



12 Short Promotional Videos (3 per Season)

Digital Advertising + Social Media Use



Large Bank of B-Roll Video for Future Use

Use to increase engagement on social media platforms

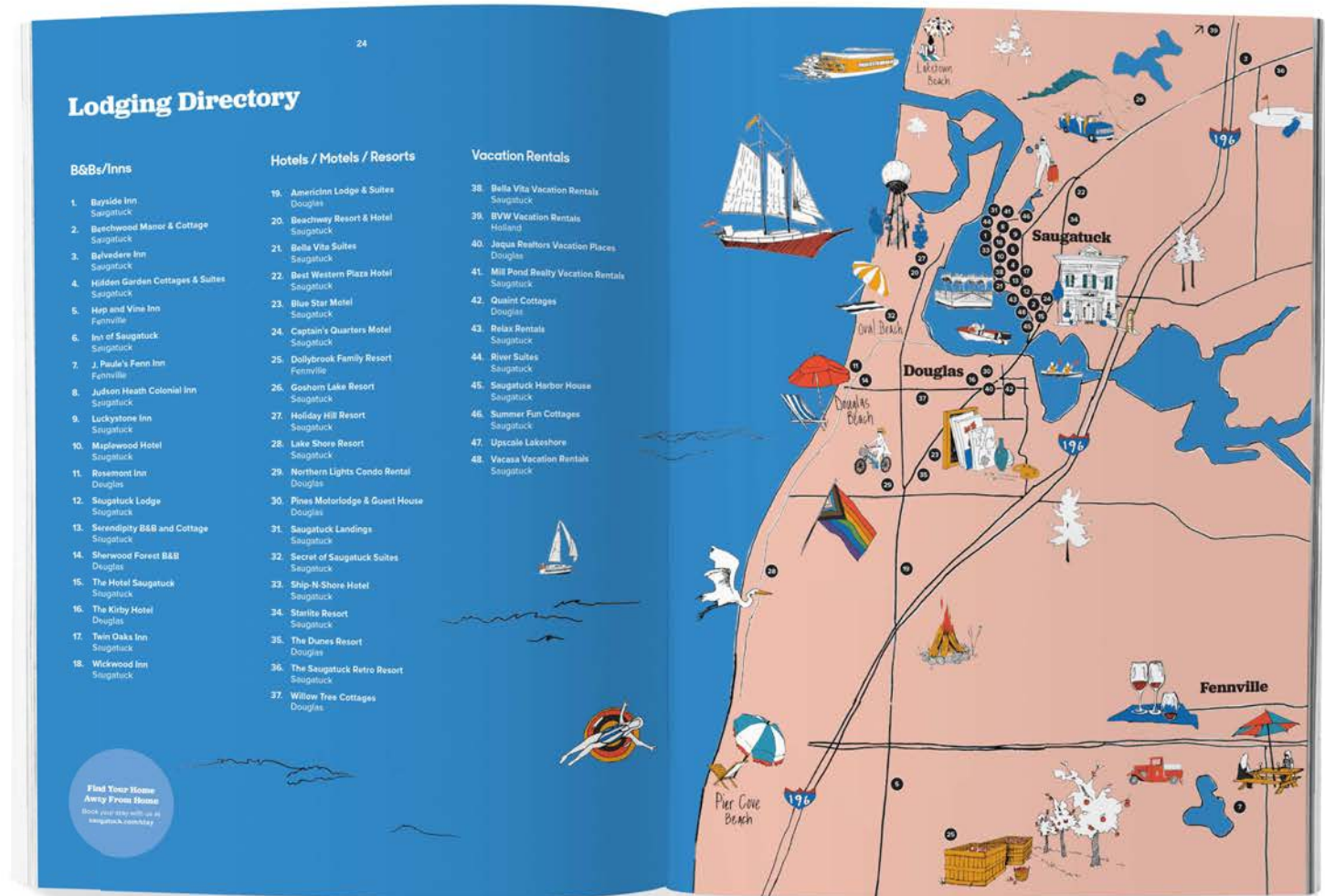
2022 Starting Point

Billboard Advertising

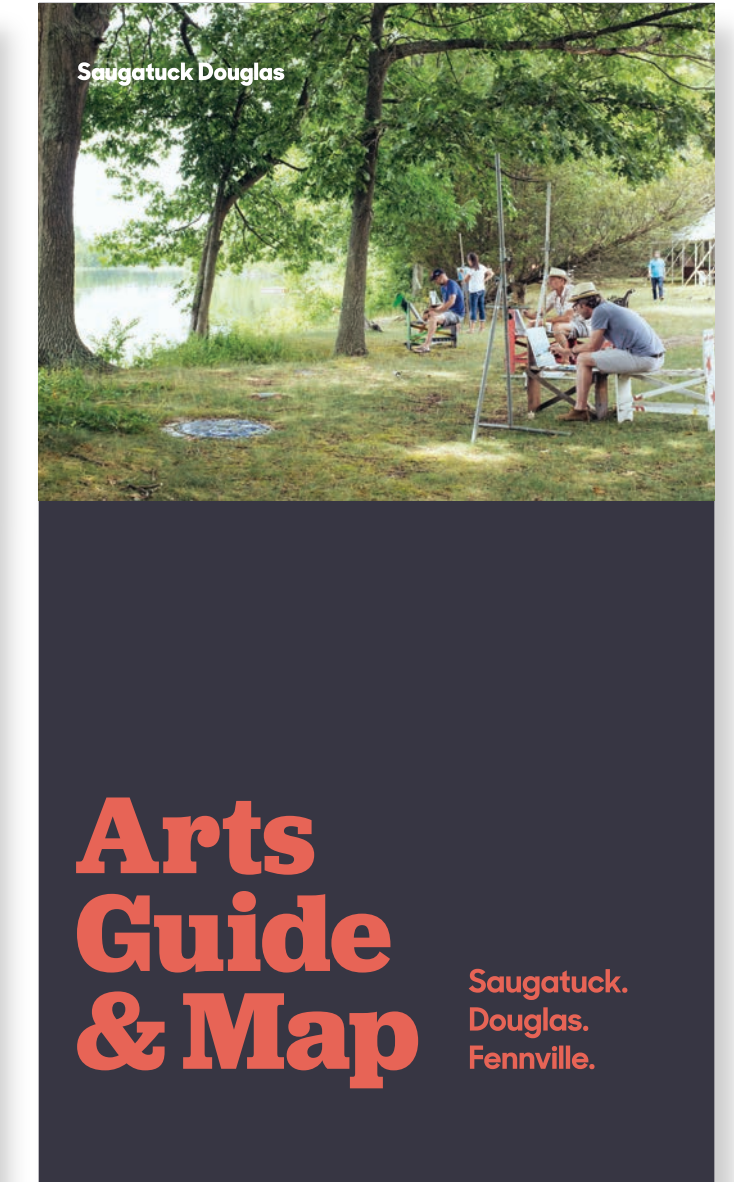
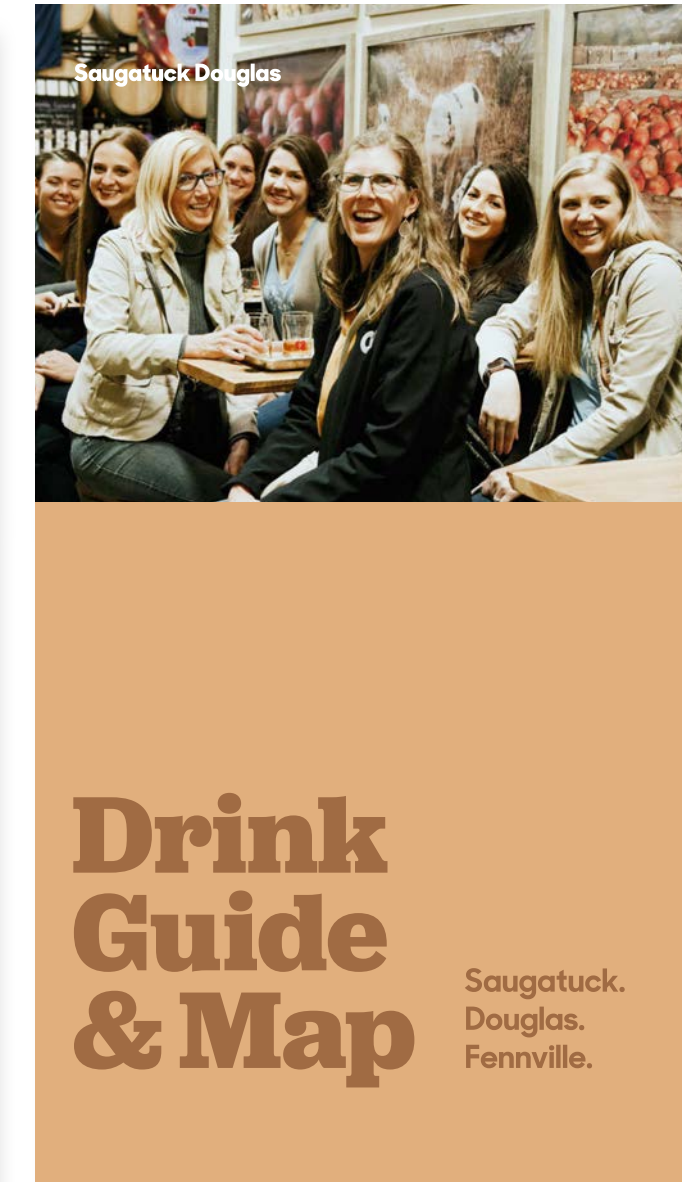
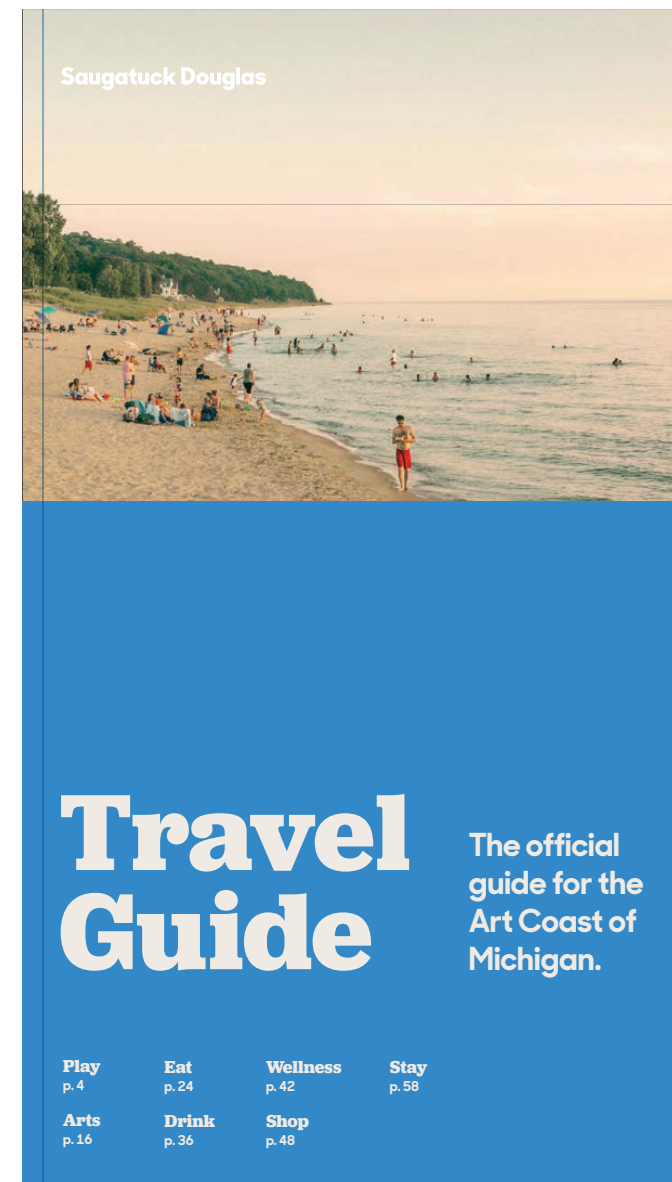


SPRING + SUMMER / INSTALLED APRIL

Discovery Guide



Series of Guides



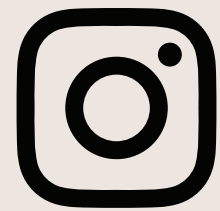
2 NEW GUIDES WITH MAPS

Social Media

Increased Video Focus



Facebook
Main Feed + Stories



Instagram
Main Feed, Reels + Stories
Social Influencer Cross Channeling
Giveaway Contest



TikTok
Scripted Branded Content
Trendy in the Moment Videos (new team)



