

AGENDA
THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 15, 2021 – 7:00 P.M.

1. Call to Order – Chair
2. Roll Call - City Clerk
3. Consent Calendar
 - A. Approval of the March 15, 2021 Agenda
 - B. Approval of the City Council Minutes of March 1, 2021
 - C. Approval of the City Council Workshop Minutes of March 6, 2021
 - D. Approval of Invoices in the amount of \$355,364.32
 - E. Appointments / Resignations / Proclamations
 - i. Robert Naumann Kalamazoo Lake Harbor Authority [term end 2/2025]

Motion to approve the Consent Calendar of March 15, 2021 – roll call vote

4. Public Communication
 - A. Verbal (Limit of 3 minutes)
 - B. Written Communications
 - i. Redistricting and Communities of Interest – Cathy Brockington
 - ii. Letter from Lisa Anagnostopoulos
 - iii. Letter from Robert Kenny
5. New Business
 - A. Special Event Application – Chamber Music Festival of Saugatuck
Motion to approve the Special Event Application from the Chamber Music Festival of Saugatuck organization following the guidance of the Michigan Department of Health and Human Services requirements for outdoor gatherings.
 - B. Special Event Application – Town Crier Races
Motion to approve the Special Event Application from the Town Crier Race organization following the guidance of the Michigan Department of Health and Human Services requirements for outdoor gatherings.
 - C. Schultz Park Boat Launch Concrete Apron
Motion to award a contract to install a concrete apron at Schultz Park Boat Launch to Excell Concrete of Fennville, Michigan, in the amount of \$9,240 and amend the budget to cover the cost of the improvements.

To attend and participate in this remote meeting of the City of the Village of Douglas City Council, please consider joining online or by phone.

Join online by visiting:
<https://us02web.zoom.us/j/88126482626>

Join by phone by dialing:
+1 (312) 626-6799
Then enter
“Meeting ID”:
881 2648 2626

Those who are hearing impaired and require additional accommodations are encouraged to contact (269) 857-4751 or info@ci.douglas.mi.us as soon as possible.

- D. Temporary Outdoor Use of the Right of Way
Motion to authorize City Administration to proceed with the application process to allow downtown businesses use of the City's right-of-way to expand their business from April 15, 2021 through November 1, 2021.

- E. Douglas Beach Access Stairway Reconstruction Project
Motion to approve the contract with Triple D Excavating, Riverworks Construction, and Great Northern Docks and authorize Edgewater Resources, LLC to proceed with engineered drawings and construction.

- F. Point Pleasant Slip Fee
Motion to approve the Douglas Harbor Authority's recommendation and increase Point Pleasant slip fees for the 2021 season by 5%.

- G. Resolution 10-2021 Certifying an Approved Lot Line Adjustment – PPN: 03-59-210-055-00 (Vacant Land, PPN: 03-59-210-050-00 (6914 Third Street), and PPN: 03-59-210-054-10 (6931 Fourth Street)
Motion to approve Resolution 10-2021 for the public record, a Resolution Certifying an Approved Lot Line Adjustment, and the approved Land Division Application for the exempt division of vacant land (PPN: 03-59-210-055-00), to be deeded to 6914 Third Street (PPN: 03-59-210-050-00), and 6931 Fourth Street (PPN: 03-59-210-054-10).

6. Reports

- A. Commission/Committee/Boards
 - 1. Planning Commission
 - 2. Kalamazoo Lake Sewer Water
 - 3. Downtown Development Authority
 - 4. Kalamazoo Lake Harbor Authority
 - 5. Douglas Harbor Authority
 - 6. Douglas Brownfield Authority
 - 7. Fire Board
 - 8. Community Recreation
 - 9. Recycle Committee
 - i. Presentation
 - 10. Tri-Community Bike Trail Group

- B. Staff Reports
 - 1. Police
 - 2. Public Works
 - 3. Treasurer
 - 4. Planning & Zoning
 - 5. City Manager

7. Public Communications – Verbal (Limit of 3 minutes)

8. Council Comments

9. Mayor's Report/Comments

10. Closed Session

Motion that the City Council meet in closed session under section 8 (c) of the Open Meetings Act, to discuss a conditional property purchase agreement. – roll call vote

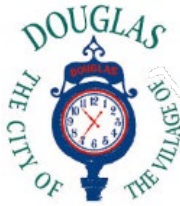
Motion that the City Council leave the closed session and enter back into the regular meeting of March 15, 2021 – roll call vote

11. Adjournment – voice vote

Please Note – The City of the Village of Douglas (the "City") is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Pamela Aalderink, City Clerk, at (269) 857-1438, or clerk@ci.douglas.mi.us to allow the City to make reasonable accommodations for those persons.

CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN

Posted this 11th day of March 2021.



MINUTES - DRAFT
THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
March 1, 2021 - 7:00 P.M.
Held by Zoom

1. Call to Order – Mayor Lion called the meeting to order
2. Roll Call - Present: Donovan, Miller, North, Seabert, Van Loon, Lion
Absent: Mooradian
Also Present: City Manager LaBombard, Executive Assistant Pearson, Deputy Clerk Howell
3. Consent Calendar
 - A. Approval of the March 1, 2021 Agenda
 - B. Approval of the City Council Minutes of February 15, 2021
 - C. Approval of the February 15, 2021 Closed Session Minutes
 - D. Approval of Invoices in the amount of \$104,682.41
 - E. Appointments / Resignations / Proclamations

Motion by Seabert, with support from North, to approve the Consent Calendar of March 1, 2021.
Motion carried by unanimous roll call vote.

4. Public Communication
 - A. Verbal (Limit of 3 minutes) – None.
 - B. Written Communications – None.
5. Unfinished Business – No unfinished business.
6. New Business
 - A. 42° N' Rowing Agreement

42° N' Rowing, a rowing group that rows with long and narrow, low-profile rowing boats, would like to enter into an agreement with the City for reasonable access to the floating dock which was purchased by the Douglas Harbor Authority. They are also requesting a reserved parking space for their trailer at a fee of \$150 per year. The City will retain the right to designate the appropriate space based on trailer size and content.

Motion by Van Loon, with support from Donovan, to enter into an Agreement Regarding Use of Wade's Bayou Park Facilities with 42° N' Rowing.

Motion carried by unanimous roll call vote.

- B. Resolution 03-2021 Recreation Passport Grant Participation

In 2019 City Council established an Ad-Hoc committee, now known as the Douglas

Parks Project, to refresh and renovate the playgrounds at Beery and Schultz Parks. The City, on behalf of the Douglas Parks Project, have begun the application process for a Recreation Passport Grant to be used, if awarded, to renovate the Schultz Park 5 – 12-year-old play structures. A requirement for this application was an approved resolution from City Council recommending City staff to complete the Recreation Passport Grant Program application to seek funding to renovate Schultz Park using Grant funds and a 25% donated match. The Douglas Parks Project group has met the 25% match through fundraising efforts.

1. Public Comments – No public comments

Motion by Seabert, with support from North, to authorize City staff to complete the Recreation Passport Grant Program application to seek funding to renovate the playground at Schultz Park using Recreation Passport Grant funds and donated matching funds.

Motion carried by unanimous roll call vote.

7. Reports

A. Commission/Committee/Boards

1. Planning Commission - Planning Commission had an advisory public hearing of a preliminary PUD for the Center Collective. Commissioners made a motion that included several conditions. They will present again at the June meeting. There was a zoning request for 30 Hamilton to change from R2 to R4, which was approved. The sign ordinance was moved to April. The next meeting on March 10 will have a site plan review, lot split, review of a condo plan, and short-term rental and special permit.

2. Kalamazoo Lake Sewer Water – KLSW has had some changes to personnel. Fleis & VandenBrink is working with KLSW to bring projects to proposal form in the next month or two. The result of the Water System Reliability Study, which looks out to 2039, shows the system is in good shape. Next meeting is March 22.

3. Downtown Development Authority – At the February 22 meeting, the new officers took over. Seabert and the previous treasurer met with City Manager LaBombard and Treasurer Smith to discuss a concern about Pride money within the DDA budget and how it should be handled. Other items discussed were the DDA helping Art On Center with their budget for next year in their promotions, the Douglas Parks Project, West Michigan Blue Star Chamber of Commerce requesting taking over the socials, and also discussed the Consumers Energy Grant to get our city on the map.

4. Kalamazoo Lake Harbor Authority – No report.

5. Douglas Harbor Authority – No report.

6. Douglas Brownfield Authority – Looking into an EGLE Grant available in the amount of \$300,000 to remove some soil vapor systems that were installed but have been dormant for quite some time, and developing a plan for if we're awarded the grant and, also, another plan for if we don't get that grant.

7. Fire Board – No report.

8. Community Recreation –The ski club had 145 participants, the most ever. Youth volleyball group is one of the larger groups that they had. Summer programs outside were well used. They may have to find another place to build the Frisbee golf. They did a virtual Bridge walk and hoping to have another one this year as a way of collecting money for scholarships. Still not sure about summer yet because of COVID. National Trails Day is set for June 5. There are a lot of hiking paths available in our community.

9. Recycle Committee – Will meet on March 10.

10. Tri-Community Trail Group – Met on February 26. The group sent out RFPs to engineering firms and received 4 high-quality proposals. Narrowed it down to two engineering firms. They will be offered an opportunity to do a full-scale presentation and one engineering firm will be selected probably by the last meeting in March.

B. Staff Reports

1. City Manager – Regarding the Consumers easement discussed last week, I sent my concerns back and am waiting for a response from them regarding their tree management and the permanence of the easement. Closing date is March 10 for Point Pleasant. Working with Edgewater on the beach stairs to determine best way to get the beach access re-established. Probably be presenting sometime in March a contract to be awarded.

8. Public Communications – Verbal (Limit of 3 minutes) – James Spurr, Portage, MI: I'm from 42° N' Rowing and wanted to thank the mayor, council, the harbor commission, Mike, Jenny, everyone we've worked with there for going on two years on this project.

9. Council Comments

Van Loon thanked James Spurr for bringing the opportunity to us. Thank you to Jenny, Rich, and the DPW for their efforts. Looking forward to seeing those shells in the water.

Miller attended the Planning Commission meeting regarding the Center Collective. Glad to see it moving forward. Hope the details can be finalized soon and that we can move forward with it. Thanks to the Planning Commission for taking that on and keeping it going.

