



**CITY COUNCIL AGENDA
JULY 13, 2020 – 7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of June 22, 2020 - (ROLL CALL)**
4. MAYOR'S COMMENTS
5. CITY MANAGER'S COMMENTS
6. AGENDA CHANGES (ADDITIONS/DELETIONS)
7. GUEST SPEAKERS:
 - A. **Jon Moxey – Bridge Inspection Report**
 - B. **Lt. Brett Ensfield – Allegan Co. Sheriff Department**
8. PUBLIC COMMENT (*Limit 3 minutes*) *Select “unmute” mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
9. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable (ROLL CALL)**
10. INTRODUCTION OF ORDINANCES: **None**
11. PUBLIC HEARINGS: **None**
12. UNFINISHED BUSINESS: **None**
13. NEW BUSINESS
 - A. **Release of Restrictive Covenant – 655 Spear Street**
 - B. **Resolution 200713-A – FY 20/21 Budget Amendment (KLSWA Master Meter) (ROLL CALL)**
 - C. **Professional Services Proposal – Update of the 2005 Non-Motorized Pathway Study for the Park Street Corridor**
 - D. **Special Event Application – Saugatuck Sport Fishing Association**
14. CONSENT AGENDA: **None**
15. PUBLIC COMMENTS (*Limit 3 minutes*) *Select “unmute” mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
16. COMMUNICATIONS:
 - A. **2018 Routine Bridge Safety Inspection**
 - B. **Sheriff Office Incident Analysis Report (June 25 to July 10)**
 - C. **Executive Order 2020-147 (MASKS)**
17. BOARDS, COMMISSIONS & COMMITTEE REPORTS
18. COUNCIL COMMENTS
19. ADJOURN (*ROLL CALL*)

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

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:

kirk@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 cindy@saugatuckcity.com for further information.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, June 22, 2020

The City Council met in regular session at 7:00 p.m. via Zoom/audio conference technology due to COVID-19 restrictions currently in place.

1. **Call to Order** by Mayor Trester at 7:00 p.m.
2. **Attendance:**
 Present: Bekken, Johnson, Leo, Lewis, Peterson, Verplank, & Trester
 Absent: None
 Others Present: City Manager Harrier, Interim City Clerk Osman
3. **Approval of Minutes:** A motion was made by Peterson, 2nd by Lewis, to approve the June 8, 2020 regular meeting minutes as presented. Upon roll call the motion carried unanimously.
4. **Mayor's Comments:** None
5. **City Manager's Report:** City Manager Harrier announced the following: the City took delivery of the new 2020 GMC Sierra pickup truck that will be utilized for the parks and will be selling the 2009 pickup truck through the bidding process; contractor has installed pumps at Lucy/Water Street intersection to help alleviate flooding in that area and the roadway is currently dry; Hesco barriers have been installed at the end of Butler Street as well as the Spear Street Boat Launch, the flooding mitigation has been installed and successful; phones at City Hall have been upgraded to a web based system; Oval Beach Boardwalk will be installed this week; Governor Whitmer has extended the use of Zoom meetings, therefore, the city will continue to hold virtual meetings until further; since the July 4th Celebrations have been cancelled for this year due to COVID-19, the owner of Coral Gables would like to hire Night Magic, the same organization that provides fireworks for the July 4th Celebration, and hold a fireworks show on July 4, 2020.

Interim City Clerk Osman updated Council on upcoming August Election preparation.

6. **Agenda Changes:** None
7. **Guest Speakers:**
 - A. ~~Clare Ray – Masonic Flyover~~
 - B. ~~Lt. Brett Ensfield – Allegan Co. Sheriff Department~~
8. **Public Comment:** Dan Fox (*resident*) regarding agenda item 13(A) stated that Saugatuck is the most diverse and welcoming community to all individuals.

Lauren Flanagan (*non-resident*) stated that it was time that Council lead with vision and not reaction.

Todd Hoskins (*resident*) thanked Council for a quick decision and applauded the outcome.

Marsha Caspar (*resident*) regarding agenda item 13(E) supports not having professional offices allowed in the Water Street North or South Districts but is reasonable for the Water Street East District.

Mark Klungle (*resident*) regarding agenda item 13(E) is not in support of proposed amendments.

Myrene Koch, Allegan County Prosecuting Attorney, introduced herself as an incumbent running for Allegan County Prosecuting Attorney position and gave Council an update on various projects in her office.

9. Request for Payment: A motion was made by Lewis, 2nd by Peterson, to approve the accounts payable in the amount of \$97,046.02. Upon voice vote the motion carried unanimously.

10. Introductions of Ordinances: None

11. Public Hearings:

A. FY 2020/2021 Budget: A public hearing was scheduled on this date for the proposed FY 2020/2021 annual budget which begins July 1, 2020 through June 30, 2021, involving the operations of all City departments. It was recommended that the FY 2020/2021 annual budget be adopted as presented.

Mayor Trester declared the public hearing open for comment at 7:29 p.m.

Steffanie Vlasy (*resident*) thanked City Manager Harrier and City Council for financial stability and faithfulness to community.

Mayor Trester declared the public hearing closed at 7:32 p.m.

12. Unfinished Business: None

13. New Business:

A. Amendment to Proclamation 210526-P1– Display Pride Flag at City Hall: A motion was made by Johnson, 2nd by Verplank, to approve the amendments to Proclamation No. 200526-P2 as presented to 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, specifically amending by striking out 2020 and inserting the following statement: 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. Upon roll call the motion carried unanimously.

B. Resolution 200622-A – FY 19/20 Year-End Budget Amendments: A motion was made by Peterson, 2nd by Verplank, to approve Resolution No. 200622-A amending the FY 19/20 budget as presented. Upon roll call the motion carried unanimously.

C. Resolution 200622-B – General Appropriations Act: A motion was made by Lewis, 2nd by Leo, to approve Resolution No. 200622-B and adopt the general appropriations act as presented. Upon roll call the motion carried unanimously.

D. Resolution 200622-C – PA 152 Compliance: A motion was made by Verplank, 2nd by Peterson, to approve Resolution No. 200622-C as presented. Upon roll call the motion carried unanimously.

E. Ordinance No. 200622-1 – 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code section 154.005, 154.024, 154.039, 154.040, and 154.041: A motion was made by Peterson, 2nd by Verplank, to approve Ordinance No. 200622-1 by amending Title XV, Chapter 154, Sections 154.005, 154.024, 154.039, 154.040, and 154.041 of the Code of the City of Saugatuck with the following amendments to Sections 154.024 - C-1 City Center Commercial District to allow professional services on 2nd and 3rd floor only as permitted by right; Section 154.039 - C-2 Water Street East District to allow business professional services permitted as a Special Land Use; Section 154.040 - C-2 Water Street North District no business professional services permitted;

Section 154.041 - C-2 Water Street South District no business professional services permitted. Upon roll call the motion carried by the following vote:

Yes: Peterson, Verplank, Johnson, Leo, Lewis, Trester
No: Bekken

14. Consent Agenda: None

15. Public Comment: Dan Fox (*resident*) suggested Council set policies/guidelines for social media postings by public officials.

Lauren Flanagan (*non-resident*) social media posts support First Amendment Rights but feels there should be some guidelines put into place for postings.

16. Communications:

A. Boards and Commission Vacancy - *accepted as information*

B. Attorney Memorandum re: Dunegrass request - *accepted as information*

17. Boards, Commissions & Committee Reports: Council received reports from the following committee(s): Harbor Authority, KLSWA, Fire Board,

18. Council Comments: Council Member Lewis thanked those in attendance and expressed social media postings are individuals First Amendment right.

Council Member Leo thanked those in attendance and appreciates the extension of Governor Whitmer's latest Executive Order that allows Zoom meetings to continue.

Council Member Johnson thanked Council for supporting the amendment to agenda item 13(A).

Council Member Bekken thanked City Manager Harrier and City Treasure Stanislawski for preparing the annual budget.

Council Member Verplank thanked City Manager Harrier and City Treasurer Stanislawski for preparing the annual budget.

Council Member Peterson thanked DPW for keeping downtown looking beautiful and kudos to Council for implementing pop-up patios.

Mayor Trester noticed the business community is complying with CDC recommendations of wearing masks.

19. Adjournment: A motion was made by Peterson, 2nd by Lewis, to adjourn the meeting at 8:23 p.m. Upon roll call the motion carried unanimously.

Respectfully Submitted,

Monica Nagel
Recording Secretary

9.A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY NEWS	PRINTING	441.00
2. ALLEGAN COUNTY TREASURER	TAX PAPER	48.00
3. AMERICAN BOTTLING COMPANY	CONCESSION	648.00
4. AT&T MOBILITY	CELL PHONES	127.21
5. BELL EQUIPMENT CO	STREET SWEEPER	27.74
	STREET SWEEPER	220.00
	TOTAL	247.74
6. BLOOM SLUGGETT PC	LEGAL FEES	5,817.50
7. CINDY OSMAN	ELECTION SUPPLIES	10.00
8. CONSUMERS ENERGY	ELECTRIC	81.27
9. DIANNA MC GREW	ASSESSING SERVICES	2,689.47
10. EDGEWATER RESOURCES	FLOODING	8,435.00
11. ETNA SUPPLY	FLOODING	640.00
	FLOODING	107.35
	TOTAL	747.35
12. FIRST BANK CARD	OVAL	79.64
	ELECTION, TRAINING & SUPPLIES	2,340.25
	TOTAL	2,419.89
13. FLEIS & VANDENBRINK CONSTRUCTION	SEWER METERING	127,734.82
14. FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FEES	549.50
	BRIDGE INSPECTION	900.00
	TOTAL	1,449.50
15. FRONTIER	OVAL	93.69
	DPW BUILDING	170.75
	OVAL	489.56
	TOTAL	754.00
16. GLOBAL EQUIPMENT COMPANY	COVID	143.90
	COVID	35.69
	COVID	36.40
	TOTAL	215.99
17. GORDON FOOD SERVICE	CONCESSION	2,965.93
	CONCESSION	1,305.97
	TOTAL	4,271.90
18. GROUNDS MANAGEMENT SOLUTIONS	PARKS MAINTENANCE	531.00

Vendor Name	Description	Amount
19. HIGH POINT ELECTRIC	FLOODING	9,380.00
20. KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	977.73
21. MERCHANTS BANCARD NETWORK	OVAL	2,813.62
22. MERS	RETIREMENT	4,500.00
	RETIREMENT	185,000.00
	TOTAL	189,500.00
23. MICHIGAN GAS UTILITIES	DPW BUILDING	40.94
24. MICHIGAN MUNICIPAL LEAGUE	DUES	964.00
	CLERK POSITION	360.00
	TOTAL	1,324.00
25. MINER SUPPLY CO	SUPPLIES	5,585.50
26. MML LIABILITY & PROPERTY POOL	LIABILITY & PROPERTY POOL	30,354.00
27. MML WORKER COMP	WORKER COMP INSURANCE	9,622.00
28. MONICA NAGEL	RECORDING MINUTES JUNE	300.00
	PLANNING COMMISSION	75.00
	TOTAL	375.00
29. MUTT MITT	MUTT MITTS	1,041.87
30. OVERISEL LUMBER COMPANY	SUPPLIES	963.34
31. PRIORITY HEALTH	HEALTH INSURANCE	5,915.26
32. PURITY CYLINDER GASES INC	CONCESSION	16.80
33. REPUBLIC SERVICES	TRASH	342.95
	TRASH	2,700.00
	TRASH	126.82
	TOTAL	3,169.77
34. SAUGATUCK FIRE	SHORT TERM RENTAL	750.00
35. SEPTIC TANK SYSTEMS CO INC	OVAL BEACH	500.00
	WICKS PARK	190.00
	COVID HAND STATIONS	110.00
	WICKS PARK	155.00
	TOTAL	955.00
36. SHELL	GASOLINE & DIESEL	650.31
37. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	564.25
38. SISTERS IN INK	DPW UNIFORMS	286.16
	OVAL BEACH	397.66
	COVID	127.50

Vendor Name	Description	Amount
	TOTAL	811.32
39. SMART BUSINESS SOURCE LLC		
	OVAL	30.88
	OFFICE	104.31
	TOTAL	135.19
40. SOUTHWEST TRANSPORT CO		
	MANCHESTER	2,000.00
	FLOODING	11,175.00
	TOTAL	13,175.00
41. SPRING BROOK SUPPLY		
	IRRIGATION	344.66
42. STANDARD INSURANCE COMPANY		
	INSURANCE	308.02
43. STREAMLINE DESIGN.COM LLC		
	NEW TRUCK LOGO	48.00
	INTERURBAN SIGNAGE	204.20
	COVID SIGNS	294.48
	TOTAL	546.68
44. WESTENBROEK MOWER INC		
	REPAIRS	472.93
	SUPPLIES	64.38
	TOTAL	537.31
45. XEROX FINANCIAL SERVICES		
	COPIER LEASE	451.68
TOTAL - ALL VENDORS		436,978.89
FUND TOTALS:		
Fund 101 - GENERAL FUND		285,168.75
Fund 202 - MAJOR STREETS		4,367.82
Fund 203 - LOCAL STREETS		3,346.82
Fund 592 - WATER AND SEWER		127,734.82
Fund 661 - MOTOR POOL FUND		16,347.88
Fund 715 - ROSE GARDEN		12.80

07/08/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 06/01/2020 - 06/30/2020				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
06/08/2020	16455	HOLLAND MEDI-CENTER	DOT PHYSICAL	46.00
06/08/2020	16456	KATIE STARRS	FEE RETURN COGHLIN	500.00
06/08/2020	16457	MINER SUPPLY CO	SUPPLIES	1,030.05
06/08/2020	16458	OVERISEL LUMBER COMPANY	SUPPLIES	298.45
06/08/2020	16459	PLAINWELL REDI MIX	RETAINING BLOCKS	1,408.00
06/08/2020	16460	PLUMMER'S ENVIRONMENTAL SERVICE	STORM SEWER CLEANING	2,760.00
06/08/2020	16461	STANDARD INSURANCE COMPANY	INSURANCE	308.02
06/08/2020	2928(E)	AT&T MOBILITY	CELL PHONES	94.60
06/08/2020	2930(E)	FIRST BANK CARD	PARKS	1,801.09
06/08/2020	2931(E)	FRONTIER	OVAL	61.21
06/08/2020	2932(E)	FRONTIER	DPW GARAGE	170.75
06/08/2020	2933(E)	FRONTIER	OVAL	283.78
06/08/2020	2934(E)	GORDON FOOD SERVICE	CONCESSION	2,065.45
06/08/2020	2935(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	1,304.61
06/08/2020	2936(E)	MERS	RETIREMENT	4,500.00
06/08/2020	2938(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	85.34
06/08/2020	2939(E)	MICHIGAN GAS UTILITIES	CITY HALL	57.60
06/08/2020	2940(E)	REPUBLIC SERVICES	TRASH	414.95
06/08/2020	2942(E)	SHELL	GASOLINE & DIESEL	620.27
06/08/2020	2943(E)	VALLEY CITY LINEN INC	SHOP TOWELS	290.65
06/08/2020	2944(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	451.68
06/08/2020	2945(A)	BELL EQUIPMENT CO	STREET SWEEPER	649.00
06/08/2020	2946(A)	ETNA SUPPLY	FLOODING	1,280.00
06/08/2020	2947(A)	FLEIS & VANDENBRINK ENGINEERING	PARK STREET	476.50
06/08/2020	2948(A)	GRAND RAPIDS POPCORN	CONCESSION	404.15
06/08/2020	2949(A)	GROUNDS MANAGEMENT SOLUTIONS	PARKS MAINTENANCE	531.00
06/08/2020	2950(A)	PURITY CYLINDER GASES INC	CONCESSION	14.88
06/08/2020	2951(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	564.25
06/08/2020	16462	WESTENBROEK MOWER INC	TORO REPAIRS	573.44
06/08/2020	2929(E)	CONSUMERS ENERGY	STREET LIGHTS	2,059.27
06/08/2020	2937(E)	MICHIGAN GAS UTILITIES	BUTLER STREET BATHROOM	75.89
06/08/2020	2941(E)	REPUBLIC SERVICES	TRASH	180.00
06/12/2020	DD4482(A)	BOSCH, LEXIE	PAYROLL	727.60
06/12/2020	DD4483(A)	BULTMAN, LINDA	PAYROLL	1,343.06
06/12/2020	DD4484(A)	CAPMAN, SELENA	PAYROLL	476.46
06/12/2020	DD4485(A)	DEROO, MADYSON	PAYROLL	936.90
06/12/2020	DD4486(A)	ELLISON, ANSLEY	PAYROLL	347.43
06/12/2020	DD4487(A)	ELLISON, KATE	PAYROLL	1,164.34
06/12/2020	DD4488(A)	GOODRICH, RICHARD	PAYROLL	900.96
06/12/2020	DD4489(A)	HARRIER, KIRK	PAYROLL	2,158.51
06/12/2020	DD4490(A)	HERBERT, SCOTT	PAYROLL	1,586.62

07/08/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 06/01/2020 - 06/30/2020				
Check Date	Check	Vendor Name	Description	Amount
06/12/2020	DD4491(A)	ILMBERGER, MACY	PAYROLL	545.27
06/12/2020	DD4492(A)	KAZDA, NATHAN	PAYROLL	1,251.09
06/12/2020	DD4493(A)	KERRIDGE, ADAM	PAYROLL	1,122.90
06/12/2020	DD4494(A)	KERRIDGE, LUCAS	PAYROLL	323.12
06/12/2020	DD4495(A)	LINDBALD, CODY	PAYROLL	134.79
06/12/2020	DD4496(A)	MARTIN, DANNY	PAYROLL	335.67
06/12/2020	DD4497(A)	NAGEL, MONICA	PAYROLL	1,568.85
06/12/2020	DD4498(A)	NYBOER, KARSYN	PAYROLL	373.88
06/12/2020	DD4499(A)	OSMAN, CINDY	PAYROLL	1,405.22
06/12/2020	DD4500(A)	SAUCEDA, ELIJAH	PAYROLL	79.28
06/12/2020	DD4501(A)	SNELLER, RANDY	PAYROLL	974.23
06/12/2020	DD4502(A)	STANISLAWSKI, PETER	PAYROLL	1,638.42
06/12/2020	DD4503(A)	THEODORE, PAUL	PAYROLL	218.04
06/12/2020	DD4504(A)	WEBSTER, MARY	PAYROLL	443.66
06/12/2020	DD4505(A)	WENDT, MICHAEL	PAYROLL	1,201.32
06/12/2020	DD4506(A)	NAGEL, MONICA	PAYROLL	10,765.27
06/12/2020	EFT1296(E)	457-VALIC	PAYROLL	4,995.09
06/12/2020	EFT1297(E)	STATE OF MICHIGAN	PAYROLL	185.06
06/12/2020	EFT1298(E)	MERS HYBRID	PAYROLL	2,126.31
06/12/2020	EFT1299(E)	FEDERAL TAX DEPOSIT	PAYROLL	11,861.20
06/16/2020	16463	TODD WENZEL GMC	2020 GMC 3500 HD	44,236.55
06/23/2020	16465	CAPITAL ONE	STREET FLOODING	2,261.00
06/23/2020	16466	IHLE AUTO PARTS	SUPPLIES	317.08
06/23/2020	16467	MINER SUPPLY CO	SUPPLIES	1,697.92
06/23/2020	16470	VAN TILL'S GREENHOUSE	FLOWERS	499.00
06/23/2020	2952(E)	BARTLETT TREE EXPERTS	TREE REMOVAL	2,150.00
06/23/2020	2953(E)	CAPITAL ONE	STREET FLOODING	467.71
06/23/2020	2955(E)	CONSUMERS ENERGY	2019 HOLIDAY LIGHTS	780.08
06/23/2020	2957(E)	GORDON FOOD SERVICE	CONCESSION	1,137.60
06/23/2020	2958(E)	GREENMARK EQUIPMENT INC	MOWER BLADES	59.82
06/23/2020	2959(E)	MERCHANTS BANCARD NETWORK	OVAL BEACH	973.95
06/23/2020	2961(A)	ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
06/23/2020	2962(A)	BLOOM SLUGGETT PC	LEGAL FEES	3,262.50
06/23/2020	2963(A)	ETNA SUPPLY	STREET FLOODING	221.55
06/23/2020	2964(A)	FLEIS & VANDENBRINK ENGINEERING	ENGINEERING FEES	5,337.65
06/23/2020	2965(A)	GLASS IMAGES INC	OVAL BEACH	158.95
06/23/2020	2966(A)	HOLLAND P.T.	REPAIRS TRUCK 10	207.89
06/23/2020	2967(A)	MICHIGAN ELECTRO FREEZE INC	CONCESSION	188.08
06/23/2020	2968(A)	SAUGATUCK FIRE	RENTAL INSPECTIONS	200.00
06/23/2020	2969(A)	SEPTIC TANK SYSTEMS CO INC	PORTABLE RESTROOMS	905.00
06/23/2020	2970(A)	SMART BUSINESS SOURCE LLC	ELECTION	123.48
06/23/2020	2971(A)	STREAMLINE DESIGN.COM LLC	OVAL	120.00
06/23/2020	16464	BILLS DOZER SERVICE INC	OVAL BEACH	1,500.00