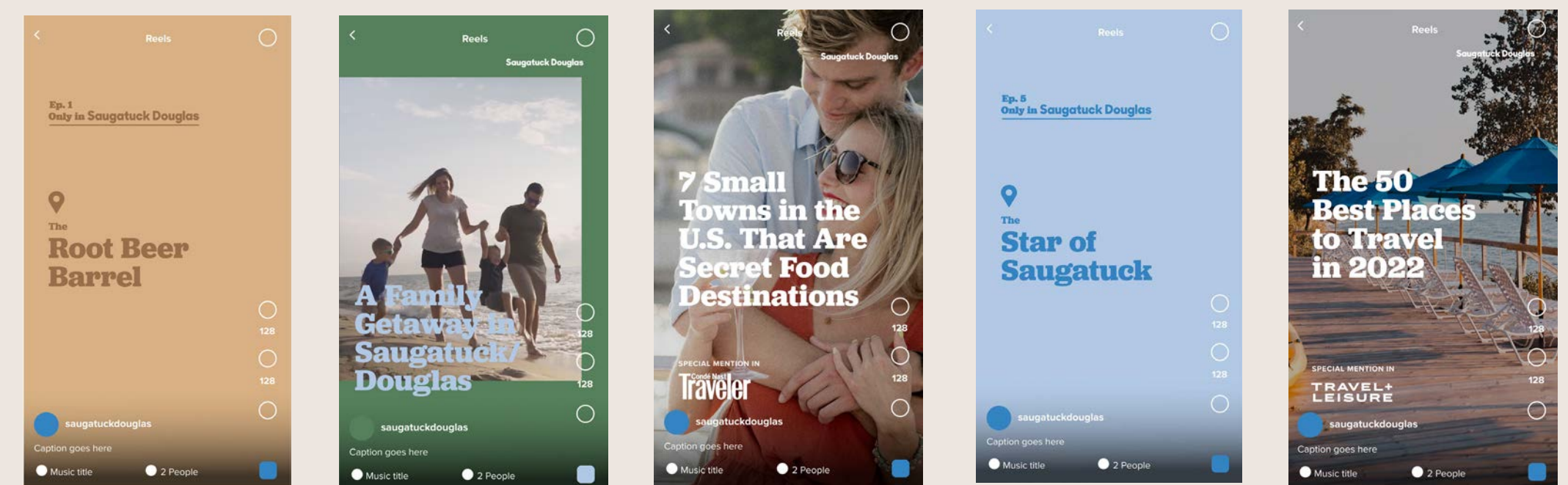
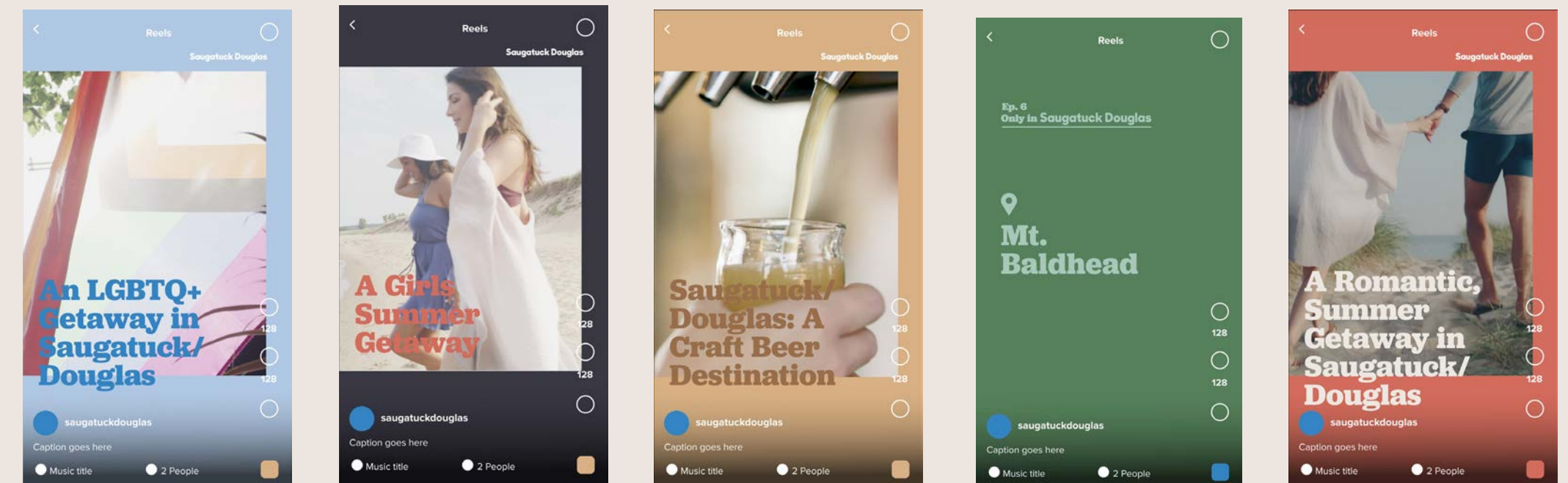
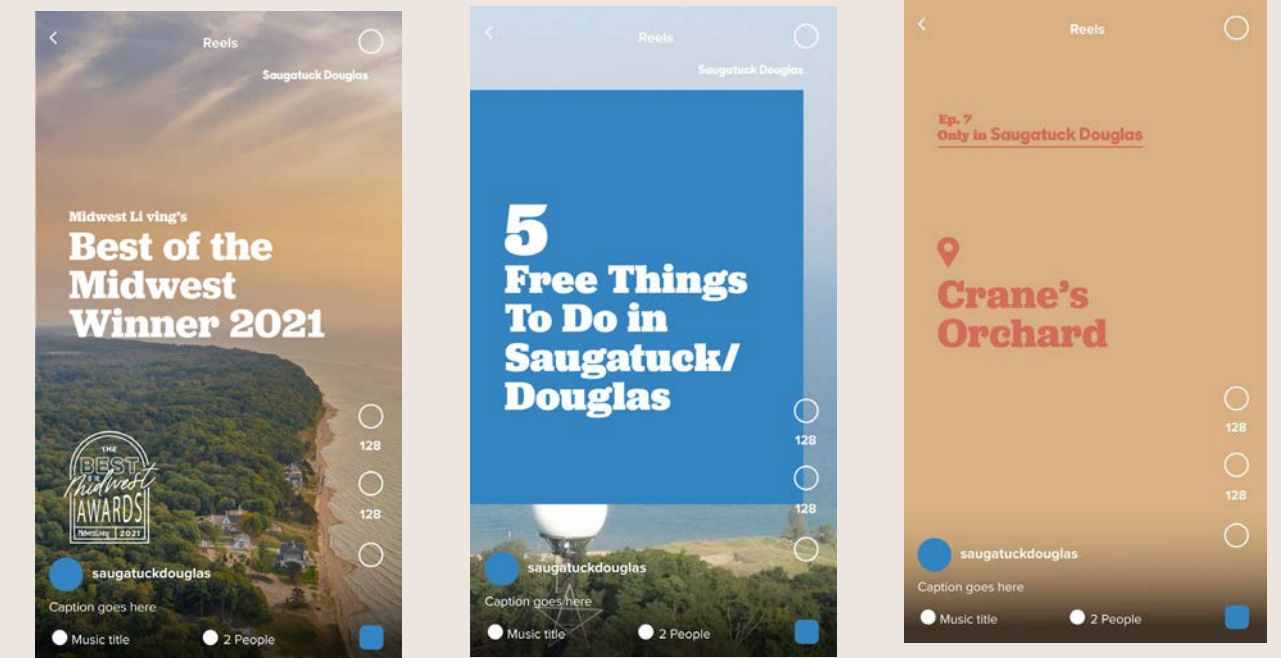
Pinterest
Pinnable Content + Stories
Sharing New Branded Videos



Twitter
Posting Happenings
Sharing Tagged and Relevant Content

Social Video Series:

- Accolades
- Inspirational
- Only in Saugatuck/Douglas
- Website Articles



Hashtag Your Posts

Recommended to use with brand associated captures. Images that convey the lifestyle of the Art Coast of Michigan.

#artcoastofmichigan

Using #Saugatuck helps us see all posts associated to the area and allows us the ability to share within the various Social Media channels.

#saugatuckdouglas

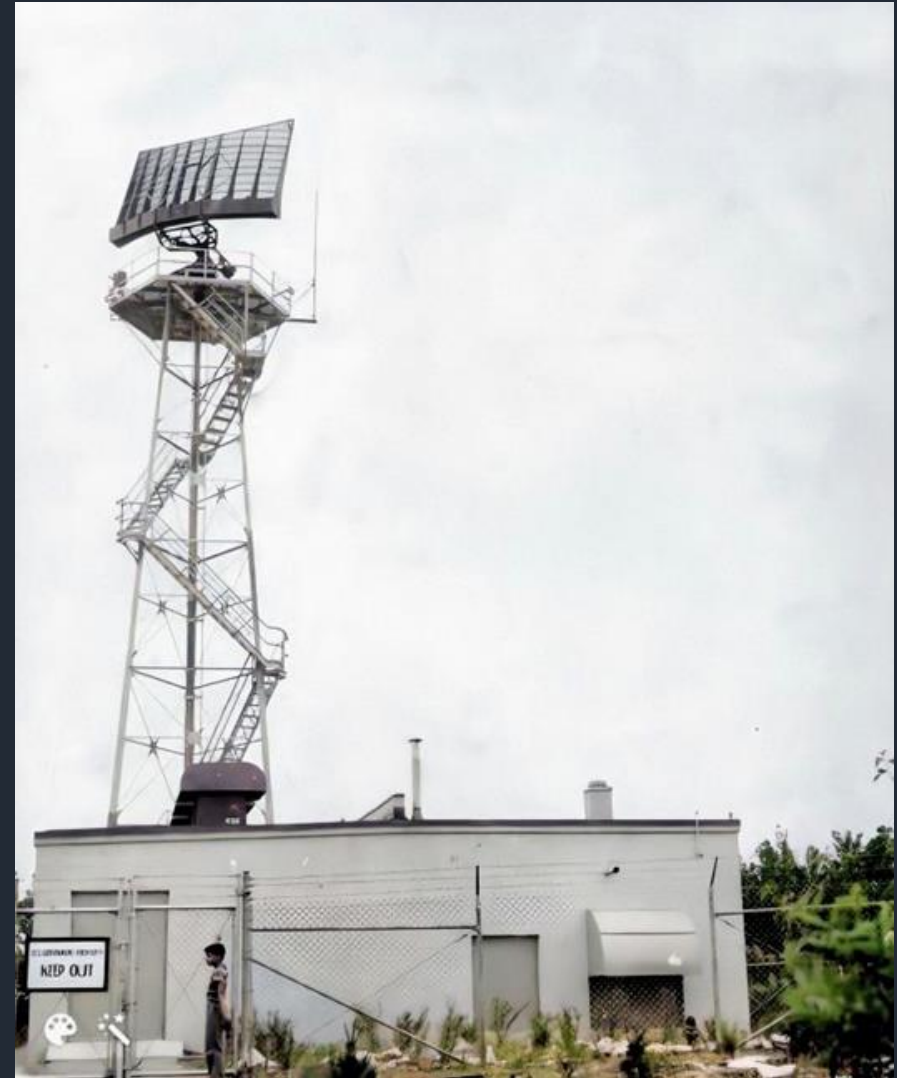
Thank You.