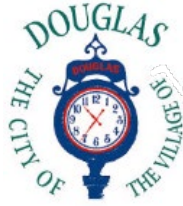
North agreed with Miller. Thought the Planning Commission did a good job.

Donovan – Kudos to the Planning Commission. Impressed with the level of detail they held the developer and presenter to. Hope they go slowly and take all the factors into consideration. Thanks to Neal because he's on the Planning Commission.

10. Mayor's Report/Comments – Lion is impressed with how many Council members attended the three-hour Planning Commission meeting. These people on Council take their job seriously enough to go to other meetings to stay informed. Kudos to this Council.

11. Adjournment

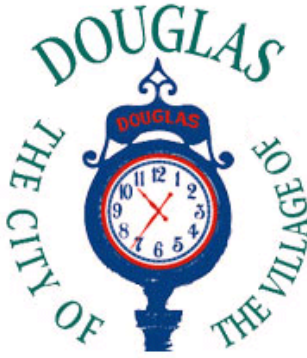
Motion by Van Loon, with support from Seabert, to adjourn the meeting. Meeting adjourned by voice vote. (7:43 p.m.)



MINUTES - DRAFT
THE CITY OF THE VILLAGE OF DOUGLAS
WORKSHOP MEETING OF THE CITY COUNCIL
Saturday, March 6, 2021 - 9:00 A.M.
Held by Zoom

1. Call to Order – Mayor Lion called the meeting to order at 9:00 a.m.
2. Roll Call - Present: Donovan, Miller, North, Seabert, Van Loon, Mooradian, Lion
Also Present: City Manager LaBombard, DPW Director Vogel, Deputy Clerk Howell
3. Workshop Discussion: LaBombard opened the meeting explaining that this is Phase 1 of strategic goal planning, which is reaffirming strategic goals and capital improvement planning. LaBombard reviewed the capital improvement outline and documented input throughout the session. Next steps are to attach dollar amounts and prioritize.
4. Public Comments:
 - A. Verbal (Limit of 3 minutes) – Steve Subelsky: Inquired about a developer in Felkers Subdivision regarding what streets, what type of houses or multiple units, where they're located, and the impact on the roads in that neighborhood.
5. Adjournment: Meeting adjourned at 1:45 p.m. by voice vote.

MEMORANDUM



To: City Council

From: Rich LaBombard
City Manager

Date: March 6, 2021

Subject: Strategic Goal Setting and
Capital Improvement Planning
Updated 3-8-21

The purpose of the Saturday, March 6, 2021, workshop is to review the City Council's strategic goals for fiscal year 21-22 and discuss capital improvement projects for the next six years. The goal for the day will be to reaffirm the strategic goals and document the capital improvement ideas that City Council feel are key to achieving the City's strategic goals.

Strategic Goals:

City Council's strategic goal is a long-term vision of where they want the City to be in the future and the necessary steps to get there, to effectively use public policy, and public resources at the City's disposal. It is key to leverage opportunities that will establish, implement, and support programs in the following four focus areas in order to grow and strengthen the Douglas community:

1. Promote, enhance, and expand on our social, cultural, environmental, and recreational values and traditions.
2. Promote economic development that complements our existing businesses while creating new sustainable opportunities within the community.
3. Housing that improves on the existing range of opportunities for workers, young families, visitors, and retirees aging in place.
4. Public services and infrastructure that deliver cost effective solutions at sustainable levels in keeping with the expectations and future needs of the community.

Capital Improvement Planning:

A capital improvement plan is a tool to help organizations make good budgeting decisions for large projects and purchases, based on strategic goals and resources. The capital improvement planning process is key to preparing the upcoming year's budget. Capital improvement projects are defined as projects worth more than \$5,000 and with a useful life of two years or more and include purchases and projects ranging from infrastructure to park improvements to

equipment needs. City Council will rank the collective capital improvement projects at a later date once a budget is developed for each project.

Capital improvement projects come from a variety of sources:

- Strategic Plans / Master Plans
- Asset Management Plans
- Equipment Replacement Schedule
- Observation

Other key components of Capital Improvement Projects:

- Estimated Overall Cost of Each Project: This cost should be above the capitalization threshold determined by the municipality—typically \$5,000 or greater.
- Estimated Operational/Maintenance Cost of Each Project: The projected cost for expenses for annual upkeep, license fees, insurance, maintenance, subscriptions, etc.
- Estimated Timeline for Each Project: The timeline details milestones and critical components of the plan's multi-year roll out. Priorities are also evaluated based on project time constraints and sometimes the ability/willingness of adjacent local units of government to partner with Douglas to accomplish broader/regional goals.
- Revenues from Each Project (If Any): For example, a community center might generate user fees from citizens renting space. When these revenues exceed expenses, the leftovers can be put into capital improvement.
- Funding Sources: What fund will pay for the project? This includes debt management and borrowing, such as loans, bonds, appropriations, grants, etc.
- Prioritization of Each Project: Considering all of the above elements (costs, timeline, revenue, funding) and the community's needs, the City will evaluate and prioritize each project. It is critical when prioritizing CIP projects to maintain alignment with the City's strategic plan!

City Council should maintain focus on the projects that can be done well but be willing to admit that sometimes government may not be best suited to solve every problem simply because it has been presented to them.

Finally, most of the goals and priorities that are established will in some way be interrelated to other goals. Government typically moves at a slow and deliberate pace. Not because it does not know how to move faster, but there is usually a need, desire, or requirement to inform the citizens and incorporate public input as part of the process.

Capital Improvement Project Discussion Topics – FY 21-22

Connect CIP with Strategic Goals

1. Economic Development Projects, Plans, and Schedules

- a. 200 Blue Star Redevelopment
 - i. Grants
 - ii. Demolition
 - iii. Haworth Donation Agreement
 - iv. Memorandum of Understanding
 - v. Development Plan
 - vi. Housing / Retail
 - vii. Clean up activities (asbestos, PCB, TCE, etc.)
 - viii. Tax Increment Financing (TIF)
 - ix. Consultants
 - x. Communication
 1. Public input
 2. Promote the project
- b. Marketing and Branding
 - i. Wayfinding Signage
 - ii. City Website
 - iii. Logo
 - iv. Downtown Gateway Sign
 - v.
- c. City Wide Technology
 - i. City Wide Internet
 1. City Contracts with provider (sole provider)
 2. Incentivize expanded service to private providers
 3. Own fiberoptic backbone system
 - ii. Smart Cities Kiosks
 - iii.
- d. Redevelopment Ready Community
 - i. Standards and Documents
 - ii. Permits
 - iii. Processes
 - iv. Flow Charts
 - v.
- e. Target Market Analysis
 - i. Housing Study
 1. Diversify available housing
 - ii. Retail Study
 1. Diversified retail
 2. Anchor businesses
 - iii. Updated Master Plans
 1. Public involvement
 2. Audit and Schedule for Master Plan updates
 - iv. Resident satisfaction survey
 1. Happiness
 2. City Services

- 3. Needs of the Community
- 4. Other services
- v.
- f. Placemaking Ideas
 - i. Under bridge Lighting Concept
 - 1. Coast Guard Approval
 - ii. Bike trail system
 - 1. Beach to Bayou
 - 2. Wiley
 - 3. BSH
 - 4. Trail Maps (Wayfinding)
 - 5. Bike Racks
 - iii. Point Pleasant
 - 1. Under bridge Walkway
 - a. Art
 - b. Gathering place
 - iv. Root Beer Barrel
 - v. Art Coast
 - 1. Lake Vista Art Wall
 - vi. Wades Bayou
 - vii. Douglas Beach
 - viii. Pride Garden
 - ix. Dunes Resort
 - x. Programming Events
 - 1. Downtown Events
 - 2. Recreation Events
 - a. Rowing

2. Underground Infrastructure

- a. Water system improvements
 - i. Lead and galvanized pipe inventory and replacement
 - 1. Water Asset Management Grant
 - a. Timeframe for award
 - 2. Potholing
 - 3. Mandatory 5% replacement
 - 4.
 - ii. Campbell Road Watermain (McVea to Ferry/ Park)
 - 1. Category B Grant
 - 2.
 - iii. New Well Second Crossing (KLSWA)
 - iv. Water Rate Study (KLSWA)
 - v. Water Reliability Study (KLSWA)
 - 1. Completed
 - vi. Water demand and development along Blue Star Highway & S. Ferry
 - vii. Randolph Street around School (Union connect to Randolph)
 - viii. Abandon Well at Wades Bayou
 - ix. Abandon Iron Removal Process at Wades Bayou
 - x.
- b. Sanitary sewer system improvements
 - i.

- c. Storm drain system improvements
 - i. Routine storm drain cleaning program
 - ii. Lakeshore storm drain crossings
 - iii. Blue Star Highway Sinkhole
 - iv. Water Street Curb Project (awarded)
 - v. Wall Street
 - vi.
- d. Utility Master Planning
 - i. Felkers Subdivision (Water, Sanitary Sewer, Storm, County Drain)
 - ii. Riverview Drive (Private) (Forcemain)
 - iii. Parkview (Private) (Forcemain and Electric Panel upgrades)
 - iv. Fremont Street West (Ferry to BSH) (Illicit water connections)
 - v. Harbor Lake Drive (Sewer Issues and multiple lift stations)
 - vi.

