



CITY COUNCIL MEETING AGENDA

January 26, 2026

The meeting will start at 6:30 p.m.

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

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Mayor's Comments**
5. **City Manager Comments**
6. **Agenda Changes** (*Additions/Deletions*)
7. **Guest Speakers**
8. **Public Comment on Agenda Items Only** (*Limit 3 minutes*)
9. **Consent Agenda:** (*Roll Call*)
 - A. Approval of City Council Meeting Minutes from January 12, 2026. *Pg.3*
 - B. Approval of City Council Closed Session Minutes from January 12, 2026.
 - C. Approval of City Council Strategic Work Session Minutes from January 14, 2026. *Pg.7*
 - D. Right of Way Signage – Saugatuck Second Line Mardi Gras Pub Crawl. *Pg.8*
 - E. Right of Way Signage – St. Patrick's Day. *Pg.11*
 - F. Resolution 260126-A – Local Governmental Unit Approval For Social District Permit for JW Pizza DBA Scooters Cafe and Pizzeria. *Pg.13*
10. **Staff Reports, Boards, Commissions & Committees:**
 - A. **Staff Reports:**
 1. City Manager. *Pg.15*
 - B. **Boards, Commissions & Committees:**

NOTICE:

Join online by visiting:
<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
rcummins@saugatuckcity.com

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

1. Fire District Administration Board
2. Interurban Board
3. Kalamazoo Lake Sewer & Water Authority
4. Kalamazoo Lake Harbor Authority
5. Zoning Board of Appeals
6. Historic District Commission
7. Planning Commission
8. Parks & Public Works Committee
9. Tri-Community Non-Motorized Trail Study Committee
10. Water System Operations Contract Advisory Committee
11. Parking Improvements Task Force

11. Approval of Accounts Payable: *(Roll Call)*

- A. Accounts Payable in the amount of \$367,684.36. *Pg.19*

12. Public Hearings

13. Unfinished Business

14. New Business

- A. Street End Fees and Agreements for 2026. *(Voice Vote) Pg.21*
- B. Wicks Park Boat Slips. *(Voice Vote) Pg.35*

15. Public Comments

16. Correspondence

- A. Betsy Muir. *Pg.44*
- B. Board of Review and ZBA Alternate Vacancy. *Pg.46*

17. Council Comments

18. Adjourn *(Voice Vote)*



CITY COUNCIL REGULAR MEETING - *proposed*
January 12, 2026

The City Council met to have a Regular Council Meeting at City Hall at 6:30 p.m.
102 Butler St., Saugatuck, MI 49453.

Call to Order:

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

Attendance:

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

Absent: None.

Others Present: City Manager Cummins, Zoning Director Moore, Treasurer Bredeweg, DPW Superintendent Herbert, DPW Admin/Project Coordinator Gibson, Attorney Witte and Clerk Wolters.

Mayor's Comments:

Mayor Holly Anderson expressed excitement about the two guest speakers (to present on assessing and the city audit), shared positive news about the city's recent audit with strong financial results, credited both past and present councils for prudent financial resource management. She also previewed a proclamation in honor of David Swan for his environmental service.

City Manager Comments:

City Manager Ryan Cummins reminded the council about their upcoming strategic planning meeting on Wednesday at the Saugatuck Yacht Club. Cummins reported that department heads would review 2025 accomplishments and ongoing fiscal year priorities, then the group would discuss goals for fiscal years 2026/2027. He also shared that social media influencers Josh and Jace are visiting Saugatuck and showcasing the town, encouraging council members to check out their content for a visitor's perspective on the community.

Agenda Changes: None.

Guest Speakers:

Ken Berthiaume, the city's auditor, presented the audit for the fiscal year ending June 30, 2025. He reported the audit process went smoothly, with no difficulties or issues, and credited city staff for excellent cooperation and recordkeeping. The audit resulted in a standard, unmodified (clean) opinion, indicating the city's financial statements fairly represent its financial position.

The assessor presentation explained how property values are determined in Saugatuck, Michigan. The assessor described the three primary valuation methods: sales, cost, and income. Because every property must be valued each year, mass appraisal using the cost approach is common. State-published assessor manuals are used to estimate costs, but local Economic Condition Factors (ECF) are also calculated by analyzing local property sales to better reflect market conditions in various neighborhoods.

Public Comment on Agenda Item Only:

Julie Sowa

Consent Agenda:

Approval of City Council Special Meeting Minutes from January 7, 2026.

Change Orders 2,3,4 and 5 for Mt. Baldhead Restroom.

Resolution No. 260112-A Approving the Adoption of Guidelines for Poverty Exemption for 2026.

Proclamation No. 260112-P1 Honoring the Retirement of David Swan.

Motion by Muncey, second by Dean to pass the consent agenda dated January 12, 2026. Via roll call vote, motion carried unanimously.

Mayor Holly Anderson presented a proclamation honoring David Swan for over 25 years of dedicated service to environmental conservation in Saugatuck. The proclamation recognized David’s leadership in protecting dunes, beaches, forests, and wetlands at the Kalamazoo River mouth, and his pivotal role in founding and leading the Saugatuck Dunes Coastal Alliance. It highlighted David’s success in safeguarding sensitive habitats, building collaborations with environmental organizations and tribal nations, and achieving a landmark Michigan Supreme Court decision. The city commended his vision, integrity, and tireless advocacy, officially expressing gratitude and wishing him the best in future endeavors.

Staff Reports, Boards, Commissions & Committees:

Reports provided by the City Staff and the following board, commission and committee members.

Fire District Administration:

City of Saugatuck fire board representative Dan Fox. Fox began by honoring the memory of Hamilton Fire Department’s Chief Haverdink, describing his legacy and the community’s loss. He detailed two recent notable fire incidents: one was a Christmas Day fire at Douglas DPW started by a malfunctioning block heater on a truck, which resulted in significant property damage but was well managed by responders. The second was a highway accident where a truck went off I-196 and landed on Old Allegan Road, caught fire, and, though sustaining severe damage, the driver escaped with help from a passerby. Dan praised the community’s robust mutual aid relationships and the dedication of first responders.

Interurban Board:

Councilmember Muncey reported that the Interurban provided 4,390 rides in November, up by 321 from the previous year. He highlighted special free ride initiatives for New Year’s, ongoing building expansion with temporary dispatch, and the launch of a new Interurban app making ride requests and payment easier for residents and visitors. He discussed outreach efforts to promote the app and noted expanded medical transportation services thanks to grant funding. Muncey also addressed challenges with supported service in Laketown Township, mentioning strong demand and a private donation that allowed continued service amid funding uncertainties.

Kalamazoo Lake Sewer & Water Authority:

Mayor Pro Tem Clark noted there has been no meeting since the last council session. The next meeting is scheduled for the following Monday.

Kalamazoo Lake Harbor Authority:

Councilmember Peterson reported that the Harbor Authority had not held a recent meeting and, therefore, she had no report to provide. She expressed hope that there would be some discussion about harbor-related topics at the upcoming strategic planning session.

Zoning Board of Appeals:

City Manager Cummins explained the meeting did not have any cases. They looked at their annual report and organizational voting.

Historic District Commission:

Councilmember Dean reported that the Historic District Commission recently met and approved several projects: new historic district signage, a small kitchen addition for Pumpnickels, and exterior modifications to the former church at 250 Mason. The demolition request for 640 Water Street was tabled pending further questions for the applicant. Scott commended the detailed and respectful plans from the owners of the former Methodist Church, calling the project a positive addition to the community. Overall, it was a busy and productive meeting with substantial review of district properties.

Planning Commission:

Councilmember Gardner noted the next meeting was scheduled for January 15.

Parks & Public Works Committee:

Councilmember Stanton summarized the Parks and Public Works Committee’s activities, noting upcoming projects expected after strategic planning and expressing optimism for new initiatives, particularly related to a grant for Village Square Park improvements. She highlighted ongoing efforts against invasive species and thanked city clerks for keeping the website updated with related information. The committee looks forward to supporting City Council with future parks and public works priorities, especially as new project ideas emerge.

Tri-Community Non-Motorized Trail Study Committee:

Councilmember Dean noted a recent meeting with new staff from C2AE, the project’s engineering/design firm, mainly to review project status and introduce team members. No major developments were announced. City Manager Cummins added that the RFP (request for proposals) for required archaeological work was completed and sent for review by the state and tribal nations. Approval of the RFP will allow the project to move forward with this next phase. Incremental progress continues as the team coordinates regulatory and stakeholder requirements.

Water Systems Operations Contract Advisory Committee:

Councilmember Gardner noted the next meeting is tentatively scheduled for February 12.

Parking Improvements Task Force Committee: None.