Saugatuck Douglas

Saugatuck Gap-Filler Annex P-67C/Z-34G

Workgroup Update to City Council

May 4, 2022



Thank you!

- Allegan County Sherriff's Department/D.E.B.T.S. crew
- Mount Baldhead Workgroup
- Our 25+ volunteers (community members, S-D Rotary Club, SHS Interact Club)
- RJ Peterson Estate
- Saugatuck City Council
- Saugatuck-Douglas History Center

Mount Baldhead Workgroup

Established May 2021 by Saugatuck City Council

- Mission - make recommendations regarding the future of the Gap-Filler Annex
- Core group - Vic Bella, Scott Dean, Russ Gardner, Chuck Gustafson, Ryan Heise, John Kerr, Bob Sapita

Goals & Objectives

- Secure the site
- Raise awareness
- Determine future state (create planning, development and preservation options)

Next Steps

- Finish securing site
- Begin study of potential preservation options for the grounds and annex building
- Complete application SHPO application process

Progress towards achieving goals

1. Secure the site

- Secure the premises for the purposes of discouraging vandalism and protecting trespassers from physical injury
- Complete open items to meet secure the site goal:
 - Replace/repair perimeter fence (solution remains elusive)
 - Finish painting (volunteer)
 - Increase security (replace locks/latches, add lock to radome, further secure tower fence)

2. Raise awareness

- Traditional Media - Multiple appearances and print articles (The Morning Grind, Saugatuck on Sunday, Commercial Record, Holland Sentinel)
- Social Media - Facebook (276 members), Instagram (179 followers) - Groundswell of public support
- Presentation - SDHC on the Road – July 2021 (40+ attendees)
- Visual - 2 temporary signs installed at bottom and top of the stairs
- Michigan State Historic Preservation Office (SHPO) application. Waiting to be placed on agenda
- Wikipedia page - Went live 1/18/22

3. Determine future state

Inform & educate



www.sdhistoricalsociety.org

Friends of the Mt. Baldhead Radar Station
on Facebook



mtbaldhead_saugatuck
on Instagram



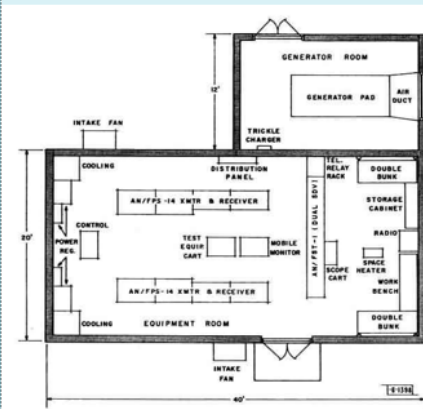
Preserving History: *The Mt. Baldhead Radar Station*

Members of the local community are working with the City of Saugatuck and the Saugatuck-Douglas History Center to save, restore, and preserve the historic Mt. Baldhead Radar Station.

We invite you to visit our website and follow our progress on social media.

In 1960, 131 GAP-Filler radar stations scanned the skies across the United States for enemy attack. Today, no more than three of these installations remain, and you are looking at one of them.

In 1956, Saugatuck leased the top of Mt. Baldhead to the US Air Force for a building and radar tower (the Annex) in exchange for new stairs to replace the aging stairs built in 1931. The Air Force built a Semi-Automatic Ground Environment (SAGE) Gap-filler radar to detect enemy aircraft flying down Lake Michigan to target-rich areas in northern Indiana and Chicago.



Typical Gap-Filler-Site Floor Plan.

The Annex is a concrete-block building with a three-legged radar antenna tower and dome. The installation was designed to be controlled remotely and to run unattended. Before the fiberglass radome was added in 1963, the antenna could be seen rotating at a stately 5.33 revolutions per minute.

The building has two separate rooms with no connecting doorway. The smaller room on the east side of the building housed a diesel-powered generator that was removed in 1969.

The larger room on the west side contains two AN/FPS-18 receiver/transmitter pairs, substantially intact but deteriorating due to a leaking roof and vandalism.

The white radar dome is an iconic landmark, visible for miles in all directions and used as a navigational aid for mariners seeking Saugatuck or other nearby ports. It currently houses various contemporary communications antennae and a local TV station's camera.

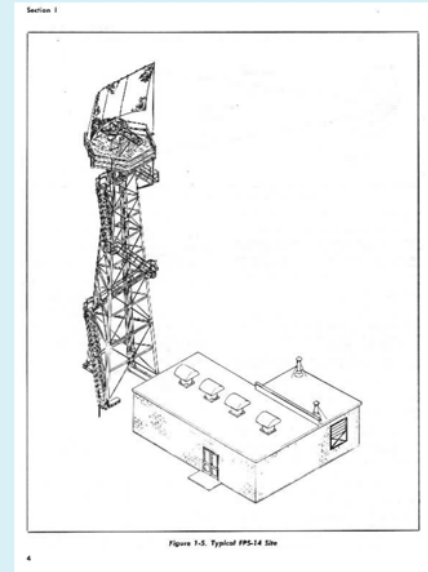


Figure 1-5. Typical FPS-14 Site

The Mt. Baldhead Radar Station Work Group:
Vic Bella, Brent Birkholz, Scott Dean, Russ Gardner,
Chuck Gustafson, Ryan Heise, John Kerr, Bob Sapita



Saugatuck Gap-Filler Annex

Brief History

- Begin construction – Aug 1956
 - AN/FPS-14 RADAR
- Planned Completion – Jan 1957
- Operational – Spring 1958
- SAGE – Oct 1959
- Upgraded – 1963
 - AN/FPS-18 RADAR
 - Radome added
- Deactivated – Apr 1968
- Decommissioned – Jul 1968
- COS purchases Annex for \$250 – Jul 1969



Looking back...



Exterior – Before & After



Summer 2021 → Winter 2022

Interior – Before & After



Spring 2021 → Fall 2022

The Numbers

Investment to date

- \$4,468.20 - City expenses
- 30+ - Volunteers
- 100 - Workgroup hours (planning & organization)
- 125 - Interior/site clean-up hours (DPW, D.E.B.T.S., volunteers, workgroup)
- 100 - Building painting and prep (volunteers, workgroup)

Fund development

- In hand
 - \$1,200 donation from Neil LeFort (earmarked for permanent sign)
 - \$1,000 grant Saugatuck-Douglas Rotary (earmarked for permanent sign)
- Future donations
 - Process is underway to create the Friends of the Mount Baldhead Radar Station 501(c)(3)

The workgroup's recommendation

Equipment building should be saved & stabilized.

- Historically important - Feedback from our community has been very positive and the view is shared by the state (SHPO). The building has intrinsic value
- Community relevance - It's an integral part of our community and is a reminder of Saugatuck's culture and complexity
- Popular attraction – The building has character and a story to tell
- Educational – The building and its history can educate people
- NEXT STEP: Preservation roadmap
 - Save, Restore, Preserve it? We don't have that answer yet. We need an expert...



City Council Agenda Item Report

FROM: Kate White, Project Coordinator & Deputy Clerk

MEETING DATE: May 9, 2022

SUBJECT: Proclamation No. 220509-P1 – Pride Month

DESCRIPTION:

Mayor Lewis' proclamation of June 2022 as Pride Month within the City of Saugatuck is found in the subsequent document. The City of Saugatuck has been proclaiming June as Pride Month since 2019 to show support for the LGBTQ+ community.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Proclamation No. 220509-P1 designating June 2022 as Pride Month in the City of Saugatuck and proclaiming that Pride flags will be on display at Saugatuck City Hall throughout the month of June.