07/08/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 06/01/2020 - 06/30/2020				
Check Date	Check	Vendor Name	Description	Amount
06/23/2020	16468	PRINTING SYSTEMS, INC.	ELECTIONS	188.80
06/23/2020	16469	UNLIMITED ALL PURPOSE PAINTING	OVAL BEACH	3,010.00
06/23/2020	2954(E)	CONSUMERS ENERGY	ELECTRIC	952.92
06/23/2020	2956(E)	FRONTIER	OVAL BEACH	205.78
06/23/2020	2960(E)	MICHIGAN GAS UTILITIES	BUTLER STREET RESTROOM	86.79
06/26/2020	DD4507(A)	BOSCH, LEXIE	PAYROLL	757.28
06/26/2020	DD4508(A)	BULTMAN, LINDA	PAYROLL	1,383.06
06/26/2020	DD4509(A)	CAPMAN, SELENA	PAYROLL	661.55
06/26/2020	DD4510(A)	DEROO, MADYSON	PAYROLL	802.08
06/26/2020	DD4511(A)	DEROO, TERRI	PAYROLL	242.27
06/26/2020	DD4512(A)	ELLISON, ANSLEY	PAYROLL	438.19
06/26/2020	DD4513(A)	ELLISON, KATE	PAYROLL	563.93
06/26/2020	DD4514(A)	GOODRICH, RICHARD	PAYROLL	847.01
06/26/2020	DD4515(A)	HARRIER, KIRK	PAYROLL	2,519.50
06/26/2020	DD4516(A)	HERBERT, SCOTT	PAYROLL	1,651.63
06/26/2020	DD4517(A)	ILMBERGER, MACY	PAYROLL	446.34
06/26/2020	DD4518(A)	KAZDA, NATHAN	PAYROLL	1,192.14
06/26/2020	DD4519(A)	KERRIDGE, ADAM	PAYROLL	1,518.90
06/26/2020	DD4520(A)	KERRIDGE, LUCAS	PAYROLL	327.02
06/26/2020	DD4521(A)	LINDBALD, CODY	PAYROLL	234.72
06/26/2020	DD4522(A)	MARTIN, DANNY	PAYROLL	137.43
06/26/2020	DD4523(A)	NYBOER, KARSYN	PAYROLL	379.74
06/26/2020	DD4524(A)	OSMAN, CINDY	PAYROLL	1,405.23
06/26/2020	DD4525(A)	SAUCEDA, ELIJAH	PAYROLL	788.55
06/26/2020	DD4526(A)	SNELLER, RANDY	PAYROLL	797.01
06/26/2020	DD4527(A)	STANISLAWSKI, PETER	PAYROLL	1,617.43
06/26/2020	DD4528(A)	THEODORE, PAUL	PAYROLL	264.30
06/26/2020	DD4529(A)	WEBSTER, MARY	PAYROLL	296.02
06/26/2020	DD4530(A)	WENDT, MICHAEL	PAYROLL	1,241.32
06/26/2020	EFT1300(E)	457-VALIC	PAYROLL	3,581.83
06/26/2020	EFT1301(E)	STATE OF MICHIGAN	PAYROLL	185.06
06/26/2020	EFT1302(E)	MERS HYBRID	PAYROLL	1,074.53
06/26/2020	EFT1303(E)	MERS	PAYROLL	4,555.86
06/30/2020	2975(E)	CONSUMERS ENERGY	ELECTRIC	81.27
06/30/2020	2976(E)	FRONTIER	OVAL	489.56
06/30/2020	DD4531(A)	BEKKEN, MARK	PAYROLL	261.30
06/30/2020	DD4532(A)	BONT, RICHARD	PAYROLL	26.42
06/30/2020	DD4533(A)	BOUCK, JAMES	PAYROLL	26.42
06/30/2020	DD4534(A)	CANNARSA, JOHN	PAYROLL	51.66
06/30/2020	DD4535(A)	CASPAR, MARSHA	PAYROLL	52.86
06/30/2020	DD4536(A)	COBB, VICKY	PAYROLL	51.66
06/30/2020	DD4537(A)	CRAWFORD, RICHARD	PAYROLL	26.13
06/30/2020	DD4538(A)	DAVENPORT, JENNIFER	PAYROLL	51.66

07/08/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 06/01/2020 - 06/30/2020				
Check Date	Check	Vendor Name	Description	Amount
06/30/2020	DD4539(A)	JOHNSON, BARRY	PAYROLL	274.05
06/30/2020	DD4540(A)	KUBASIAK, ROBERT	PAYROLL	26.42
06/30/2020	DD4541(A)	LEO, HOLLY	PAYROLL	239.87
06/30/2020	DD4542(A)	LEO, NICHOLAS	PAYROLL	52.26
06/30/2020	DD4543(A)	LEWIS, LEIGH	PAYROLL	245.92
06/30/2020	DD4544(A)	LUDLOW, JOHN	PAYROLL	26.42
06/30/2020	DD4545(A)	MC POLIN, KATE	PAYROLL	52.26
06/30/2020	DD4546(A)	PATERSON, KEITH	PAYROLL	52.86
06/30/2020	DD4547(A)	PETERSON, CHRISTINE	PAYROLL	313.56
06/30/2020	DD4548(A)	STRAKER, TIMOTHY	PAYROLL	52.26
06/30/2020	DD4549(A)	TRESTER, KENNETH	PAYROLL	293.96
06/30/2020	DD4550(A)	VAN METER, MICHAEL	PAYROLL	52.86
06/30/2020	DD4551(A)	VERPLANK, JANE	PAYROLL	261.30
06/30/2020	DD4552(A)	VLASITY, STEFFANIE	PAYROLL	51.66
06/30/2020	DD4553(A)	ZERFAS, ZACHARY	PAYROLL	26.42
06/30/2020	EFT1304(E)	FEDERAL TAX DEPOSIT	PAYROLL	7,204.87
06/30/2020	16471	MML UNEMPLOYMENT COMPENSATI	PAYROLL	4.94
Total of 144 Checks:				213,788.01
Less 0 Void Checks:				0.00
Total of 144 Disbursements:				213,788.01



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: July 13, 2020

SUBJECT: Release of Restrictive Covenant for 655 Spear – Accessory Dwelling Unit

DESCRIPTION

In 2008, prior to the date that the City Ordinance was amended to allow accessory dwelling units, Dan Sheridan of 655 Spear Street built a detached garage with office space above. A restrictive covenant and deed restriction was filed that the office could never be used as a dwelling unit. Since the City Ordinance has changed to allow accessory dwelling units by right, the owner is requesting restrictive covenant be removed as an encumbrance.

BUDGET ACTION REQUIRED

NA

COMMITTEE/COMMISSION REVIEW

NA

LEGAL REVIEW

Municipal Attorney has reviewed restrictive covenant and prepared the attached termination agreement.

SAMPLE MOTION:

Motion to **approve/deny** the attached Termination of Restrictive Covenant Agreement and authorize the Mayor and Interim Clerk execute the document and have it recorded with the Allegan County Register of Deeds.

TERMINATION OF RESTRICTIVE COVENANT AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS that the City of Saugatuck, a Michigan municipal corporation, whose address is 102 Butler Street, Saugatuck, Michigan 49453 (“City”) and Daniel J. Sheridan and Karen L. Sheridan, husband and wife, whose address is 655 Spear Street, Saugatuck, Michigan 49453 (jointly the “Landowner”) hereby release and terminate a certain Restrictive Covenant Agreement recorded with the Allegan County Register of Deeds at Liber 2978, Pages 876-880, inclusive, on April 27, 2006, for the following property located in the City of Saugatuck, Allegan County, Michigan and legally described as follows:

The E ½ of Lot 30 and Lot 31 Judson’s Addition (2000)

Parcel No.: 0357-205-020-00

Street Address: 655 Spear Street, Saugatuck, Michigan 49453

For consideration of less than \$100.00.

This transaction is exempt from state and county transfer tax pursuant to MCL 207.526(a) and 207.505(a).

THIS INSTRUMENT shall be binding upon and inure to the benefit of the parties hereto, their representatives, heirs, successors and assigns.

Dated this _____ day of _____, 2020.

CITY OF SAUGATUCK

By _____
* _____
Its _____

By _____
* _____
Its _____

STATE OF MICHIGAN)
) ss.
COUNTY OF ALLEGAN)

This instrument was acknowledged before me on this _____ day of _____, 2020, by _____, the _____ of the City of Saugatuck, a Michigan municipal corporation, on behalf of the City.

*
Notary Public, _____ County,
Acting in _____
My Commission Expires: _____
*Name typewritten beneath signature

LANDOWNERS

By _____
Daniel J. Sheridan

By _____
Karen L. Sheridan

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

The foregoing was acknowledged before me on this ____ day of _____, 2020, by Daniel J. Sheridan and Karen L. Sheridan, a married couple, whom I know personally or who have produced their driver's licenses as identification.

*
Notary Public, _____ County,
Acting in _____
My Commission Expires: _____
*Name typewritten beneath signature

Drafted by and when recorded return to:
Jeff Sluggett
Bloom Sluggett, PC
15 Iona Avenue SW, Suite 640
Grand Rapids, Michigan 49503
616.965.9340



2
5

STATE OF MICHIGAN
ALLEGAN COUNTY
RECORDED
28 APR 2006 8:53:11 AM
JOYCE R. WATTS
REGISTER OF DEEDS

RESTRICTIVE COVENANT AGREEMENT

FOR VALUABLE CONSIDERATION, the CITY OF SAUGATUCK, a Michigan municipality, with its offices located at 102 Butler Street, Saugatuck, Michigan 49453 (the "City") and Dan and Karen Sheridan of 655 Spear Street, Saugatuck, Michigan, (the "landowner") do hereby agree and consent as follows:

WITNESSETH:

WHEREAS, the Landowner owns certain real property in the City which is legally described on Exhibit A as attached hereto (the "Property"); and

WHEREAS, the Landowner wishes to construct a garage/accessory building with bathroom facilities so that such garage/ accessory building can be utilized for a permitted accessory structure to an existing single family residential use, such as a home office or guest room (not open to the public), work shop, or, study to the extent that such uses are permitted by all applicable City ordinances; and

WHEREAS, the Landowner understands, acknowledges, and agrees that the garage/accessory building, whether with or without bathroom facilities, cannot be utilized for any use not permitted within the single-family zoning district involved pursuant to the City's Zoning Ordinance, which prohibited uses and activities in the zoning district include, but are not limited to, commercial, industrial, or business use (beyond that which is

RECD APR 27 2006

Barbara Melton - City Clerk
City of Saugatuck, PO Box 86, Saugatuck, MI 49453



permitted by City ordinance as home occupation), multi-family use, and other non-single family residential use; and

WHEREAS, the Landowner also acknowledges, agrees, and consents that the garage/accessory building (with or without bathroom facilities) cannot be used as a residence or dwelling, and also cannot be rented or leased for any overnight sleeping or lodging. Nor can the garage/accessory building be sold, rented, leased, or transferred to anyone other than the owner or occupier of the overall Property.

NOW, THEREFORE, it is agreed as follows:

1. The Landowner (as signed below) represents, warrants and promises that he/she/they is/are currently the sole owner(s) of the Property and has/have full authority to execute this document in order to bind the Property, as well as any and all future owners thereof.
2. This document shall not be amended, changed, modified, or deleted except pursuant to a writing executed by both the City and by all of the then-owners of the Property. No such change will be effective until and unless such fully-executed document has been recorded with the Allegan County Register of Deeds records.
3. This Agreement constitutes permanent binding deed restrictions or covenants regarding the Property, and touches and concerns the lands involved. This Agreement and its provisions shall run with the land. Furthermore, this Agreement and its provisions shall bind not only the parties hereto, but also the parties' successors, assigns, and transferees.



4. This Agreement and its provisions may be enforced at any time by the City (as well as by any successor municipality). Should the City prevail in whole or in part in any enforcement or other action related to this Agreement or any of its provisions in court, the City shall be reimbursed for all of its reasonable attorney fees and costs by the then-owner(s) of the Property.

5. All of the structures, uses, and activities on the Property shall comply with all applicable City ordinances at all times.

CITY OF SAUGATUCK

By Catherine J. Simon
Catherine L. Simon
Its Mayor

STATE OF MICHIGAN)
) ss.
COUNTY OF Allegan)

The foregoing instrument was acknowledged before me this 26th day of April, 2006, by Catherine J. Simon, the Mayor of the City of Saugatuck, on the City's behalf, who is personally known to me or who has produced [his/her] Driver's License as identification.



Barbara J. McVea
Notary Public, Allegan County, Michigan
Acting in Allegan County
My commission expires: January 24, 2008

BARBARA J. McVEA
Notary Public, Allegan Co., MI
My Comm. Expires Jan. 24, 2008

EXHIBIT A - LEGAL DESCRIPTION

Parcel Number:
0357-205-020-00

OWNERS ADDRESS:
SHERIDAN DANIEL J & KAREN L



LIBER 2978 PAGE 880

655 SPEAR ST
SAUGATUCK, MI 49453

PROPERTY ADDRESS:
655 SPEAR ST

DATE PRINTED: 04/26/2006

2005 LEGAL DESCRIPTION:
E 1/2 OF LOT 30 & LOT 31 JUDSON'S ADDITION (2000)



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: July 13, 2020

SUBJECT: Resolution 200713-A (FY 20/21 Budget Amendment)

DESCRIPTION

The City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary. The adopted FY 20/21 budget did not have appropriations included for a previously approved capital improvement project from 2019 therefore an amendment is necessary.

In October of 2017 the Saugatuck City Council approved a sewer master meter design proposal from Fleis & VandenBrink. The total project cost for this engineering proposal was \$21,000. The City of Saugatuck's portion was \$7,000. The engineering has been completed and the master meter project was bid out for construction. The authorization to bid was granted by the KLSWA Board on December 17, 2018 and bids were due January 7, 2019. Seventeen qualified bidders were contacted. Eight bids were received. Pre-bid cost projections in May of 2017 were \$210,000. When actual bids were received in January 2018 it was \$361,900. The project was reevaluated and re-bid in January 2019 and total project cost was \$499,022.

The purpose of the sewer master meter project is to determine actual use of the allocated capacity at the wastewater treatment plant; use and capacity of the plant directly influences a community's ability for future development. Sewer master metering is required per the active Sewer Agreement of 2012 under section 11. Measurement of Wastewater Flow; Master Meters. Allocated capacity is currently being calculated using a method that is not as accurate as utilizing multiple meters. Attached to this agenda item report is a copy of the F&V Sewer Flow Metering Study that will assist Council members in better understanding specific details of this project.

On January 28, 2019 the City Council adopted Resolution No. 190128-A agreeing to participate with the constituent municipalities of KLSWA in the master meter project. The adopted resolution reflected the City of Saugatuck (a constituent municipality in the KLSWA) participation in and cost-sharing for the project. Based on the January 7, 2018 bids, the City of Saugatuck' upfront share was \$175,344.50. This amount reflects the preliminary 50/50 cost-sharing between the City of Saugatuck and City of Douglas for both master meter No. 1 and 2, subject to adjustment of that cost-sharing by the two cities following two years of metered flow through each meter by KLSWA.

BUDGET ACTION REQUIRED

Amendment of the FY 20/21 Budget

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 200713-A amending the FY 20/21 budget as presented an appropriate funds for payment of the City's portion of work associated with the KLSWA Master Meter Capital Project.

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

RESOLUTION NO. 200713-A

**A RESOLUTION TO AMEND THE BUDGET OF THE 2020/2021 GENERAL
APPROPRIATIONS ACT**

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

WHEREAS, in accordance with the Uniform Budgeting and Accounting Act, 1968 PA 2, as amended, the Budget Hearings of Local Governments Act, 1963 PA 43, and Chapter VII of the City Charter, the City Council of the City of Saugatuck established and approved the City's budget for fiscal year commencing **July 1, 2020** and ending **June 30, 2021**; and

WHEREAS, on January 28, 2019 the Saugatuck City Council approved Resolution No. 190128-A authorizing the City of Saugatuck to participate with the constituent municipalities of KLSWA in the Master Meter Project; and

WHEREAS, the Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary; and

WHEREAS, the Council is authorized to make additional appropriations during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council of the City of Saugatuck amends the 2020/2021 budget increasing Fund 592-536-801-000 (contractual services) by \$127,000.00 and decreasing Fund 592-000-390-000 (water/sewer) by \$127,000.00
2. The funds appropriated shall be approved pursuant to the authority granted by the Saugatuck City Charter.
3. All resolutions or parts of resolutions in conflict with this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

RESOLUTION DECLARED ADOPTED.

Dated: July 13, 2020

Ken Trester, Mayor

Cindy Osman, Interim City Clerk

CERTIFICATION

I, _____, the City Clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held July 13, 2020, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Cindy Osman, Interim City Clerk

SEWER FLOW METERING STUDY

KALAMAZOO LAKE SEWER AND WATER AUTHORITY ALLEGAN, MI



KLSWA FLOW METER FEASIBILITY STUDY

June 5, 2017

Mr. Daryl VanDyke
6449 Old Allegan Road
PO Box 789
Saugatuck, MI 49453

Re: Sewer Flow Metering Study

Dear Daryl:

Presented below and attached is the feasibility study for the installation of wastewater flow meters at strategic locations to measure the flow from the four communities that contribute flow to the Authority's WWTP.

Locations of flow meters were strategically located to capture the flow from the four communities and a spreadsheet was developed to add or subtract the flow from individual properties within a community that are measured by the neighboring community's flow meter.

Flow meter locations, size & power source:

A flow schematic was created to assist the reader to understand where the four proposed flow meters are located within the collection system. The flow schematic is Attachment A to this report. The locations of the meters are further discussed below and in the attached flow meter site plans.

Meter #1: This meter would be located at the WWTP on the 16" forcemain from Pump Station #1 just prior to its discharge into the grit chamber. It would be located in a below ground meter chamber and would likely be constructed utilizing a 6' diameter precast concrete manhole structure adapted for a flow meter. The meter would be powered from the 120-volt panel in the nearby *former blower building* that now houses the power panels for the lagoon aerators.

Pump Station #1 has three pumps each on VFD's. Flow from the pump station can vary significantly and can range from approximately 800 gpm to as much as 3,000 gpm and is pumped through a 16" Class 52 Ductile Iron forcemain. The flow meter size needed is 12" (velocity range of the above flow: 2.2 – 8.5 fps)

Meter #2: This meter would be located at pump station #6 within the fence or just outside of the fence in the right-of-way. It would be located upstream of where the pump station #5 forcemain ties into the common 14" forcemain. It would be located in a below ground meter chamber and would likely be constructed utilizing a 6' diameter precast concrete manhole structure adapted for a flow meter. The meter would be powered from the 120 volt panel in the pump station control panel.

Pump station #6 has two pumps each on VFD's. Flow from the pump station can vary from approximately 800 gpm to 2,000 gpm and is pumped through a 14" Class 52 Ductile Iron pipe. The flow meter size needed is 10" (velocity range of the above flow 3.2-8.2 fps)

Meter #3: This meter would be located at the WWTP on the 8" forcemain from the Clearbrook Pump Station just prior to its discharge into the grit chamber. The meter would be located in a below ground meter chamber and would likely be constructed utilizing a 6' diameter precast concrete manhole structure adapted for a flow meter. The meter would be powered from the 120 volt in the nearby *former blower building* that now houses the power panels for the lagoon aerators and the electric circuit for this meter can be shared with Meter #1 above.