Councilmember Muncey detailed ongoing work to finalize a survey about parking needs. The committee aims to gather input on vacant commercial spaces, redevelopment projects, and potential parking locations. They are coordinating with the fire department to confirm street parking regulations. The next task force meeting is scheduled for February 24, with tentative dates to be posted online once confirmed. Muncey encouraged early participation and emphasized that the committee is still gathering information.

Approval of Accounts Payable:

Motion by Stanton, second by Gardner, to approve the accounts payable in the amount of \$1,082,270. Via roll call, motion carried unanimously.

Public Hearing: None.

Unfinished Business: None.

New Business:

Public Works Pickup Truck Purchase:

Motion by Muncey, second by Stanton to approve the purchase of one 2026 GMC Sierra 3500HD Regular Cab 4x4 SRW Pro Pickup for the Public Works Department under the State of Michigan MiDeal Contract from Todd Wenzel Buick GMC of Westland, Michigan, in an amount not to exceed \$55,318, and the purchase of a snowplow in an amount not to exceed \$12,000, both within the approved Fiscal Year 2025/2026 Public Works budget.. Via roll call vote, motion carried unanimously.

Public Comment: None.

Closed Session:

Motion by Peterson, second by Gardner to move into a closed session pursuant to MCL 15.268(h) to discuss a confidential written legal opinion from the City Attorney. Via roll call vote, motion carried unanimously.

Council entered closed session at 8:20 p.m.

Motion by Muncey, second by Peterson to go into open session. Via roll call vote, motion carried unanimously. Via roll call vote, motion carried unanimously.

Council entered open session at 8:51 p.m.

Correspondence: None.

Council Comments:

Councilmember Stanton announced the first meeting of the city branding and logo committee, noting 26 applicants with widely varying proposals. She expressed curiosity about the upcoming review and committee process.

Councilmember Muncey thanked the Isabel family for donating 2,000 pounds of food to Ladders of Hope during their winter restaurant closure and encouraged other local businesses to do something similar. He acknowledged the community’s generosity and wished everyone a happy New Year.

Councilmember Dean had no additional comments for the evening.

Mayor Pro Tem Clark praised the city’s impressive and sustained positive financial trends, emphasizing the strong work of past and present councils, staff, and the city manager. He expressed confidence that continuing this trend would make Saugatuck a financial role model for other Michigan municipalities.

Councilmember Gardner commended the city's Heart Safe program and suggested evaluating the number and quality of AED (automated external defibrillator) units in public buildings. He also highlighted public comment from resident Julie Sowa about the tennis/pickleball court proposal, praising her expertise and urging the council to consider her recommendations as discussions proceed.

Councilmember Peterson proposed a simplified solution for managing short-term rental certificate deadlines by aligning all renewal deadlines to the first of the following month, making tracking and administration easier for property managers and staff.

Mayor Anderson reflected on Chief Haverdink’s memorial service, expressing appreciation for his life of service in law enforcement and fire. She highlighted how integral local responders are to the community’s safety and shared her condolences with his family. Mayor Anderson closed the meeting on a positive note, appreciating everyone’s participation and moving to adjourn.

Adjournment:

Motion by Peterson, second by Dean to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned at 8:57 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



**City Council & Leadership Team
Strategic Goal Setting Work Session Minutes - *proposed*
January 14, 2026 8:30 a.m.
Saugatuck Yacht Club (15 Park Street)**

The City Council met for a strategic goal setting work session at 8:30 a.m.
Saugatuck Yacht Club
15 Park Street. Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Anderson at 9:00 a.m.

Attendance:

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

Absent: None.

Others Present: City Manager Cummins, Zoning Director Moore, Treasurer Bredeweg, DPW Superintendent Herbert, Clerk Wolters and Deputy Clerk/Admin Williams.

Public Comment:

The day's events began with a welcome from City Manager Cummins and Mayor Anderson. The City Manager and Department Heads reviewed 2025/2026 successes and progress made toward current City priorities. Council reviewed the existing strategic framework, including current vision, goals, and pillar areas. Discussions included carryover priorities for 2026/2027 and identification of potential additional priorities.

Adjournment:

Motion by Garnder, second by Peterson to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned the meeting at 2:48 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 26, 2026
SUBJECT: Right of Way Signage – Saugatuck Second Line

DISCUSSION:

The Red Horse Center has applied for a banner to be placed under the Saugatuck palette sign from January 26 through February 18, the banner is allowed for no more than a 14-day period. See attached graphic for banner design.

The City Council may approve a banner as an exception, as listed in section 150.30(H). The conditions for approval of the exception are as follows:

1. The sign does not create a traffic vision obstruction;
2. The sign does not create a pedestrian traffic obstruction;
3. The sign is compatible with the surroundings and is not uniquely out of character for the community;
4. The sign does not create a situation which could be detrimental to health safety, or welfare; and,
5. The banner shall be displayed for no more than three 14-day periods between January 1 and December 31 of any year.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:


Motion to approve the right of way application from The Red Horse Center advertising the Saugatuck Second Line, for the time frame from February 4 - February 18, 2026.



Right of Way Sign Application

APPLICANTS INFORMATION

APPLICATION NUMBER _____ - _____

Name Red Horse Center Address / PO Box 6181 122nd Ave
 City Fennville State MI Zip 49408 Phone 616.283.6634
 E-Mail fred@redhorse.red
 Signature  Date 1/15/26

SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Type: Number of Yard Signs _____ Number of Banners 1

Dates to be displayed Jan 26 to Feb 18

Further Comments: This sign is promoting the Saugatuck Second Line - Mardi Gras Pub Crawl, a fundraising event by local nonprofit, Red Horse Center for Collaborative Leadership. Participants are invited to celebrate Mardi Gras, stopping at 6 different participating establishments on Fat Tuesday, February 17th.

Artwork is in collaboration with Saugatuck Douglas CVB and follows.

PLEASE INCLUDE THE FOLLOWING INFORMATION

Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval

Y N NA

- Dimensions and type of each proposed sign 4' x 12'
- Map showing the location of each sign Traditional Palette sign location
- Explanation of how each sign will be attached and secured DPW coordinated with CVB

Pursuant to Section 150.30(H), please to the following questions:

- Will the signs create a traffic vision obstruction?
- Will the signs create a pedestrian traffic obstruction?
- Are the signs compatible with the surroundings and is not uniquely out of character for the community? and
- Do the signs create a situation which could be detrimental to health, safety, or welfare?

Saugatuck Second Line

Mardi Gras Pub Crawl

Fat Tuesday, Feb 17
3pm-9pm

**From Wally's to
The Southerner**

Proceeds benefit Red Horse Center
More info: redhorse.red/ssl



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 26, 2026
SUBJECT: Right of Way Signage – St. Patrick's Day

DISCUSSION:

Saugatuck/Douglas events has applied for a banner to be placed under the Saugatuck palette sign from February 27 through March 14.

The City Council may approve a banner as an exception, as listed in section 150.30(H). The conditions for approval of the exception are as follows:

1. The sign does not create a traffic vision obstruction;
2. The sign does not create a pedestrian traffic obstruction;
3. The sign is compatible with the surroundings and is not uniquely out of character for the community;
4. The sign does not create a situation which could be detrimental to health safety, or welfare; and,
5. The banner shall be displayed for no more than three 14-day periods between January 1 and December 31 of any year.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve the right of way application from Saugatuck/Douglas events advertising St. Patrick's Day, for the allowed time frame from February 27 - March 14, 2026.

Saint Paddy's Day
March 14, 2020 Events



Banner Sign App.

Right of Way Sign Application

APPLICANTS INFORMATION **APPLICATION NUMBER** _____ - _____

Name APRIL Gundy ^{encompass} wellness Address / PO Box 2805 62nd Street
City Fennville State MI Zip 49408 Phone 231-878-8546
E-Mail eventssaugatuckdougias@gmail.com
Signature (April Gundy) Date 1-14-2020

SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Type: Number of Yard Signs _____ Number of Banners 1 Pallet sign
Dates to be displayed 2-27-2020 thru 3/14/2020
Further Comments: 1 pallet sign banner to advertise the
MARCH 14 5K FUN RUN + PUB CRAWL

PLEASE INCLUDE THE FOLLOWING INFORMATION

Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval

- | | | | |
|-------------------------------------|--------------------------|--------------------------|--|
| Y | N | NA | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Dimensions and type of each proposed sign <u>hang from pallet sign</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Map showing the location of each sign |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Explanation of how each sign will be attached and secured |

Pursuant to Section 150.30(H), please to the following questions:

- | | | | |
|-------------------------------------|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will the signs create a traffic vision obstruction? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Will the signs create a pedestrian traffic obstruction? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the signs compatible with the surroundings and is not uniquely out of character for the community? and |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Do the signs create a situation which could be detrimental to health, safety, or welfare? |



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 26, 2026
SUBJECT: Social District Application- JW Pizza DBA Scooters Cafe and Pizzeria

DESCRIPTION:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. JW Pizza DBA Scooters Cafe and Pizzeria located at 322 Culver St. has requested approval to be added to the City of Saugatuck Social District.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution 260126-A adding JW Pizza DBA Scooters Cafe and Pizzeria to the City of Saugatuck Social District.