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

PROCLAMATION NO. 220509-P1

**MAYOR'S PROCLAMATION:
"A PROCLAMATION DESIGNATING JUNE AS PRIDE MONTH"**

WHEREAS, the City of Saugatuck supports the rights of every citizen to experience equality and freedom from discrimination; and

WHEREAS, all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated on the basis of their intrinsic value as human beings; and

WHEREAS, in support of the city's commitment the City of Saugatuck Non-Discrimination Ordinance was approved by City Council on August 27, 2007; and

WHEREAS, the City of Saugatuck accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and

WHEREAS, the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) communities contribute to the cultural, civic and economic successes of the City of Saugatuck; and

WHEREAS, while we as a society at large are slowly embracing new definitions of sexuality and gender, we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Garnet Lewis and the members of the Saugatuck City Council hereby proclaim June 2022 as Pride Month in the City of Saugatuck, Michigan and encourage our residents to reflect on the ongoing struggle for equality members of the LGBTQ+ community face and celebrate the contributions that enhance our city.

BE IT FINALLY RESOLVED, the City of Saugatuck will display the Pride Flag at Saugatuck City Hall from June 1 through June 30 in acknowledgment of LGBTQ+ Pride Month and to celebrate diversity and inclusion.

Signed: _____ Dated _____
Garnet Lewis, Mayor

Signed: _____ Dated _____
Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: May 9th, 2022
SUBJECT: Special Event-Town Crier Race

DESCRIPTION:

This is the 20th year for the Town Crier Race, which raises money for the Saugatuck Public Schools Cross Country, Track and Running Club. All races will begin at the Saugatuck High School and end in front of Beery Field in Douglas. Please see attached application and break down of event below. City Staff, Fire, Police, and event organizer will meet closer to the event date to discuss specifics needed from each department. Police will have a reserve on duty and Fire has offered vehicle barriers. No needs from DPW.

BREAKDOWN OF EVENT:

Location: Starting at Saugatuck High School and ending at Beery Field in Douglas

Race Date: 6/18/22

Event Hours: 6:00am-12:00pm
7:30am- Start of Half Marathon
7:45am – Start of 10K
8:00am- Start of 5K

Attendees: Maximum of 600 runners, as in the past- organizer encourage running on sidewalks and only on streets where necessary.

Volunteers: 30-50

No additional trash needed.

No traffic cones requested.

Organizer will place and pick up all turn signs to guide runners on course.

There will be two bike sweepers to ensure no runners are left behind.

Organizers will re-trace all routes to ensure all garbage is collected.

Officers or Barriers requested:

- Corner of Elizabeth St. & Mason St. from 7:30am-8:45am
- Corner of Lake St. & State St. from 8:00am-8:45am
- Maple St. & Allegan St. from 8:00am-8:45am
- Corner of Holland St. & 66th St. from 7:30am-8:30am

BUDGET ACTION REQUIRED:

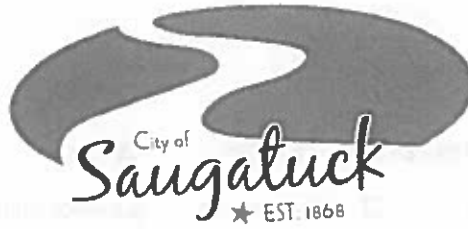
N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny the Town Crier Race event to take place on June 18th, 2022, organized by Town Crier Races.



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 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Town Crier Races
 MAILING ADDRESS: PO Box 1040, Douglas, MI 49406
 CONTACT NAME: Susan Poolman
 E-MAIL ADDRESS: towncrierrace@gmail.com

TELEPHONE: 269.857.2133
 TELEPHONE: 269.227.3448
 CELL PHONE: 269.227.3448

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Rick Bauer
 E-MAIL ADDRESS: rbauer@saugatuckps.com

TELEPHONE: 269.857.2133
 CELL PHONE: 616.848.9313

EVENT INFORMATION

NAME OF EVENT: Town Crier Races
 PURPOSE OF EVENT: \$\$ for SPS CC, Track & Running Club

DATE(S) OF EVENT: 06/18/2022
 RAIN DATE: n/a

- | | | | |
|--|--|--|---------------------------------------|
| <input checked="" type="checkbox"/> Non-Profit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> City Operated/Sponsored | <input type="checkbox"/> Co-Sponsored |
| <input type="checkbox"/> Marathon/Race | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Video/Film Production | <input type="checkbox"/> Other _____ |

EVENT LOCATION: City, Village & Township EVENT HOURS: 6am-12pm

ESTIMATED NUMBER OF ATTENDEES: Maximum of 600 runners

ESTIMATED NUMBER OF VOLUNTEERS: 30-50

ESTIMATE DATE / TIME FOR SET-UP: 06/18/2022 5:45 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 06/18/2022 12:00 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' x2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)
- BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)
- SIGNAGE AT EVENT SITE - Location(s): _____
Description of signs: _____
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

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

- BOOTHS – QUANTITY _____ TENTS – QUANTITY _____
- 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? _____

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)
- Health Department Food Service License (if applicable)

If document is missing, please explain: Insurance is provided by Saugatuck Public Schools

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.