The Clearbrook Pump Station has two pumps each on VFD's and can pump between 300 gpm and 700 gpm and is pumped through an 8" AWWA C900 PVC forcemain. The flow meter size needed is 6" (velocity range of the above flow 3.4-7.9 fps)

Meter #4: This meter would be located at the 136th Avenue Pump Station on the 3" forcemain a few feet from the pump station. It would be located in a below ground meter chamber and would likely be constructed utilizing a 4' diameter precast concrete manhole structure adapted for a flow meter. The meter would be powered from the 120 volt panel in the pump station control panel.

The 136th Avenue pump station has two grinder pumps with a flow of 60 gpm and is pumped through a 3" forcemain believed to be AWWA C900 PVC. The flow meter size needed is 2" (velocity of the above flow is 6.1 fps)

Flow Meter Data Storage:

Several options exist for flow data storage, each with its own benefits and costs. Three of the more reasonable options are discussed below.

Local Read: The flow meters would have a remote display mounted in the nearby control panels. The display would have a totalized flow displayed on them. KLSWA staff can read the meters at an appropriate interval and manually record the numbers. This option is the least expensive but also the least detailed.

Mission Data Storage: The flow meter data can be connected into the on-line *Mission* system that the Authority currently uses to monitor their wastewater pump stations. The data would be transmitted via cell phone technology to the cloud data storage system where it could be retrieved by Authority staff via the internet similar to the data stored for the pump stations. The Mission system offers different levels of service for different prices and the appropriate level of service to meet the Authority's needs would need to be explored.

SCADA Data Storage: The flow meter data can be connected to the Authority's newly reconfigured SCADA system utilizing PLC's and radio modems, similar to how the water wells communicate with the SCADA system. Authority staff would be able to monitor real time flow rates and look up past data in several formats.

Each of the three options above would utilize slightly different equipment and have different computing needs. Existing equipment may or may not be expandable to fit the need. For instance, pump station #6 has an expandable PLC that can easily accommodate the SCADA option, but it is unclear if the 136th Avenue pump station has a PLC capable of processing the data. Each meter location would need to be evaluated to determine what improvements might be necessary to accommodate the selected data storage and retrieval system. For these reasons, the estimated project cost presented later in this report only estimates the cost of the Local Read option above.

Constructability:

Installation of each of the flow meters would require a temporary stoppage of flow within the forcemain where the meter would be installed. This could be accomplished by stopping the pump station, redirecting flow, pump and haul, etc... For each of the meter installations, we estimate that flow would need to be redirected for a period of approximately one work day. Below are options for the most cost effective way to temporarily stop flow for each of the meters to be installed.

Meter #4 at the 136th Avenue Pump Station will be the easiest to accommodate since the flow from the pump station is relatively low at 60 gpm. This pump station can likely be turned off or bypass pumped for the meter installation and a vacuum truck or other small volume storage vehicle used to store the wastewater during meter installation.

Meters #1 & #3 at the WWTP will be more difficult than Meter #4 but the adjacent lagoon #1 is an easily accessed alternate discharge point. To install these two meters, temporary discharge pipes can be constructed from a point upstream of the proposed flow meter utilizing a tapping sleeve and valve and a Hydra-Stop style insertion cut-in-valve. Flow would be discharged directly into lagoon #1 while the meters were installed. A similar method was utilized when the work on the grit channels was undertaken during the SRF project built in 2012. Thought should also be given to making these two temporary discharge pipes a permanent part of the WWTP. The benefit to leaving the temporary discharge pipes in place is they can be utilized in the future to bypass the meters should they ever need to be removed for repairs.

Meter #2 at pump station #6 may be the most difficult to install. Two potential options may be appropriate and should be investigated further during the design of the project. The first is to utilize a pump and haul system similar to the method implemented during the SRF project in 2012 when pump station #6 was overhauled. This option would utilize a trailer mounted portable pump that pumps to a waiting series of waste hauling trucks that would transport the wastewater directly to the WWTP. The second utilizes the construction of a permanent bypass pipe that would travel around the location of the meter discharging back into the forcemain utilizing strategically placed valves. Similar to Meters #1 & #3 above, this method would utilize tapping sleeves and valves and Hydra-Stop style insertion valves. This option would have the added benefit of being permanent and could be utilized if the meter ever needed to be removed for maintenance.

Each of the construction techniques mentioned above would benefit from a construction schedule that occurred over the winter months. As you are aware, wastewater flow in the winter is significantly lower than during the summer months and the potential effects of accidental damage would be minimized.

Spreadsheet & Maps:

Each of the four meters, in general, represents flow from one of the four communities. However, there are several collection system areas whose flow is measured by the neighboring community's flow meter. A spreadsheet was created that appropriately adds or subtracts the flow from individual connections to arrive at a total flow for each community. Accompanying the spreadsheet is a series of maps that visually depict the areas whose flow is calculated and added to or subtracted from the appropriate flow meter.

Flow from each Residential Equivalent Unit (single family home) is assumed to be 200 gallons per day. This value was used to comply with the various agreements currently in place between the communities and the Authority (for instance, reference Article 11 on page 15 of the Laketown Township Sewer System Operations Contract dated May 1st, 2016).

The spreadsheet also identifies which homes are connected to the sewer system and which aren't. Vacant land and homes that aren't connected to the sewer system are not included in the flow calculations (flow = 0). As homes are connected and vacant land is built upon, the spreadsheet would need to be updated to accurately calculate the flow. If the Authority should implement the construction of the flow meters, the spreadsheet should be compared against the sewer billing software data and modified accordingly.

When complete, only the flow measurements from the flow meters will need to be manually entered into the spreadsheet to calculate the total flow from the four individual communities.

Project Cost Estimate:

Attached to this report is the engineer's project cost estimate to design and construct the project. The estimate is in 2017 dollars and assumes the project would be constructed during the winter months when the wastewater flow is significantly less than in the summer tourist months.

The estimate also assumes the meters will implement the Local Read option presented in the *Flow Meter Data Storage* section above.

Attachments to this report are:

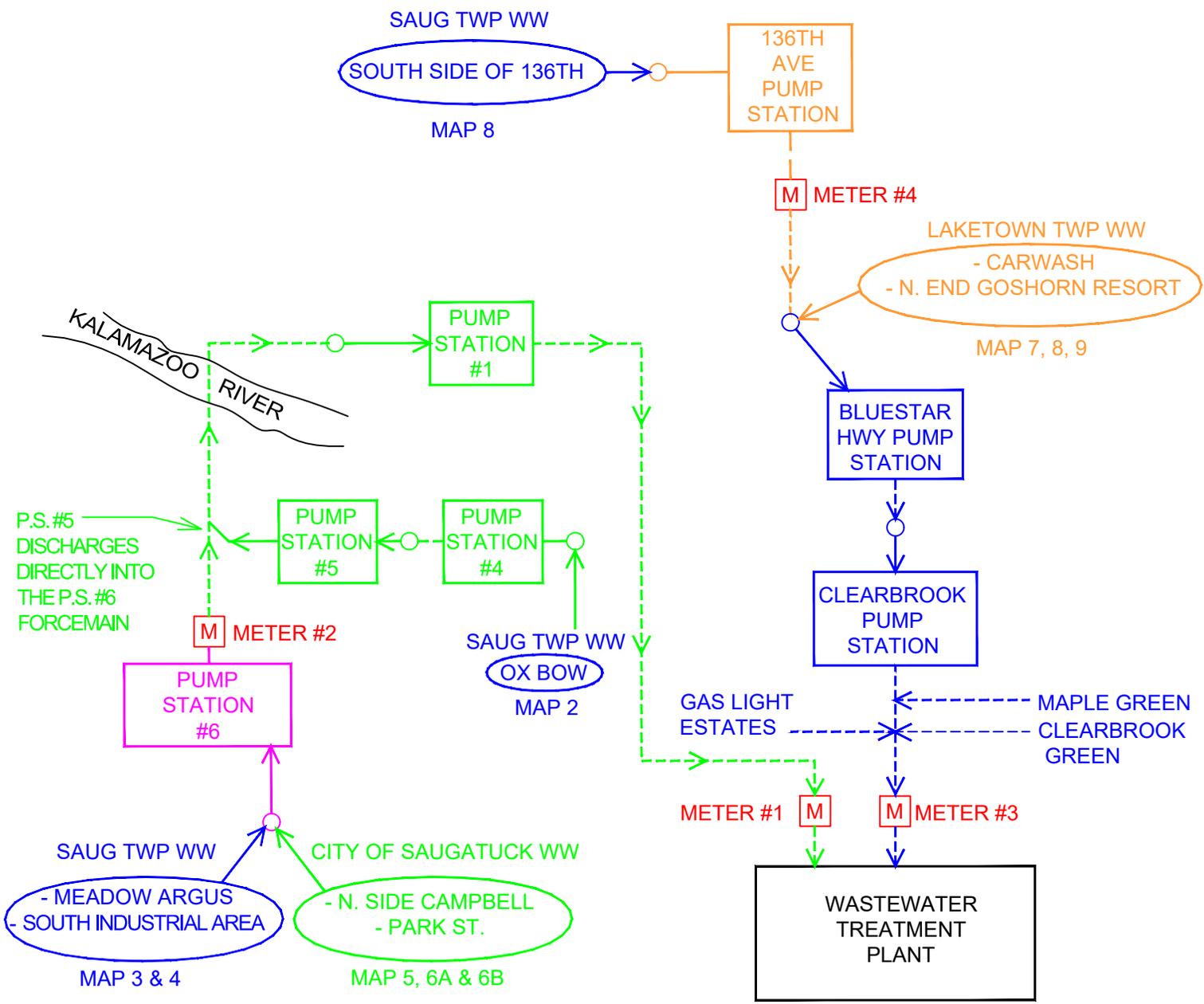
- Attachment A – Flow Schematic
- 3 Site Plans (Labeled A, B, C)
- Attachment B – Flow Summary Spreadsheet (2 pages)
- Attachment C – Flow Calculation for Maps (7 pages)
- 11 Maps (Maps 1A through Map 9)
- Project Cost Estimate

Should you have any questions please do not hesitate to contact us.

Sincerely,

FLEIS & VANDENBRINK

Steven M. Bishop, PE
Project Manager



LEGEND

- PUMP STATION
- M PROPOSED FLOW METER
- $\leftarrow \bigcirc$ GRAVITY SEWER AND MANHOLE W/FLOW ARROW
- $\leftarrow \text{---}$ FORCE MAIN & FLOW ARROW

AREA OUTSIDE OF COMMUNITY METERED AREA

- ORANGE- LAKETOWN TOWNSHIP
- BLUE - SAUGATUCK TOWNSHIP
- GREEN - CITY OF SAUGATUCK
- PURPLE- CITY OF DOUGLAS

FLOW SCHEMATIC FOR THE KLSWA FLOW METER FEASIBILITY STUDY

**KLSWA
KALAMAZOO
KLSWA FLOW METERING STUDY**

ATTACHMENT A

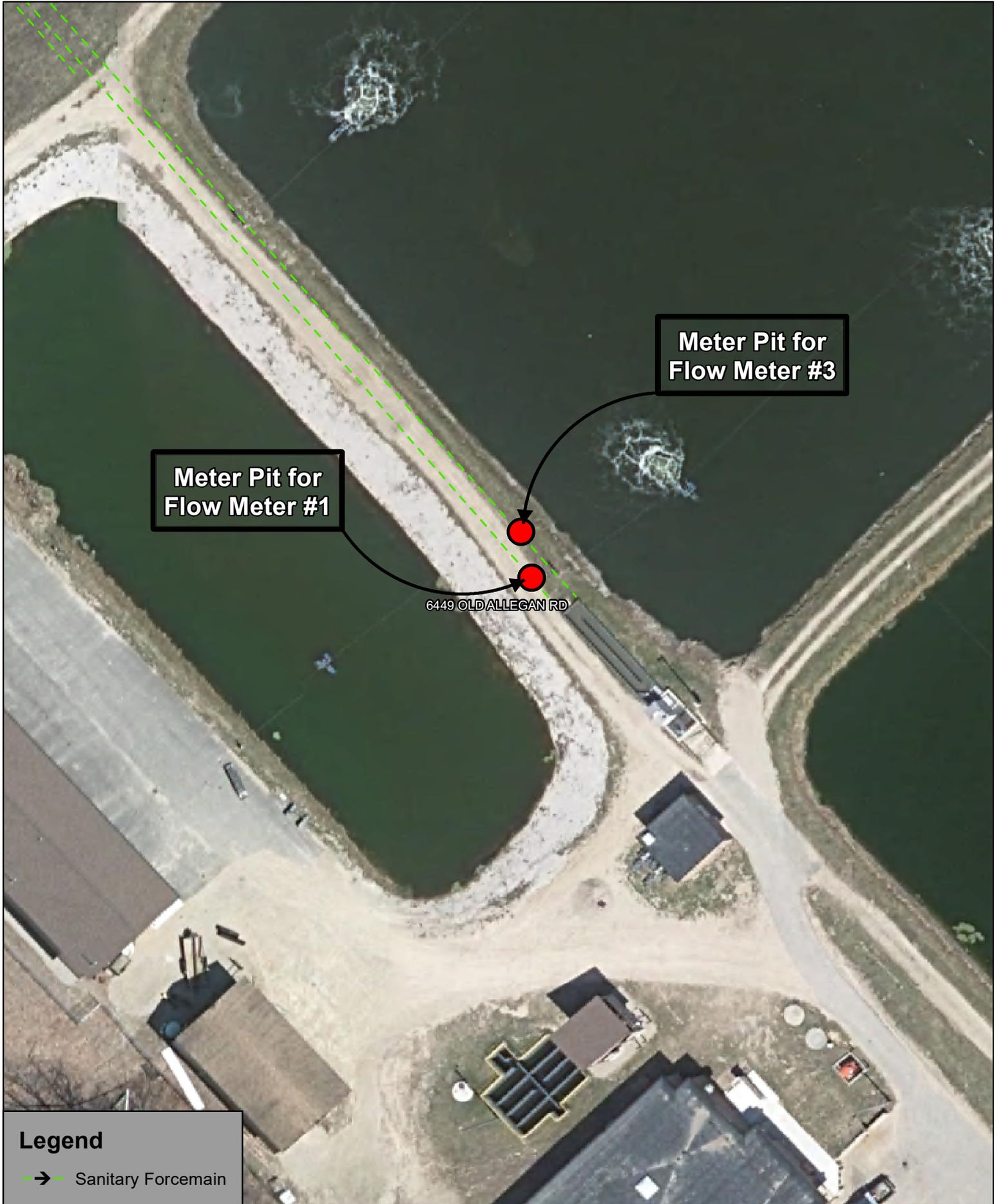
830240
F&V PROJECT NO.

karip/M:\Proj\B29001-831000\830240 - KLSWA Flow Metering Study\Cad\Fig\830240_FIG-1.dwg



Legend

-  Saugatuck/Laketown Twp Limits
-  Sanitary Manholes
-  Public Lift Station
-  Sanitary Sewer
-  Sanitary Forcemain



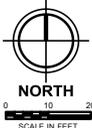


Legend

-  Sanitary Manholes
-  Public Lift Station
-  Sanitary Sewer
-  Sanitary Forcemain

PAGE

C



DRAWN BY BSR	DATE 5/4/2017
PROJECT NO. 830240	SCALE 1:500
FILE LOCATION	
SOURCES	

**Meter #2 Site Plan
KLSWA Flow Meter
Feasibility Study**

Kalamazoo Lake Sewer & Water Authority



Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment B - Flow Summary

City of Saugatuck Wastewater Flow: 364,000 gpd Allocated WWTP Capacity
 Meter #1, located at the WWTP on the 16" forcemain from Pump Station #1

	Measured Meter #1 Daily Flow:	180,000	Gallons per day	
	Less flow measured at Meter #2	(80,000)		Actual measured flow
Plus calculated flow from north side of Campbell Rd. area		8,600		Reference Map 5 (North Side Campbell Road)
Plus calculated flow from Park Street area		13,200		Reference Map 6A & 6B (Park Street)
Less calculated flow from the East side of Maple Street		(9,800)		Reference Map # 1A & 1B (East side of Maple St)
Less calculated flow from Ox Bow		(1,600)		Reference Map 2 (Ox Bow)
Less calculated flow from North of North Street		(2,400)		Reference Map 2 (North of North Street)
		108,000	Gallons per day	

City of Douglas Wastewater Flow: 496,000 gpd Allocated WWTP Capacity
 Meter #2, located on the 14" forcemain near Pump Station #6

	Measured Meter #2 Daily Flow:	80,000	Gallons per day	
	Less calculated flow from Meadow Argus area	(600)		Reference Map 3 (Meadow Argus)
	Less calculated flow from South Industrial area	-		Reference Map 4 (South Industrial Area)
Less calculated flow from north side of Campbell Rd. area		(8,600)		Reference Map 5 (North Side Campbell Road)
Less calculated flow from Park Street area		(13,200)		Reference Map 6A & 6B (Park Street)
		57,600	Gallons per day	

Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment B - Flow Summary

Saugatuck Township Wastewater Flow: 90,000 gpd Allocated WWTP Capacity

Meter #3, located at the WWTP on the 8" forcemain from the Clearbrook Pump Station

	Measured Meter #3 Daily Flow:	50,000	Gallons per day	
	Less flow measured at Meter #4	(10,000)		Actual measured flow
Plus calculated flow from the East side of Maple Street		9,800		Reference Map # 1A & 1B (East side of Maple St)
Plus calculated flow from Ox Bow		1,600		Reference Map 2 (Ox Bow)
Plus calculated flow from North of North Street		2,400		Reference Map 2 (North of North Street)
Plus calculated flow from Meadow Argus area		600		Reference Map 3 (Meadow Argus)
Plus calculated flow from South Industrial area		-		Reference Map 4 (South Industrial Area)
Plus calculated flow from the South side of 136th Ave		1,200		Reference Map 8 (South side of 136th)
Less calculated flow from the North end of 65th Ave		-		Reference and Map 7 (North end of 65th)
Less calculated flow from the Car Wash		(1,600)		Reference and Map 9 (Car Wash)
		54,000	Gallons per day	

Laketown Township Wastewater Flow: 50,000 gpd Allocated WWTP Capacity

Meter #4, located on the 3" forcemain at the Laketown Twp Grinder Pump Station

	Measured Meter #4 Daily Flow:	10,000	Gallons per day	
Plus calculated flow from the North end of 65th Ave		-		Reference and Map 7 (North end of 65th)
Plus calculated flow from the Car Wash		1,600		Reference and Map 9 (Car Wash)
Less calculated flow from the South side of 136th Ave		(1,200)		Reference Map 8 (South side of 136th)
		10,400	Gallons per day	

Total Flow: 230,000 Gallons per day

Orange areas are data to be filled in from flow meter readings

Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps

Map 1A & 1B - East side of Maple Street

<u>Property Address/Parcel</u> <u>Number</u>	<u>Current Property Use</u>	<u>Total REU's on</u> <u>Property:</u>	<u>Is property</u> <u>connected to sewer</u> <u>system?</u>	<u>REU's</u> <u>Connected to</u> <u>Sewer System</u>
713 Maple	Multi-home	4	Yes	4
707 Maple	Single Home	1	Yes	1
611 Maple	Single Home	1	Yes	1
587 Maple	Single Home	1	Yes	1
493 Maple	Single Home	1	Yes	1
485 Maple	Single Home	1	Yes	1
445 Maple	Single Home	1	Yes	1
20-010-021-50 Maple	Vacant	0	No	0
351 Maple	Single Home	1	Yes	1
339 Maple	Single Home	1	Yes	1
20-010-042-10 Maple	Vacant	0	No	0
319 Maple	Single Home	1	Yes	1
305 Maple	Single Home	1	Yes	1
213 Maple	Single Home	1	Yes	1
6591 Old Allegan Rd	Christian Reformed Church	5	Yes	5
6597 Old Allegan Rd	Single Home	1	Yes	1
6594 Allegan St	Single Home	1	Yes	1
191 S. Maple	Single Home	1	Yes	1
207 S Maple	Single Home	1	Yes	1
297 Maple	Vacant	0	No	0
297 S. Maple	Macatawa Bay Boat Works	5	Yes	5
335 Maple	Business of some sort	5	Yes	5
365 S. Maple	Business of some sort	5	Yes	5
445 S. Maple	Single Home	1	Yes	1
465 S. Maple	Single Home	1	Yes	1
3150 Blue Star Hwy	Masonic Lodge	3	Yes	3
501 S. Maple	Single Home	1	Yes	1
511 S. Maple	Single Home	1	Yes	1
517 S. Maple	Single Home	1	Yes	1
525 Maple	Single Home	1	Yes	1
535 S Maple	Vacant	0	No	0
545 S. Maple	Single Home	1	Yes	1