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered. RESOLUTION 260126-A.

At a Regular meeting of the City of Saugatuck council/board
(regular or special) (name of city, township, or village)

called to order by Mayor Anderson on January 26, 2026 at 6:30 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from JW Pizza DBA Scooters Cafe and Pizzeria
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Saugatuck
council/board at a regular meeting held on January 26, 2026.
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



City Manager Report
January 26, 2026

Lead Testing Report

- We received the annual lead testing report. It shows 0 sites were above action levels for lead or copper. The 90th percentile values are also down from last year:

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) received your results of lead and copper tap monitoring conducted between June 1 and September 30, 2025. The calculated 90th percentile values are listed below. Please retain this information for your records.

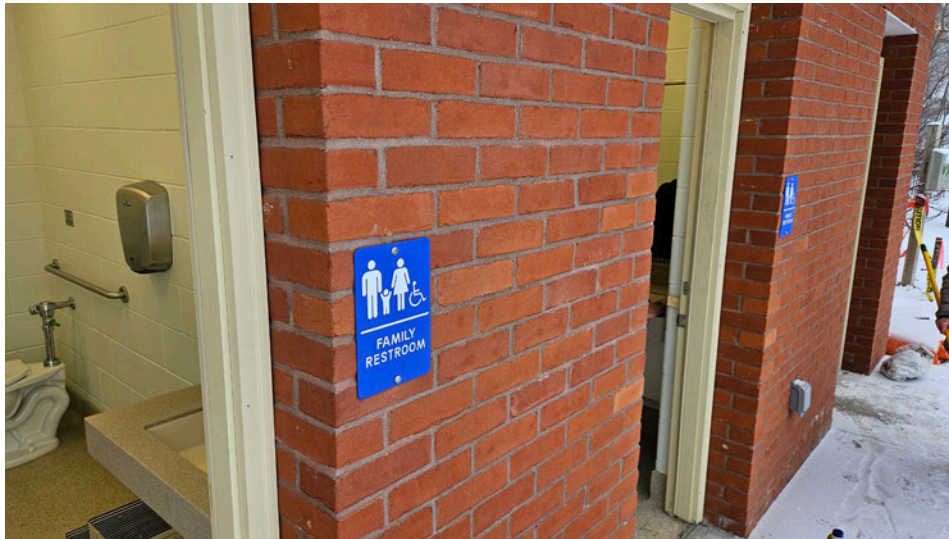
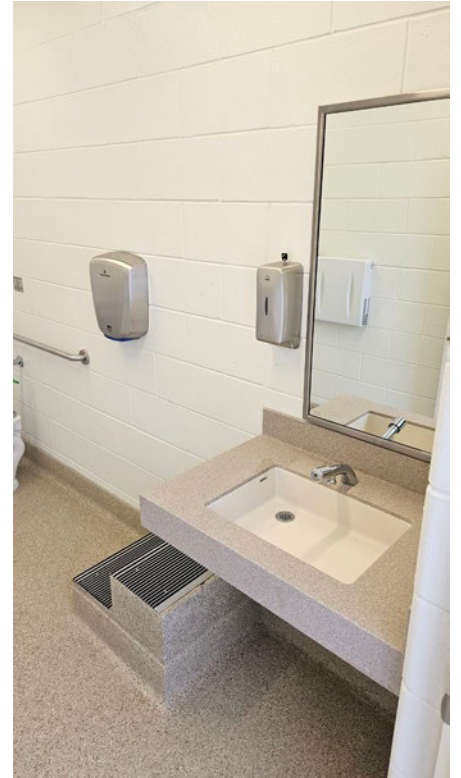
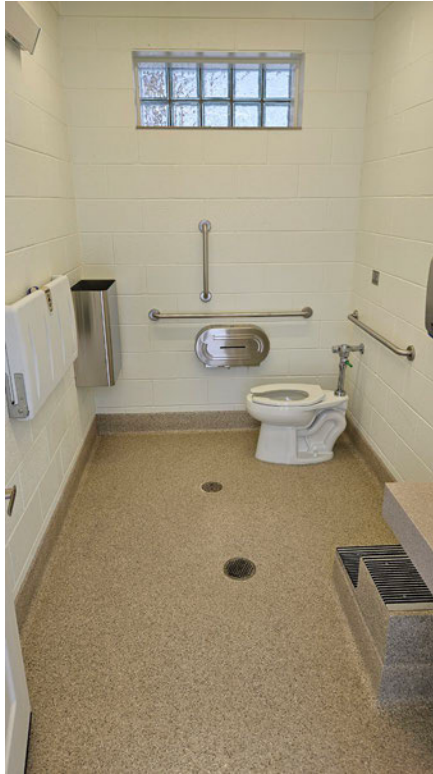
Action Levels	90 th Percentile Value	# of Sites Above Action Level	Range of Individual Results
Lead 12 parts per billion (ppb)	2 ppb	0	0 ppb - 7 ppb
Copper 1.3 parts per million (ppm)	0.4 ppm	0	0.0 ppm - 0.8 ppm

- As a reminder, the distribution systems material inventory was completed last year and the line by line information can be viewed here:
https://docs.google.com/spreadsheets/d/1Ow6aBJim47n5l_AimEKFEGSARu6BSRxD/edit?usp=sharing&oid=108184840149774424107&rtpof=true&sd=true
- Public Works and Engineering are working on a lead service line replacement plan. We have also submitted an intent to apply for lead service line replacement funding through the drinking water state revolving fund.

Mt. Baldhead Restroom

- The new restroom is largely complete. Here is an update from Midwest Construction:
 - We have officially passed all necessary inspections for occupancy at MT Baldhead's Restroom! Temporary Doors were installed with matching locksets.
 - Remaining items for project completion:
 - Permanent door installation: Ship Date is January 28. Install is likely to be by February 6 depending on delivery.
 - Drinking fountain and north concrete sidewalk: Drinking fountain is expected on February 13.

- Spring landscaping



Strategic Planning

- Thank you for an excellent strategic planning session. Dedicating a full day to this work was a significant commitment, and I have been reviewing and reflecting on your thoughtful feedback. I truly appreciate the insights and perspectives you shared.

- I am working to develop a one-page summary of next year's priorities. I plan to have that and the facilitator report at a February workshop for your review and approval.

Michigan Municipal Executives Conference

- I am attending the MME conference in Traverse City. It has been great to connect with colleagues from around the state. A lot of great educational sessions as well. I attended or plan to attend the following sessions:
 - Pre-Conference Workshop: Leveraging Forecasting for Financially Resolute Budgets
 - Wade Against: Supporting Leadership Resilience and Informed, Responsive Governance
 - General Session – The Power of Sustainability
 - Harnessing AI for Community and Professional Advocacy
 - General Session – Level Up: Unlocking Life 2.0
 - Investing in You: Stories and Strategies from High-Impact Professional Training
 - Legislative Update
 - Leveraging Forecasting During the CIP Process
 - Hot Topics in Local Government
 - Building a Foundation Through Organizational Culture
 - General Session – Unearthing the Truth: Cedar Springs' Encounter with Forever Chemicals
 - Welcome Reception and Networking Breakfast, Lunch, and Dinner
- A big thank you for supporting the professional development of me and our staff team.

We Made The List!

- I am thrilled to share that Oval Beach has been ranked among the Top Beaches in the United States by TripAdvisor's Travelers' Choice Best of the Best Awards!
- And we're in some truly incredible company. This year's list includes world-famous destinations like Clearwater Beach (FL), Waikiki Beach (HI), and La Jolla Cove (CA), places people travel across the country (and the globe) to experience.
- It's a reminder that our small lakeshore community offers something just as special: stunning Lake Michigan views, soft sand, unforgettable sunsets, and a welcoming atmosphere that keeps visitors coming back year after year.
- View the full list and write up here: <https://www.tripadvisor.com/TravelersChoice-Beaches-cUnitedStates-g191>

Miscellaneous

- Held one on one meeting with City Treasurer/Finance Officer
- Held one on one meeting with Director of Planning and Zoning.
- Held Department Head team meeting.