3. Surface Infrastructure

- a. Streets and right-of-way
 - i. Five-Year Road Plan
 - 1. Resurface Blue Star Highway (Center to Washington)
 - 2. Resurface Chestnut Street and Water Streets
 - 3. Crack Fill and Fog Coating
 - 4.
 - ii. Campbell Road Resurfacing (McVea to Ferry) – FY21 or 22
 - iii. W. Center Street shoulder maintenance
 - iv. Amity fog coat
- b. Non-motorized trails / paths
 - i. BSH safety improvements within Douglas (Bridge to Center Street)
 - 1. MDOT reroute
 - a. Fire response
 - b. Invite Chief to meeting
 - ii. BSH improvements over bridge per Tri-community Trail Committee
 - 1. Hire Engineer
 - 2. Traffic Study
 - 3. Tap Grants and others
 - 4. Construction 2023
 - iii. Wiley Road non-motorized trail (BSH to Wiley Court “The Harbors”)
 - iv. BSH Trail Improvements (Wiley to South City Limits)
 - v. Beach to Bayou - Hill Grade Improvement* (Follow Up with Wikar)
 - 1. PC apply as a condition of approval?
 - vi. Trail Map
- c. Sidewalks
 - i. Union Street (Wiley to BSH)
 - ii. Campbell Road improved shoulder (McVea to Ferry)
 - iii. Ferry Street sidewalk (Campbell to West Shore Court)
 - 1. PC apply as a condition of approval?
 - iv. BSH fill in the connections – East Side of road
 - v. St. Peters (Center Collective PUD) to BSH
 - vi.
- d. Traffic Control

- i. Upgrade or replace signal at Center Street & BSH
 - 1. Left Turn Signal
 - 2. Dog leg lane
- ii. Wiley & BSH
 - 1. Traffic Study
 - a. Traffic Signal
 - b. Round-a-bout
 - 2. Tannery Creek PUD volume?
- iii. BSH & Union
- iv. BSH & St. Peters Drive
 - 1. Center Collective PUD volume?
- v. Wayfinding Signage
- vi. Truck Route
 - 1. Water
 - 2. Union
- vii. Speed Bumps
 - 1. Ferry Street
- e. Alley Maintenance
 - i.
- f. Downtown
 - i. Downtown Electric Rehabilitation
 - ii. Parking Lots
 - 1. Share with Council the usage report*
 - iii. Electric Charging Stations

4. Park Improvements

- a. Douglas Beach
 - i. Beach Access Stairs
 - ii. Re-vegetation of bluff
 - iii. Revetment
 - iv. ADA Overlook and Sidewalks
 - v. Timed restroom locks
 - vi. Heated restrooms
 - vii. Bike Racks
 - viii.
- b. Root Beer Barrel Park
 - i. Official Park Name
 - ii. Development Plan
 - iii. Maintenance Plan (Varnishing, routine maintenance, winterization) \$
 - iv. Irrigation
 - v. Bathrooms
 - vi. Paved Parking with drainage
 - vii.
- c. Schultz Park
 - i. New Playground
 - ii. Sidewalks at new playground
 - iii. Drinking Fountain at new playground
 - iv. Boat launch paved ramp
 - v. Permanent Bathrooms
 - vi. Reconfigure portable restrooms at new playground

- vii. Dog park drinking fountain
- viii. Electric upgrades
- ix. Shoreline rip rap
- x. Seawall (Steel, wood, concrete, plastic)
- xi. Aquatic Weed Treatment
- xii. Tree removal from high water
- xiii. Frisbee golf
- xiv. Maintenance Gravel at Dog Park
- xv. Yearlong fee collection at boat launches
- xvi.
- d. Beery Field
 - i. New Playground
 - ii. Drinking Fountain
 - iii. Heated Restroom Facility
 - 1. Year-round use
 - 2. To support ice rink
 - iv. Timed locks for Bathroom
 - v. Fence caps / reflectors
 - vi. Events / Activities / Programming
 - 1. Community Recreation
 - a. Kickball League
 - vii. Assess ball field physical features
 - viii. Pavilion / Shade structure
 - ix. Picnic Tables
 - x. Splash Pad
 - xi.
- e. Union Launch
 - i. Boat ramp inspection (waiting for water to recede)
 - ii. Floating dock repair or replacement
 - iii. Boat size restriction signage
 - iv. Pavement markings for Launch sequence
 - v. Permanent restroom
 - vi. Yearlong fee collection
 - vii.
- f. Point Pleasant Marina
 - i. Outsource Marina
 - ii. Fee Increase
 - iii. Development Plan
 - iv. ADA Restrooms
 - v. ADA Sidewalks
 - vi. Pool Demolition
 - vii. Path under BSH bridge to connect trail and downtown
 - viii. Aerators for winter
 - ix. Tree Removal
 - x. Splash pad
 - xi. Placemaking Location
 - xii. Additional Docks
 - xiii. Dock Repair
 - xiv. Year 1 operation and construction schedule
 - xv.

- g. Wades Bayou Marina
 - i. Rowing Dock
 - ii. Finger Dock / Shopper Docks
 - iii. Additional Dock
 - iv. Electrical upgrade
 - v. Irrigation system improvements
 - vi. Development Plan
 - vii. Band shell
 - viii. Goose management plan – Dori Poles
 - ix. Second Well location – active search (well, Lake Michigan, connect to Holland system)
 - x. Dog Park
 - xi. Parking layout
 - xii. Paved parking lot
 - xiii.

5. Facility

- a. City Hall
 - i. ABM Options
 - ii. In person meetings
 - iii. Parking
 - iv.
- b. Department of Public Works
 - i. ABM Options
 - ii. Foundation Repair
 - iii. Window Replacement
 - iv. Insulation
 - v. Cost?
 - vi.
- c. Police Department
 - i. ABM Options
 - ii. Garage
 - iii. Evidence Storage
 - iv. Upgrade phone system
 - v. Window Replacement
 - vi. Lighting Improvements
 - vii. Heating and Cooling improvements
 - viii. \$27,000
 - ix.
- d. Library Building
 - i. RFP – Sealed Bids (Sell or lease)
 - ii. Storm water easement to Pride Garden
 - iii. Pride Garden easement with PUD *
 - iv.
- e. Other City Properties
 - i. 200 Blue Star Highway
 - 1. Options from Whiteboard*
 - ii. 66th Street
 - 1. Long Term Plan
 - 2. DPW Storage Site

- 3.
- iii. 17 acres
 - 1. Long Term Plan
 - a. Leaf and Brush Removal
 - b. Contaminants
 - c.
- iv. 3rd and Whittier Property
 - 1. Long Term Plan
 - a. Park
 - b. Can it be sold?
- v. Parking lots
 - 1. Public Lot
 - 2. Leased lots
 - a. Update Agreements
- vi. Pleasant Street
 - 1. Vacate?

6. Equipment

- a. Department of Public Works
 - i. See Attachment “A”
 - ii.
- b. Police Department
 - i. Police car in 2023
 - ii.

7. City Code and Ordinance Updates

- a. Sign Ordinance Update
 - i.
- b. Asset Disposal Ordinance
 - i.
- c. Short Term Rental Housing Ordinance
 - i.
- d. Zoning Ordinance Update
 - i.

8. Inter-Jurisdictional

- a. KLSWA
 - i. Water Agreement
 - 1. Rate approval?
 - ii. Sewer Agreement
 - 1. Rate approval?
 - iii.
- b. Harbor Authority
 - i. Siltation
 - 1. Dredge Spoils
 - ii. Invasive Species – Aquatic Weed Control
 - 1. How to pay for continued service?
 - iii. Blue Star Bridge Navigation Lighting
 - 1.

- iv. Implementation of Harbor Master Plan
 - 1.
- c. Friends of the Blue Star Trail
 - i. Interlocal Agreement
- d. Saugatuck City
 - i. Mutual Aid Agreement for DPW
- e. Fire Authority
 - i.
- f. Tri-Community Recycling
 - i. Singular contract with Douglas & Saugatuck

9. Policy

- a. Long term leaf and brush storage
 - i. 900 cubic yards
- b. Community clean up
 - i. Size and Weight restrictions
 - ii. Republic operate the pickup event in lieu of DPW
- c. Hazardous Waste Clean Up Day
 - i. Republic operate the pickup event
 - ii. Allegan County Program
- d. Fees, Schedules, and Permits Update
 - i. cursory review of ordinances complete
 - 1. Now reviewing permits
 - 2. Next step is to amend fees
 - 3. Form review
 - ii. Launch and Parking Fees at City Facilities (Schultz, Union, Wades, Douglas Beach)
 - 1. Year-round fee for launching
- e. Check hold and cashing policy
- f. Council Handbook – Board and Commission Handbook
 - i. Vacancies
 - 1. Posting process
 - 2. Applying process
 - 3. Appointing process
- g. Right of Way Seating
- h. Social Districts
- i. Tree replacement policy (tree stock-public property / row) (Tree Board)
- j.

10. Staffing

- a. Employee Handbook Revision
 - i.
- b. Salary Study
 - i.
- c. Merit pay system (Charter - Section 7.2 and Personnel Handbook)
 - i. How do other cities manage?
 - ii. HR requirement?
 - iii. Pay scale (Time based vs merit based)
- d. Intern
 - i. Document Scanning and Digitization

- e. Seasonal Time Staffing
 - i. Downtown Maintenance during spring - fall season
- f. Full Time Staffing
 - i. P&Z position
 - ii. Williams & Works Consultant (project focused)
 - iii. DPW positions sufficient for parks management / facility management / landscape management
 - 1. Inviting appearance
- g. Staff Reviews
 - i.

11. Professional Services

- a. Engineering - Prein and Newhof
- b. Attorney - Plunket and Kooney
- c. Planning & Zoning - Williams and Works
- d. Real Estate Professional / Broker
 - i. Commercial
 - ii. Douglas based
 - iii. Affordable Housing Presentation and impact on real estate market equity
 - iv. Tax impact
 - v. Retail impact
 - vi. Valuation impact
 - vii. City Service impact
- e. MTS Inspection (day to day inspection workload)
- f. IT Right
- g.