Total REU's: 49
gallons per day*: 9,800

Map 2 - Ox Bow

<u>Property Address/Parcel</u> <u>Number</u>	<u>Current Property Use</u>	<u>Total REU's on</u> <u>Property:</u>	<u>Is property</u> <u>connected to sewer</u> <u>system</u>	<u>REU's</u> <u>Connected to</u> <u>Sewer System</u>
3426 Rupprecht Way	Ox Bow Arts Camp	8	Yes	8

Total REU's: 8
gallons per day*: 1,600

Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps

Map 2 - North of North Street

<u>Property Address/Parcel</u> Number	<u>Current Property Use</u>	<u>Total REU's on</u> <u>Property:</u>	<u>Is property</u> <u>connected to sewer</u> <u>system</u>	<u>REU's</u> <u>Connected to</u> <u>Sewer System</u>
116 Riverside Dr	Single Home	1	Yes	1
3414 Riverside Dr	Single Home	1	Yes	1
3416 Riverside Dr	Single Home	1	Yes	1
3422 Riverside Dr	Single Home	1	Yes	1
3424 Riverside Dr	Single Home	1	Yes	1
3428 Riverside Dr	Single Home	1	Yes	1
3430 Riverside Dr	Single Home	1	Yes	1
3438 Riverside Dr	Single Home	1	Yes	1
3440 Riverside Dr	Single Home	1	Yes	1
3442 Riverside Dr	Single Home	1	Yes	1
3448 Riverside Dr	Single Home	1	Yes	1
3442 Riverside Dr	Vacant	0	No	0
3430 Riverside Dr	Vacant	0	No	0
20-004-023-20 Riverside Dr	Vacant	0	No	0
3421 Riverside Dr	Single Home	1	Yes	1
6643 Bandle	Single Home	1	No	0
6639 Bandle	Single Home	1	No	0
6635 Bandle	Single Home	1	No	0
6644 Bandle	Single Home	1	No	0
3415 Riverside Dr	Single Home	1	No	0
3409 Riverside Dr	Single Home	1	No	0
146 North St	Vacant	0	No	0
212 North St	Garage Only	0	No	0
6629 North St	Single Home	1	No	0
3406 Elizabeth	Single Home	1	No	0
3413 Washington Ave	Single Home	1	No	0
3415 Washington Ave	Single Home	1	No	0
6620 Bandle St	Single Home	1	No	0
3416 Elizabeth	Single Home	1	No	0
3421 Elizabeth	Single Home	1	No	0
3417 Elizabeth	Single Home	1	No	0
3413 Elizabeth	Single Home	1	No	0
3419 Elizabeth	Single Home	1	No	0
3420 Elizabeth	Single Home	1	No	0
3409 Elizabeth	Single Home	1	No	0
20-004-041-10 Elizabeth	Vacant	0	No	0

Total REU's: 12
gallons per day*: 2,400

Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps

Map 3 - Meadow Argus

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
6695 Yamoto Way	Single Home	1	Yes	1
6689 Yamoto Way	Single Home	1	Yes	1
6683 Yamoto Way	Single Home	1	Yes	1
21 Vacant Lots (Phase 1)	Vacant	0	No	0
Total REU's:				3
gallons per day*:				600

Map 4 - South Industrial Area

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
2900 Blue Star Highway	Vacant	0	No	0
20-021-024-00 Blue Star Hwy	Vacant	0	No	0
20-021-026-20 Blue Star Hwy	Vacant	0	No	0
20-021-026-10	Vacant	0	No	0
20-021-025-00	Vacant	0	No	0
20-021-026-00	Vacant	0	No	0
Total REU's:				0
gallons per day*:				0

**Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps**

Map 5 - North Side of Campbell Road

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
700 Manchester	Single Home	1	Yes	1
752 Manchester	Single Home	1	Yes	1
756 Manchester	Single Home	1	Yes	1
776 Manchester	Single Home	1	Yes	1
762 Weirich	Single Home	1	Yes	1
568 Weirich	Single Home	1	Yes	1
569 Weirich	Single Home	1	Yes	1
567 Weirich	Single Home	1	Yes	1
565 Weirich	Single Home	1	Yes	1
772 Manchester	Single Home	1	Yes	1
787 Manchester	Single Home	1	Yes	1
781 Manchester	Single Home	1	Yes	1
777 Manchester	Single Home	1	Yes	1
775 Manchester	Single Home	1	Yes	1
650 Manchester	Single Home	1	Yes	1
645 Manchester	Single Home	1	Yes	1
650 Campbell Rd	Single Home	1	Yes	1
626 Campbell Rd	Single Home	1	Yes	1
612 Campbell Rd	Single Home	1	Yes	1
606 Campbell Rd	Single Home	1	Yes	1
594 Campbell Rd	Single Home	1	Yes	1
592 Campbell Rd	Single Home	1	Yes	1
584 Campbell Rd	Single Home	1	Yes	1
582 Campbell Rd	Single Home	1	Yes	1
574 Campbell Rd	Single Home	1	Yes	1
560 Campbell Rd	Hotel (___ Rooms)	15	Yes	15
550 Campbell Rd	Single Home	1	Yes	1
540 Campbell Rd	Single Home	1	Yes	1
530 Campbell Rd	Single Home	1	Yes	1
57-008-013-10	Vacant	0	No	0

Total REU's: 43
gallons per day*: 8,600

**Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps**

Map 6A & 6B - Park Street Area

<u>Property Address/Parcel</u> Number	<u>Current Property Use</u>	<u>Total REU's on</u> <u>Property:</u>	<u>Is property</u> <u>connected to sewer</u> <u>system</u>	<u>REU's</u> <u>Connected to</u> <u>Sewer System</u>
3 Park Street	?	1	No	0
5 Park Street	Single Home	1	Yes	1
7 Park Street	Single Home	1	Yes	1
15 Park Street	Saugatuck Yacht Club	10	Yes	10
16 Park Street	Single Home	1	Yes	1
18 Park Street	Single Home	1	Yes	1
21 Park Street	Single Home	1	Yes	1
25 Park Street	Single Home	1	Yes	1
30 Park Street	Single Home	1	Yes	1
35 Park Street	Single Home	1	Yes	1
37 Park Street	Single Home	1	Yes	1
51 Park Street	Single Home	1	Yes	1
49 Park Street	Vacant	0	No	0
53 Park Street	Single Home	1	Yes	1
59 Park Street	Single Home	1	Yes	1
65 Park Street	Single Home	1	Yes	1
469 Park Street	Single Home	1	Yes	1
61 Lakeview	Single Home	1	Yes	1
64 Lakeview	Single Home	1	Yes	1
72 Park	Single Home	1	Yes	1
67 Park	Single Home	1	Yes	1
69 Park	Single Home	1	Yes	1
71 Park	Single Home	1	Yes	1
97 Park Street	Single Home	1	Yes	1
99 Park Street	Single Home	1	Yes	1
57-009-077-10	Vacant	0	No	0
57-009-079-10 (part of #107)	Vacant	0	No	0
107 Park Street	Single Home	1	Yes	1
109 Park Street	Single Home	1	Yes	1
111 Park Street	Single Home	1	Yes	1
57-700-007-10	Vacant	0	No	0
91 Interlaken	Single Home	1	Yes	1
100 Park Street	Single Home	1	Yes	1
129 Park Street	Single Home	1	Yes	1
94 Interlaken	Single Home	1	Yes	1
120 Park Street	Single Home	1	Yes	1
143 Park Street	Single Home	1	Yes	1
126 Park Street	Single Home	1	Yes	1
153 Park Street	Single Home	1	Yes	1
156 Park Street	Single Home	1	Yes	1
181 Park Street	Single Home	1	Yes	1
183 Park Street	Single Home	1	Yes	1
185 Park Street	Single Home	1	Yes	1
57-009-073-00	Vacant	0	No	0
57-009-073-10	Vacant	0	No	0
57-009-051-10	Vacant	0	No	0

**Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps**

371 Vine	Single Home	1	Yes	1
57-009-069-00	Vacant	0	No	0
415 Vine Street	Single Home	1	Yes	1
57-009-068-00	Vacant	0	No	0
430 Vine Street	Single Home	1	Yes	1
439 Vine Street	Single Home	1	Yes	1
461 Vine Street	Single Home	1	Yes	1
57-009-074-00	Vacant	0	No	0
57-009-074-10	Vacant	0	No	0
57-850-007-00	Vacant	0	No	0
57-850-004-01	Vacant	0	No	0
241 Park Street	Single Home	1	Yes	1
255 Park Street	Single Home	1	Yes	1
295 Park Street	Single Home	1	Yes	1
347 Park Street	Single Home	1	Yes	1
399 Park Street	Single Home	1	Yes	1
416 Park Street	Single Home	1	Yes	1
338 Park Street	Single Home	1	Yes	1
336 Park Street	Single Home	1	Yes	1
306 Park Street	Single Home	1	Yes	1
340 Park Street	Single Home	1	Yes	1
430 Bliss	Single Home	1	Yes	1
428 Bliss	Single Home	1	Yes	1
426 Bliss	Single Home	1	Yes	1
242 Park Street	Single Home	1	Yes	1

Total REU's: 66
gallons per day*: 13,200

**Kalamazoo Lake Sewer Water Authority
Flow Meter Feasibility Study
Attachment C - Flow Calculation for Maps**

Map 7 - North End of 65th

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
3581 65th St (N end of Resort)	Resort	1	No	0
Total REU's:				0
gallons per day*:				0

Map 8 - South Side of 136th:

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
6460 136th Ave	Single Home	1	No	0
6456 136th Ave	Single Home	1	No	0
6450 136th Ave	Single Home	1	No	0
20-003-020-10	Vacant	0	No	0
6437 Waterfall Way	Single Home	1	Yes	1
6433 Waterfall Way	Single Home	1	Yes	1
6436 Waterfall Way	Single Home	1	Yes	1
6432 Waterfall Way	Single Home	1	Yes	1
6428 Waterfall Way	Single Home	1	Yes	1
6426 Waterfall Way	Single Home	1	Yes	1
6421 136th	Single Home	1	No	0
Total REU's:				6
gallons per day*:				1,200

Map 9 - Car Wash

<u>Property Address/Parcel Number</u>	<u>Current Property Use</u>	<u>Total REU's on Property:</u>	<u>Is property connected to sewer system</u>	<u>REU's Connected to Sewer System</u>
3605 64th	Car Wash (but not gas station)	8	Yes	8
Total REU's:				8
gallons per day*:				1,600

Yellow areas contain data not confirmed. This data would need to be confirmed with the KLSWA billing system data prior to use of this spreadsheet.

* based on a flow of 200 gpd for each REU who's flow is calculated instead of measured (per agreements)

Kalamazoo Lake Sewer & Water Authority

Engineer's Pre-Design Estimate of Project Cost**

Wastewater Flow Meter Feasibility Study



Project: 830240

Date: 5/1/2017

By: SMB

ITEM DESCRIPTION	UNIT	QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
Meter #1 (From Pump Station #1, meter at WWTP):				
12" Meter & remote converter (materials only)	Each	1	\$ 6,200	\$ 6,200
Meter chamber & meter installation	Lump Sum	1	\$ 12,000	\$ 12,000
Bypass Pumping/Piping Bypass	Lump Sum	1	\$ 15,000	\$ 15,000
Electrical power supply	Lump Sum	1	\$ 3,000	\$ 3,000
Meter #2 (From Pump Station #6, meter at pump station #6):				
10" Meter & remote converter (materials only)	Each	1	\$ 5,000	\$ 5,000
Meter chamber & meter installation	Lump Sum	1	\$ 15,000	\$ 15,000
Bypass Pumping/Piping Bypass	Lump Sum	1	\$ 25,000	\$ 25,000
Electrical power supply	Lump Sum	1	\$ 2,500	\$ 2,500
Meter #3 (From Clearbrook Pump Station, meter at WWTP)				
6" Meter & remote converter (materials only)	Each	1	\$ 3,900	\$ 3,900
Meter chamber & meter installation	Lump Sum	1	\$ 12,000	\$ 12,000
Bypass Pumping/Piping Bypass	Lump Sum	1	\$ 15,000	\$ 15,000
Electrical power supply	Lump Sum	1	\$ 3,000	\$ 3,000
Meter #4 (From 136th Ave Pump Station, meter at 136th pump station):				
2" Meter & remote converter (materials only)	Each	1	\$ 3,400	\$ 3,400
Meter chamber & meter installation	Lump Sum	1	\$ 7,000	\$ 7,000
Bypass Pumping/Piping Bypass	Lump Sum	1	\$ 3,000	\$ 3,000
Electrical power supply	Lump Sum	1	\$ 2,500	\$ 2,500
Undeveloped design details (~20%)	Lump Sum	1	\$ 27,000	\$ 27,000
Total Estimated Construction Cost (Rounded):				\$ 161,000
Engineering (~15%):				\$24,200
Project Contingencies (~15%):				\$27,800
Total Estimated Project Cost (Rounded):				\$ 210,000

**The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: July 13, 2020

SUBJECT: Professional Services Proposal – Update of the 2005 Non-Motorized Pathway Study for the Park Street Corridor

DESCRIPTION

In 2005 City Council engaged Fleis & Vandenbrink Engineering to conduct a non-motorized pathway study for the Park Street corridor. Some residents have requested City Council revisit the issue of investigating options to make Park Street South (Campbell Street to Perryman Street) more pedestrian friendly. Attached is a proposal from Fleis & Vandenbrink dated July 7, 2020 to update the 2005 study for the proposed target area.

BUDGET ACTION REQUIRED

There are sufficient monies in Fund 101-441-801-000 (Public Works – Contractual Services) for this expenditure if approved.

COMMITTEE/COMMISSION REVIEW

NA

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** Professional Services Proposal from Fleis & Vandenbrink Engineering dated July 7, 2020 to update of the 2005 Non-Motorized Pathway Study for the Park Street Corridor as presented.

July 7, 2020

Kirk Harrier, City Manager
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

RE: Update of the 2005 Non-Motorized Pathway Study for the Park Street Corridor

Dear Kirk:

We understand that Park Street residents and other citizens have expressed an interest in a non-motorized facility along Park Street. As you are aware, we prepared a study in 2005 that included two non-motorized options for Park Street (between Campbell Street and Mount Baldhead Park) – an 8-foot wide path separate from the road and 4-foot bike lanes on each side of the road. We propose the following to assist you:

- Attend a kick-off meeting with City staff to review project scope, schedule and objectives.
- Review the assumptions, conclusions and recommendations in the 2005 study.
- Develop conceptual plan views of the facilities overlaid on aerial photography to illustrate the alignment, significant conflicts and approximate limits of easements to be acquired.
- Prepare updated pre-design cost estimates for both Park Street options in the study.
- Review, update and summarize the project funding options.
- Prepare a brief letter report, summarizing the updated information for council's consideration. Present the report at a council workshop or regular meeting.

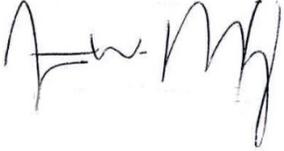
We propose to complete the scope of work identified above for a lump sum fee of \$3,500. Our fee includes the two meetings identified above. If additional meetings are required, we propose to invoice them at our standard hourly rates.

Authorization to proceed with the work under our existing Professional Services Agreement for general consultation can be given by returning a copy of this proposal signed below as indicated.

We look forward to working with you on this project. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.
Project Manager



Paul R. Galdes, P.E.
President

**AUTHORIZATION TO PROCEED WITH
PARK STREET NON-MOTORIZED STUDY UPDATE**

By: _____

Title: _____

Date: _____



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: July 13, 2020

SUBJECT: Special Event Application—Saugatuck Sport Fishing Association

DESCRIPTION

Saugatuck Sport Fishing Association has requested to use a portion of Wicks Park to set up a 10x10 table with a canopy in order for participants in the 27th annual fishing tournament to weigh fish when they return. This event is held to raise funds for the education of students with the “Salmon in the Class” program. The event has a weigh station over by Coral Gables and would like another weigh station in Wicks Park in order to keep participants spread out due to COVID-19 issues.

More information regarding the Salmon in the Classroom program can be viewed on-line via this link: <http://www.saugatucksportsfishing.com/video--photos.html>

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the Saugatuck Sport Fishing special event application to hold the 27th annual Big Lake Classic Fishing Tournament on August 8 and 9, 2020 and use a portion of Wicks Park to set up a weigh station table contingent on applicant signing the letter of understanding dated July 13, 2020.



2020 27th Annual Sport Fishing Association Big Lake Classic
Letter of Understanding

July 13, 2020

Saugatuck Sport Fishing Association
1137 22nd Street
Otsego, MI 49078

Re: Letter of Understanding

Dear Mr. Watson:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to **Saugatuck Sport Fishing Association’s** (“Applicant”) proposal to hold, operate and conduct a **the 27th Annual Big Lake Classic** within the City on **August 8 and 9, 2020** (“Event”).

The Special Event Application and associated materials dated July 10, 2020 (collectively, the “Application”) to the City which has been reviewed by the City Council. After due consideration, the City Council has approved that Application subject to Applicant’s willingness to sign this Letter. This Letter shall be construed to incorporate and include the Application as well as the materials attached thereto. In the event of a conflict between the terms of this Letter and the Application, the terms of this Letter shall control.

In granting approval for the event, the City is consenting to the use of **Wicks Park**. In addition, the City agrees that, subject to compliance with this Letter, the City shall provide the following at its cost for the Event:

- Use of City owned electrical outlets/services in event location. City does not supply electrical extension cords. **It is the responsibility of the applicant to ensure that there is adequate electrical capacity to hold the event and to obtain additional electrical supply if needed.*

In exchange for the City's approval and commitments as set forth above, Applicant agrees to the following:

- Attend a pre-event planning meeting if requested by City.
- Compliance with all adopted local, county and state codes, regulations, and laws including applying for and obtaining any required state or county alcohol/food service permits.
- Provide adequate event personnel for the safety and well-being of attendees and implement the needed safety protocols to protect the public from and prevent the spread of COVID-19.
- No later than five (5) business days prior to the Event, Applicant shall provide to the City Clerk a valid certificate of insurance for the Event with a minimum of \$1,000,000 per occurrence. Without limiting the foregoing, the certificate must identify the City as additional insured. All special events that involve the approved sale and consumption of alcoholic beverage must provide a liquor liability endorsement coverage limit of no less than \$1,000,000 for each occurrence. Failure to produce a valid Certificate of Insurance will result in cancellation of the Event.
- Return the area(s) to a condition similar to that prior to use immediately after Event. Applicant may be charged a cleanup fee if property is left in an unreasonable disorderly condition. Any damage to underground utilities or irrigation system will be responsibility of Applicant.
- The City of Saugatuck may cancel or postpone Event for any condition affecting the public health or safety of the city or any condition that would place parks, facilities or other property at risk of damage or destruction if the Event were permitted to take place.

Assuming the above accurately reflects the Applicant's understanding and agreement please have an authorized official(s) sign and date where indicated below and return one original copy of this Letter to the City.