- Met with Logo/Branding Advisory Committee. A recommendation on a design firm is planned for your 2/4 workshop. Twenty six proposals were received. You can get a head start on reviewing them all here:
https://drive.google.com/drive/folders/1nHxplgeOcdLABACnb0xijQv-1_re7q2m?usp=sharing
- Attended CVB Board meeting.
- Attended meeting with school, Township, and Douglas to discuss projects.
- Met with DNR to discuss Hunters Feeding Michigan program.

Vendor Name	Description	Amount
1. ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT - ARAMENDI	161.57
2. ALLEGAN COUNTY SHERIFF	DEC '25 CORRECTIONS SERVICES	345.00
3. ALLEGAN COUNTY TREASURER	PROPERTY TAXES COLLECTION 01/08 - 01/21	39,680.56
4. BS&A SOFTWARE	PAYROLL - SOFTWARE UPDATES & ANNUAL SUPPORT	589.00
5. CAPITAL ONE	DEC '25 STATEMENT BALANCE	1,121.65
6. CARELTON EQUIPMENT	SNOW PLOW BLAD	151.00
7. CERTASITE LLC	FIRE EXT ANNUALS	330.72
8. COMCAST	01/28- 02/27 INTERNET SERVICE	247.90
9. COMCAST-DPW	01/15- 02/14 INTERNET-DPW	276.42
10. D.K. CONSTRUCTION, INC.	DOCK REPAIR	16,862.50
11. EDGEWATER RESOURCES	KLHA INITIATIVE	1,077.32
12. FAHEY SCHULTZ BURZYCH RHODES	DEC '25 GENERAL	8,693.00
	DEC '25 ZONING	817.00
	DEC '25 ORDINANCES	19.00
	DEC '25 CITY COUNCIL	3,750.00
	DEC '25 MANAGER	720.00
	DEC '25 DUNE RIDGE V (ORIGINAL ACTION)	1,469.06
	DEC '25 LIDGARD V CITY OF SAUGATUCK ET AL (25-	344.74
	DEC '25 WATER AND SEWER	1,355.00
	TOTAL	17,167.80
13. FLEIS & VANDENBRINK ENGINEERING INC	11/23 - 12/31 ENGINEERING FEES - DOUGLAS-BRIDG	200.00
	11/23 - 12/31 ENGINEERING FEES - GEN CONSULT	763.75
	11/23 - 12/31 ENGINEERING FEES - MT. BALDHEAD	2,000.00
	11/23 - 12/31 ENGINEERING FEES - ELIZABETH ST	2,831.00
	11/23 - 12/31 ENGINEERING FEES - MAPLE STREET	31,750.00
	TOTAL	37,544.75
14. FRONTIER	11/20 - 12/19 SERVICE - OVAL BEACH	114.64
15. HORIZON COMMUNITY PLANNER	PLANNING SERVICES	1,856.25
16. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES COLLECTION 01/08 - 01/21	7,726.16
17. JOHN DEERE FINANCIAL	10/11 - 01/10 STATEMENT BALANCE	148.31
18. KCI (KENT COMMUNICATIONS)	ASSESSMENT NOTICE MAILING	694.40
19. MAC QUEEN	STREET SWEEPER	550.80
20. MERCHANTS BANCARD NETWORK	DEC '25 CC PROCESSING - PLANNING AND ZONING AN	336.19
21. MICHIGAN GAS UTILITIES	11/21 - 12/23 SERVICE - 102 BUTLER	183.24
	10/22 - 11/19 SERVICE - 345 BUTLER	224.55
	11/24 - 12/25 SERVICE - 3338 BLUE STAR	592.33
	TOTAL	1,000.12

Vendor Name	Description	Amount
22. MIDWEST CONSTRUCTION GROUP, INC.	MT BALDHEAD RESTROOM REPLACEMENT	28,848.43
23. MMTA	TRAINING	599.00
24. NET2PHONE INC	JAN '26 PHONE SERVICE	233.01
25. OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES COLLECTION 01/08 - 01/21	6,012.40
26. POLARITY ELECTRIC INC.	VILLAGE SQUARE GFI REPAIRS	300.00
27. RAPID FLUSH	DPW GARAGE LINE INSPECTION	585.00
28. REPUBLIC SERVICES	2025-12 PICKUP SERVICE - BLUE STAR	437.10
29. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES COLLECTION 01/08 - 01/21	10,732.27
30. SAUGATUCK FIRE	PROPERTY TAXES COLLECTION 01/08 - 01/21	46,674.70
31. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES COLLECTION 01/08 - 01/21	143,033.07
32. SCHIPPERS CONSTRUCTION	REFUND UNUSED ESCROW	1,223.35
33. SEPTIC TANK SYSTEMS CO INC	01/23 - 02/19 PORTABLE REST ROOM - MT BALDHEAD	250.00
34. SHORELINE TECHNOLOGY SOLUTIONS	ADD SPACE ON SERVER	125.00
35. STANDARD INSURANCE COMPANY	FEB '26 INSURANCE	502.47
36. TAYLOR TRUE VALUE RENTAL	FLOOR SCRUBBER - VILLIAGE SQUARE	95.50
37. VALLEY CITY LINEN INC	SHOP TOWELS	50.00
TOTAL - ALL VENDORS		367,684.36
FUND TOTALS:		
Fund 101 - GENERAL FUND		77,975.52
Fund 202 - MAJOR STREETS		2,855.70
Fund 203 - LOCAL STREETS		15,993.12
Fund 496 - SEWER CAPITAL PROJECTS FUND		1,016.00
Fund 497 - WATER CAPITAL PROJECTS FUND		14,137.00
Fund 661 - MOTOR POOL FUND		1,847.86
Fund 701 - CURRENT TAX FUND		253,859.16



City Council Agenda Item Report

FROM: MEETING Jamie Wolters
DATE: January 26, 2026
SUBJECT: 2026 Municipal License Renewals

DESCRIPTION:

Each year, the Saugatuck City Council reviews and renews municipal license agreements. For 2026, the municipal license rate has been adjusted to reflect a 2.7% increase in the Consumer Price Index (CPI), as calculated by the U.S. Bureau of Labor Statistics.

Attached for your reference are the following:

- The 2026 municipal license rate schedule
- The standard municipal license agreement
- The 2025 Consumer Price Index for the Midwest Region

BUDGET ACTION REQUIRED: None.

LEGAL REVIEW: None.

SAMPLE MOTION: Motion to approve the 2026 municipal license agreement rates as presented and authorize the Mayor and City Clerk to sign such agreements for 2026 as presented.

Sort Order	LOCATION	LESSEE	Commercial/ Non Commercial	2025 Calculation	2026 RATE (+ CPI 2.7%)	Licensed Feet	2026 Total Charge	Monthly Holdover Charges	Balance Due	PROPERTY TYPE	TERM	Agreement Expires
1	W. ½ of S. Butler	Butler Place Property, LLC	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
2	E. ½ of S. Butler	Sergeant Marina Condominium Association	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
25	N. ½ Francis	Wilson	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
4	S. ½ Francis	Ship 'N Shore Motel Boatel, LLC	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
5	W. ½ Griffith	Sergeant Marina Condominium Association	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
6	N. ½ Hoffman	Water Street Marina	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
7	S. ½ Hoffman	Coral Gables	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
8	S. ½ Lucy	TODO, LLC	C	\$1246.50 (15'x\$83.10)	\$85.34	15	\$1280.10	\$106.68	\$1280.10	15' Street-end	1 year	12/31/2026
9	N. ½ Mason	Coral Gables	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
10	S. ½ Mason	Butler Place Property, LLC	C	\$2742.30 (33'x\$83.10)	\$85.34	33	\$2816.22	\$234.69	\$2816.22	66' Street-end	1 year	12/31/2026
11	N. 22' Spear	716 Water Street LLC	C	\$1828.20 (22'x\$83.10)	\$85.34	22	\$1877.48	\$156.46	\$1877.48	66' Street-end	1 year	12/31/2026
12	Interlaken	Feinstein	NC	\$1888.00 (50'x\$37.76)	\$38.76	50	\$1938.00	\$161.50	\$1938.00	50' Street-end	1 year	12/31/2026
13	N. ½ Perryman	Holiday Yacht Club Condo Assoc.	NC	\$944.00 (25'X\$37.76)	\$38.76	25	\$969.00	\$80.75	\$969.00	50' Street-end	1 year	12/31/2026
14	S. ½ Perryman	Riverwatch Condominium Association	NC	\$944.00 (25'X\$37.76)	\$38.76	25	\$969.00	\$80.75	\$969.00	50' Street-end	1 year	12/31/2026
15	N. ½ south of Museum	Solberg	NC	\$1,393.27	\$1,430.88		\$1,430.88	\$119.24	\$1430.88	City Parcel #0357-009-	5 year	12/31/2027
16	S. ½ south of Museum	Wern/Melrose	NC	\$1,393.27	\$1,430.88		\$1,430.88	\$119.24	\$1430.88	City Parcel #0357-009-	5 year	12/31/2027
17	Van Dalson	Truesdale	NC	\$1,393.27	\$1,430.88		\$1,430.88	\$119.24	\$1430.88	City Parcel #0357-009-	5 year	12/31/2027
18	Cook Park	Butler Place Property, LLC	C	\$15,709.58 - \$6,042.34 (credit for park maintenance) \$9,667.24	\$16133.74		\$16,133.74 - \$6,205.48 (credit for park maintenance) \$9,928.26	\$758.63	\$9928.26	City Parcel #0357-009-215-00	5 year	12/31/2027

2026 STREET END / STRUCTURE-DOCKAGE LICENSE

THIS LICENSE AGREEMENT (“License”) is made on this _____, by and between the CITY OF SAUGATUCK, a municipal corporation, located in Allegan County, Michigan (the “City”) and _____, whose address is _____ (“Licensee”).