12. Technology

- a. GIS Implementation
- b. Internet Wifi
- c. City Hall Video conferencing
- d. DPW communication devices

13. Miscellaneous

- a. Christmas Décor
 - i. Wreaths and Garland
 - ii. Lighting
- b. Street Banners
- c. Pride Garden Donation
 - i. Easements
 - ii. Zoning resolution
- d. Legal costs
- e. Engineering costs

Comments: Park restrooms – study placement and quantity throughout park system
 Form Parks Commission to handle the variety of park improvements
 80 / 20 rule for complaints – public benefit
 Parks / Harbor Authority expanded scope

03/10/2021

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS
 EXP CHECK RUN DATES 07/01/2020 - 03/15/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution				
87851801				
40698	ABSOPURE WATER COMPANY	02/18/2021	03/15/2021	85.20
	486 WATER ST			
	101-463.000-740.000	SUPPLIES		85.20

JAN 2021				
40648	ALLEGAN CO TREASURER	01/31/2021	03/15/2021	230.00
	JAN MOBILE HOME			
	101-000.000-221.001	DUE TO OTHER GOVERNMENTAL UNIT		230.00

FEB 2021				
40649	ALLEGAN CO TREASURER	02/28/2021	03/15/2021	230.00
	FEB MOBILE HOME			
	101-000.000-221.001	DUE TO OTHER GOVERNMENTAL UNIT		230.00

02-475969				
40671	CARLETON EQUIPMENT	03/02/2021	03/15/2021	169.70
	AIR FILTER			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		169.70

02-476346				
40686	CARLETON EQUIPMENT	03/04/2021	03/15/2021	1,130.21
	BOBCAT SAFETY -REAR CAMERA KIT			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		1,130.21

02-476345				
40687	CARLETON EQUIPMENT	03/04/2021	03/15/2021	313.70
	BUCKET BROOM REPAIRS			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		313.70

3-10-21				
40670	CHICAGO TITLE OF MICHIGAN INC	03/10/2021	03/10/2021	282,656.57
	POINT PLEASANT CLOSING			
	594-597.000-979.000	CAPITAL OUTLAY		282,656.57

3-5-21				
40688	COMCAST	03/05/2021	03/15/2021	279.73
	COMAST 486 WATER ST			
	101-463.000-851.000	TELEPHONE		279.73

202163599081				
40657	CONSUMERS ENERGY	02/28/2021	03/15/2021	218.31
	49406 LED LIGHT RD			
	101-463.000-925.000	STREET LIGHTS		218.31

206968712026				
40658	CONSUMERS ENERGY	02/28/2021	03/15/2021	1,944.07
	STREET LIGHTS			

	101-463.000-925.000	STREET LIGHTS			1,944.07
206968712017					
	40659	CONSUMERS ENERGY	02/28/2021	03/15/2021	11.63
		TRAFFIC LIGHTS			
	101-463.000-925.000	STREET LIGHTS			11.63
201451679136					
	40691	CONSUMERS ENERGY	02/28/2021	03/15/2021	423.83
		10 MIXER RD OLD LIBRARY			
	101-265.000-922.000	UTILITIES			423.83
205278291778					
	40711	CONSUMERS ENERGY	03/09/2021	03/15/2021	30.90
		11 BLUESTAR HWY			
	101-463.000-922.000	UTILITIES			30.90
205278291774					
	40712	CONSUMERS ENERGY	03/09/2021	03/15/2021	29.03
		25 MAIN ST			
	101-751.000-922.000	UTILITIES			29.03
204655385488					
	40713	CONSUMERS ENERGY	03/09/2021	03/15/2021	37.47
		37 WASHINGTON ST			
	101-751.000-922.000	UTILITIES			37.47
205278291779					
	40714	CONSUMERS ENERGY	03/09/2021	03/15/2021	46.19
		50 LAKESHORE			
	101-751.000-922.000	UTILITIES			46.19
205278291776					
	40715	CONSUMERS ENERGY	03/09/2021	03/15/2021	490.63
		86 CENTER ST			
	101-265.000-922.000	UTILITIES			490.63
205278291777					
	40716	CONSUMERS ENERGY	03/09/2021	03/15/2021	129.30
		198 WASHINGTON ST			
	101-463.000-922.000	UTILITIES			129.30
205278291775					
	40717	CONSUMERS ENERGY	03/09/2021	03/15/2021	33.60
		251 CENTER ST SIGN			
	101-463.000-922.000	UTILITIES			33.60
204655385487					
	40718	CONSUMERS ENERGY	03/09/2021	03/15/2021	319.43
		486 WATER ST			
	101-265.000-922.000	UTILITIES			319.43
14459					
	40697	DOUGLAS SHELL	03/05/2021	03/15/2021	107.00
		CAR #5 REPAIRS			
	101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS			107.00
10-965673					
	40704	ECONO SIGNS, LLC	02/12/2021	03/15/2021	1,527.00

	SIGN POSTS				
	202-463.000-727.000	TRAFFIC SIGNS & SERVICES			763.50
	203-463.000-727.000	TRAFFIC SIGNS & SERVICES			763.50

MIHOL419950					
40683	FASTENAL COMPANY		01/29/2021	03/15/2021	61.93
	GENERAL BUILDING & GROUNDS SUPPLIES				
	101-265.000-740.000	SUPPLIES			61.93

MIHOL420002					
40684	FASTENAL COMPANY		02/01/2021	03/15/2021	32.50
	BUILDING GROUNDS SUPPLIES				
	101-265.000-740.000	SUPPLIES			32.50

MIHOL420333					
40685	FASTENAL COMPANY		02/08/2021	03/15/2021	84.93
	GENERAL BUILDING & GROUNDS SUPPLIES				
	101-265.000-740.000	SUPPLIES			84.93

SAD APP 3					
40699	HARRIS CON AG LLC		03/04/2021	03/15/2021	38,712.64
	WATER MAIN SPECIAL ASSESSMENT DISCTRICTS APPLICATION #3				
	101-536.000-974.000	CONSTRUCTION			38,712.64

2-28-21					
40681	HOLLAND SENTINEL & FLASHES		02/28/2021	03/15/2021	1,248.35
	PUBIC NOTICES				
	101-401.000-900.000	PRINTING & PUBLISHING			1,248.35

20167592					
40661	I.T. RIGHT		03/03/2021	03/15/2021	1,286.14
	OFFICE 365 EXCHANGE ONLINE, MICROSOFT 365				
	101-260.000-802.000	CONTRACTUAL			1,286.14

172565					
40652	KERKSTRA RESTROOM SERVICE		02/23/2021	03/15/2021	155.00
	BEERY FIELD HANDICAP				
	101-751.000-802.000	CONTRACTUAL			155.00

172566					
40653	KERKSTRA RESTROOM SERVICE		02/23/2021	03/15/2021	155.00
	DOUGLAS BEACH PARK HANDICAP				
	101-751.000-802.000	CONTRACTUAL			155.00

21162					
40677	MENARDS - SOUTH HAVEN		02/23/2021	03/15/2021	264.43
	POLICE SINK/DPW TOLIET REPAIRS				
	101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL			149.00
	101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL			115.43

21444					
40703	MENARDS - SOUTH HAVEN		03/01/2021	03/15/2021	659.62
	POTHOLE PATCH				
	202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			329.81
	203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			329.81

53072					
40702	MENARDS-HOLLAND		03/04/2021	03/15/2021	697.46

	FLOWER BOXES, ROUTER BIT SET			
	660-902.000-979.000	CAPITAL OUTLAY		477.99
	101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL		219.47

00116587-4				
40656	MERS		02/28/2021 03/15/2021	8,078.01
	FEB MERS			
	101-170.000-721.000	MERS BENEFITS		72.22
	101-260.000-721.000	MERS BENEFITS		2,116.04
	101-265.000-721.000	MERS BENEFITS		184.19
	101-401.000-721.000	MERS BENEFITS		822.45
	101-463.000-721.000	MERS BENEFITS		257.53
	101-751.000-721.000	MERS BENEFITS		16.76
	101-301.000-721.000	MERS BENEFITS		2,080.08
	101-301.000-721.000	MERS BENEFITS		281.70
	202-463.000-721.000	MERS BENEFITS		1,137.60
	203-463.000-721.000	MERS BENEFITS		1,109.44

3768				
40660	MMTA		03/03/2021 03/15/2021	15.00
	TREASURER TO TREASURER CHAT			
	101-260.000-725.000	TRAINING FUNDS		15.00

53514				
40701	NEW DAWN LINEN SERVICE		03/04/2021 03/15/2021	36.75
	COMMERCIAL CLEANING			
	101-265.000-802.000	COMMERCIAL CLEANING		12.00
	101-301.000-802.000	COMMERCIAL CLEANING		24.75

2588483-00				
40672	NICHOLS PAPER & SUPPLY, CO		03/03/2021 03/15/2021	458.01
	PARKS SUPPLIES, COVID-19 SUPPLIES			
	101-751.000-740.000	SUPPLIES		368.88
	101-265.000-740.000	SUPPLIES		89.13

2579794-01				
40673	NICHOLS PAPER & SUPPLY, CO		08/26/2020 03/15/2021	698.32
	COVID 19 SUPPLIES			
	101-265.000-740.000	SUPPLIES		698.32

12133526-00				
40674	NICHOLS PAPER & SUPPLY, CO		07/23/2020 03/15/2021	155.57
	COVID 19 SUPPLIES			
	101-265.000-740.000	SUPPLIES		155.57

159453275001				
40678	OFFICE DEPOT		02/22/2021 03/15/2021	71.96
	PAPER, BANKERS BOXES			
	101-265.000-740.000	SUPPLIES		71.96

159460149001				
40679	OFFICE DEPOT		02/20/2021 03/15/2021	5.79
	BINDER CLIPS			
	101-265.000-740.000	SUPPLIES		5.79

D567656				

40705	OVERISEL LUMBER CO.	02/12/2021	03/15/2021	68.71
	TRUCK #2 AND #5 BRINE			
	202-464.000-740.001		SNOW AND ICE REMOVAL SUPPLIES	35.74
	203-464.000-931.000		REPAIRS & MAINTENANCE: WINTER	32.97

D568527				
40706	OVERISEL LUMBER CO.	02/08/2021	03/15/2021	25.99
	SNOW ROOF RAKE			
	202-464.000-740.001		SNOW AND ICE REMOVAL SUPPLIES	25.99

D570754				
40707	OVERISEL LUMBER CO.	02/23/2021	03/15/2021	60.94
	BUILDING MAINT DPW BUILDING			
	101-265.000-930.000		REPAIRS & MAINTENANCE: GENERAL	60.94

114				
40645	PEARSON PROPERTIES	03/01/2021	03/15/2021	375.00
	RENTED STORAGE SPACE FOR EQUIPMENT			
	594-599.000-802.000		CONTRACTUAL	375.00

3313033344				
40654	PITNEY BOWES	02/23/2021	03/15/2021	167.52
	LEASE CHG-ACCT 0015608568			
	101-265.000-802.000		CONTRACTUAL	167.52

10791274				
40692	PLUNKETT COONEY	03/08/2021	03/15/2021	2,227.50
	PROFESSIONAL SERVICES SPECIALTY			
	594-597.000-801.000		CONTRACTUAL ATTORNEY	1,777.50
	101-401.000-801.000		CONTRACTUAL ATTORNEY	427.50
	101-210.000-801.000		CONTRACTUAL ATTORNEY	22.50

0240-008275229				
40700	REPUBLIC SERVICES #240	02/28/2021	03/15/2021	449.80
	486 WATER, 47 CENTER			
	101-463.000-802.003		CONTRACTUAL- REFUSE	398.05
	101-301.000-802.000		CONTRACTUAL	51.75

104692664				
40651	RICOH U.S.A, INC.	02/19/2021	03/15/2021	203.10
	POLICE COPIER LEASE			
	101-301.000-942.000		LEASE- COPIER	203.10