Sincerely,

CITY OF SAUGATUCK

Date: _____, 2020

By: _____
Ken Trester, Mayor

CITY OF SAUGATUCK

Date: _____, 2020

By: _____
Cindy Osman, Interim City Clerk

Saugatuck Sport Fishing Association

Date: _____, 2020

By: _____
Its: _____

By: _____
Its: _____



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 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: Saugatuck Sport Fishing Association TELEPHONE: 616-218-6686
 MAILING ADDRESS: 1137 22nd St Otsego, MI 49078
 CONTACT NAME: John Watson TELEPHONE: 616-218-6686
 E-MAIL ADDRESS: 1137watson@gmail.com CELL PHONE: 11

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: John Watson TELEPHONE: 616-218-6686
 E-MAIL ADDRESS: 1137watson@gmail.com CELL PHONE: 11

EVENT INFORMATION

NAME OF EVENT: 27th Annual - Big Lake Classic DATE(S) OF EVENT: AUG 8/9
 PURPOSE OF EVENT: Fishing Tournament - for the Education of Students RAIN DATE: N/A

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

EVENT LOCATION: WICKS PARK EVENT HOURS: 10AM - 3PM

ESTIMATED NUMBER OF ATTENDEES: 60

ESTIMATED NUMBER OF VOLUNTEERS: 6

ESTIMATE DATE / TIME FOR SET-UP: 9:30 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 3:30 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): WICKS PARK
Description of signs: INFORMATIONAL BANNER
(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 N/A TENTS - QUANTITY N/A
 AWNINGS - QUANTITY N/A TABLES - QUANTITY 10 x 10
 PORTABLE TOILETS - QUANTITY N/A

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No N/A
If yes, where do you propose your vendors park? _____

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

APPLICATION CHECK LIST

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

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.

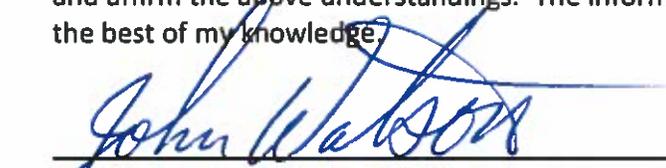
Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

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.



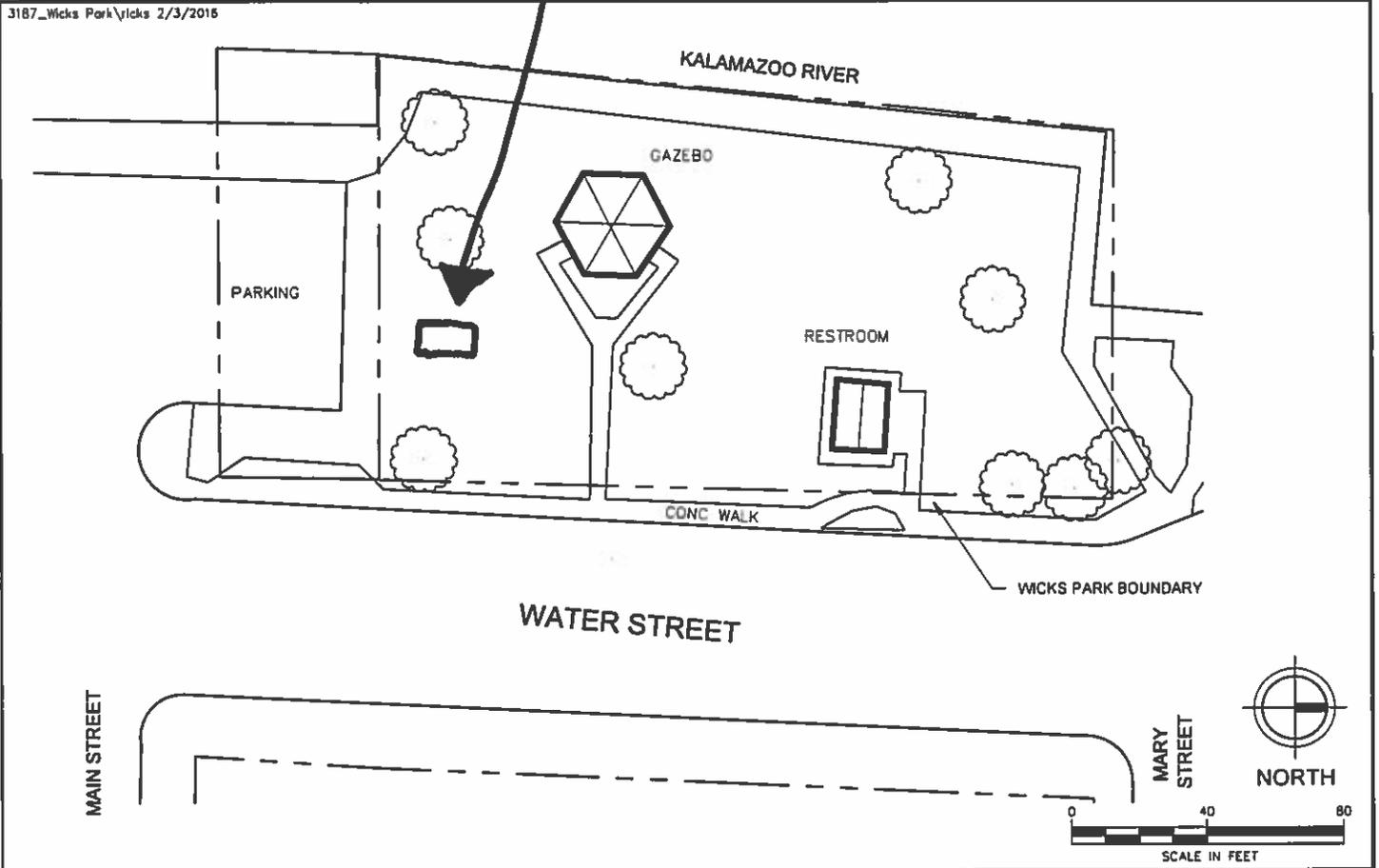
Applicant Signature

7/10/20

Date

10X10 CANOPY TABLE
(WEIGH STATION)

3187_Wicks Park\yicks 2/3/2016



APPLICANT TO SKETCH LOCATION OF PROPOSED
TEMPORARY STRUCTURES, TENTS, STAGES,
EQUIPMENT, TRAILERS, PORTA POTTY'S, ETC...

FLEIS & VANDENBRINK ENGINEERING, INC.

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

WICKS PARK
PARK USE PERMIT APPLICATION

2016

3187

July 2, 2020

Mr. Rich LaBombard, City Manager
City of the Village of Douglas
86 W. Center Street
P.O. Box 757
Douglas, MI 49406

Mr. Kirk Harrier, City Manager
City of Saugatuck
102 Butler Road
P.O. Box 86
Saugatuck, MI 49453

RE: 2018 Routine Bridge Safety Inspection

Dear Rich & Kirk:

We have completed our inspection of the Blue Star Highway Bridge over the Kalamazoo River, structure number 317. A summary of the significant findings during our inspection is as follows:

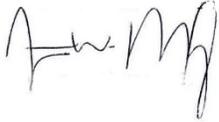
- In the epoxy deck overlay, we noted scattered reflective cracking and raveling along the joints. However, the overlay is largely intact and functional.
- Debris in the expansion joints should be removed periodically to allow proper movement of the bridge and prevent premature deterioration of the joint seals.
- The joint seals are failing at the fixed joint (pier 3) and approach slabs. Replacement is recommended.
- The deck has scattered delamination and spalling, but is still sound. We recommend budgeting for removal of loose concrete in the next 3-5 years to avoid concrete from falling into the channel area.
- A number of the deck drains are plugged with debris. Debris should be removed periodically to allow proper drainage of the deck.
- Corrosion has begun bleeding through the girder paint coating. It is generally near the bearing areas and other areas where moisture accumulates.
- The concrete pier caps have scattered cracking. It doesn't appear to be structural cracking but should be sealed periodically to prevent water intrusion.
- The historically high water level is within approximately 1 foot of the top of the timber dolphins, submerging many of the reflectors. Additional reflectors and/or lighting is recommended to improve navigation safety.
- A number of the light poles have paint failure and corrosion. Sand blasting and recoating damaged areas is recommended.

- Brush growth on the northwest and northeast slopes are encroaching on the structure. It should be removed periodically to prevent premature deterioration of the slope paving, substructure, etc.

We have entered the inspection results using MDOT's online system. Inspection forms are attached, along with photographs taken during the inspection, inspector credentials and quality control plan. We appreciate the opportunity to work with you on this project. Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in blue ink, appearing to read 'Jonathan W. Moxey', is written over a faint, light-colored rectangular stamp or watermark.

Jonathan W. Moxey, P.E.
Project Manager

BLUE STAR HIGHWAY OVER THE KALAMAZOO RIVER
STRUCTURE #: 317
PHOTOS: JUNE 29, 2020



View of structure from approach area



Elevation view of structure



Deterioration of joint seal at fixed joint, pier 3



Diagonal cracking in approach slab



Debris in expansion joint and overlay raveling along the joint



Cracking in concrete sidewalk



Debris in expansion joint and overlay raveling along the joint



Vertical cracking in concrete railing post



Debris plugging deck drain



Failing joint seal in approach slab



Joint separation along asphalt-concrete joint



Diagonal cracking in northwest approach slab



Underdrain outlet failure in northwest slope



Concrete spalling at sidewalk support bracket



View of upstream channel looking south



Bridge paint info on northwest fascia beam



Handhole cover on northwest slope



Separated expansion joints in conduit



Abandoned gas main penetration in backwall



View of pier 6 looking south



Paint tearing on bearing pad due to movement



View of upstream channel looking south



Vegetation growth through northeast spillway



View of telephone vaults in northwest sidewalk



View of conduits under east sidewalk



Voids around deck patching



Transverse cracking with efflorescence on bottom of deck



Cracking on bottom of deck near deck drain penetration



Paint failure with corrosion bleeding at bearing



View of Washington Street under the south span



Cracking in concrete approach slab



Handhole missing cover in southwest



Deterioration of epoxy overlay in southwest



Vertical cracking in concrete pier cap



Reflective transverse cracking in epoxy overlay



Cracking along face of sidewalk



Paint failure and corrosion on light pole



Debris in north expansion joint



Minor paint failures on bottom flange of girder



Delamination on bottom of deck



Spalling with exposed steel on bottom of deck



Typical timber dolphin with submerged reflector



Delamination and spalling on bottom of deck



Spalling on haunch concrete



Paint failure with corrosion bleeding at pier



Cracking near top of pier cap



Concrete spalling at sidewalk support bracket



Delamination on bottom of deck



Timber fender nearly submerged



Cracking along bottom of pier cap



Joint separation in conduit beneath west sidewalk



Joint separation in conduit at light junction



Cracking near top of pier cap



Paint failure and corrosion at pier



Spalling with exposed steel on bottom of deck



Waterline encroaching on electrical panel

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

BRIDGE SAFETY INSPECTION REPORT

Facility BLUE STAR HWY	Latitude / Longitude 42.6478 / -86.1998	MDOT Structure ID 034190400006B01	Structure Condition Fair Condition(6)	
Feature KALAMAZOO RIVER	Length / Width / Spans 484.9 / 60.4 / 7	Owner City: DOUGLAS(1904)		
Location BTWN SAUGATUCK - DOUGLAS	Built / Recon. / Paint / Ovly. 1937 / 1982 / 2011 /	TSC Grand Rapids(11)	Operational Status A Open, no restriction(A)	
Region / County Grand(3) / Allegan(3)	Material / Design 3 Steel / 03 Gir-Flr Bm Non Comp	Last NBI Inspection 06/29/2020 / JCXN	Scour Evaluation 8 Stable Above Footing	

NBI INSPECTION

JCXN

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Jon Moxey, P.E.	Fleis & VandenBrink Engineering	24	06/29/2020

GENERAL NOTES

DECK

	06/16	06/18	06/20	
1. Surface (SIA-58A)	8	7	7	Concrete deck with epoxy overlay. Scattered transverse reflective cracking. West shoulder of span 3 has 2 areas of moderate raveling in the overlay ~4'x6'. Minor cracking noted along centerline. Overlay has rusty coloration in center lane and shoulders to lesser extent. The overlay has raveling along the joints up to ~6" wide. (06/20) Concrete deck with epoxy overlay. West shoulder of span 3 has 2 areas of moderate raveling in the overlay on center lane has an area ~4'x6'. Minor cracking noted along centerline. Overlay has rusty coloration in center lane and shoulders to lesser extent. (06/18) Concrete deck with epoxy overlay. West shoulder of span 3 has 2 areas of moderate raveling in the overlay. Minor cracking noted along centerline. Overlay has rusty coloration in center lane and shoulders to lesser extent. (06/16)
2. Expansion Joints	7	7	7	Expansion joint devices at abutments and all piers except 3. Heavy debris in joints. (06/20) Expansion joint devices at abutments and all piers except 3. Heavy debris in joints. (06/18) Expansion joint devices at abutments and all piers except 3. Heavy debris in joints. (06/16)
3. Other Joints	8	8	6	Fixed joint at pier 3. Joint seal is failing. (06/20) Fixed joint at pier 3 is sawed and sealed. (06/18) Fixed joint at pier 3 is sawed and sealed. (06/16)
4. Railings	7	7	7	Concrete parapet railings with surface coating. Scattered hairline to 1/16" vertical cracks in rail. Isolated 1/16"-1/8" vertical cracking on east side at Pier 1. Scattered minor popouts/spalls on posts. (06/20) Concrete parapet railings with surface coating. Scattered hairline to minor vertical cracks in rail. Scattered minor popouts/spalls on posts. (06/18) Concrete parapet railings with surface coating. Scattered hairline to minor vertical cracks in rail. Scattered minor popouts/spalls on posts. (06/16)
5. Sidewalks or Curbs	7	7	7	Hairline to 1/16" transverse cracking and popouts in sidewalk surface and along edge. 12"x18" patch west side of span 5. (06/20) Hairline to minor transverse cracking and popouts in sidewalk surface and along edge. 12"x18" patch west side of span 5. (06/18) Hairline to minor transverse cracking and popouts in sidewalk surface and along edge. 12"x18" patch west side of span 5. (06/16)
6. Deck Bottom Surface (SIA-58B)	6	6	6	Hairline to 1/16" transverse cracking with efflorescence, 8-10' spacing. Scattered spalling of the haunch concrete noted. 12"x30" delamination span 2 bay 3W near midspan. 18"x36" delamination span 2 bay 2E near midspan. 24"x36" spall with exposed steel span 4 bay 2E north side of pier 3. 12"x18" spall with exposed steel span 4 bay 3W north side of pier 3. 12"x24" delamination span 4 bay 1E near midspan. 18"x24" spall with exposed steel span 5 center bay. 24"x36" delamination span 6 bay 1E near midspan. 12"x48" delamination span 6 south of pier 6 near centerline. (06/20) Hairline to minor transverse cracking with efflorescence, 8-10' spacing. Isolated spall to steel in span 4 bay 2E adjacent to new concrete at pier 3 joint. Isolated spall 12"x24" span 2, bay 1W. Scattered spalling of the haunch concrete noted. (06/18) Hairline to minor transverse cracking with efflorescence, 8-10' spacing. Isolated spall to steel in span 4 bay 2E adjacent to new concrete at pier 3 joint. Isolated delamination 12"x24" span 2, bay 1W. Scattered spalling of the haunch concrete noted. (06/16)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

BRIDGE SAFETY INSPECTION REPORT

Facility BLUE STAR HWY	Latitude / Longitude 42.6478 / -86.1998	MDOT Structure ID 034190400006B01	Structure Condition Fair Condition(6)	
Feature KALAMAZOO RIVER	Length / Width / Spans 484.9 / 60.4 / 7	Owner City: DOUGLAS(1904)		
Location BTWN SAUGATUCK - DOUGLAS	Built / Recon. / Paint / Ovly. 1937 / 1982 / 2011 /	TSC Grand Rapids(11)	Operational Status A Open, no restriction(A)	
Region / County Grand(3) / Allegan(3)	Material / Design 3 Steel / 03 Gir-Flr Bm Non Comp	Last NBI Inspection 06/29/2020 / JCXN	Scour Evaluation 8 Stable Above Footing	

7. Deck (SIA-58) 6 6 6 Epoxy overlay on top surface with scattered reflective cracking. Hairline to 1/16" transverse cracking on bottom surface with scattered delamination and spalling. (06/20)
 Epoxy overlay on top surface with isolated cracking. Hairline to minor transverse cracking on bottom surface with isolated spall to steel at pier 3 and in span 2. (06/18)
 Epoxy overlay on top surface with isolated cracking. Hairline to minor transverse cracking on bottom surface with isolated spall to steel at pier 3 and delamination in span 2. (06/16)

8. Drainage
 Structure is fairly flat with deck drains through deck. Approaches are curbed with spillway in the northeast and catch basins elsewhere. Surface debris plugging most drains on deck. (06/20)
 Structure is fairly flat with deck drains through deck. Approaches are curbed with spillway in the northeast and catch basins elsewhere. Surface debris plugging most drains on deck. (06/18)
 Structure is fairly flat with deck drains through deck. Approaches are curbed with spillway in the northeast and catch basins elsewhere. Heavy debris at drains on deck and moderate ponding along edges. (06/16)

SUPERSTRUCTURE

06/16 06/18 06/20

9. Stringer (SIA-59) 6 6 6 Steel repairs at piers 3, 4 and 5 in 2012. Several floor beams with progressed section loss were replaced. 2012 coating is mostly intact. Minor buckling of girder plates remains from previous pack rust. (06/20)
 Steel repairs at piers 3, 4 and 5 in 2012. Several floor beams with progressed section loss were replaced. 2012 coating is mostly intact. Minor buckling of girder plates remains from previous pack rust. (06/18)
 Steel repairs at piers 3, 4 and 5 in 2012. Several floor beams with progressed section loss were replaced. 2012 coating is mostly intact. Minor buckling of girder plates remains from previous pack rust. (06/16)

10. Paint (SIA-59A) 8 7 7 Scattered paint failures at piers and abutments and other moisture pockets. Minor scraping on bottom flange at Washington Street underpass. (06/20)
 Scattered paint failures at piers and abutments and other moisture pockets. Minor scraping on bottom flange at Washington Street underpass. (06/18)
 Scattered paint failures near bearings and other moisture pockets. Minor scraping on bottom flange at Washington Street underpass. (06/16)

11. Section Loss 2 2 2 Areas of significant loss have been repaired or replaced. Areas of minor section loss <5% have been cleaned and coated to prevent further deterioration. (06/20)
 Areas of significant loss have been repaired or replaced. Areas of minor section loss <5% have been cleaned and coated to prevent further deterioration. (06/18)
 Areas of significant loss have been repaired or replaced. Areas of minor section loss <5% have been cleaned and coated to prevent further deterioration. (06/16)

12. Bearings 8 8 8 Elastomeric bearings and steel sole plates. Corrosion bleeding through coating near several bearings, primarily fascias at abutments. Elastomeric bearings were painted and paint is flaking due to movement of structure. (06/20)
 Elastomeric bearings and steel sole plates. Corrosion bleeding through coating near several bearings, primarily fascias at abutments. Elastomeric bearings were painted and paint is flaking due to movement of structure. (06/18)
 Elastomeric bearings and steel sole plates. Corrosion bleeding through coating near several bearings, primarily fascias at abutments. Elastomeric bearings were painted and paint is flaking due to movement of structure. (06/16)

SUBSTRUCTURE

06/16 06/18 06/20

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
BLUE STAR HWY	42.6478 / -86.1998	034190400006B01	Fair Condition(6)
Feature	Length / Width / Spans	Owner	
KALAMAZOO RIVER	484.9 / 60.4 / 7	City: DOUGLAS(1904)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
BTWN SAUGATUCK - DOUGLAS	1937 / 1982 / 2011 /	Grand Rapids(11)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Allegan(3)	3 Steel / 03 Gir-Flr Bm Non Comp	06/29/2020 / JCXN	8 Stable Above Footing