IN CONSIDERATION of the mutual covenants and promises contained herein, the parties hereto agree as follows:

1. Description of the Licensed Premises: The City grants a license to Licensee as to the following described land (“Premises”):

[Location Description]

The Premises include the water frontage and fifteen (15) feet landward of the shoreline or bulkhead line, as well as the bottomlands attributable to the Premises.

2. Purpose of License: Licensee may use the Premises and waters of the Kalamazoo River and Kalamazoo Lake comprising the Premises for the purpose of boat docking, but for no other purpose (or purposes) unless specifically approved beforehand in writing by the City Council of the City. Licensee may utilize such specific boat slip(s)/mooring(s) as are agreed to by the City.
3. Term: The term of this License shall be for one (1) year and shall commence on January 1, 2026, and shall terminate on December 31, 2026. This License can be canceled pursuant to Sections 14 and/or 15 of this Lease.

4. License Charge: In consideration for this License, the Licensee shall pay to the City the sum of \$_____ for the one-year term, payable in full to the City in advance. Holdover charges shall be \$_____ per month (due on the first day of each month).
5. Control of Structures: The Licensee shall have the right, at the end of the term of this License, to remove the following structures and equipment presently located on the Premises and owned by the Licensee, or which may be constructed during the term of this License and located on the Premises and owned by the Licensee, or in or over the waters of the Kalamazoo River which abut the Premises: pilings, power pedestals, finger piers, dock boxes, and lighting fixtures. In the event the Licensee elects not to remove the aforesaid structures or equipment as permitted in the preceding sentence, then ownership of the same shall lie with the City, which may dispose of such structures or equipment as it, in its sole discretion, deems fit. Licensee shall not remove the aforesaid structures or equipment during the term of this License. Notwithstanding the foregoing, the parties agree that full ownership of any structure(s), including any docks, seawall, bulkhead, underground power supply and public utilities, and boardwalk located on the Premises, or which may be constructed during the term of its License and located on the Premises, or in or over the waters of the Kalamazoo River which abut the Premises may not be removed or interfered with by the Licensee or its agents, assigns, or sublicensees and that the same fixtures and equipment shall be and remain property of the City. Licensee acknowledges that the current dock and related improvements are owned by the City.

6. New Construction, Alterations or Major Repair: Licensee may not undertake any new construction, alterations, or major repair work (i.e. over \$2,500) of any kind or description on, within or to the Premises (or any structures thereon), or in the waters of the Kalamazoo River or Kalamazoo Lake within the Premises, without the prior written permission of the City. Licensee further agrees that it will, prior to commencement of any construction, alteration, or repair, obtain any necessary permits required under the City Waterfront Construction Ordinance, Zoning Ordinance, or other applicable ordinance, as well as any required Michigan Department of the Environment, Great Lakes and Energy or Army Corps of Engineer permits or approvals. If any construction, alterations or major repair work that will be done by Licensee shall in any way impact or affect any City property or utility or any seawall, retaining wall, boardwalk or similar structure or item, the Licensee shall not commence any such construction, alteration or major repair unless and until the Licensee consults with the City (and obtains City approval) and the parties negotiate about whether the City will contribute any monies for any such alteration or modification of or to any such City property, utility, seawall, retention wall, boardwalk or similar item or structure.

7. Liability Insurance: Licensee will obtain and maintain public liability insurance with limits of not less than \$ 1,000,000.00 for each person and \$ 1,000,000.00 for each occurrence of bodily injury and \$ 1,000,000.00 for each property damage occurrence arising out of the use of the Premises. The City of Saugatuck shall be added to that policy of insurance as a named insured, and Licensee shall file a certificate of insurance or other written proof of such insurance coverage (acceptable to the City) with the City Clerk not later than the

date of the signing of the License at its inception. Such insurance shall not be canceled or cancelable during the term of this License (or beyond the term of the License or after the termination of this License so long as any dock or boat, structure, or item belonging to Licensee is present on or at the Premises).

8. Indemnification and Hold Harmless Provision: Licensee shall indemnify, reimburse, and hold harmless the City (as well as any official, employee, officer, agent, or contractor of the City) for, from, and against any and all liabilities, damages, causes of action, attorney fees, and costs for injuries, death, or damages to any person or destruction of or damage to any property arising out of or related to Licensee's (including for purposes of this Section 8, Licensee's contractors, subcontractors, customers, guests, invitees, tenants, assignees or sublicensees) use or presence within, on or at the Premises, or structures of, within or at the Premises, including any use of a boat/watercraft or any dock or pier in the water abutting the Premises or the shore thereof. The provisions of this Section 8 shall survive any termination of this License.

9. City Inspections: The City may, but is not obligated to, inspect any boardwalk, dock, or other structure or item located on, within or at the Premises at the commencement of the License (or at any time); and if any such item is not in a safe and reasonable condition, in the City's sole discretion, the City shall notify the Licensee, and Licensee shall immediately repair the structure(s) or item(s) and put the structure(s) or item(s) in a safe and satisfactory condition as determined by the City in its sole discretion. Failure of Licensee to repair the dock(s), items(s) or other structure(s), and to put the same in a safe and reasonable condition within fifteen (15) days from the date of notice by the City of

its unsafe or unreasonable condition, shall be cause for the City to terminate this License, and to re-enter into possession of the Premises. Failure to repair or replace the structure(s) or items(s) shall also constitute a material breach of this License. Nothing in this Section 9 shall be construed as creating a duty or obligation, of any kind, on, by, or for the City.

10. Maintenance: Licensee shall, at all times, keep the Premises free of debris and in a neat, clean, safe, reasonable and orderly condition, and keep all structures and items located thereon in good and safe maintenance and repair. Licensee agrees not to move, alter or remove any deck, item or structure(s) now existing or hereafter built on, within or at the Premises without the prior written consent of the City.
11. No Assignment Without Prior City Approval: Licensee shall not assign or sublicense any portion of the Premises or this License to any other person or party for any purpose without the prior written consent of the City, which approval shall not be unreasonably withheld. Any attempt to so assign or sublicense the Premises to anyone other than Licensee shall automatically render this License null and void unless expressly approved by the City as provided for herein. This Section 11 shall not, however, prevent the renting out of a particular boat slip or dock space.
12. Fire Department and Emergency Use: Licensee understands and agrees that a public fire department, City department, police department, or emergency responders may, in the event of an emergency, use the Premises for access to the water or to temporarily place trucks or suction equipment in order to pump water from the Kalamazoo River or Kalamazoo Lake or for other emergency uses for firefighting, emergency or rescue

purposes. Further, the City may permanently install suction stand pipes to facilitate access to water in the event of an emergency. Licensee will cooperate fully and promptly with any fire department, City department, police agency, or emergency responders if and when an emergency arises requiring their use of the Premises.

13. Passage of the Public: Licensee may not interfere with the orderly passage of members of the public, along with their personal effects, on any boardwalk which parallels the water, in passage over the Premises to the Kalamazoo River or Kalamazoo Lake or in passage from or to the Premises from adjacent parcels of land; provided, however, that to the extent permitted by law, Licensee's docking privileges contained herein shall be exclusive for the benefit of Licensee during the term of this License.
14. Default: Each of the covenants and requirements of this License are deemed to be material to the satisfactory performance of this License, and a breach or failure of Licensee to perform in accordance with any of the covenants or requirements of this License shall give the City the right to declare a forfeiture of this License, to terminate this License, and to retake possession of the Premises. In case of Licensee's default, or failure to perform any of the covenants contained herein, the City shall give written notice of such default to Licensee, or the failure to perform any of the covenants and requirements contained herein, and Licensee shall then have 14 business days from the date the notice is received via certified US Mail, or personally served, to cure the default or comply with any of the covenants not being complied with. If Licensee fails to do so, the City shall have the right to re-enter and retake possession of the Premises and this License shall there upon be immediately terminated. Notice provided for in this section shall be

sufficient if mailed by certified US mail to Licensee's address as stated above, or notice is personally served upon Licensee or any of its officers.