5061510767				
40655	RICOH USA, INC	03/01/2021	03/15/2021	39.52
	POLICE COPIES			
	101-301.000-802.000		CONTRACTUAL	39.52

3681691				
40675	ROLYAN BUOYS	02/23/2021	03/15/2021	2,195.00
	5 WHITE CAN BUOY SLOW WATER			
	594-599.000-750.000		SUPPLIES	2,195.00

2356808				
40696	SCHNEIDER TIRE OUTLET	03/01/2021	03/15/2021	546.00
	TIRES FOR CAR #5			
	101-301.000-930.004		VEHICLE MAINTENANCE & REPAIRS	546.00

10184				
40709	SCOTT'S LANDSCAPE MANAGMENT INC	02/22/2021	03/15/2021	854.15
	SNOW REMOVAL CONTRACT 2/22			
	203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING		854.15
70594879				
40689	SHELL FLEET PLUS	02/28/2021	03/15/2021	1,483.09
	DPW GAS			
	660-903.000-860.000	GAS & OIL		1,483.09
70601930				
40690	SHELL FLEET PLUS	02/28/2021	03/15/2021	834.06
	POLICE GAS			
	101-301.000-860.000	GAS & OIL		834.06
2637				
40710	SLANT	03/09/2021	03/15/2021	50.00
	UPDATE WEBSITE			
	101-260.000-806.006	WEBSITE-CITY		50.00
268452				
40650	THRUN LAW FIRM PC	02/28/2021	03/15/2021	823.50
	PROFFESIONAL SERVICES			
	101-265.000-979.000	CAPITAL OUTLAY		823.50
100576447				
40693	TRACTOR SUPPLY COMPANY	02/04/2021	03/15/2021	1,244.95
	75 GAL STEEL TANK, FULE PUMP, FUEL FILTER, FILTER KIT			
	660-902.000-979.000	CAPITAL OUTLAY		1,244.95
9874120429				
40682	VERIZON WIRELESS	02/25/2021	03/15/2021	144.82
	DPW IPADS			
	101-463.000-851.000	TELEPHONE		144.82
406251				
40676	WESTERN MI FLEET PARTS	02/25/2021	03/15/2021	249.76
	ULTRATHIN STROBE GREEN/AMBER			
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		249.76
# of Invoices:	60	# Due: 59	Totals:	355,364.32
# of Credit Memos:	0	# Due: 0	Totals:	0.00
Net of Invoices and Credit Memos:				355,364.32

--- TOTALS BY FUND ---

101 - GENERAL FUND	57,908.34
202 - MAJOR STREET FUND	2,292.64
203 - LOCAL STREETS FUND	3,089.87
594 - DOUGLAS MARINA	287,004.07
660 - EQUIPMENT RENTAL FUND	5,069.40

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	460.00
170.000 - MANAGER	72.22
210.000 - ATTORNEY	22.50
260.000 - CLERK/TREASURER	3,467.18
265.000 - BUILDING & GROUNDS	3,797.60
301.000 - POLICE	4,316.96
401.000 - PLANNING & ZONING	2,498.30
463.000 - GENERAL STREETS & ROW	7,966.80
464.000 - GENERAL STREETS WINTER & ROW	948.85
536.000 - WATER AND SEWER SYSTEMS	38,712.64
597.000 - POINT PLEASANT	284,434.07
599.000 - DOUGLAS HARBOR AUTHORITY	2,570.00
751.000 - PARKS & RECREATION	1,027.80
902.000 - DPW EQUIPMENT PURCHASES	1,722.94
903.000 - EQUIP. REPAIRS & MAINTENANCE	3,346.46

From: Cathy Brockington <cabrocking68@gmail.com>
Sent: Thursday, March 4, 2021 3:19 PM
To: City of Douglas <info@ci.douglas.mi.us>
Subject: Re: Redistricting and Communities of Interest

The public Meeting dates are May 11-Benton Harbor, May 12-Muskegon, May 13-Grand Rapids. I left those out of my letter, sorry. Cathy Brockington

On Mar 4, 2021, at 3:12 PM, Cathy Brockington <cabrocking68@gmail.com> wrote:

989 Singapore Dr
Saugatuck, Mi 49453
March 4, 2021

March 4, 2021

Dear Saugatuck City Council, Douglas City Council, and Saugatuck Township Board of Trustees,

Once again it is Redistricting Time. As a result of the voters' initiative in 2018, currently the Michigan Independent Citizens Redistricting Committee is meeting to begin the map drawing process for our state. One important criterion for the maps, in addition to equal population and contiguity, is a new concept called [Communities of Interest](#).

[A Community of Interest \(COI\) is a: \(per the Michigan Constitution of 1963\)](#)

[\(Article IV, Section 6. \(13\)](#)

[\(c\) Districts shall reflect the state's diverse population and communities of interest. Communities of interest may include, but shall not be limited to, populations that share cultural or historical characteristics or economic interests. Communities of interest do not include relationships with political parties, incumbents, or political candidates.](#)

I am currently working on a team for the League of Women Voters of Michigan that is spreading out across Michigan to inform citizens about this concept and to encourage them to identify the COI in which they live. We are also encouraging and helping these COIs to prepare testimony to present their cases at the 10 upcoming public hearings that will occur around the state in April and May.

There are three public hearings coming up in Western Michigan. GR. ? ?

Since we have seen our communities moved back and forth between the 6th and 2nd Congressional Districts in past redistrictings, I am proposing that our three communities, and any other contiguous areas around our communities that identify with us, form a Community of Interest and present a proposed map of our area with testimony at one of the upcoming public hearings. (COI's are not contractual agreements and do not have any monetary commitments. They're merely cooperative and for the sole purpose of trying to keep our communities in the same legislative districts whenever possible. Our votes are stronger if we can work with one representative on issues that affect our area. CB)

Our common interests that bind us together as a COI include:

Tourism industry

Independent Businesses

Small Town and Suburban/Rural population

Small Agriculture Businesses

Strong LGBTQ Community

Saugatuck-Douglas Library District

KLSWA

Saugatuck Fire District

Tri-Community Planning Document

Saugatuck Public School District

Lake Michigan and inland Lake conservation issues

Shared Historic and Tribal Connections

Share common interests and traits with South Haven, Glenn, Ganges and other cities and towns along Southwest Lake Michigan.

Plus any other attributes that you know about.

Another issue that I want to contribute to this conversation is that I know the City of Battle Creek is going to be presenting themselves as a COI who identifies with the City of Kalamazoo. They are doing this in hopes of being moved in together for a Congressional District with common interests. Since equal population is a requirement in districts, we who are a small group, could be

moved into the 2nd District again, since we are contiguous to it and easily traded, along with other smaller areas.

Unlike the local politicians, The Independent Citizen's Redistricting Commission is not familiar with how our communities have collaborated and created a common identity. It might cause representation problems, if our area was split up into different districts for Congressional, State Senate, or State House Districts.

I would be very happy to volunteer my services to work with a representative of each of our communities to put together a map and testimony for our common Community of Interest for one of the upcoming Public Meetings held by the Michigan Independent Citizens' Redistricting Commission later this spring.

Sincerely,

Cathy Brockington

989 Singapore Dr.

Saugatuck, MI 49453

Member of the LWVMI Communities of Interest Outreach Committee

cc. City of Saugatuck

City of the Village of Douglas

Saugatuck Township Board of Trustees

Lisa Anagnostopoulos

3064 May Street
Douglas, MI 49406

9th March 2021

**TO: City of Douglas:
City Manager, Zoning Administrator, Planning Commission
Members, City Council Members and City Clerk**

**RE: Stop Signs at 3rd and May Street and Other Improvements in the
Felker's Neighborhood; Development of the 3075 Lake Shore Drive
Property**

I am writing this letter regarding the above referenced items due to our serious concerns as to how these items impact ourselves and our neighbors.

1. *Stop Signs and Traffic.* We respectfully request that stop signs be installed on all four corners of May and 3rd Street. Since moving here full time approximately six years ago we have noticed a steady rise in traffic in our neighborhood each spring, summer and fall. The increase is obviously due to the many rental properties and part time residents that come to Douglas during this period of time. Oftentimes people are looking for their rentals, confused as to where they are going and in general not paying attention to the road. During the winter months this is not as much of an issue as we are not as densely populated. This summer I witnessed a young child almost get run over because there is no stop sign on May and 3rd heading southbound. The only stop sign on this corner is for traffic heading westbound which is not a through street like May. It is a dead end. The child was just learning to ride their bike and had we not yelled out along with the child's mother they very well likely would have been hit. We have had numerous near misses with our own boys during this period of time for the above named reasons. Furthermore, the addition of the proposed construction will only exacerbate this issue.
2. *Paving of Dirt Road.* The road directly in front of our house is one of the few dirt roads remaining in Felker's. We have requested many times that this road be paved and have been told that it is on the list. We believe this road should be updated as part of the ongoing

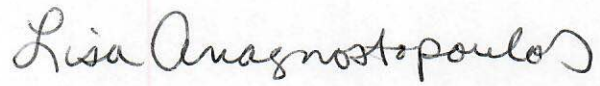
updates to the sewers and infrastructure in Felker's. Additionally, it poses a danger in that every year when the road is plowed the man hole becomes exposed. It is in fact sticking up out of the ground at this very moment. Although cones are put there to warn drivers of this issue many times people will take the cones and move them aside. Finally, being a dirt road it does encourage a lot of traffic and parking of large trucks which given the small breadth of the road is not only causing it to deteriorate more quickly but is a noise issue for our family and those around us. We are also concerned that the construction on 3075 Peach will use this road as a thoroughfare to the project leaving their trucks on the street daily and letting them run which will cause not only deterioration of the roads but a significant noise and pollution issue for our family and especially for our son with special needs. Which leads me to my next request.

3. *Routing of Traffic for Peach Street Project.* Given that we already have increased traffic throughout spring, summer and fall we would respectfully request that part of the requirements for the building of these new homes include that all truck traffic be routed down Wiley Road to Lakeshore Drive and enter the property from there rather than coming through our neighborhood. The roads in Felker's were not built to handle the amount of increased traffic that we have but they were particularly not built to withstand the amount of trucks that will be required during this construction. Our roads are quite narrow and in desperate need of updating.
4. *Construction Noise.* We respectfully request that as part of the approval of the 3075 Peach Street project that Title IX, Section 95.03 ANTI-NOISE REGULATIONS GENERALLY, Subsection (B)(8) of the Douglas, Michigan Code of Ordinances (a copy of which is attached hereto) be modified to allow construction on Mondays through Friday only. Or, to start later on Saturdays and Sundays so as to ensure peace and quiet not only for those of us who live here but to ensure that the many renters who spend their vacations here are at the very least not disturbed on the weekends.
5. *Letter from Robert Kenny dated March 7, 2021.* I read Bob Kenny's letter dated March 7, 2021. I share his concerns and hope that you will review the drainage issues, drainage plan, and topographical survey

closely so that you understand the drainage issues. Please be diligent in requiring compliance with all applicable codes and ordinances.