13. Abutments (SIA-60)	7	7	7	<p>New concrete bolsters for bearing replacement in 2012. Abutments have concrete surface coating. Scattered hairline to 1/16" vertical cracking in bolsters. Abutments are outside the navigable waterway area. (06/20)</p> <p>New concrete bolsters for bearing replacement in 2012. Abutments have concrete surface coating. Scattered hairline to 1/16" vertical cracking in bolsters. Abutments are outside the navigable waterway area. (06/18)</p> <p>New concrete bolsters for bearing replacement in 2012. Abutments have concrete surface coating. Abutments are outside the navigable waterway area. (06/16)</p>
14. Piers (SIA-60)	7	7	7	<p>Concrete pier columns and caps patched in 2012. Center supports have been constructed for piers. New bolsters were constructed for bearing replacement and to provide cover for interior steel girders. Timber dolphins and cribbing upstream and downstream for all but outer piers. Scattered minor cracking noted on and along limits of patching. Bottom surface of caps inaccessible due to water level. Prior inspection noted the following: "Hairline to minor transverse cracking on bottom of pier caps 1 & 6. Isolated minor spall on bottom of cap 1 east of center support 3"x3"x1". Bottom of caps to be reviewed after water level subsides or during next underwater inspection. (06/20)</p> <p>Concrete pier columns and caps have been patched in 2012. Center supports have been constructed for piers. New bolsters were constructed for bearing replacement and to provide cover for interior steel girders. Timber dolphins and cribbing upstream and downstream for all but outer piers. Riprap has been placed around the existing pier footings. Scattered minor cracking noted on patching at bottom of pier caps. Hairline to minor transverse cracking on bottom of pier caps 1 & 6. Isolated minor spall on bottom of cap 1 east of center support 3"x3"x1". (06/18)</p> <p>Concrete pier columns and caps have been patched in 2012. Center supports have been constructed for piers. New bolsters were constructed for bearing replacement and to provide cover for interior steel girders. Timber dolphins and cribbing upstream and downstream for all but outer piers. Riprap has been placed around the existing pier footings. Scattered minor cracking noted on patching at bottom of pier caps. Hairline to minor transverse cracking on bottom of pier caps 1 & 6. Isolated minor spall on bottom of cap 1 east of center support 3"x3"x1". (06/16)</p>
15. Slope Protection	7	7	7	<p>Concrete slope paving at the south abutment. Washington Street (submerged) paved between slope paving and channel bank. Waste concrete placed along edge of road to function as a railing. North abutment has grouted and plain riprap. (06/20)</p> <p>Concrete slope paving at the south abutment. Washington Street paved between slope paving and channel bank. Waste concrete placed along edge of road to function as a railing. North abutment has grouted and plain riprap. (06/18)</p> <p>Concrete slope paving at the south abutment. Washington Street paved between slope paving and channel bank. Cable railing at Washington Street is inside the water line at current water level. North abutment has grouted and plain riprap. (06/16)</p>
16. Channel (SIA-61)	7	7	7	<p>Timber dolphins and cribbing at upstream and downstream ends of interior piers. Channel is wide and slow upstream (bayou) and downstream (Kal Lake). Historically high water level has submerged Washington Street. Water level is within 1' of top of dolphins. (06/20)</p> <p>Timber dolphins and cribbing at upstream and downstream ends of interior piers. Channel is wide and slow upstream (bayou) and downstream (Kal Lake). High water level at time of inspection is encroaching on Washington Street. (06/18)</p> <p>Timber dolphins and cribbing at upstream and downstream ends of interior piers. Channel is wide and slow upstream (bayou) and downstream (Kal Lake). High water level at time of inspection is encroaching on Washington Street. (06/16)</p>
17. Scour Inspection	7	7	7	<p>None noted. (06/20)</p> <p>None noted. (06/18)</p> <p>None noted. (06/16)</p>

APPROACH

06/16 06/18 06/20

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
BLUE STAR HWY	42.6478 / -86.1998	034190400006B01	Fair Condition(6)	
Feature	Length / Width / Spans	Owner		
KALAMAZOO RIVER	484.9 / 60.4 / 7	City: DOUGLAS(1904)		
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status	
BTWN SAUGATUCK - DOUGLAS	1937 / 1982 / 2011 /	Grand Rapids(11)	A Open, no restriction(A)	
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
Grand(3) / Allegan(3)	3 Steel / 03 Gir-Flr Bm Non Comp	06/29/2020 / JCXN	8 Stable Above Footing	

18. Approach Pavement	7	7	7	Concrete approach slabs with HMA paving beyond. 1/16"-1/8" diagonal crack in concrete approach slabs, all 4 quadrants. Joint seals in concrete are failing. Scattered moderate longitudinal cracking in concrete. South HMA has moderate longitudinal and transverse cracking, mostly sealed, 5-10' spacing and minor rutting. North HMA has 1/4" cracking/joint separation along centerline and transverse at ~20' spacing. (06/20) Concrete approach slabs with HMA paving beyond. Minor diagonal crack in northeast and southeast concrete. Joint seals in concrete are failing. Scattered moderate longitudinal cracking in concrete. South HMA has moderate longitudinal and transverse cracking, mostly sealed, 5-10' spacing and minor rutting. North HMA has 1/4" cracking along centerline and transverse at ~20' spacing. (06/18) Concrete approach slabs with HMA paving beyond. Minor diagonal crack in northeast and southeast concrete. Scattered moderate longitudinal cracking in concrete. South HMA has moderate longitudinal and transverse cracking, partially sealed, 10-15' spacing. North HMA is newer with minor to moderate raveling. (06/16)
19. Approach Shoulders Sidewalks	8	7	7	Approach sidewalks are on the west side only. Shoulders are concrete/HMA striped for bike lanes. Approach curb and gutter 4 quads. Isolated minor cracking northwest sidewalk at utility vaults. (06/20) Approach sidewalks are on the west side only. Shoulders are concrete/HMA striped for bike lanes. South approach has been recently reconfigured away from the structure for 2 lane section plus non-motorized trail. Approach curb and gutter 4 quads. Isolated minor cracking northwest sidewalk at utility vaults. (06/18) Approach sidewalks are on the west side only. Shoulders are concrete/HMA striped for bike lanes. Approach curb and gutter 4 quads. Isolated minor cracking northwest sidewalk at utility vaults. (06/16)
20. Approach Slopes				Slopes are steep but well vegetated. Sheet pile supports side slopes at structure. (06/20) Slopes are steep but well vegetated. Sheet pile supports side slopes at structure. (06/18) Slopes are steep but vegetated. Sheet pile supports side slopes at structure. (06/16)
21. Utilities				Overhead electric crossing east of structure. Phone and lighting conduits beneath east sidewalk. Fiber optic, lighting and cable conduits beneath west sidewalk Light panel located in southeast. Gas crossing has been relocated and ends are capped at the backwalls. There are a number of separated expansion splices in the conduits beneath the sidewalks. Damaged paint and corrosion on a number of light poles just above the bases. Northwest pole has ~2'x8" area of coating failure and corrosion. Southwest handhole was removed and found on the northwest slope. (06/20) Overhead electric crossing east of structure. Phone and lighting conduits beneath east sidewalk. Fiber optic, lighting and cable conduits beneath west sidewalk Light panel located in southeast. Gas crossing has been removed and ends are capped at the backwalls. There are a number of separated expansion splices in the conduits beneath the sidewalks. Damaged paint and corrosion on a number of light poles just above the bases. (06/18) Overhead electric crossing east of structure. Phone and lighting conduits beneath east sidewalk. Fiber optic, lighting and cable conduits beneath west sidewalk Light panel located in southeast. Gas crossing has been removed and ends are capped at the backwalls. There are a number of separated expansion splices in the conduits beneath the sidewalks. Missing receptacle covers on several light poles. Loose cover on abandoned handhole in southwest. (06/16)
22. Drainage Culverts				Downspout in northeast. (06/20) Downspout in northeast. (06/18) Downspout in northeast. (06/16)

MISCELLANEOUS

Guard Rail		Other Items	
Item	Rating	Item	Rating
36A. Bridge Railings	1	71. Water Adequacy	8
36B. Transitions	1	72. Approach Alignment	7
36C. Approach Guardrail	1	Temporary Support	0 No Temporary Supports
36D. Approach Guardrail Ends	1	High Load Hit (M)	No
		Special Insp. Equipment	1

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

BRIDGE SAFETY INSPECTION REPORT

Facility BLUE STAR HWY	Latitude / Longitude 42.6478 / -86.1998	MDOT Structure ID 034190400006B01	Structure Condition Fair Condition(6)	
Feature KALAMAZOO RIVER	Length / Width / Spans 484.9 / 60.4 / 7	Owner City: DOUGLAS(1904)		
Location BTWN SAUGATUCK - DOUGLAS	Built / Recon. / Paint / Ovly. 1937 / 1982 / 2011 /	TSC Grand Rapids(11)	Operational Status A Open, no restriction(A)	
Region / County Grand(3) / Allegan(3)	Material / Design 3 Steel / 03 Gir-Flr Bm Non Comp	Last NBI Inspection 06/29/2020 / JCXN	Scour Evaluation 8 Stable Above Footing	

Underwater Insp. Method 3

False Decking (Timber) Removed to Complete Inspection

N/A - No False Decking

Critical Feature Inspections (SIA-92)

	<u>Freq</u>	<u>Date</u>
92A. Fracture Critical		
92B. Underwater	60	08/10/2017
92C. Other Special		
92D. Fatigue Sensitive		

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

STRUCTURE INVENTORY AND APPRAISAL

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
BLUE STAR HWY	42.6478 / -86.1998	034190400006B01	Fair Condition(6)
Feature	Length / Width / Spans	Owner	
KALAMAZOO RIVER	484.9 / 60.4 / 7	City: DOUGLAS(1904)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
BTWN SAUGATUCK - DOUGLAS	1937 / 1982 / 2011 /	Grand Rapids(11)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Allegan(3)	3 Steel / 03 Gir-Flr Bm Non Comp	06/29/2020 / JCXN	8 Stable Above Footing



Bridge History, Type, Materials

27 - Year Built	1937
106 - Year Reconstructed	1982
202 - Year Painted	2011
203 - Year Overlay	
43 - Main Span Bridge Type	3 03
44 - Appr Span Bridge Type	
77 - Steel Type	1
78 - Paint Type	4
79 - Rail Type	6
80 - Post Type	0
107 - Deck Type	1
108A - Wearing Surface	1
108B - Membrane	0
108C - Deck Protection	1

Structure Dimensions

34 - Skew	0
35 - Struct Flared	0
45 - Num Main Spans	7
46 - Num Apprs Spans	0
48 - Max Span Length	74.8
49 - Structure Length	484.9
50A - Width Left Curb/SW	6.9
50B - Width Right Curb/SW	4.9
33 - Median	0
51 - Width Curb to Curb	45.9
52 - Width Out to Out	60.4
112 - NBIS Length	Y

Inspection Data

90 - Inspection Date	06/29/2020
91 - Inspection Freq	24
92A - Frac Crit Req/Freq	N
93A - Frac Crit Insp Date	
92B - Und Water Req/Freq	Y 60
93B - Und Water Insp Date	08/10/2017
92C - Oth Spec Insp Req/Freq	N
93C - Oth Spec Insp Date	
92D - Fatigue Req/Freq	N
93D - Fatigue Insp Date	
176A - Und Water Insp Method	3
58 - Deck Rating	6
58A/B - Deck Surface/Bottom	7 6
59 - Superstructure Rating	6
59A - Paint Rating	7
60 - Substructure Rating	7
61 - Channel Rating	7
62 - Culvert Rating	N

Navigation Data

38 - Navigation Control	1
39 - Vertical Clearance	13.1
40 - Horizontal Clearance	59.1
111 - Pier Protection	3
116 - Lift Brgd Vert Clear	

Route Carried By Structure(ON Record)

5A - Record Type	1
5B - Route Signing	5
5C - Level of Service	6
5D - Route Number	01037
5E - Direction Suffix	0
10L - Best 3m Unclr-Lt	0 0
10R - Best 3m Unclr-Rt	99 99
PR Number	
Control Section	
11 - Mile Point	0
12 - Base Highway Network	1
13 - LRS Route-Subroute	0000007822 07
19 - Detour Length	7
20 - Toll Facility	3
26 - Functional Class	06
28A - Lanes On	4
29 - ADT	9000
30 - Year of ADT	2011
32 - Appr Roadway Width	44
32A/B - Ap Pvt Type/Width	5 44
42A - Service Type On	5
47L - Left Horizontal Clear	0.0
47R - Right Horizontal Clear	45.9
53 - Min Vert Clr Ov Deck	99 99
100 - STRAHNET	0
102 - Traffic Direct	2
109 - Truck %	8
110 - Truck Network	0
114 - Future ADT	12000
115 - Year Future ADT	2031
Freeway	0

Structure Appraisal

36A - Bridge Railing	1
36B - Rail Transition	1
36C - Approach Rail	1
36D - Rail Termination	1
67 - Structure Evaluation	6
68 - Deck Geometry	2
69 - Underclearance	N
71 - Waterway Adequacy	8
72 - Approach Alignment	7
103 - Temporary Structure	
113 - Scour Criticality	8

Miscellaneous

37 - Historical Significance	5
98A - Border Bridge State	
98B - Border Bridge %	
101 - Parallel Structure	N
EPA ID	
Stay in Place Forms	0
143 - Pin & Hanger Code	
148 - No. of Pin & Hangers	

Route Under Structure (UNDER Record)

5A - Record Type	
5B - Route Signing	
5C - Level of Service	
5D - Route Number	
5E - Direction Suffix	
10L - Best 3m Unclr-Lt	
10R - Best 3m Unclr-Rt	
PR Number	
Control Section	
11 - Mile Point	
12 - Base Highway Network	
13 - LRS Route-Subroute	
19 - Detour Length	
20 - Toll Facility	
26 - Functional Class	
28B - Lanes Under	
29 - ADT	
30 - Year of ADT	
42B - Service Type Under	5
47L - Left Horizontal Clear	
47R - Right Horizontal Clear	
54A - Left Feature	
54B - Left Underclearance	99 99
54C - Right Feature	
54D - Right Clearance	99 99
Under Clearance Year	
55A - Reference Feature	N
55B - Right Horiz Clearance	99.9
56 - Left Horiz Clearance	0
100 - STRAHNET	
102 - Traffic Direct	
109 - Truck %	
110 - Truck Network	
114 - Future ADT	
115 - Year Future ADT	
Freeway	

Proposed Improvements

75 - Type of Work	
76 - Length of Improvement	
94 - Bridge Cost	
95 - Roadway Cost	
96 - Total Cost	
97 - Year of Cost Estimate	

Load Rating and Posting

31 - Design Load	6
41 - Open, Posted, Closed	A
63 - Fed Oper Rtg Method	1
64F - Fed Oper Rtg Load	63.1
64MA - Mich Oper Rtg Method	1
64MB - Mich Oper Rtg	76.1
64MC - Mich Oper Truck	17
65 - Inv Rtg Method	1
66 - Inventory Load	37.8
70 - Posting	5
141 - Posted Loading	
193 - Overload Class	N

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 317

WORK RECOMMENDATIONS

Facility BLUE STAR HWY	Latitude / Longitude 42.6478 / -86.1998	MDOT Structure ID 034190400006B01	Structure Condition Fair Condition(6)	
Feature KALAMAZOO RIVER	Length / Width / Spans 484.9 / 60.4 / 7	Owner City: DOUGLAS(1904)		
Location BTWN SAUGATUCK - DOUGLAS	Built / Recon. / Paint / Ovly. 1937 / 1982 / 2011 /	TSC Grand Rapids(11)	Operational Status A Open, no restriction(A)	
Region / County Grand(3) / Allegan(3)	Material / Design 3 Steel / 03 Gir-Flr Bm Non Comp	Last NBI Inspection 06/29/2020 / JCXN	Scour Evaluation 8 Stable Above Footing	

WORK RECOMMENDATIONS

JCXN

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Jon Moxey, P.E.	Fleis & VandenBrink Engineering	24	06/29/2020

RECOMMENDATIONS & ACTION ITEMS

Recommendation Type	Priority	Description
Channel Repair	H	Consider additional reflectors and/or lighting on the dolphins.
Joint Repair	H	Clean out expansion joints periodically. Reseal joints in concrete approaches.
Zone Paint	M	Repair scraped paint at Washington Street. Consider independent signage for underclearance. Repair coating failures at the piers.
Other	M	Repair separated conduits. Replace handhole cover. Repair paint failures on the light posts. Remove surface debris periodically.

Fleis & VandenBrink Engineering
Bridge Inspection Quality Control Program
(adapted from FHWA Recommended Framework)

Introduction

23 CFR 650.313(g) Quality Control and Quality Assurance requires that systematic Quality Control (QC) procedures are being used to maintain a high degree of accuracy and consistency in the inspection program. Accuracy and consistency of the data is important since the bridge inspection process is the foundation of the entire bridge management operation and bridge management systems. Information obtained during the inspection is used for determining needed maintenance and repairs, for prioritizing rehabilitations and replacements, for allocating resources, and for evaluating and improving design for new bridges. The accuracy and consistency of the inspection and documentation is vital because it not only impacts programming and funding appropriations, it also affects public safety. Therefore, Fleis & VandenBrink (F&V) has adopted the following framework for its bridge inspection QC program.

A. Documentation of QC Program

1. F&V maintains copies (either digital or hard copy or both) of the following bridge inspection manuals and makes them available to its bridge inspectors:
 - a. Michigan Structure Inspection Manual
 - b. Michigan Bridge Element Inspection Manual
 - c. FHWA Bridge Inspector's Reference Manual
 - d. MDOT Coding and Managing Bridges for Scour Vulnerability
 - e. Michigan Structure Inventory and Appraisal of Bridges
 - f. MDOT NBI Rating Guidelines
 - g. MDOT Guidelines for Bridge Inspection Frequencies
 - h. MDOT Bridge Analysis Guide
 - i. MDOT Bridge Advisories
 - j. F&V Procedures Manual
 - k. F&V Employee Handbook
 - l. This document, which is updated periodically to reflect changes in policies, procedures, etc.
2. As with all of our work product, F&V strives to provide accurate, efficient and cost effective information to our bridge owners. Our QC program is intended to generate consistency both over time and between projects, keep our bridge owner clients in compliance with federal regulations and state guidelines, assist them in maintaining the safety and integrity of their bridge network, and provide effective guidance for them as they use public funds to preserve and improve their infrastructure.
3. Definitions
 - a. 23 CFR Part 650.305
 - b. Bridge Inspector's Reference Manual (various)
 - c. AASHTO Manual for Bridge Evaluation, Section 1-5
 - d. MDOT Bridge Analysis Guide, Chapter 12

C. Quality Control (QC) Procedures

1. QC Roles and Responsibilities

- a. Internal QC is performed on all Bridge Inspection Reports and other deliverables. Internal QC is performed by a peer or supervisor to review reports and other documents for accuracy and consistency of the work product.
- b. External QC is performed as required. F&V maintains two (2) Qualified Team Leaders (QTLs). When External QC is required, one QTL will perform the inspection and prepare the draft inspection report. The second QTL will perform an independent Quality Control inspection, consisting of field review and/or office review, as required. The QC inspector will utilize the attached QC checklist and reline the inspection forms so that discrepancies can be discussed and resolved prior to finalizing the Bridge Inspection Report. External QC is performed on an inspector basis based on the following:
 - i. Office Review on at least 5% of inspections on a calendar year basis.
 - ii. Field Review on at least 50% of those inspections (2.5% overall).
 - iii. Office Review on at least 5% of load ratings on a calendar year basis.

2. Qualifications

- a. Qualified Team Leader (and QC Manager)
 - i. Minimum of 5 years experience in bridge inspection assignments in a responsible capacity (with MDOT approval) or a Professional Engineer license; and
 - ii. Successful completion of NHI Course No. 130055 – Safety Inspection of In-Service Bridges; and
 - iii. 24 hours of bridge inspection professional development in the preceding 5 years.
- b. Inspection Team Member
 - i. An individual meeting the requirements of a Qualified Team Leader, or
 - ii. A technical staff person with three years experience in inspection, design or construction of bridges, or
 - iii. A recent graduate engineer working at the staff engineer or entry level position.
- c. Load Rater
 - i. Licensed professional engineer, and
 - ii. Minimum of 3 years experience in bridge analysis or design, or
 - iii. A sub-consultant meeting the above criteria.

3. Documentation of Qualifications

- a. Jonathan W. Moxey, P.E. (Qualified Team Leader and Load Rater)
 - i. Professional Engineer licensed in the State of Michigan (#6201051462, attached)
 - ii. More than 16 years' experience in bridge analysis, design, construction and inspection
 - iii. NHI 130055 - Safety Inspection of In-Service Bridges (February, 2005)
- b. Ken C. Mlcek, P.E. (Qualified Team Leader)
 - i. Professional Engineer licensed in the State of Michigan (#6201057048, attached)
 - ii. More than 11 years' experience in bridge construction and inspection.