15. Termination by the City. The City shall have the right to terminate this License at any time upon thirty (30) days' prior written notice to Licensee if Licensee (or any authorized sublicensee) substantially or materially breaches this License, violates any City ordinance or code or any federal or state law regarding the Premises or endangers the public health or safety with regard to the Premises.
16. Removal of any Boat or Personalty of Licensee. If this License is terminated for any reason (including pursuant to Sections 14 or 15 hereof), Licensee must remove any boat, personalty, or other item owned by Licensee (except for structures as provided in Section 5 hereof) from the Premises within ten (10) days. If that does not occur, the City may remove any such item and bill the costs for removal back to Licensee who will pay and reimburse the City for such amount within ten (10) days.
17. Licensee Takes the Premises "As-Is." The parties agree to and acknowledge all of the following:
 - (a) Licensee takes the Premises "as-is" and in its current condition. The City makes no representations, warranties, or promises regarding the Premises or the ability of Licensee to use the Premises.
 - (b) It is up to Licensee to determine where the underwater/riparian boundary lines are and to ensure that no boat mooring space, boat, or other item of Licensee is moored, kept, or installed beyond the bottomlands attributable to the Premises or over or onto the bottomlands of another property owner.

- (c) The City makes no representations, promises, or warranties regarding whether or not permanent or overnight dock mooring, anchoring, or boat slips are allowed on, within or at the Premises pursuant to the common or statutory law, Michigan property rights, or otherwise.

18. No Claims or Causes of Action Regarding Adverse Possession, Prescriptive Easement, or Similar Theories.

- (a) Licensee acknowledges and agrees that any prior use by Licensee (or Licensee's predecessors) of the Premises was done or occurred with permission, and that any future use of the Premises by Licensee will also be deemed permissive. Licensee agrees not to claim any right or assert any cause of action regarding adverse possession, prescriptive easement, acquiescence, or similar legal theory against the City or with regard to the Premises.
- (b) Licensee agrees that the use of any property adjoining the Premises (whether involving dry land or bottomlands of the Kalamazoo River or Kalamazoo Lake), whether intentional or inadvertent, by Licensee or by Licensee's predecessor or predecessors was done with permission, and Licensee has not claimed (and will not claim hereafter) any adverse possession, prescriptive easement, acquiescence, or other similar right or cause of action (whether on dry land or the bottomlands of the Kalamazoo River or Kalamazoo Lake) as to any adjoining property regarding the Premises.

19. The Adjoining Boardwalk(s) Shall Remain Open During this License. Any boardwalk, sidewalk, or similar walkway along the waterfront which is located outdoors and on

property owned, leased, or controlled by the Licensee near or adjacent to the Premises shall remain open for pedestrians who are members of the general public to walk on while this License is in effect.

20. Property Taxes. Property taxes, if any, which pertain to any of the docks (or related dock items or structures) covered by this License (including _____) shall be the sole responsibility of the Licensee, without any reimbursement or offset by or from the City. Any payment due hereunder may be paid by a City-approved sublicensee of the Licensee.
21. Amendments: This License contains all of the agreements and understandings of the parties hereto, and shall not be amended or changed in any way, unless any such amendment is done in writing and is signed by the both Licensee and the appropriate City officials on authority of the City Council of Saugatuck.
22. Prior License: Effective on January 1, 2026, any and all prior licenses, leases, or other arrangements between the parties hereto covering the Premises are hereby canceled and are for all purposes null and void, and of no further force or effect, except for matters specified in this document as continuing.
23. Representations of Authority: Licensee represents that it has full authority to enter into this License and to make it binding.
24. Compliance with All Laws: Licensee agrees that Licensee (as well as Licensee's family, contractors, subcontractors, employees, customers and invitees) shall comply with any and all applicable ordinances, codes, laws, and regulations regarding the Premises and any use thereof. Licensee shall not create or permit any nuisance to occur on the Premises.

25. Controlling Law: The laws of Michigan shall control any disputes arising out of the interpretation or operation of this Agreement. Venue is proper in Allegan County.
26. Duplicate: This document may be executed in duplicate but constitutes only one contract or agreement.

CITY OF SAUGATUCK ("City")

Dated: _____, 2026

By _____
Holly Anderson, Mayor

Dated: _____, 2026

And by _____
Jamie Wolters, Clerk

Dated: _____, 2026

_____, Licensee

Dated: _____, 2026

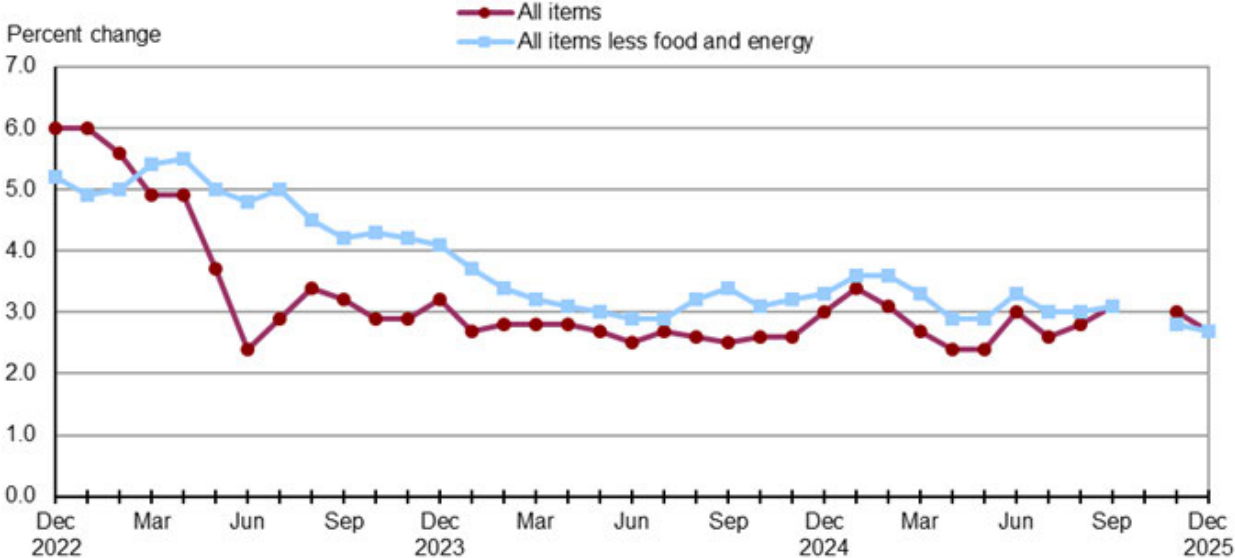
By _____
_____, Licensee

Regional prices were down 0.1 percent in December, up 2.7 percent over the year

The Consumer Price Index for All Urban Consumers (CPI-U) in the Midwest region decreased 0.1 percent in December, the U.S. Bureau of Labor Statistics (BLS) reported today. Energy prices fell 2.1 percent, led by declining gasoline prices. The index for all items less food and energy remained unchanged in December, while the index for food rose 0.2 percent. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect the impact of seasonal influences.)

The Midwest all items CPI-U advanced 2.7 percent for the 12 months ending in December. The index for all items less food and energy rose 2.7 percent over the year, and food prices increased 2.6 percent. Energy prices also advanced 2.7 percent.

Chart 1. Over-the-year percent change in CPI-U, Midwest region, December 2022–December 2025



Note: The October 2025 data values are not available due to the 2025 lapse in appropriations.
 Source: U.S. Bureau of Labor Statistics.

[View Chart Data](#)

Food

Food prices increased 0.2 percent in December. The index for food away from home (restaurant, cafeteria, and vending purchases) increased 0.5 percent, while the index for food at home (grocery store purchases) was unchanged for the month of December. Within the index for food at home, the indexes for fruits and vegetables (+1.4 percent), and cereals

and bakery products (+0.7 percent) led increases. The indexes for meats, poultry, fish, and eggs (-0.9 percent) as well as dairy and related products (-1.2 percent) led declines.

Food prices advanced 2.6 percent over the year. The index for food away from home increased 4.0 percent, and the index for food at home rose 1.8 percent, with higher prices in 4 of the 6 major grocery store food groups. The index for meats, poultry, fish, and eggs led the rise, advancing 4.7 percent over the year.