We hope that you will give each of the concerns mentioned above serious consideration as is your responsibility as the public officials hired, elected or appointed to represent us, your residents.

Sincerely,

A handwritten signature in black ink that reads "Lisa Anagnostopoulos". The signature is written in a cursive style with a large initial "L" and a decorative flourish at the end.

Lisa Anagnostopoulos

§ 95.03 ANTI-NOISE REGULATIONS GENERALLY.

(A) No person shall cause or create any unreasonable or unnecessarily loud noise or disturbance, injurious to the health, peace, or quiet of the residents and property owners of the city.

(B) The following noises and disturbances are hereby declared to be a violation of this subchapter; provided, however, that the specification of the same is not thereby to be construed to exclude other violations of this ordinance not specifically enumerated:

(1) The playing of any radio, phonograph, television, or other electronic or mechanical sound-producing device, including any musical instrument in such a manner or with such volume as to unreasonably upset or disturb the quiet, comfort or repose of other persons;

(2) Yelling, shouting, hooting or singing on the public streets between the hours of 10:00 p.m. and 7:00 a.m., or at any time or place so as to unreasonably upset or disturb the quiet, comfort or repose of any persons in the vicinity;

(3) The emission or creation of any excessive noise which unreasonably interferes with the operation of any school, church, or hospital;

(4) The keeping of any animal, bird or fowl, which emanates frequent or extended noise which shall unreasonably disturb the quiet, comfort or repose of any person in the vicinity; such as allowing or permitting any dog to bark repeatedly in an area where such barking can be clearly heard from nearby residential property;

(5) The operation of any motorcycle so out of repair or so loaded or constructed as to cause loud and unnecessary grating, grinding, rattling, or other unreasonable noise including the noise resulting from exhaust, which is clearly audible from nearby properties and unreasonably disturbing to the quiet, comfort or repose of other persons;

(6) The sounding of any horn or other device on any motor vehicle unless necessary to operate the vehicle safely or as required by the Michigan Motor Vehicle Code;

(7) The discharging outside of any enclosed building of the exhaust of any steam engine, internal combustion engine, motor vehicle, or motor boat engine except through a muffler or other similar device which will effectively prevent loud or explosive noises;

(8) The erection, excavation, demolition, alteration or repair of any building or premises in any part of the city, and including the streets and highways, in such a manner as to emanate noise or disturbance unreasonably annoying to other persons, other than between the hours of 7:00 a.m. and 9:00p.m. on any day, except in cases of urgent necessity in the interest of public health and safety;

(9) The creation of a loud or excessive noise unreasonably disturbing to other persons in the vicinity in connection with the operation, loading or unloading of any vehicle, trailer, railroad car, or other carrier or in connection with the repairing of any such vehicle in or near residential areas;

(10) The use of any drum, loudspeaker or other instrument or device for the purpose of attracting attention to any performance, show, sale, display or other commercial purpose which, by the creation of such noise, shall be unreasonably disturbing to other persons in the vicinity; and

(11) The operation of any machinery, equipment or mechanical device so as to emit unreasonably loud noise which is disturbing to the quiet, comfort or repose of any person.

(C) Violations of this section are independent of the maximum decibel limitations provided for under § 95.05.

(Ord. 03-2008, passed 5-6-2008) Penalty, see § 95.99

Robert C. Kenny
3073 Peach Street
Douglas, MI 49406

TO: City of Douglas:
City Manager, Zoning Administrator, Planning Commission Members, city
Council Members and City Clerk

DATE: March 7, 2021

RE: Development of the 3075 Lake Shore Drive Property

This is a long letter about our neighborhood's serious concerns about storm water drainage issues involving the development of the 3075 Lake Shore Drive Property (the "Property".) Our concern is not that the Property will be developed. Our concern is how the Property will be developed from a storm water drainage perspective. How the Property is developed is controlled by the City Codes and Ordinances. Whether those Codes and Ordinances are required to be followed is controlled by the City Manager, Zoning Administrator, Planning Commission members, and City Council members.

In this letter we will address:

- 1) **Two major failures that fuel our storm water drainage concerns.**
 - a. The Owner's failure to follow codes.
 - b. The City's historical failure to require and enforce compliance with city codes.
- 2) **The crux of the drainage issue.**
- 3) **The solution to the drainage issue.**
- 4) **Relief Sought by Owner**
 - a. Site Plan Review – Article 24.
 - b. Land Division Regulations – Article 17¹.

A map of the area is attached (Exhibit B) to help you understand the issues and locate the street addresses of the properties discussed.

- 1) **Two major failures that fuel our storm water drainage concerns:**
 - a. **The owner's failure to follow codes:** The owner of the Property digging on the lake side of Lake Shore Drive without calling MI-Dig and without obtaining any permits causes us to be concerned that the owner may not follow the City Codes and Ordinances with this development, to the serious detriment of our neighborhood.

We know that City Staff is aware of the owner's digging activities on the lake side of Lake Shore Drive, for which no permits were requested nor approvals given. We also know that the City Council was made aware of these activities and the City's very serious concerns about whether or not the pavement on Lake

¹ All Code References in this letter are to the City of the Village of Douglas Zoning Ordinance unless otherwise stated.

Shore Drive would collapse down the bluff, taking with it the water line servicing the homes on Lake Shore Drive.

Residents who drove past the Douglas public beach no doubt wondered why there was a large stone/dirt pile in the parking lot for so long. That pile was proactively placed there so that the City and/or KLSWA could quickly react if the Lake Shore Drive or the disturbed portion of the bluff collapsed into the lake - taking the water line with it. Fortunately that did not happen. But the owner's failure to follow the codes and obtain permits gives us grave concerns.

- b. The City's historic failure to require and enforce compliance with City Codes.** The "Area of Concern" is located south of Garandana Drive (extended west to Lake Shore Drive), west of Peach Street (extended north to Garandana Drive), the lots on the south side of Lakeside Drive, and east of Lake Shore Drive. The City's historical failure to require compliance with storm water drainage codes in the Area of Concern, when homes were being built, resulted in substantial impacts on existing residents in the neighborhood.

We do not know whether the City Manager, Zoning Administrator, Planning Commission members and City Council members are aware of the City's long history of failing to require compliance with storm water drainage codes in this Area of Concern.

Construction of homes in the southern portion of the Area of Concern started in earnest in the early 2000's. There have been many meetings regarding drainage issues well before the 2000's but I will focus on just two that have occurred subsequent to 2000. There was a meeting with a Warnock Drainage District representative on June 13, 2005 to discuss drainage problems created on Lake Shore Drive with the construction of 3059 Lake Shore Drive. At that time Lakeside Drive was only a rutted dirt lane used by an occasional neighbor. Storm water and sump pump discharge from the 3059 Lake Shore Drive property was flowing north across the dirt lane. When the owner of 3059 Lake Shore Drive subdivided his property to create buildable lots on the south side of Lakeside Drive, Lakeside Drive was paved and a shallow swale on the south side of Lakeside Drive was carved out in front of the 3059 Lake Shore Drive house. That swale *did not and still does not drain anywhere. Nothing more was done at that time.* Subsequently 3063 Lake Shore Drive and 3057 Lake Shore Drive were constructed in front of the 3059 Lake Shore Drive house with no visible swales.

Five years later there was another meeting with a Warnock Drainage District representative on August 25, 2010. At that meeting the storm water on Lakeside Drive was discussed again. More houses were being built on the south side of Lakeside Drive including 3061, ~~6944~~², and 3065 Lakeside Drive. The recommendation from that meeting was that a drainage ditch be constructed on the south side of Lakeside Drive with the intent that the ditch would drain into the established and operating drainage ditch on May Street - located one and a

² The 6944 address is out of synch. That's the address posted on the house. 3061 Lakeside Drive is to the east and 3065 Lakeside Drive is to the west of 6944.

half blocks to the east. However, instead of a fully operable drainage ditch, the City required that only a shallow swale to be constructed in front of each of the new homes as they were built. No culverts under driveways were required and there was no positive drainage flow towards May Street. The swales would, and still do, fill with water and sometimes overflows into the street, and only dissipate into the ground over time or evaporate. This is not a drainage plan.

At that meeting 10 years ago there was discussion that a drainage system be constructed from Garandana Drive on the north to Lakeside Drive on the south in order to "resolve" the drainage issue. This was something that was to be studied - 10 years ago! The result? Nothing was constructed.

In a recent phone conversation with the City Manager he mentioned that he and a representative from the Warnock Drainage District walked the area and discussed a drainage system from Garandana Drive to Lakeside Drive. The same discussion occurred 10 years earlier with no results. Is it reasonable to expect action will be taken this time around?

More recently 3074 Lakeside Drive, on the north side of Lakeside Drive between Peach Street and Lake Shore Drive, was built. Another house immediately east of 3074 is under construction (Dept of Bldg. Permit #21-002). Those two homes, together with 3065 and 3067 Lake Shore Drive, previously referenced, have severely limited the available routes for storm water drainage to drain the Area of Concern in a southerly direction. One can see from the elevation of the land, on the west side of the new foundation recently constructed (Permit 21-002), that drainage is designed to flow to the north, not south to Lakeside Drive.

Construction of homes in the northern portion of the Area of Concern started in 1985 with a three lot Lake Shore Drive subdivision. If you drive west on Garandana Drive (the north end of the Area of Concern) you can see the higher elevations at which the three homes on Lake Shore Drive were constructed - specifically 3083 in 1969, 3079 in 1992, and 3081 in 2007. Those homes did not provide any meaningful grading plan. 3083 Lake Shore Drive has a similar drop-off in elevation on the north side of its lot as that occurring between 3067 Lake Shore Drive and 3071 Lake Shore Drive in the southern portion of the Area of Concern. .

In approximately 2008, a property owner in the northern portion met with Becky Ringer, the Allegan County Drain Commissioner to discuss the excessive stormwater coming from those three lots. No drainage plan was required for the three lot subdivision by the City. Those drainage issues persist to this day and have resulted in litigation.