- iii. NHI 130055 - Safety Inspection of In-Service Bridges (December, 2009)
 - c. Michael P. Mattzela, P.E. (Qualified Team Leader)
 - i. Professional Engineer licensed in the State of Michigan (#6201052900, attached)
 - ii. More than 6 years' experience in bridge analysis, design, construction and inspection
 - iii. NHI 130055 - Safety Inspection of In-Service Bridges (January, 2017)
 - d. F&V has a number of staff meeting the qualifications of Inspection Team Member for the Qualified Team Leaders to draw upon as needed.
 - e. F&V has a number of professional relationships to draw upon for Load Rating services when needed to supplement in-house capabilities.
- 4. Documentation of Refresher Training
 - a. Jonathan W. Moxey, P.E.
 - i. NHI Training Courses
 1. NHI 135046 – Stream Stability and Scour at Highway Bridges (February, 2007)
 2. NHI 130053 - Bridge Inspection Refresher Training (October, 2008)
 3. NHI 130078 - Fracture Critical Inspection Techniques for Steel Bridges (March, 2009)
 4. NHI 130099 - Bridge Inspection Non-Destructive Evaluation Showcase (July, 2011)
 - ii. Other Bridge Inspection Professional Development
 1. Michigan Bridge Conference – Load Rating Workshop (April 2007)
 2. Access Safety Confined Space Entry Training (February, 2008)
 3. Michigan Bridge Conference – Designing for Scour (March, 2008)
 4. MDOT LRFR Seminar (October, 2008)
 5. MDEQ Transportation and the Environment (December, 2008)
 6. Michigan Bridge Conference – Scour Workshop (March, 2009)
 7. University of Wisconsin LRFD Bridge Design Seminar (April, 2010)
 8. Access Safety Bridge Inspection Safety Training (May, 2010)
 9. Amtrak Contractor Safety Training (July, 2010)
 10. Michigan Bridge Conference – Load Rating Workshop (March, 2011)
 11. MDOT Prefabricated Bridge Technology (August, 2011)
 12. MDEQ Transportation and the Environment (November, 2011)
 13. Michigan Bridge Conference Bridge Inspection Workshop (March, 2012)
 14. LTAP Load Rating Training (June, 2012)
 15. Michigan Pre-Conference Bridge Workshop: Introduction to Element-Level Bridge Inspection (March 2014)
 16. Michigan Pre-Conference Bridge Workshop: Geotechnical Considerations for Bridge Foundation Design & Construction (March 2015)

17. Michigan Pre-Conference Bridge Workshop: Bridge Inspection Quality Assurance/Quality Control, Reporting & Safety (March, 2016)
 18. Michigan Pre-Conference Bridge Workshop: Short Span Bridges – Design, Inspection and Substructure Evaluation (March, 2018)
 19. Michigan Pre-Conference Bridge Workshop: Educational Sessions (March, 2019)
- b. Ken Mlcek, P.E.
 - i. NHI Training Courses
 1. NHI 130078 - Fracture Critical Inspection Techniques for Steel Bridges (February, 2014)
 2. NHI 130053 - Bridge Inspection Refresher Training ()
 - ii. Other Bridge Inspection Professional Development
 1. Michigan Bridge Conference – Bridge Inspection Workshop (March, 2012)
 - c. Michael P. Mattzela, P.E.
 - i. NHI Training Courses (N/A)
 - ii. Other Bridge Inspection Professional Development (N/A)
5. Documentation of special skills, training (see above) and equipment needs for specific types of inspections
 - a. Types of Inspections
 - i. Routine
 - ii. Initial
 - iii. Special
 - iv. Fracture Critical
 - v. Fatigue Sensitive
 - vi. Underwater (project management only with a sub-consultant)
 - b. Equipment (as appropriate)
 - i. Cleaning Tools – Brooms, Brushes, Scrapers, Screw Drivers, Shovels, etc.
 - ii. Standard Inspection Tools – Pocket Knives, Hammers, Plumb Bobs. Range Poles, etc.
 - iii. Visual Aid – Binoculars, Flashlights, Inspection Mirrors, etc.
 - iv. Measuring Devices – Tape Measures, Calipers, Optical Crack Gauges, Thermometers, Carpenter’s Levels, String Lines, etc.
 - v. Documentation – Clipboards, Field Books, Straight Edges, Digital Cameras, Chalk/Keel/Paint, etc.
 - vi. Access Equipment – Ladders, Boat, Rope, Waders, Fall Protection Equipment
 - vii. Personal Protective Equipment – Hard Hat, Steel Toe Boots, Ear Plugs, Safety Vest, Life Jacket, Safety Glasses, Gloves, Dust Masks, etc.
 - viii. Traffic Controls (In-house and contracted)
 - ix. MDOT Under-bridge Inspection Vehicle
 - x. Survey Equipment
 - xi. Non-Destructive Testing Equipment (contracted)
 - xii. Underwater Inspection Equipment (via sub-consultant)

- xiii. Miscellaneous – First Aid Kit, Cell Phones, 2-Way Radios
- 6. Procedures for review and validation of inspection reports and data
 - a. Bridge Safety Inspection Reports (BSIRs) and Culvert Safety Inspection Reports (CSIRs)
 - i. Review rating values.
 - ii. Review the inspection frequency.
 - iii. Review the inspection comments.
 - b. Structure Inventory and Appraisal Forms (SI&As)
 - i. Review Load Rating and Posting section.
 - ii. Review Scour Criticality and other pertinent fields.
 - c. Work Recommendations Forms
 - i. Review recommended repairs.
 - ii. Review assigned priority level.
 - d. Review other information in the Bridge Inspection Report (channel cross section data, photographs, etc.) as appropriate.
- 7. Procedures for identification and resolution of data errors, omissions and/or changes
 - a. Bridge Safety Inspection Reports (BSIRs) and Culvert Safety Inspection Reports (CSIRs)
 - i. Review rating values against prior ratings for significant changes, which may indicate erroneous data entry or items that warrant additional discussion.
 - ii. Check that “Not Applicable” ratings are being used in accordance with MDOT Guidelines.
 - iii. Check that inspection frequency is appropriate for the degree of deterioration based on the MDOT Guidelines for Bridge Inspection Frequencies.
 - iv. Check that comments and other descriptions use proper terminology, spelling and are sufficient for the rating value.
 - b. Structure Inventory and Appraisal Forms (SI&As)
 - i. Review Load Rating and Posting section for erroneous entries. Compare coded posting to the posting photographs.
 - ii. Review Scour Criticality and other pertinent fields for erroneous entries.
 - c. Work Recommendations Forms
 - i. Review recommended repairs against documented deterioration.
 - ii. Check that assigned priority level is reasonable for the deterioration documented.
 - d. Review other information in the Bridge Inspection Report (channel cross section data, photographs, etc.) as appropriate.
 - e. Review and discuss comments related to the above with the Qualified Team Leader of record and recommend revisions as appropriate. Unresolved differences of opinion or questions will be directed toward a Supervisor or MDOT personnel.



U.S. Department
Of Transportation
**Federal Highway
Administration**



NATIONAL HIGHWAY INSTITUTE

Training Solutions for Transportation Excellence

National Highway Institute

Certificate of Training

John Moxey

has participated in

Safety Inspection of In-Service Bridges

hosted by

Michigan Department of Transportation

Location:

Lansing

Hours of instruction:

80

Date:

February 4, 2005

William R. Sedris

Instructor

Moges Ayele

Director, National Highway Institute
Federal Highway Administration

Terrence M. LaVoy

Coordinator

Director, Office of Professional Development
Federal Highway Administration



U.S. Department
Of Transportation
Federal Highway
Administration



NATIONAL HIGHWAY INSTITUTE
Training Solutions for Transportation Excellence

National Highway Institute

Certificate of Training

Jon Moxey

has participated in
Stream Stability & Scour at Hwy. Bridges
For Bridge Inspectors
hosted by

Michigan Department of Transportation

Location: Lansing

Hours of instruction: 8

Date: February 21, 2007

Instructor

Moges Ayele

Director, National Highway Institute
Federal Highway Administration

Coordinator

Deanna M. Selby

Director, Office of Professional Development
Federal Highway Administration



U.S. Department
Of Transportation
Federal Highway
Administration

National Highway Institute



NATIONAL HIGHWAY INSTITUTE
Training Solutions for Transportation Excellence

Certificate of Training

Jon Moxey

has participated in

FHWA-NHI-130053

Bridge Inspection Refresher Training

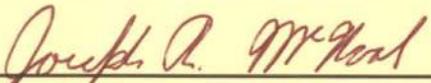
hosted by

Michigan Department of Transportation

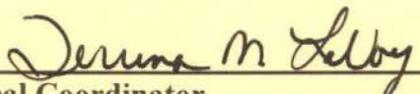
Date: October 16, 2008

Hours of Instruction: 18

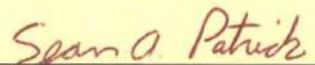
Location: Lansing, MI



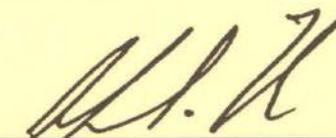
Instructor



Local Coordinator



Instructor



Joseph S. Toole, Associate Administrator
Office of Professional and Corporate Development



U.S. Department
Of Transportation
Federal Highway
Administration

National Highway Institute



NATIONAL HIGHWAY INSTITUTE
Training Solutions for Transportation Excellence

Certificate of Training

Jon Moxey
has participated in

**FHWA-NHI 130078 – Fracture Critical Inspection
Techniques for Steel Bridges**

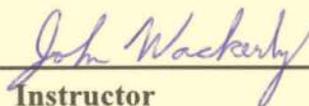
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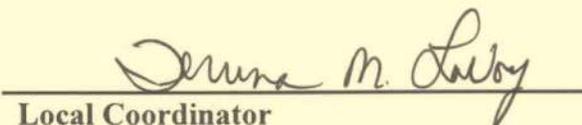
Date: March 6, 2009

Hours of Instruction: 28

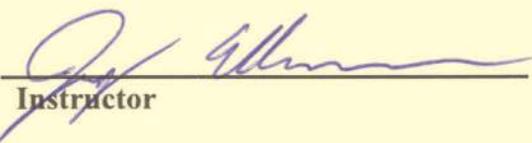
Location: Lansing, MI



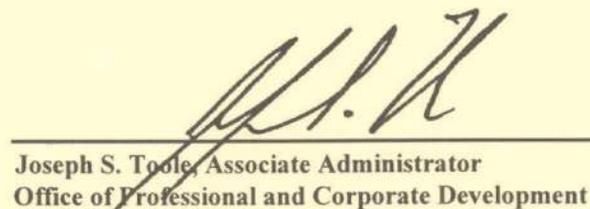
Instructor



Local Coordinator



Instructor



Joseph S. Toole, Associate Administrator
Office of Professional and Corporate Development



U.S. Department
Of Transportation
Federal Highway
Administration

National Highway Institute



NATIONAL HIGHWAY INSTITUTE
Training Solutions for Transportation Excellence

Certificate of Training

Jonathan Moxey

has participated in

***FHWA-NHI 130099-Bridge Inspection Non-Destructive
Evaluation Showcase (BINS)***

hosted by

Michigan Department of Transportation

Date: 07/13/2011

Hours of Instruction: CEU = 0.6 Units

Location: Lansing, MI

Instructor

Instructor

Local Coordinator

Richard Barnaby, Director
National Highway Institute

Michigan Department of Transportation
Certificate of Training

This is to certify that

John Moxey

Has successfully completed a course entitled

FHWA'S BRIDGE LOAD RATING

October 21, 2008

Thomas K Saad

Instructor

Debra Gooden

Construction & Technology Division



THE UNIVERSITY
of
WISCONSIN
MADISON

*The College of Engineering and the Department of Engineering Professional Development
recognize the educational achievement of*

JON MOXEY

for participation in

Highway Bridge Design

on

April 21-23, 2010

2.2 CEU - 22 PDH

Paul S. Peercy

Paul S. Peercy, Dean, College of Engineering

Philip R. O'Leary

Philip R. O'Leary, Chairman of the Department

C. Allen Wortley

C. Allen Wortley, Program Director

Certificate of Participation

This is to Certify that

Jon Moxey

Has Participated in

**2012 Michigan Bridge Load
Rating Workshop**

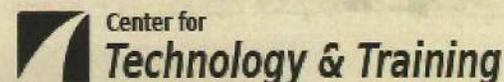
on

June 6, 2012 (12 hours)

Signed: Richard D. Kathrens
(MDOT Bridge Safety Inspection Engineer)



Signed: Chris Gilbertson
(Training Coordinator)



Certificate of Participation

This is to Certify that

Jon Moxey

Has Participated in

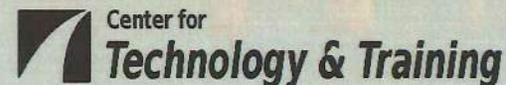
**2012 Michigan Bridge Conference
Bridge Inspection Workshop**

on

March 20, 2012 (8 hours)

Signed: Richard D. Kathrens
(MDOT Bridge Safety Inspection Engineer)

Signed: John Kiefe
(Training Coordinator)



Certificate of Participation

This is to Certify that

Jonathan Moxey

Has participated in the

**2014 Michigan Pre-Conference Bridge Workshop:
Introduction to Element-Level Bridge Inspection**

March 18th 2014 in Bay City, MI

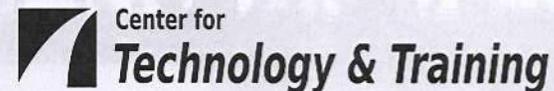
7.5 Hours of Instruction
8 NBIS Recurrent Training Credit Hours

Richard D. Kathrens

(MDOT Bridge Safety Inspection Engineer)

John Keefe

(Training Coordinator)



Certificate of Participation

This is to Certify that

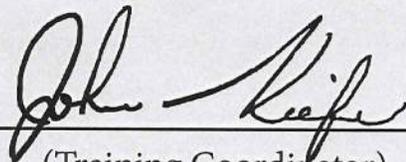
Jonathan Moxey

has participated in the

2015 Michigan Bridge Pre-Conference Workshop:
Geotechnical Considerations for
Bridge Foundation Design & Construction

March 17th 2015 in Bay City, MI

7.5 Hours of Instruction



(Training Coordinator)



Michigan's
Local Technical
Assistance Program



Center for
Technology & Training

Certificate of Participation

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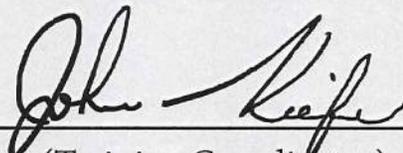
Jonathan Moxey

has participated in the

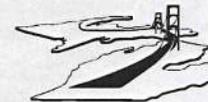
2015 Michigan Bridge Conference

March 18th 2015 in Bay City, MI

7 Hours of Instruction



(Training Coordinator)



Michigan's
Local Technical
Assistance Program



Center for
Technology & Training

Certificate of Participation

This is to Certify that

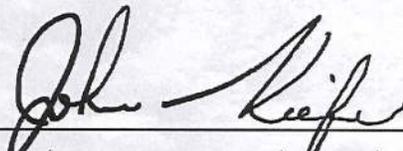
Jon Moxey

has participated in the

**2016 Michigan Bridge Pre-Conference Workshop:
Bridge Inspection Quality Assurance/Quality Control,
Reporting, & Safety**

March 22nd 2016 in Lansing, MI

7.5 Hours of Instruction
8 NBIS Recurrent Training Credit Hours



(Training Coordinator)



**Michigan's
Local Technical
Assistance Program**



**Center for
Technology & Training**

Certificate of Participation

This is to Certify that

Jon Moxey

participated in the

2018 Michigan Bridge Conference Day 1 - Educational Sessions

March 20, 2018, in Ann Arbor, MI

7.5 Hours of Instruction

Chris Gilbertson

Associate Director



Michigan's
Local Technical
Assistance Program



Center for
Technology & Training

Certificate of Participation

This is to Certify that

Jon Moxey

participated in the

2018 Michigan Bridge Conference Day 2

March 21, 2018, in Ann Arbor, MI

7.5 Hours of Instruction

Chris Gilbertson

Associate Director



Michigan's
Local Technical
Assistance Program



Center for

Technology & Training

Certificate of Participation

This is to Certify that
Jon Moxey

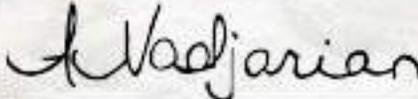
participated in the

2019 Michigan Bridge Conference Day 1 - Educational Sessions
National Bridge Inspection Program Overview

March 19, 2019, in Pontiac, MI

7.5 Hours of Instruction
8 NBIS Recurrent Training Credit Hours


LTAP Associate Director


MDOT Bridge Inspection
Program Manager



Michigan's
Local Technical
Assistance Program

 Center for
Technology & Training

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
PROFESSIONAL ENGINEER
LICENSE

N423386

JONATHAN WILLIAM MOXEY

LICENSE NO.
6201051462

EXPIRATION DATE
10/31/2020

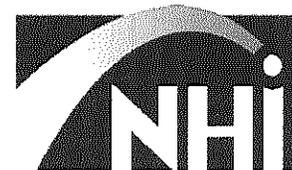
AUDIT NO
3340410

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**Federal Highway
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National Highway Institute



NATIONAL HIGHWAY INSTITUTE

Training Solutions for Transportation Excellence

Certificate of Training

Ken Mlcek

has participated in

FHWA-NHI-130055

Safety Inspection of In-Service Bridges

hosted by

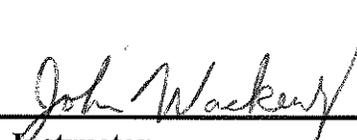
Michigan Department of Transportation

Date: December 18, 2009

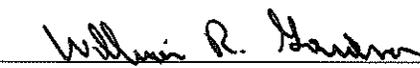
Location: Lansing, MI

Hours of Instruction:

60



Instructor



Instructor



Local Coordinator



Richard Barnaby, Director
National Highway Institute



U.S. Department
Of Transportation
Federal Highway
Administration

National Highway Institute

Certificate of Training

Ken Mlcek



NATIONAL HIGHWAY INSTITUTE
Training Solutions for Transportation Excellence

has participated in

*FHWA-NHI-130078- Fracture Critical Inspection Techniques
for Steel Bridges*

hosted by

Ohio Department of Transportation

Date: February 25-28, 2014

Hours of Instruction: 25

Location: Columbus, OH

Instructor

Instructor

Local Coordinator

Richard Barnaby, Director
National Highway Institute

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING

N541811

PROFESSIONAL ENGINEER
LICENSE

KENNETH CHARLES MLCEK

LICENSE NO.
6201057048

EXPIRATION DATE
10/31/2020

AUDIT NO
3379226

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OF MICHIGAN



U.S. Department
of Transportation
**Federal Highway
Administration**

National Highway Institute



Certificate of Training

Michael Mattzela

has participated in

FHWA-NHI-130055

Safety Inspection of In-Service Bridges

hosted by

Thompson Engineering, Inc.

Date: January 9-20, 2017

Hours of Instruction: 67

Location: Mobile, Alabama

A. C. Rogues, P.E.

Instructor

Chad W. [Signature]

Local Coordinator

James a. Dandy, P.E.