Energy

The energy index fell 2.1 percent over the month, largely due to lower prices for gasoline (-7.0 percent). Prices paid for electricity (-0.8 percent) also declined over the month, while the index for natural gas service rose 7.1 percent, partially offsetting the decline.

From December 2024 to December 2025, the energy index increased 2.7 percent. The indexes for electricity and natural gas service both increased by 11.4 percent. The index for gasoline declined 6.7 percent over the 12-month period.

All items less food and energy

The index for all items less food and energy was unchanged in December. Prices were higher for recreation (+1.1 percent), medical care services (+0.5 percent), and owners' equivalent rent of residences (+0.2 percent). In contrast, prices were lower for education and communication (-1.0 percent), used cars and trucks (-1.5 percent), and lodging away from home.

The index for all items less food and energy rose 2.7 percent over the year. Components contributing to the increase included owners' equivalent rent of residences (+4.1 percent), recreation (+4.4 percent), and medical care services (+3.3 percent).



City Council Agenda Item Report

FROM: Sara Williams

MEETING DATE: January 26, 2026

SUBJECT: Wicks Park Boat Slips

DESCRIPTION:

The City of Saugatuck annually leases ten boat slips at Wicks Park, with priority given to City real property taxpayers. Any remaining slips are then made available to the general public through a lottery system. Docking lease rates are reviewed annually by the City Council and, following a fee increase implemented in 2025, are currently set at \$1,900 for residents and \$2,100 for non-residents. Enclosed for reference are the historical rate data, the current docking lease agreement, and the Wicks Park boat slip policy. The prior fee increase before 2025 occurred in 2022; the 2025 adjustment was recommended by staff to better align with operational and maintenance costs. Last year nine of the ten slips were leased, and staff recommends no increase in fees for 2026.

PREVIOUS YEAR RATES:

2021: \$1,700 Non-Resident and \$1500 Resident
2022 – 2024: \$2,000 Non-Resident and \$1,800 Resident
2025: \$2,100 Non-Resident and \$1,900 Resident

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny the proposed 2026 Wicks Park boat slip lease agreement as presented.

Policy/Procedure: Wicks Park Boat Slip Leasing

Date Adopted or Implemented: 01-14-2019

Revision Date: N/A

Resolution Number (if applicable): N/A

CITY OF SAUGATUCK

I. General Purpose and Objective

To establish fair and equitable policies and procedures for the operation of leasing ten (10) Wicks Park Boat Slips, on the Kalamazoo River, owned/maintained by the City of Saugatuck. Boat slip season commences April 1 and ends Oct 1, weather permitting.

II. Season Dates & Fees.

1. April 1 – October 1 annually, weather & water level permitting.
2. Fee's will be established per Schedule of Fees adopted by City Council.

III. Criteria

1. City of Saugatuck real-property taxpayers will receive priority.
2. Boat slips are for pleasure (non-commercial) boats. Slips are 26 feet in length and are approximately 10 feet wide.

IV. Application/Selection Process

1. The city will accept applications (1 per real-property taxpayer) for a period of two weeks prior to the lottery date selected/advertised. Persons with multiple properties may only submit one application.
2. Applicants may request a particular slip number on application however the City cannot guarantee assignment due to lottery selection process.
2. Selection will be completed by random lottery drawing open to the public. City of Saugatuck real-property taxpayer applications will be processed first.
3. If additional slips remain, a random lottery of non-resident applications will be held.
4. All selected individuals shall sign a lease agreement providing personal, boat, and insurance information, which shall remain on file during lease period.
5. lessees selected during the lottery will have 10 business days following the lottery selection to submit completed lease agreement and full payment.

V. Cancellations

1. If lessee cancels the lease agreement, rental amount is un-refundable.
2. The lease agreement cannot be sublet, or transferred. Any attempted reassignment entitles the City to terminate lease agreement and require immediate vacation of the slip.

VI. Terms & Conditions

1. The City makes no guarantees concerning water level. Lessee will make its own independent determination. Lessee has an obligation to pay the total fee due under the lease agreement.
2. Lessee shall provide to City prior to commencement term a copy of current boat registration that list the lessee as the registered owner of watercraft. The boat registered with the City is the only watercraft to be moored in the slip.

3. City is NOT responsible for any damage or vandalism that occurs while boat is moored in the slip. Lease will include statements releasing City from liability.
4. Lessee is responsible for safety and actions of guests; and will be respectful of neighbors while accessing the boat slips.
5. Trailer and/or seasonal boat storage is not permitted on City property.
6. The City will assume no responsibility for the slip being occupied or obstructed by a third party. Lessee is prohibited from occupying or obstructing any other slips.
7. Alterations, additions, or modifications to the slip structure, water, or other structure is not permitted. Boat cradles, lifts, etc. are not permitted unless approved by City Council.
8. Storage of supplies, materials, accessories, or debris upon floats, slips, or docks is prohibited.
9. Terms and conditions of the lease, including fees, are subject to change from one boating season to the next.
10. Any infraction of the terms or conditions outlined in the lease agreement or as posted at the slip facility constitutes grounds, at the option of the City, to cancel the lease agreement. Lessee will be given 7 days after receipt of written notice to remove boat. No refund will be given.



2026 Wicks Park Boat Slip Lottery Application

Real property taxpayer and Non-taxpayers

To enter the lottery, an application must be submitted to Saugatuck City Hall, no later than Tuesday, February 17, 2026, at 5:00 p.m., postmarks will not be accepted.

Per Policy:

- The City will accept applications (1 per real-property taxpayer) for a period of two weeks prior to the lottery date selected/advertised. February 3rd – February 17th.
- Persons with multiple properties may only submit one application.
- City of Saugatuck real property taxpayers’ applications will be processed first.

LOTTERY DRAWING: Wednesday, February 18th, 2026, at 11:00 a.m. at Saugatuck City Hall Council Chambers, 102 Butler Street, Saugatuck, MI 49453. This lottery is open to the public and will be livestreamed via Zoom (Zoom link will be emailed to all applicants). Need not to be present to win.

APPLICANT NAME: _____

RESIDENT: I am a real-property taxpayer of the City of Saugatuck () Yes () No **ADDRESS:**

TELEPHONE: _____ **EMAIL:** _____

SLIP NUMBER _____ **Note* slip # can be requested, however, due to lottery process, the City cannot guarantee assignment.*

SIGNATURE: _____ **DATE:** _____

If your name was chosen in the lottery you will have until Monday, March 2nd, at 5:00 p.m. to submit ALL of the following. If the following is not received by said date/time you will forfeit your spot, and it will be given to the next individual on the waiting list.

- Fully completed Lease Agreement
- Non-refundable payment in the amount of **\$1,900(resident) \$2,100(non-resident)**
- Copy of boat registration that lists the lessee (taxpayer) as the registered owner of watercraft Applications can be submitted as follows:

By Mail:
City of Saugatuck
PO Box 86
Saugatuck, MI 49453

In Person:
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

Email:
jwolters@saugatuckcity.com

The City of Saugatuck is not responsible for any lost or misdirected applications. If you desire confirmation that your application has been received, please call the Clerks Department at (269) 224-9507.

Applicants on the waitlist will be contacted as boat slip vacancies occur.

FOR OFFICE USE ONLY

Date Received: _____ Received: () Mail () In Person () E-mail

Time Received: _____ Staff: _____

DOCKING LEASE

THIS LEASE AGREEMENT (the “Lease”) is made on this _____ day of _____, 2026, by and between the CITY OF SAUGATUCK, a municipal corporation, located in Allegan County, Michigan (“LESSOR”) and _____, whose address is _____ (“LESSEE”).

IN CONSIDERATION of the mutual covenants and promises contained herein, the parties hereto agree that LESSEE shall lease from LESSOR docking space at the Main Street boat slips owned by LESSOR subject to the following terms and conditions:

1. Description of Leased Premises: LESSEE shall lease Dock Slip Number _____ at the Main Street boat slips dock. The leased premises (“Leased Premises”) shall include Boat Slip Number _____ and the portion of the dock adjacent thereto and the water immediately abutting that boat slip and dock.