2. The Crux of the Drainage Issue:

The crux of the drainage issue is that these homes were allowed to be constructed without following City codes. Home builders come to this area, they see the area is low, so they build the foundations at a high enough elevation to ensure the homes will be above the level of known flooding. *That solves the builder's concerns but*

they it exacerbates the problem for all the neighboring properties, when City codes are not followed.

The Area of Concern is like a bathtub. The 4 streets on the perimeter of the Area of Concern are generally higher than the land in the middle. Storm water naturally flows into the low areas and in some places stands for months, creating portions of yards that are unusable due to wetness and muck for long periods of the spring and summer. Although this area is close to the lake, it is not all sandy soil, otherwise the middle of the Area of Concern would not hold water for such long periods of time. A walk along the beach in this general area now reveals a surprising amount of clay in the bluff. It is not simply a sand dune bluff. The presence of clay no doubt explains why the middle area holds water, causing serious drainage issues on a continuing basis.

The water stagnates in the back yards of the following Lake Shore Drive properties: 3071, 3075 (the Property), 3079, 3081, 3083, and the westernmost vacant lots on the south side of Garandana Drive. The City's failure to enforce the City codes in 1985 when the three lot Lake Shore Drive subdivision was approved caused drainage problems so bad that litigation ensued. In each case the storm water drainage issues could have been avoided by the City requiring compliance with the City's own codes and ordinances.

The unfortunate result is that the neighbors do not have confidence in the owner of 3075 Lake Shore Drive or in the City - based on past behavior of the City and recent behavior of the owner.

One interesting thing to note is that historically and just recently the City met with the Warnock Drainage District regarding these issues. The 2016 Warnock Drainage District map used by the Warnock District in 2016 to impose a special assessment shows that only the lots on the south side of Lakeside Drive are in that Drainage District. The substantial portion of the Area of Concern is apparently in the Allegan County Drainage District. The Douglas Zoning Ordinance requires compliance with the surface water drainage standards of the Allegan County Drain Commission (Section 16.20 (1) (a)). Is the City aware of what drainage district covers the Area of Concern? Is it only one, or is it both? Clearly the Zoning Ordinance requires compliance with the County Drain Commission and only the property owner at the northern portion of the Area of Concern has spoken with the Allegan County Drain Commission. This must be clarified and rectified, if necessary, before any drainage plans are reviewed and approved.

3. Solution:

Now is the time to acknowledge, address and resolve this storm water drainage issue from a more regional perspective and not deal with it on an individual lot by lot basis.

We mentioned earlier and we are appreciative that the City Manager walked the area with the Warnock Drainage District representative with this issue in mind. We are aware that the purpose was to determine a reasonable solution. But we caution the City, the City Council members and the Planning Commission members that a

walkabout to eye ball a possible solution will be woefully inadequate. City Codes provide a roadmap to a solution. And we certainly want the City to obtain clarification as to where the Drainage District lines lie.

The City Zoning Ordinance details development project submittals that must be filed when seeking Site Plan Review approval and Land Division approval. The solution is in following City Codes. If it is deemed necessary that some of the drainage issues can only be resolved by the City, then the City must actively engage in this process now.

We are imploring the City to require compliance with all applicable City Code provisions. We are imploring the City Zoning Administrator and Planning Commission members to require that a topographical survey be prepared by the owner and be reviewed by the City's Civil Engineering consultant and the Drain Commission, as required by Section 24.02 (6) of the Zoning Ordinance to confirm that the development plans can and will comply with all applicable codes and ordinances.

A simple walk around the Area of Concern will reveal the many instances where City codes have been ignored, but it will not result in a resolution, without first reviewing the detailed grading plans, topographical surveys required by the Zoning Ordinance.

4. Relief Sought by Owner:

- a. Site Plan approval pursuant to Article 24 of the City Zoning Ordinance.
- b. Land Division approval pursuant to Article 17 of the City Zoning Ordinance.

a. Site Plan Approval (Article 24)

Below are three of many of the City Code provisions to which the Zoning Administrator, and Planning Commission members must require compliance.

Attached as Exhibit A is a more expansive list of requirements of the Zoning Ordinance which are directly related to this issue. We insist that compliance be achieved with these and all other applicable City Code provisions.

Section 24.02 (21) requires submission of a Grading Plan detailed in Section 16.20.

Section 16.20 (4) (a) of the Zoning Ordinance states that:

“The final grade surface of ground areas surrounding a building or structure shall be designed and landscaped such that surface water flow away from the building or structure and is managed in a manner which avoids: increased flow onto adjacent properties or public roads, the erosion of filling of a roadside ditch, the blockage of a public water course or the creation of standing water over a private sewage disposal drainage field.”

Section 16.20 (4) (b) of the Zoning Ordinance states that:

“Filling with earth or other materials of a parcel of land to an elevation above the established grade of adjacent developed land is prohibited without the expressed written approval of the City Engineer and Zoning Administrator.”

If the City Engineer and Zoning Administrator intend on allowing this redevelopment to avoid these two provisions, we insist that a drainage plan: be submitted by the Owner; be reviewed by the City's Consulting Civil Engineer and by the Allegan County Drain Commission as required by Section 16.20 (1) (a); be and approved to establish that any alternative solution being provided will not further exacerbate the drainage problems.

The City's failure to enforce Section 16.20 (4) (a) and (b) is most egregious and obvious at the precipitous drop off along the north property line of 3065 Lake Shore Drive and is also evident at 3083 Lake Shore Drive.

It very well may be that a detention or retention area is required to handle this drainage issue. If that is the case and it is not provided at this stage of the planning process, then the drainage issues will persist forever.

Clearly there was no effort to manage or prevent increased flows from 3065 Lake Shore Drive onto 3071 Lake Shore Drive. The filling on the three lot subdivision in the north area (3079, 3081 and 3083 Lake Shore Drive) and in the south area (3065 Lake Shore Drive) was not required to be limited to an elevation that meets the established grade of adjacent developed land.

The City continues to allow homes to be built in this Area of Concern even though surface waters flowing away from the new homes were not "managed" to avoid increased flow onto adjacent properties (Permit 21-002.) These concerns were presented to the City on countless occasions over the years – including before most of the homes started construction. This neighborhood will not accept the City's continued failure to address this problem.

b. Land Division Approval (Article 17).

City Council members will have to address these very same issues when the Land Division question is presented to the City Council. Section 17.03 of the Zoning Ordinance requires the division of any unplatted land to receive the approval of the City Council to ensure conformance with the requirements of this Ordinance and the Land Division Act (state statute). Section 17.02 (1) of the Land Division Regulations of the Zoning Ordinance states that the division of a lot is prohibited unless the lot division is consistent with all other provisions of this ordinance: which includes those provisions directly and indirectly referenced in this letter.

It is in the City Council's best interest to ensure that all these codes are being followed from the beginning of the development process which commences at the Planning Commission public hearing, this Wednesday, March 10, 2021. If the Planning Commission approves plans that do not require compliance with all code requirements, then what will City Council members do when you must make finding that there is conformance with City Codes as required by the Land Division procedure? Will you do an independent review to confirm conformance with City Codes – or will you just assume that others have taken care of it, thinking your job is just to put a rubber stamp of approval on the land Division Plat?

One thing we do know is that it has been proven to be too late to expect these issues to be addressed at the time of building permit issuance when all focus is on the building construction code and not the civil engineering requirements.

This Planning Commission public hearing is the one and only chance that the public - that this neighborhood - gets to speak to the review of plans. And even then a resident is given only 5 minutes to speak! We do not get notice when final engineering plans are submitted. We don't get to talk to the City's Civil Engineering Consultant to get an explanation of what the final drawings show.

Conclusion.

This recitation of the historical failures of the City is not meant to lay blame on current City Staff. Most of the issues that have been identified occurred before the current City Manager and Zoning Administrator were hired. But it is to say that the City's "review system" currently in place, if allowed to continue, will likely provide the same result - a result that is untenable and is not acceptable to this neighborhood.

Obviously there is a breakdown somewhere in the City's "this is how we do it" process. This letter is to put the "City" on notice, at the outset, of past problems and our serious concerns.

It is important for you to know who we, the neighbors, consider the "City" to be. The "City" is each individual Planning Commission member. The "City" is each individual Zoning Board of Appeals member. The "City" is the City Manager. The "City" is the Zoning Administrator. The "City" is each individual City Council member.

The responsibility to our neighborhood for failure to adequately address City Codes (i.e. requiring Code Compliance) falls in all of your laps. We have no one else to turn to.

We the residents rely on each of you as individuals to know what your own ordinances require and to see to it that they are followed. That is a responsibility that each have undertaken by being appointed or elected. The current condition of this Area of Concern proves that it is not good enough for any of the individuals mentioned above to assert that they are Planning Commissioners but not civil engineers and therefore they will rely on the civil engineers to ensure compliance. It is not enough for the Zoning Administrator to not enforce a Zoning Ordinance provisions because the Planning Commission does not include a condition of compliance. It is not enough for a City Council member to say that it is not an issue that comes before the City Council so City Council members have no say in this.

You all have a responsibility to your residents. You accepted that responsibility when you were elected, appointed or hired. Please do not shirk that responsibility.

Thank you.



Bob Kenny
3073 Peach Street

EXHIBIT A
INCOMPLETE LIST OF DRAINAGE RELATED REQUIREMENTS
CONTAINED IN THE DOUGLAS ZONING ORDINANCE APPLICABLE
TO SITE PLAN REVIEW AND LAND DIVISION APROVAL PROCESSES

Section 16.20 Environmental Protection Standards.