Instructor

Valerie Briggs

Valerie Briggs, Director
National Highway Institute

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING

N534596

PROFESSIONAL ENGINEER
LICENSE

MICHAEL JOE PETER MATTZELA

LICENSE NO.
6201052900

EXPIRATION DATE
10/31/2020

AUDIT NO
3377685

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OF MICHIGAN



Incident Analysis Report

Detail

Print Date/Time: 07/10/2020 09:01
 Login ID: allegancounty\bensfield
 Incident Type: All
 Call Source: All

From Date: 06/25/2020 00:00
 To Date: 07/10/2020 23:59

Allegan County
 ORI Number:
 Officer ID: Hagerty, Janel L.
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller
06/26/2020 16:52	2020-00009778	Suspicious Situation	MARATHON SAUGATUCK	
	Report Required:	No	Officers	
			424 - Hagerty	
06/26/2020 18:46	2020-00009790	Alarm	OLD ALLEGAN RD	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 13:03	2020-00009843	Parking Violation	WATER ST	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 15:39	2020-00009852	PDA	BLUE STAR HWY / LAKE ST	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 19:08	2020-00009862	Assist Other Agencies	BAYOU DR	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 20:16	2020-00009866	Accident All Other	PERRYMAN ST	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 21:22	2020-00009870	Assault	62ND ST / 126TH AVE	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/27/2020 23:17	2020-00009882	Fireworks	N MAPLE ST	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/28/2020 12:59	2020-00009915	Motorist Assist	42 SB I 196 HWY	
	Report Required:	No	Officers	
			424 - Hagerty	
06/28/2020 13:05	2020-00009916	Animal-Bite	LIGHTHOUSE WAY	
	Report Required:	Yes	Officers	
			424 - Hagerty	
06/28/2020 14:03	2020-00009926	Trespassing	SHOREWOOD DR	

	Report Required:	Yes	Officers
06/28/2020 19:23	2020-00009942	OWI	424 - Hagerty 42.6760700000000000 -86.2136400000000000
	Report Required:	Yes	Officers
07/01/2020 10:34	2020-00010099	Assist Other Agencies	424 - Hagerty WATER ST
	Report Required:	Yes	Officers
07/01/2020 10:46	2020-00010102	911 Welfare - Misdials	424 - Hagerty BUTLER ST
	Report Required:	Yes	Officers
07/01/2020 14:35	2020-00010116	Road Hazard	424 - Hagerty NB I 196 HWY
	Report Required:	Yes	Officers
07/01/2020 18:43	2020-00010134	911 Welfare - Misdials	424 - Hagerty GRIFFITH ST
	Report Required:	Yes	Officers
07/01/2020 18:49	2020-00010135	Found Property	424 - Hagerty WATER ST
	Report Required:	Yes	Officers
07/01/2020 20:57	2020-00010140	Obstruct Justice	424 - Hagerty BUTLER ST
	Report Required:	Yes	Officers
07/01/2020 23:06	2020-00010149	Assist Other Agencies	424 - Hagerty LINCOLN RD / 136TH AVE
	Report Required:	Yes	Officers
07/02/2020 00:40	2020-00010154	General Assist	424 - Hagerty BUTLER ST / MAIN ST
	Report Required:	Yes	Officers
07/02/2020 10:32	2020-00010172	Accident All Other	424 - Hagerty SHOREWOOD DR
	Report Required:	Yes	Officers
07/02/2020 13:08	2020-00010185	Parking Violation	424 - Hagerty GRIFFITH ST
	Report Required:	Yes	Officers
07/02/2020 14:32	2020-00010191	Missing Person	424 - Hagerty PERRYMAN ST
	Report Required:	Yes	Officers
07/02/2020 16:33	2020-00010204	Parking Violation	424 - Hagerty CULVER ST / GRIFFITH ST
	Report Required:	Yes	Officers
07/02/2020 18:34	2020-00010214	Civil	424 - Hagerty CULVER ST

	Report Required:	Yes	Officers
07/02/2020 20:26	2020-00010224	OWI	424 - Hagerty BLUE STAR HWY
	Report Required:	Yes	Officers
07/02/2020 22:00	2020-00010226	Fireworks	424 - Hagerty NORTH ST / N MAPLE ST
	Report Required:	Yes	Officers
07/02/2020 22:04	2020-00010227	General Assist	424 - Hagerty PERRYMAN ST
	Report Required:	Yes	Officers
07/06/2020 12:36	2020-00010524	Domestic Assault	424 - Hagerty LAKESHORE DR
	Report Required:	Yes	Officers
07/06/2020 20:48	2020-00010554	Domestic Assault	424 - Hagerty 129TH AVE
	Report Required:	Yes	Officers
07/07/2020 10:47	2020-00010577	Ordinance Violation	424 - Hagerty RIDGEVIEW CT
	Report Required:	No	Officers
07/07/2020 19:59	2020-00010610	Assist Other Agencies	424 - Hagerty HOLLAND ST
	Report Required:	Yes	Officers
			424 - Hagerty

Total Matches : 32



Incident Analysis Report

Detail



Print Date/Time: 07/10/2020 08:59
Login ID: allegancountybensfield
Incident Type: All
Call Source: All

From Date: 06/25/2020 00:00
To Date: 07/10/2020 23:59

Allegan County
ORI Number:
Officer ID: Klinge, Phillip A.
Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller
06/25/2020 18:01	2020-00009716	Trespassing	RIVERSIDE DR	
	Report Required:	Yes	Officers	
			648 - Klinge	
06/26/2020 00:09	2020-00009741	General Assist	MAIN ST / BUTLER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
06/30/2020 00:58	2020-00010023	General Assist	MAIN ST / BUTLER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
06/30/2020 18:00	2020-00010061	Suspicious Situation	S MAPLE ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
06/30/2020 23:15	2020-00010081	General Assist	MAIN ST / BUTLER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/01/2020 04:20	2020-00010087	A911	BUTLER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/03/2020 23:21	2020-00010324	General Assist	BUTLER ST / MAIN ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/04/2020 00:13	2020-00010330	Alarm	BUTLER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/04/2020 04:06	2020-00010339	Assist Other Agencies	S BLUE STAR HWY	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/04/2020 17:30	2020-00010389	Trespassing	WATER ST	
	Report Required:	Yes	Officers	
			648 - Klinge	
07/04/2020 23:41	2020-00010431	Suspicious Situation	PERRYMAN ST	

	Report Required:	Yes	Officers
07/05/2020 16:33	2020-00010478	Missing Person	648 - Klinge 147TH AVE
	Report Required:	Yes	Officers
07/05/2020 23:04	2020-00010498	General Assist	648 - Klinge MAIN ST / BUTLER ST
	Report Required:	Yes	Officers
07/05/2020 23:29	2020-00010500	Loud Noise	648 - Klinge WATER ST
	Report Required:	Yes	Officers
07/08/2020 22:09	2020-00010677	Civil	648 - Klinge SHANGRAI LA DR 58
	Report Required:	Yes	Officers
07/08/2020 22:48	2020-00010680	General Assist	648 - Klinge BUTLER ST / MAIN ST
	Report Required:	Yes	Officers
07/08/2020 23:47	2020-00010684	Obstruct Justice	BLUE WATER LN
	Report Required:	Yes	Officers
07/09/2020 19:32	2020-00010735	Parking Violation	648 - Klinge MARY ST / BUTLER ST
	Report Required:	Yes	Officers
07/09/2020 22:46	2020-00010745	General Assist	648 - Klinge MAIN ST / BUTLER ST
	Report Required:	Yes	Officers
07/10/2020 04:38	2020-00010757	Tree Down	648 - Klinge 64TH ST / OTIS RD
	Report Required:	Yes	Officers
			648 - Klinge

Total Matches : 20



Incident Analysis Report

Detail



Print Date/Time: 07/10/2020 08:57
 Login ID: allegancountybensfield
 Incident Type: All
 Call Source: All

From Date: 06/25/2020 00:00
 To Date: 07/10/2020 23:59

Allegan County
 ORI Number:
 Officer ID: Kruithoff, Jason Le
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller
06/26/2020 20:18	2020-00009796	Suspicious Situation	N MAPLE ST	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 00:10	2020-00009811	Assist Other Agencies	WATER ST	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 00:38	2020-00009814	Intoxicated Subject	S UNION ST	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 03:45	2020-00009820	Suspicious Situation	BLUE STAR HWY 2	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 19:08	2020-00009862	Assist Other Agencies	BAYOU DR	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 21:22	2020-00009870	Assault	62ND ST / 126TH AVE	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/27/2020 22:56	2020-00009878	General Assist	BUTLER ST / MAIN ST	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/28/2020 02:29	2020-00009890	Assist Other Agencies	N MAPLE ST	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/28/2020 19:23	2020-00009942	OWI	42.676070000000000000 -86.2136400000000000	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/29/2020 00:20	2020-00009959	Suspicious Situation	3100 SCHULTZ PARK DR	
	Report Required:	Yes	Officers	
			490 - Kruithoff	
06/29/2020 00:21	2020-00009958	General Assist	BUTLER ST / MAIN ST	

	Report Required:	Yes	Officers
07/05/2020 00:46	2020-00010437	PDA	490 - Kruithoff
	Report Required:	Yes	39 SB I 196 HWY
			Officers
07/06/2020 23:09	2020-00010560	Assist Other Agencies	490 - Kruithoff
	Report Required:	Yes	CLAREMONT CT
			Officers
07/07/2020 17:00	2020-00010593	Alarm	490 - Kruithoff
	Report Required:	Yes	64TH ST
			Officers
07/07/2020 18:31	2020-00010605	Larceny	490 - Kruithoff
	Report Required:	Yes	WATER ST
			Officers
07/07/2020 19:59	2020-00010610	Assist Other Agencies	490 - Kruithoff
	Report Required:	Yes	HOLLAND ST
			Officers
07/07/2020 23:02	2020-00010618	General Assist	490 - Kruithoff
	Report Required:	Yes	MAIN ST / BUTLER ST
			Officers
07/07/2020 23:21	2020-00010620	Intoxicated Subject	490 - Kruithoff
	Report Required:	Yes	PERRYMAN ST
			Officers
			490 - Kruithoff

Total Matches : 18



Incident Analysis Report

Detail



Print Date/Time: 07/10/2020 08:53
 Login ID: allegancountybensfield
 Incident Type: All
 Call Source: All

From Date: 05/25/2020 00:00
 To Date: 07/10/2020 23:59

Allegan County
 ORI Number:
 Officer ID: Visser, Meredith Le
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller
06/19/2020 14:36	2020-00009297	Intoxicated Subject	PERRYMAN ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/19/2020 19:38	2020-00009318	Missing Person	42.6750620000000000 -86.2063860000000000	
	Report Required:	Yes	Officers	
			667 - Visser	
06/19/2020 19:58	2020-00009319	Parking Violation	HOFFMAN ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/19/2020 21:30	2020-00009326	Loud Noise	N MAPLE ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/19/2020 22:45	2020-00009331	Loud Noise	VAN DALSON ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 00:42	2020-00009344	General Assist	BUTLER ST / MAIN ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 16:34	2020-00009392	Suspicious Situation	PERRYMAN ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 18:53	2020-00009400	Trespassing	SINGAPORE DR	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 20:16	2020-00009406	General Assist	ALLEGAN ST / TAKKEN ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 20:24	2020-00009408	Loud Noise	N MAPLE ST	
	Report Required:	Yes	Officers	
			667 - Visser	
06/20/2020 21:05	2020-00009415	Check Welfare	CULVER ST / GRIFFITH ST	

	Report Required:	Yes	Officers
06/21/2020 00:38	2020-00009428	Loud Noise	667 - Visser BUTLER ST
	Report Required:	Yes	Officers
06/21/2020 12:07	2020-00009448	Abandoned Vehicle	667 - Visser MARSH RD / PIERCE RD
	Report Required:	Yes	Officers
07/03/2020 19:12	2020-00010302	Parking Violation	667 - Visser CULVER ST / GRIFFITH ST
	Report Required:	Yes	Officers
07/04/2020 17:01	2020-00010387	Check Welfare	667 - Visser N MAPLE ST B
	Report Required:	Yes	Officers
07/04/2020 17:30	2020-00010389	Trespassing	667 - Visser WATER ST
	Report Required:	Yes	Officers
07/04/2020 23:41	2020-00010431	Suspicious Situation	667 - Visser PERRYMAN ST
	Report Required:	Yes	Officers
07/05/2020 00:00	2020-00010433	General Assist	667 - Visser BUTLER ST / MAIN ST
	Report Required:	Yes	Officers
07/05/2020 15:23	2020-00010472	Assault	667 - Visser N MAPLE ST
	Report Required:	Yes	Officers
07/05/2020 17:13	2020-00010480	General Assist	667 - Visser BUTLER ST / MARY ST
	Report Required:	Yes	Officers
07/08/2020 13:09	2020-00010646	Breaking & Entering	667 - Visser PARK ST
	Report Required:	Yes	Officers
07/08/2020 14:32	2020-00010653	Assist Other Agencies	667 - Visser 45 NB I 196 HWY
	Report Required:	Yes	Officers
			667 - Visser

Total Matches : 22



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GARLIN GILCHRIST II
LT. GOVERNOR

EXECUTIVE ORDER

No. 2020-147

Masks

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. There is currently no approved vaccine or antiviral treatment for this disease.

On March 10, 2020, the Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day, I issued Executive Order 2020-4. This order declared a state of emergency across the state of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended (EMA), MCL 30.401 et seq., and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended (EPGA), MCL 10.31 et seq.

Since then, the virus spread across Michigan, bringing deaths in the thousands, confirmed cases in the tens of thousands, and deep disruption to this state's economy, homes, and educational, civic, social, and religious institutions. On April 1, 2020, in response to the widespread and severe health, economic, and social harms posed by the COVID-19 pandemic, I issued Executive Order 2020-33. This order expanded on Executive Order 2020-4 and declared both a state of emergency and a state of disaster across the State of Michigan under section 1 of article 5 of the Michigan Constitution of 1963, the Emergency Management Act, and the Emergency Powers of the Governor Act of 1945. And on April 30, 2020, finding that COVID-19 had created emergency and disaster conditions across the State of Michigan, I issued Executive Order 2020-67 to continue the emergency declaration under the EPA, as well as Executive Order 2020-68 to issue new emergency and disaster declarations under the EMA.

Those executive orders have been challenged in *Michigan House of Representatives and Michigan Senate v. Whitmer*. On May 21, 2020, the Court of Claims ruled that Executive Order 2020-67 is a valid exercise of authority under the Emergency Powers of the Governor Act but that Executive Order 2020-68 is not a valid exercise of authority under the Emergency Management Act. Both of those rulings are being challenged on appeal.

On June 18, 2020, I issued Executive Order 2020-127, again finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan. That order constituted a state of emergency declaration under the Emergency Powers of the Governor Act of 1945. And, to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature had declined to grant an extension request, that order also constituted a state of emergency and state of disaster declaration under that act.

The Emergency Powers of the Governor Act provides a sufficient legal basis for issuing this executive order. In relevant part, it provides that, after declaring a state of emergency, “the governor may promulgate reasonable orders, rules, and regulations as he or she considers necessary to protect life and property or to bring the emergency situation within the affected area under control.” MCL 10.31(1).

Nevertheless, subject to the ongoing litigation and the possibility that current rulings may be overturned or otherwise altered on appeal, I also invoke the Emergency Management Act as a basis for executive action to combat the spread of COVID-19 and mitigate the effects of this emergency on the people of Michigan, with the intent to preserve the rights and protections provided by the EMA. The EMA vests the governor with broad powers and duties to “cop[e] with dangers to this state or the people of this state presented by a disaster or emergency,” which the governor may implement through “executive orders, proclamations, and directives having the force and effect of law.” MCL 30.403(1)–(2). This executive order falls within the scope of those powers and duties, and to the extent the governor may declare a state of emergency and a state of disaster under the Emergency Management Act when emergency and disaster conditions exist yet the legislature has not granted an extension request, they too provide a sufficient legal basis for this order.

To suppress the spread of COVID-19, to prevent the state’s health care system from being overwhelmed, to allow time for the production of critical test kits, ventilators, and personal protective equipment, to establish the public health infrastructure necessary to contain the spread of infection, and to avoid needless deaths, it was reasonable and necessary to direct residents to remain at home or in their place of residence to the maximum extent feasible. To that end, on March 23, 2020, I issued Executive Order 2020-21, ordering all people in Michigan to stay home and stay safe. In Executive Orders 2020-42, 2020-59, 2020-70, 2020-77, 2020-92, 2020-96, and 2020-110, I extended that initial order, modifying its scope as needed and appropriate to match the ever-changing circumstances presented by this pandemic.

The measures put in place by these executive orders have been effective. Although the virus remains aggressive and persistent—on July 9, Michigan reported a total of 67,683 confirmed cases and 6,024 deaths—the strain on our health care system has relented, even as our testing capacity has increased. Where Michigan was once among the states most heavily hit, our per-capita case rate is now roughly equivalent to the national average.

Our progress in suppressing COVID-19, however, appears to have stalled. Over the past two weeks, every region in Michigan has seen an uptick in new cases, and daily case counts now exceed 20 cases per million in the Grand Rapids, Detroit, and Lansing regions. Research confirms that a big part of the reason is spotty compliance with my requirement, issued in prior orders, that individuals wear face coverings in public spaces. [A study](#) on

different regions in Germany, for example, suggests that the adoption of mandatory mask ordinances decreased the daily growth rate of COVID-19 infections by 40%. [Modeling](#) from the University of Washington similarly indicates that more than 40,000 lives would be spared nationwide if 95% of the population wore a mask while in public. And [a study](#) conducted by Goldman Sachs concluded that a federal mask mandate could save the U.S. economy from taking a 5% hit to GDP.

Wearing a mask is an effective and low-cost way to protect ourselves and our families from a deadly disease. It should be—and is—the responsibility of every Michigander. This order reiterates that individuals are required to wear a face covering whenever they are in an indoor public space. It also requires the use of face coverings in crowded outdoor spaces. Most significantly, the order requires any business that is open to the public to refuse entry or service to people who refuse to wear a face covering. No shirts, no shoes, no mask—no service.

Acting under the Michigan Constitution of 1963 and Michigan law, I order the following:

1. Any individual who leaves their home or place of residence must wear a face covering over their nose and mouth:
 - a. When in any indoor public space;
 - b. When outdoors and unable to consistently maintain a distance of six feet or more from individuals who are not members of their household; and
 - c. When waiting for or riding on public transportation, while in a taxi or ride-sharing vehicle, or when using a private car service as a means of hired transportation.
2. The requirement to wear a face covering does not apply to individuals who:
 - a. Are younger than five years old, though children two years old and older are strongly encouraged to wear a face covering, pursuant to guidance from the Centers for Disease Control and Prevention (“CDC”);
 - b. Cannot medically tolerate a face covering;
 - c. Are eating or drinking while seated at a food service establishment;
 - d. Are exercising when wearing a face covering would interfere in the activity;
 - e. Are receiving a service for which temporary removal of the face covering is necessary to perform the service;
 - f. Are entering a business or are receiving a service and are asked to temporarily remove a face covering for identification purposes;
 - g. Are communicating with someone who is hearing impaired or otherwise disabled and where the ability to see the mouth is essential to communication;

- h. Are actively engaged in a public safety role, including but not limited to law enforcement, firefighters, or emergency medical personnel;
 - i. Are officiating at a religious service; or
 - j. Are giving a speech for broadcast or an audience.
- 3. To protect workers, shoppers, and the community, no business that is open to the public may provide service to a customer or allow a customer to enter its premises, unless the customer is wearing a face covering as required by this order.
 - a. Businesses that are open to the public must post signs at entrance(s) instructing customers of their legal obligation to wear a face covering while inside. The Michigan Department of Labor and Economic Opportunity may, in its discretion, require such businesses to post signs developed and made available by the Department, or conforming to requirements established by the Department.
 - b. A department or agency that learns that a licensee is in violation of this section will consider whether the public health, safety or welfare requires summary, temporary suspension of the business's license to operate (including but not limited to a liquor license) under section 92 of the Administrative Procedures Act of 1969, 1969 PA 306, as amended, MCL 24.292(2).
- 4. For purposes of this order, neither child care centers nor day, residential, travel, or troop camps, as defined by Rule 400.11101 of the Michigan Administrative Code, are considered public spaces.
- 5. The protections against discrimination in the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq., and any other protections against discrimination in Michigan law, apply in full force to individuals who wear a face covering under this order.
- 6. Nothing in this order shall be taken to abridge protections guaranteed by the state or federal constitution under these emergency circumstances, and no individual is subject to penalty under section 8 of this order for removing a mask while engaging in religious worship at a house of religious worship. Consistent with guidance from the CDC, congregants are strongly encouraged to wear face coverings during religious services.
- 7. As to individuals, this order takes effect immediately. As to businesses, this order will take effect at 12:01 am on Monday, July 13.
- 8. Consistent with MCL 10.33 and MCL 30.405(3), a willful violation of this order is a misdemeanor, but no term of confinement may be imposed for a violation of section 1 of this order.

Given under my hand and the Great Seal of the State of Michigan.

Date: July 10, 2020

Time: 9:43 am

GRETCHEN WHITMER
GOVERNOR

By the Governor:

SECRETARY OF STATE