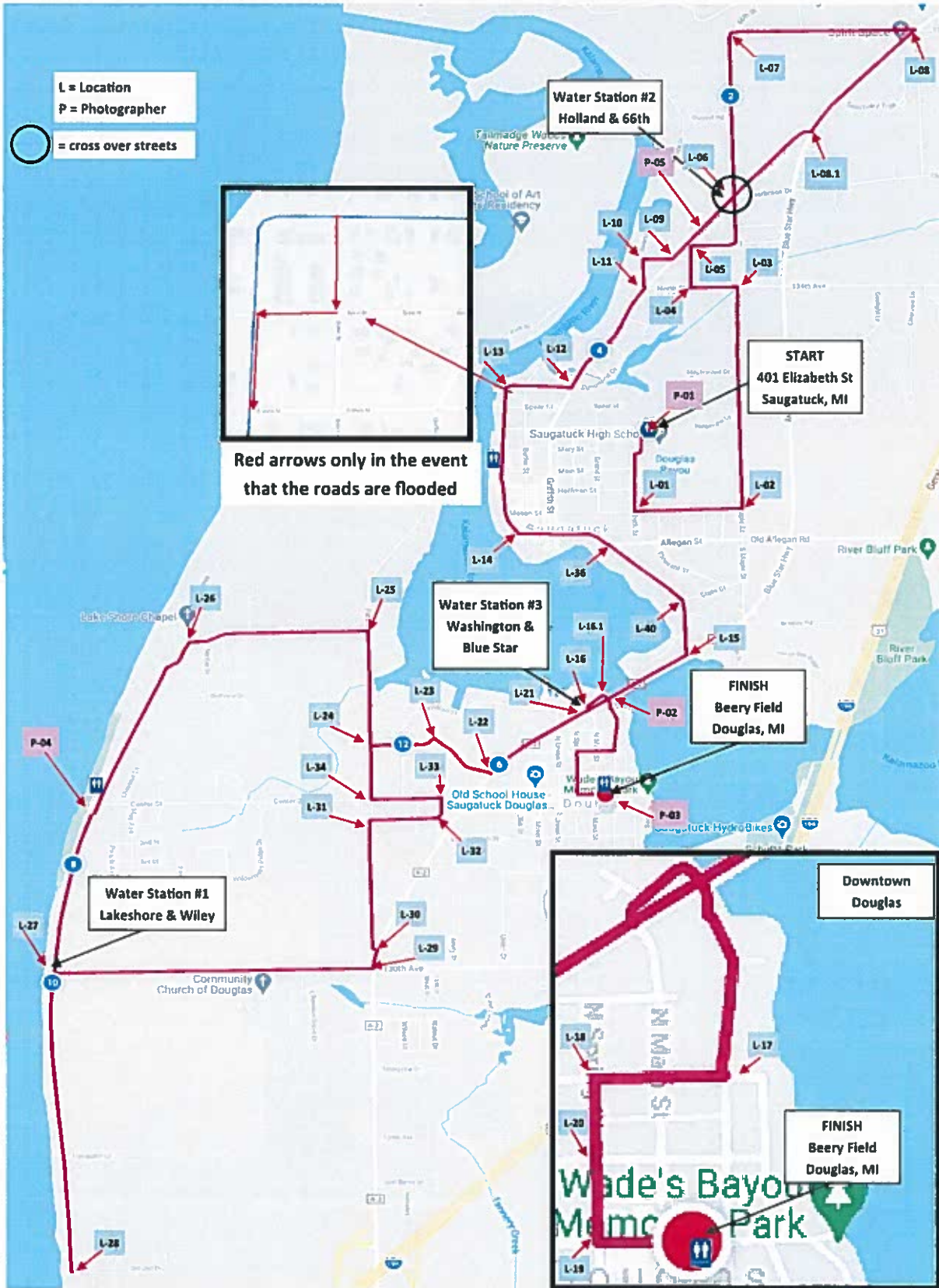


Applicant Signature

03/25/2022

Date

Town Crier Races - Half Marathon



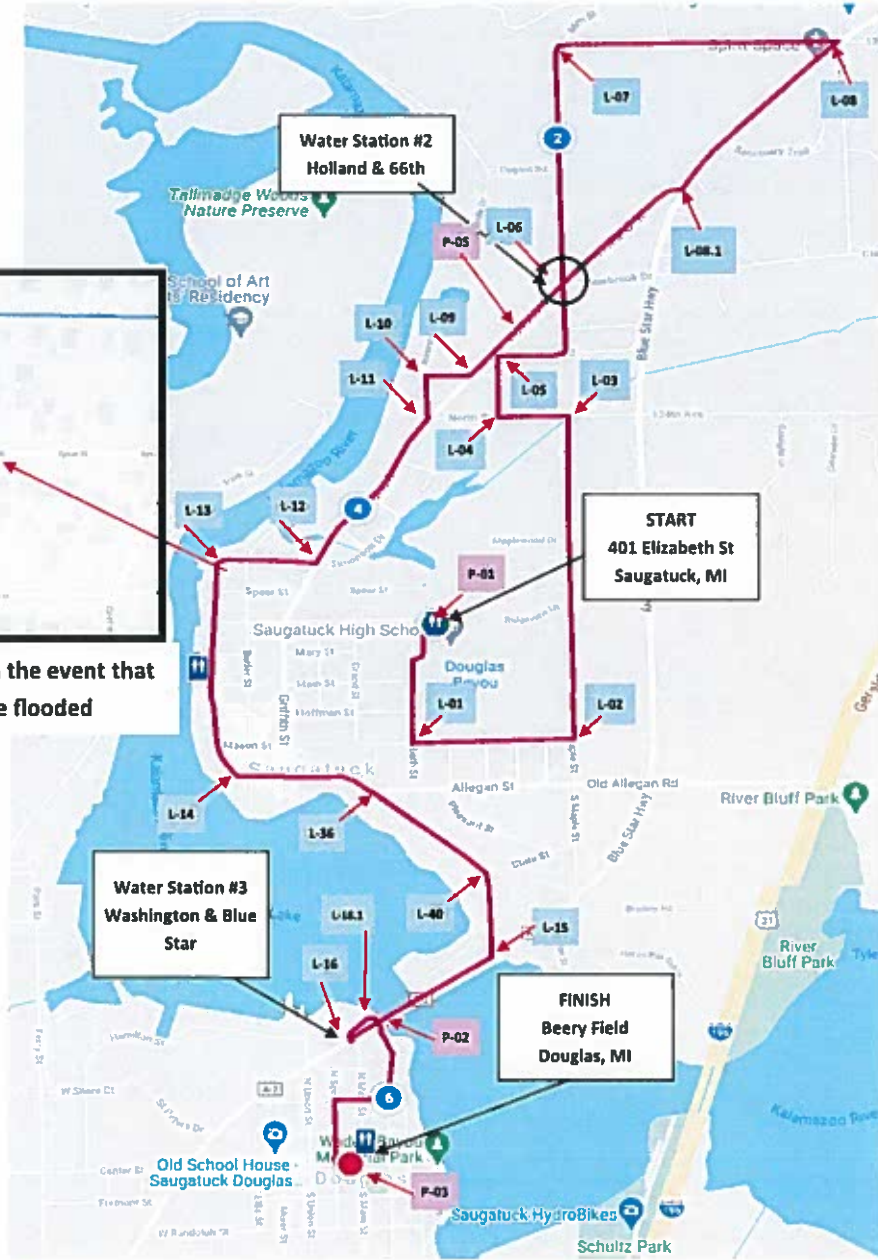
♿ = Public Restrooms

Town Crier Races - 10k

- L = Location
- P = Photographer
- = cross over streets
- = Officers Needed



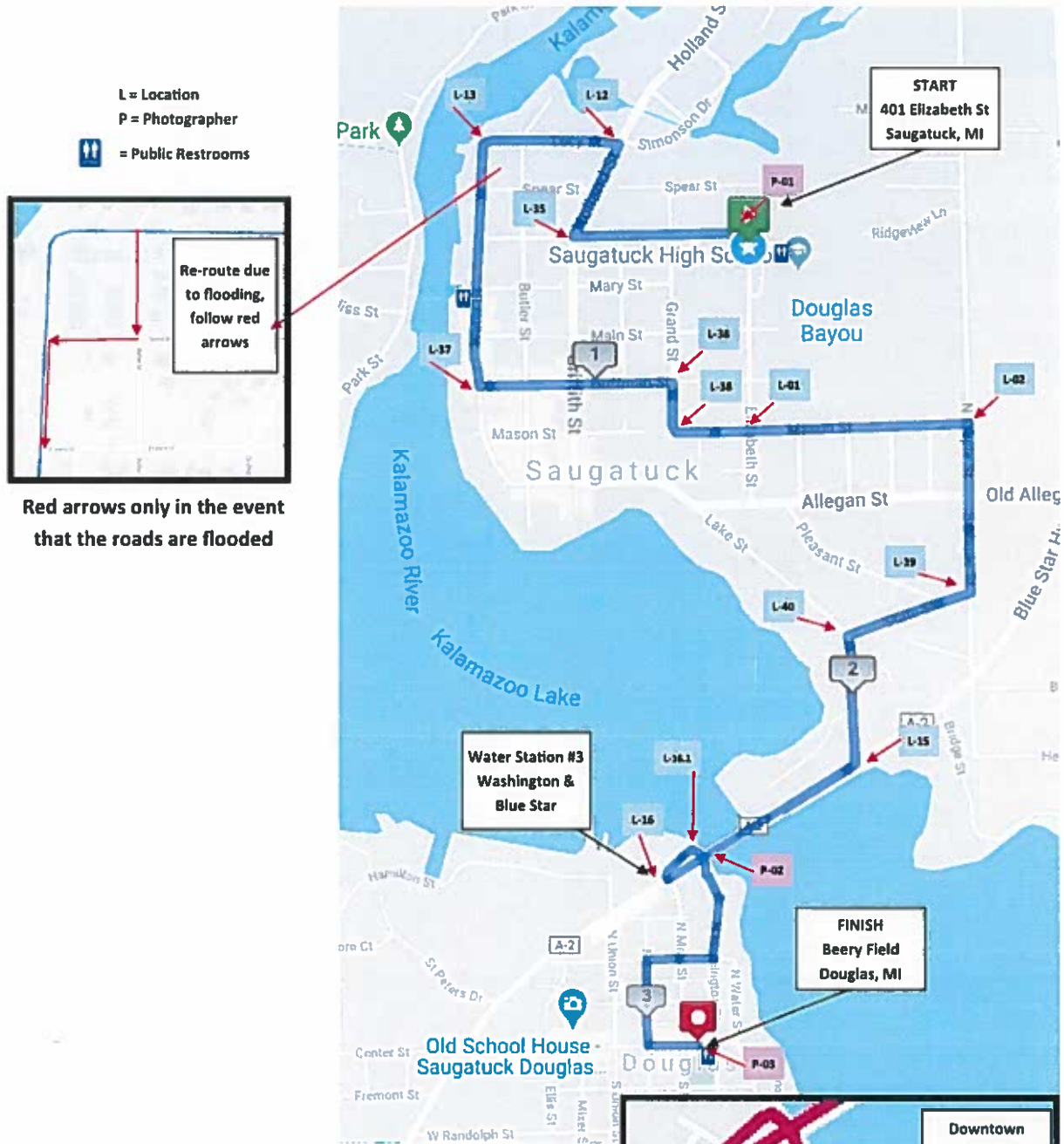
Red arrows only in the event that the roads are flooded



= Public Restrooms



Town Crier Races - 5k



Jamie Wolters

From: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Sent: Thursday, April 28, 2022 3:17 PM
To: Jamie Wolters
Subject: RE: Town Crier Race

Yes we can cover that no big deal.