2. Purpose of the Lease: The LESSEE shall use the Leased Premises for the purpose of the docking of LESSEE’s one boat and for no other purpose or purposes unless specifically approved in writing by LESSOR prior to the start date of this Lease. The boat which LESSEE may dock at the Leased Premises is described as follows:

Type of boat: _____

Year: _____

VIN: _____

3. Term: This Lease shall commence on **April 1, 2026**, and shall terminate on **October 1, 2026**.

4. **Rental Rate:** LESSEE shall pay annual rent to LESSOR in the sum of \$ _____ for this Lease, said amount being payable upon the execution of this Lease. This rental amount is non-refundable, except as provided in Section 15 hereof.
5. **Registration:** LESSEE shall provide to LESSOR (prior to the commencement date stated above) a copy of the current boat registration that lists the LESSEE as the registered owner of the one allowed watercraft.
6. **Utilities and Parking:** LESSOR will not provide any utilities at the dock for LESSEE and shall not provide any parking space or facilities for LESSEE.
7. **Hold Harmless Provision:** LESSEE holds and uses the Leased Premises at LESSEE's own risk, LESSEE waives any and all claims against LESSOR (as well as LESSOR's officials, officers, employees, agents and assigns) and LESSEE also agrees to assume all risks related to the Leased Premises and this Lease. Furthermore, with regard to the holding and/or use of the Leased Premises, LESSEE agrees to reimburse, indemnify and hold harmless the LESSEE (as well as LESSEE's officials, officers, agents, assigns and employees) for, from and against any and all liabilities, causes of action, claims, attorney fees, costs and damages related to, arising out of or pertaining to the Leased Premises during the term of this Lease.
8. **Compliance with all Laws:** LESSEE shall comply with all laws, ordinances, codes, and requirements of the City of Saugatuck, County of Allegan, State of Michigan and United States government regarding LESSEE's boat and use of the Leased Premises.
9. **Takes "As Is":** LESSEE takes and will use the Leased Premises in its current condition and "As Is."

10. Maintenance: LESSOR shall be responsible for the maintenance and repair of the dock structure except for any damage caused by LESSEE and/or LESSEE's invitees, in which situation it shall be the responsibility of LESSEE to repair the damage forthwith upon notification to the LESSEE by the LESSOR of the need for repair. LESSEE shall keep the Leased Premises free of debris and in a neat and orderly condition and shall return the Leased Premises to LESSOR at the end of this Lease in at least as good condition as the Leased Premises was in at the commencement of this Lease, normal wear and tear excepted.

11. Sub-Letting and Assignment: LESSEE shall **not** sub-let or assign any portion of the Leased Premises, without the prior written consent of LESSOR. LESSOR shall have the sole discretion as to whether or not to grant such consent.

12. Use by Other Lessees: Other lessees or users shall have the use of the dock areas lying adjacent to LESSEE's boat slip for purposes of access to the boat slips of the other lessees or user. LESSEE shall not interfere with the orderly use and passage by other dock lessees or members of the public. However, LESSEE's docking privilege as provided for herein shall be exclusive for the benefit of LESSEE within the boat slip rented by LESSEE pursuant to this Lease.

13. Insurance: LESSEE shall carry liability insurance covering LESSEE's use of the Leased Premises and LESSEE's boat during the term of this Lease in an amount equal to at least \$1,000,000. Such insurance shall be kept in full force and effect by LESSEE during the term of this Lease. LESSEE shall provide written proof of such insurance to the LESSOR at the commencement of this Lease.

14. **Quiet Enjoyment:** Upon the payment of the rent provided for herein and performance of all of the covenants herein by LESSEE, LESSEE shall peacefully and quietly have, hold and enjoy the Leased Premises without interference from the LESSOR.

15. **High Water:** If high water causes the Leased Premises to be unusable or unsafe, the LESSOR shall declare the Leased Premises unusable, and LESSEE shall not utilize the Leased Premises while such an order in effect. If the LESSOR issues such a nonuse order or high water effectively prevents LESSEE from reasonably using the Leased Premises, the LESSOR shall issue a full or partial refund of the rent to LESSEE based proportionately upon the amount of time during this Lease that LESSEE cannot utilize the Leased Premises. If the LESSEE disagrees with how such rent rebate is apportioned, LESSEE can appeal the matter in writing to the City Council for the City of Saugatuck.

16. **Default:** Each of the covenants of this Lease are deemed to be material to the satisfactory performance of this Lease, and a breach or failure by the LESSEE to perform in accordance with any of the covenants or conditions of this Lease shall give the LESSOR the right to declare a forfeiture of this Lease, to terminate this Lease, and to retake possession of the Leased Premises. In case of LESSEE's default, or failure to perform any of the covenants contained herein, LESSOR shall give written notice of such default or failure to perform in writing to the LESSEE, and LESSEE shall have seven (7) days from the date said notice is mailed, or personally served, to cure the default or comply with any of the covenants not being complied with. If LESSEE fails to do so, LESSOR shall have the right to re-enter and retake possession of the Leased Premises, and this Lease shall thereupon be immediately terminated. Notice provided for in this paragraph shall be

sufficient if mailed by first class mail to LESSEE’s address as mentioned above stated, or notice may be personally served upon LESSEE.

17. Amendments: This Lease contains all of the agreements and understandings of the parties hereto and shall not be amended or changed in any way, unless an amendment is in writing and signed by both the LESSEE and LESSOR.

18. Controlling Law: The laws of the State of Michigan shall control any disputes arising out of the interpretation or operation of this Lease. Venue shall be in Allegan County.

19. Binding Effects: This Lease shall be binding on the successors, heirs and personal representatives of the parties hereto.

20. Duplicate: This Lease has been executed in duplicate but constitutes only one contract.

CITY OF SAUGATUCK, LESSOR

Dated: _____, 2026

By: _____
Holly Anderson, Mayor

Dated: _____, 2026

By: _____
Jamie Wolters, City Clerk

Dated: _____, 2026

By: _____
LESSEE

Dated: _____, 2026

By: _____
LESSEE

Jamie Wolters

From: Jamie Wolters
Sent: Monday, January 12, 2026 10:09 AM
To: Jamie Wolters
Subject: FW: How to Save Saugatuck One Million Dollars

From: Betsy Muir [REDACTED]
Sent: Saturday, January 10, 2026 1:02 PM
To: Holly Anderson <Holly@saugatuckcity.com>
Cc: Ryan Cummins <rcummins@saugatuckcity.com>
Subject: How to Save Saugatuck One Million Dollars

You don't often get email from [REDACTED]

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

Please distribute this to theCity Council. Thanks!

HOW TO SAVE THE CITY OF SAUGATUCK ONE MILLION \$\$\$

My name is Betsy Muir and I live full time with my husband Jim at 120 N. Maple Street, which will be rebuilt over the summer of 2026. Currently, it is my belief that this construction will include a sidewalk on the west side of the street. I am asking that you consider the following items before the sidewalk construction takes place.

1. It is my opinion that only Saugatuck citizens should be able to weigh in on the sidewalk discussions as our homes will be the ones that are impacted by a sidewalk.
2. There are no sidewalks on Mason Street or North Avenue where the Maple Street sidewalk could connect.
3. No sidewalks exist on Taylor, Taaken, or East and West Streets. Why should Maple be any different?
4. Maple Street is ONE BLOCK away from the Blue Star bike/walking path that connects to the Allegan sidewalk.
5. Jim and I have lived here 19 years and find there is very little pedestrian traffic on our street. The elementary school is in Douglas, so the only kids who would possibly walk to school would be middle and high schoolers. I have yet to see any of them walking from Maple Street to school.
6. A shoulder on the road would take up less easement. I believe the current plan is to move the street one to two feet closer to our home, use 5 feet for a buffer and then another five feet for a sidewalk. This would interrupt our driveway for company parking. Additionally, who would be responsible for shoveling the snow on the sidewalk?
7. Finally, perhaps a shoulder on the east or west side would still allow for foot traffic and would be less invasive.

Thanks very much for considering these points. Eliminating the sidewalk would save the city one million dollars and could be used for other city improvements. Please feel free to contact me if you have any comments or questions.

Respectfully submitted,
Betsy Muir
120 N. Maple Street
[REDACTED]



NOTICE

The CITY OF SAUGATUCK is accepting applications for appointment to the following boards/commissions:

Board of Review – The Board of Review meets in March, July, and December at 9:00 a.m. The Board of Review purpose is to review and correct assessments. It shall hear the complaints of all persons considering themselves aggrieved by assessment, and if it shall appear that any person or property has been wrongfully assessed or omitted from the rolls, the board shall correct the roll in such manner as it deems just.

Zoning Board of Appeals, Alternate:

The City of Saugatuck Zoning Board of Appeals (ZBA) is a five-member board with two alternates. They receive, review and decide on applications for variances, or relief from specific sections of the zoning ordinance. The ZBA was created to provide residents a forum at which they can appeal issues arising from interpretations of the City's zoning ordinance.

Saugatuck Zoning Board of Appeals meetings are held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 6:30 p.m. on the 2nd Thursday of each month unless otherwise noted.

If you are a resident of the City of Saugatuck and have the desire and ability to serve, please contact City Hall at (269) 857-2603 for more information or to request an application. Application deadline is February 10, 2026.

Jamie Wolters
Saugatuck City Clerk
Dated: January 26, 2026.