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone

----- Original message -----

From: Jamie Wolters <Jwolters@saugatuckcity.com>
Date: 4/28/22 3:15 PM (GMT-05:00)
To: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Subject: RE: Town Crier Race

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Do you usually just help out with just our Jurisdiction or do you cover the Township corner of Holland and 66th as well?

Jamie Wolters

City Clerk

City of Saugatuck

O: 269.857.2603

F: 269.857.4406



From: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Sent: Thursday, April 28, 2022 3:13 PM
To: Jamie Wolters <Jwolters@saugatuckcity.com>; Greg Janik <gjanik@saugatuckfire.org>; Mike Betts <mbetts@saugatuckfire.org>; Scott Herbert <scott@saugatuckcity.com>
Cc: Katherine White <KWhite@saugatuckcity.com>
Subject: RE: Town Crier Race

We usually have a couple of reserves help out with the event.

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone

Jamie Wolters

From: Greg Janik <gjanik@saugatuckfire.org>
Sent: Thursday, April 28, 2022 5:42 PM
To: Jamie Wolters; Mike Betts; Brett Ensfield; Scott Herbert
Cc: Katherine White; Michelle Green
Subject: RE: Town Crier Race

Hi Jamie:

We are happy to offer vehicle barrier protection for some, or all, of the three (3) intersections listed below for the event upon request.

Thank you,
Greg

Greg Janik

Fire Chief/Fire Marshal
3342 Blue Star Highway
Saugatuck, MI 49453

Phone: 269 857-3000
E-mail : gjanik@saugatuckfire.org



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City Council Agenda Item Report

FROM: Ryan Heise

MEETING DATE: 5.4.22

SUBJECT: Introduction to Parks and Public Works Committee

DESCRIPTION: Reestablishing the Parks and Public Works Committee for Saugatuck

At the strategic planning session conducted by City Council in 2021, Council ranked forming a Parks & Public Works Committee as a high priority. One of the many categories for discussion was “Boards and Committees,” with additional discussion heading of “New and Needed.” It was also mentioned at the strategic planning session that the existing Tree Board could be folded into the newly formed Parks and Public Works Committee. For historical context, the City at one time had a Public Works Committee, which appears to have been dissolved around the year 2012. Staff has reviewed the requirements for remaining its status as a Tree City which has been raised as an issue and finds no concerns with maintaining the status.

The basic scope for the newly reformed committee, which will be reviewed in detail at future meeting include:

The Park and Public Works Committee meet once a month or as needed to complete several different tasks. They are the body that is charged with updating the 5- year Capital Improvement Plan for all public grounds. They are responsible for updating the 5-Year Outdoor Recreation Plan. In this task there are several facets; they recommend locations of connecting pathways, work on street beautification projects such as ornamental streetlights, terrace streetscapes, and similar amenities. They develop plans and make recommendations for the acquisition of land for park and recreational purposes, the construction or addition of facilities designed to improve parks, street terraces, park facilities, public grounds, and public pathways.

PARKS AND PUBLIC WORKS COMMITTEE.

(A) (1) Citizen members shall, if practicable, be persons knowledgeable or experienced in one or more of the following or related fields: parks and recreation; landscaping, urban forestry; civil engineering; urban or rural planning; architecture; natural environment; natural art; construction; or real estate. Citizen membership should be as diverse as practicable.

(2) In addition to the citizen members, the Administrator and the Public Works Crew Leader shall serve as non-voting members of the Committee.

(B) The Committee shall meet monthly or as needed to:

(1) Update the five-year capital improvement plan for all public works.

(2) Update the five-year outdoor recreation plan, 44

- (3) Develop and recommend an annual budget for the public works;
- (4) Recommend locations for connecting pathways;
- (5) Develop plans and make recommendations for: the acquisition of land for park and recreation purposes; the construction or addition of facilities designed to improve the parks, street terraces, park facilities, public grounds, and public pathways; street beautification projects such as ornamental streetlights, terrace streetscapes and similar amenities.
- (6) Make recommendations on landscaping and grounds keeping for all public grounds.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

No Action necessary... introducing sample language for the scope of work.

**Tri-Community Recycling Committee (TCRC)
Update & Recommendations**

TCRC 2021 projects

Due to the generous support of each municipality (City of Douglas, City of Saugatuck and Saugatuck Township), the Rotary Club of Saugatuck/Douglas (RCSD), and constituent donations, the TCRC allotted the following amounts for 2021 projects:

Table A: Donations

Entity	HHWDay	Back2Basics Mailer	Battery Buckets	Reusable Bags	Total
RCSD	\$12,427.00	\$0.00	\$0.00	\$0.00	\$12,427.00
STFD	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
City of Douglas	\$1,980.00	\$300.00	\$220.00	\$500.00	\$3,000.00
City of Saugatuck	\$3,794.65	\$485.35	\$220.00	\$500.00	\$5,000.00
Saugatuck Township	\$1,250.00	\$205.00	\$220.00	\$500.00	\$2,175.00
Donations - day of event	\$2,972.00	\$0.00	\$0.00	\$0.00	\$2,972.00
Total	\$23,423.65	\$990.35	\$660.00	\$1,500.00	\$26,574.00

HHW Day 2021

The Tri-Community Recycling Committee (TCRC) held its first Household Hazardous Waste Day on May 1, 2021. The weather was beautiful, attendance was excellent, and the third-party vendor (Drug and Lab Disposal) was an exceptional partner.

Two hundred and seventy (270) vehicles participated between 9:00 a.m. and noon. The average wait time was seven (7) minutes, and the longest wait time was sixteen (16) minutes. Municipality participation was 62 (23%) from the City of Douglas, 78 (29%) from the City of Saugatuck, and 122 (45%) from Saugatuck Township. Another 8 (3%) snuck in from Ganges and Fennville.

A total of 40 individuals, including STFD staff, Douglas Police Department and Allegan County Sheriff Deputy, volunteered their time to help with the event.

A total of 27,111 pounds of material was collected with the largest quantity of specific items collected being “electronic components” (e.g., TVs and computer monitors) and oil-based paint. A significant quantity of batteries was also collected. The most unique item dropped off was cyanide.

A total of \$23,423.65 was raised from various sources including private citizens and event participants, the Rotary Club of Saugatuck/Douglas (including donations from the Douglas United Church of Christ, All Saints Church, St. Peter’s Catholic Church, the Community Church of Douglas), the Saugatuck Township Fire Department, the City of Douglas, the City of Saugatuck, and Saugatuck Township.

Table C: HHW Day-specific donations

Item	Amount
Rotary SDF	\$12,427.00
STFD	\$1,000.00
City of Douglas	\$1,980.00
City of Saugatuck	\$3,794.65
Saugatuck Township	\$1,250.00
Private donations	\$2,972.00
Total	\$23,423.65

The final amount due to Drug & Lap Disposal was \$23,255.16 leaving a balance of \$168.49 for future HHW Day events.

In order to determine HHW Day participant satisfaction with the event, and level of support for future HHW Day events, a follow-up survey was sent to all participants and volunteers. A total of 156 individuals responded to the survey, representing a 58.8% response rate. Noteworthy takeaways from the survey include:

- Respondents were nearly all 50 years of age or older,
- 33% reside in Saugatuck, 23% in Douglas, and 43% in the Township,
- The HHW event was an unqualified success in terms of participant satisfaction,
- The overall score on the “Willingness to Recommend to friends and family” question was 98 out of 100,
- On every one of the measures of satisfaction with seven key aspects of the HHW event, the lowest score was a 4.7 on a 5.0 scale,
- There is great demand for a regular repeat of this program. Fully 86% of respondents were “Very Interested” and another 9% were “Somewhat Interested.”
- Respondents were willing, on average, to pay \$4.50 per month for one annual HHW event every year. (\$54.00/year)
- There is also demand for twice-monthly curbside pick-up of non-hazardous recyclable materials. 58% are "Very Interested" and another 17% are "Somewhat Interested."
- Respondents think that an extra \$4.50/month is a fair price for twice-monthly recycling pick-up services.
- However, it is important to note that most respondents are somewhat confused and frustrated by current recycling services in that it is generally not clear what is allowed and the frequency of service is inadequate.

HHW Day 2022

Given the popularity of the first HHW Day in 2021, the TCRC would like to make this project an annual event. The TCRC has received three (3) competitive bids from entities that provide HHW pickup and disposal. The TCRC has chosen to go with ERG Environmental Services with a bid at approximately \$24,000. The Rotary Club of Saugatuck Douglas (RCSD) has already procured a \$10,000 grant from Rotary International for this project. This is a matching grant so the RCSD will seek to accrue an additional \$10,000 through a community-wide fundraising effort. In 2021, the three municipalities provided funds for the HHW Day. The TCRC humbly requests funds again this year. See below what each municipality provided for the HHW Day and what we are requesting from each this year. As a

reminder, here are the participation rates for each municipality: 33% reside in Saugatuck, 23% in Douglas, and 43% in the Township. As a result, the 2022 ask is reflective of that.

Table D: HHW Day donations

Item	2021	2022 ask
Rotary SDF	\$12,427.00	\$10,000.00
STFD	\$1,000.00	\$1,000.00
City of Douglas	\$1,980.00	\$5,000.00
City of Saugatuck	\$3,794.65	\$5,000.00
Saugatuck Township	\$1,250.00	\$5,000.00
Private donations	\$2,972.00	\$0.00
Total	\$23,423.65	\$26,000.00

Recommendation

Make the HHW Day a permanent and annual event via a single-hauler contract. This would be the efficient and affordable way to provide this service for our residents.



City Council Agenda Item Report

FROM: Ryan Heise
MEETING DATE: May 9, 2022
SUBJECT: Request for Payment From KLSWA

DESCRIPTION:

KLSWA has requested payment on an invoice (historical) from the City of Saugatuck. I've attached the history on the invoice and the dispute which took place at the time. I would recommend that KLSWA provide additional support, including any documentation to discussions with the "developer," and the operations service agreement that KLSWA has with the City of Saugatuck before paying this invoice.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Informational

Kalamazoo Lake Sewer and Water Authority



P.O. Box 789, Saugatuck, Michigan 49453
Telephone (269) 857-2709
Fax (269) 857-1565

Invoice #2023-01
April 15, 2022

Bill To: City of Saugatuck
P.O. Box 86
Saugatuck, MI 49453

Date of Service	Description	Amount
2/17/2021	Water Leak Repair at 181 Park Street	\$6,046.28
	Damages caused by Development activities	
	Amount Due	\$6,046.28

Payment Due by June 1, 2022

INVOICE

Bruce's Blacktop LLC
 PO Box 19
 Zeeland, MI 49464

DATE	INVOICE #
2/22/2021	2341

BILL TO
Kalamazoo Lake Sewer and Water Authority PO Box 789 Saugatuck, MI 49453

WORK PERFORMED
181 Park St

JOB NO.	TERMS
BB 2529	Due on receipt

SERVICED	DESCRIPTION	HOURS	RATE	AMOUNT
2/17/2021	Repaired water leak by replacing service at 181 Park Street			
	Back-Hoe @ \$120/hr	8.5	120.00	1,020.00
	Labor @ \$80/hr	38	80.00	3,040.00
	Trucking @ \$85/hr	4.5	85.00	382.50
	Compressor w/ Jack Hammer & Missile @ \$550/day	1	550.00	550.00
	3" Pump with Hoses @ \$125/day	2	125.00	250.00
	Material Cost	1	1,122.00	1,122.00
	5% discount if paid up receipt			
It's been a pleasure working with you!			TOTAL	\$6,364.50

Office: 616.875.2036 Cell: 616.437.7653

From: City Manager

Sent: Tuesday, October 20, 2020 12:09 PM

To: 'Daryl VanDyke'

Subject: RE: 181 Park Street and Singapore

If you made the street cuts, repair them! If you want to bill the developer, bill them! How are we supposed to know who that might be? You were on site and know the details.

Karen Doyle Homan

Interim City Manager

City of Saugatuck

269-857-2603

From: Daryl VanDyke [mailto:Daryl@klswa.com]

Sent: Tuesday, October 20, 2020 12:00 PM

To: City Manager

Subject: RE: 181 Park Street and Singapore

To prevent further property damage caused by contractor we had to cut the asphalt to turn off water service at 181 Park St. Is the City now requesting the KLSWA to further incur expenses from damage caused by development activities and if so will the City reimburse the KLSWA for these damages?

Daryl VanDyke, KLSWA

From: City Manager <citymanager@saugatuckcity.com>

Sent: Tuesday, October 20, 2020 11:53 AM

To: Daryl VanDyke <Daryl@klswa.com>; Cindy Osman <Cindy@saugatuckcity.com>

Subject: RE: 181 Park Street and Singapore

Daryl, regardless of the cause, did the KLSWA make the street cut(s)?

Karen Doyle Homan

Interim City Manager

City of Saugatuck

269-857-2603

From: Daryl VanDyke [mailto:Daryl@klswa.com]

Sent: Tuesday, October 20, 2020 11:41 AM

To: Cindy Osman

Cc: City Manager

Subject: RE: 181 Park Street and Singapore

The renovation at 181 Park broke the water service that caused us to turn off their water at the watermain tap. This is damage caused by contractor placing their dumpster on the water service.

Do you have any more info on Singapore?

Daryl VanDyke, KLSWA

From: Daryl VanDyke

Sent: Tuesday, October 20, 2020 11:26 AM

To: Cindy Osman <Cindy@saugatuckcity.com>

Cc: City Manager <citymanager@saugatuckcity.com>

Subject: RE: 181 Park Street and Singapore

We have not had any water main breaks on Park St. nor in Saugatuck in over 3 years.

The KLSWA does not address street repairs due to development activities, which is the likely cause of these street cuts which your office should be aware of those activities.

Daryl VanDyke, Manager

Kalamazoo Lake Sewer & Water Authority

6449 Old Allegan Rd., PO Box 789

Saugatuck, MI 49453

(269)857-2709

daryl@klswa.com

From: Cindy Osman <Cindy@saugatuckcity.com>

Sent: Tuesday, October 20, 2020 11:14 AM

To: Daryl VanDyke <Daryl@klswa.com>

Cc: City Manager <citymanager@saugatuckcity.com>

Subject: 181 Park Street and Singapore

Daryl,

We got another complaint about the street cut not being repaired yet at 181 Park Street where there was a water main break, and with the asphalt plants shutting down in about three weeks, we need to know when you are planning to repair this. The cut for the water main break at the end of Singapore also is awaiting repair.

Please let me know of your intentions.

Thanks,

CindyO

Cindy Osman

Zoning Administrator

City of Saugatuck

269.857.2603

Cindy@SaugatuckCity.com