- Drainage Plan Required:
 - All new construction, including single family residential and any use requiring site plan review shall prepare and submit for review a drainage plan that conforms to the provisions of this Ordinance and the regulations and standards that follow. 16.20 (1).
 - Published surface water drainage standards of the Allegan County Drain Commission must be followed. 16.20 (1) (a).
 - Michigan Department of Natural Resources requirements for ... wetlands ... fills in or near ... floodplains. 16.20 (1) (f).
- Sensitive Lands:
 - Where a portion of a parcel is characterized by wetlands, hydric soils ... new development on the parcel shall occur on those buildable portions of the parcel without such sensitive resources. 16.20 (2) (a).
 - The Zoning Administrator shall not issue a Zoning Permit for any land use which requires any other agency, county, state, or federal permit(s), until such permit(s) has been obtained and satisfactory evidence has been submitted verifying the acquisition of the necessary permits. 16.20 (2) (b).
 - The City may require mitigation measures to be taken to ... otherwise lessen the impact of a new land use upon natural resources and sensitive areas. 16.20 (2) (c).
- Grading and filling:
 - In order to protect adjacent properties ... and to provide for adequate drainage of surface water, the following rules shall apply to all construction activities requiring permits pursuant to this Ordinance. 16.20 (4)
 - Flow Restrictions: The final surface ground areas surrounding a building ... shall be designed and landscaped such that surface water flow ... is managed in a manner which avoids: increased flow onto adjacent properties ... 16.20 (4) (a).
 - Elevation Restrictions: Filing with earth ... of a parcel of land to an elevation above the established grade of developed land is prohibited without the expressed written approval of the City Engineer and Zoning Administrator. 16.20 (4) (b)
- Grading Plan Requirements:
 - Identify existing drainage features on the lot, adjacent lots, and at the street; including inlets, storm drain pipes, culverts, swales, springs, water impoundments, etc. and existing structures on adjacent lots (within 20 feet of the property line). 16.20 (5) (a) (2)
 - The Grading Plan must establish positive drainage and not re-direct existing runoff or new runoff to an adjacent property unless an existing drainage easement or property owner agreement is provide. 16.20 (5) (c).

- No standing water shall remain, unless planned low areas ... are planned and properly designed including underdrains as necessary. 16.20 (5) (d).
- Stormwater Standards
 - The Zoning Administrator has the authority to require the owner to submit an approved plan for detaining storm water where hydric soils are present. 16.22 (3) (c).

Article 24 Site Plan Review submittal requirements:

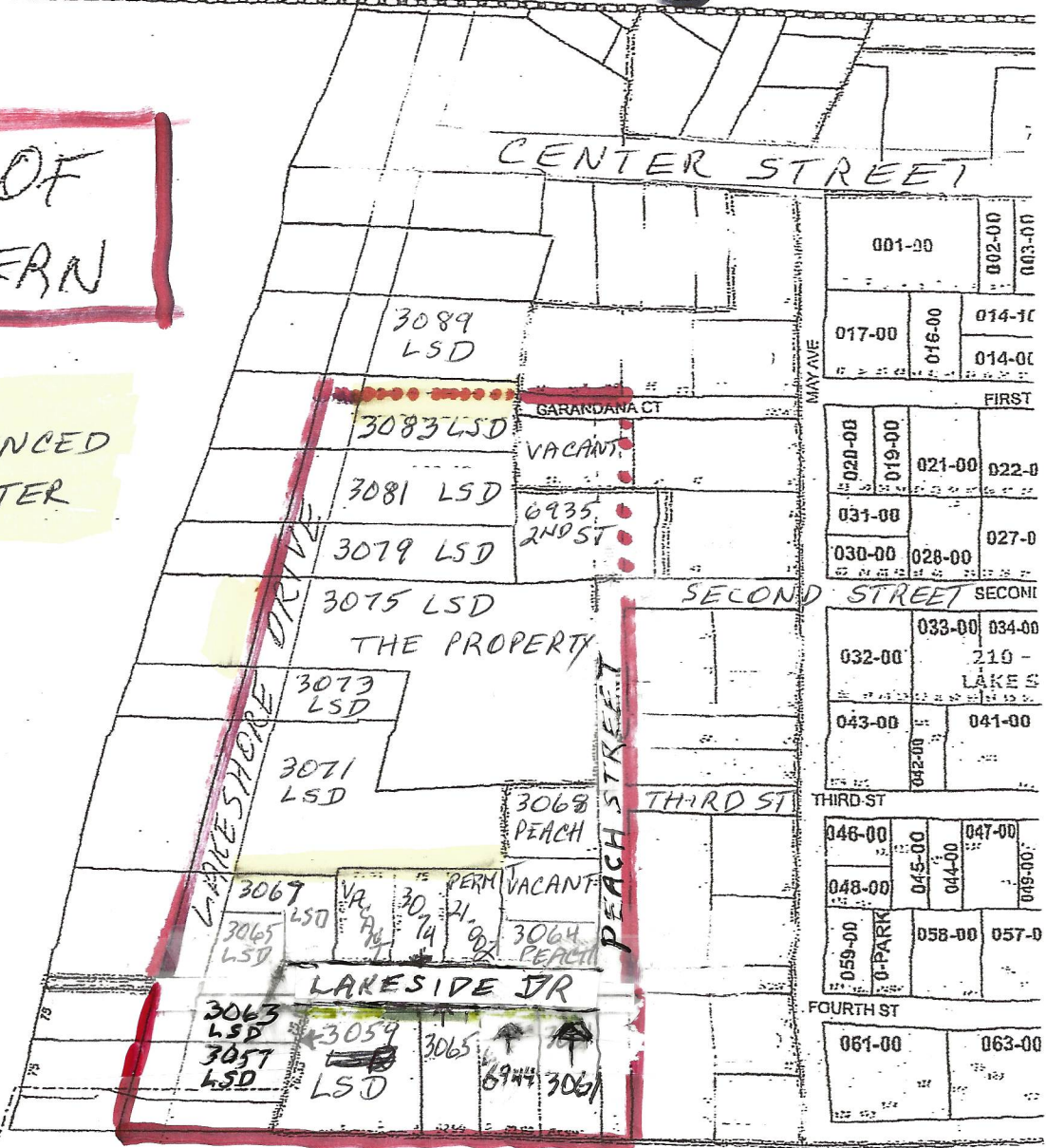
- A written statement regarding the project's impact on ... the natural environment of the site and adjoining lands. 24.02 (3).
- A description of the existing soils on-site and as to the suitability of these soils for the proposed use. 24.02 (3) (e).
 - *NOTE: Because of the storm water naturally accumulating in the low part of that lot, a soil test should be required to determine if the low portion of that site has hydric soils. And if it does, then the hydric soils should be handled in conformance with what all the applicable codes require for hydric soils.*
- Natural features such as ... woodlands ... **topography (at two-foot intervals) 24.02 (6).**
- Location of ... storm water management facilities. 24.02 (10).
- Location of exterior drains ... retention and/or detention areas, sumps and other facilities designed to collect, store or transport storm water... The point of discharge for all drains and pipes shall also be specified on the site plan. 24.02 (14).
- Grading plan per section 24.02 (21).
- For complex site plans and/or for land uses that may generate significant impacts on surrounding land uses or public facilities the Zoning Administrator or Planning Commission may require any or all of the following reports or studies as a part of complete site plan. 24.02 (22).
 - General topography and drainage patterns including any regulated features such as wetlands, high risk erosion areas or other features. 24.02 (22) (A) (3) (a) (ii).
 - **A description of the existing soils on-site and as to the suitability of these soils for the proposed use. 24.02 (A) (3) (e)**
 - *NOTE: The area being proposed for the new houses has always held water. Are these hydric soils that should not be built upon? If the soils were sandy, then water would not be ponding for as long as it does.*

Finally, keep in mind that conditions can be required by the Planning Commission. Those conditions must be stated in writing and shown on the site plan, together with the reasons and be delivered to the applicant. Those conditions must relate to the impacts resulting from the development. I believe we can all agree that storm water drainage is a serious enough issue related to the development to warrant conditions that require compliance with all code requirements of the City. 24.04 (3)

EXHIBIT B

AREA OF CONCERN

AREAS REFERENCED IN LETTER



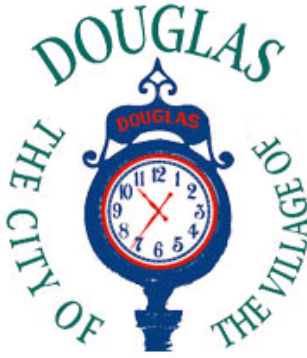
126.23

GOVT LOT #3

Saugatuck Twp TAX MAP

LAKESHORE DR

MEMORANDUM



To: City Council

From: Rich LaBombard
City Manager

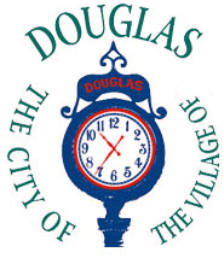
Date: March 15, 2021

Subject: Special Event Application – Chamber Music Festival of Saugatuck

The City of Douglas has received a Special Event Application from the Chamber Music Festival of Saugatuck to reserve Beery Field. The proposed event is scheduled for July 15 with a rain date of July 16 and will be held from 7:00 p.m. - 8:30 p.m. If approved this public event would be a family-friendly concert presented by the world-class Akropolis Quintet, perfect for a summer evening out to enjoy beautiful downtown Douglas.

The Akropolis Quintet propose to set up on the paved section near the restrooms with the public bringing their own chairs to sit in the grass area.

I recommend City Council approve the Special Event Application from the Chamber Music Festival of Saugatuck organization following the guidance of the Michigan Department of Health and Human Services requirements for outdoor gatherings.



CITY OF THE VILLAGE OF DOUGLAS
 86 West Center Street, P.O. Box 757
 Douglas, MI 49406
 (269) 857-1438 phone / (269) 857-4751 fax
www.ci.douglas.mi.us.com
douglas@ci.douglas.mi.us

CITY COUNCIL	
ACTION	
Approved	_____
Denied	_____

APPLICATION FOR SPECIAL EVENT PERMIT

The City of Douglas offers two types of permits for events within the City. A **Special Event** is described as a large gathering of people that covers a broader range of the City, such as, the entire park(s), right-of-ways, trails, street closures, sidewalks, etc. These events also require significant coordination and requests of City resources, such as, Douglas Police Department, Department of Public Works, and Saugatuck Township Fire Department. **Special Event Permits will require approval from City Council and need to be filled out in its entirety and returned to the City Clerk's office a minimum of 60 days prior to the scheduled event.** A **Park Reservation** permit is described as a small gathering confined to a small area of a park and does not require significant City coordination or resources. Park Reservation permits require only City administration approval.

APPLICANT/ORGANIZATION INFORMATION

Applicant/Organization: _____ PH: _____

Contact Name: _____ PH: _____

Street Address/P.O. Box: _____

City/State/Zip Code: _____

E-mail: _____

CONTACT PERSON ON DAY OF EVENT: _____ **PH:** _____

EVENT INFORMATION

Name of Event: _____

Event Date(s): _____ Anticipated Number of Attendees: _____

Purpose of Event: _____

Location of Event: _____

Event Start & End Hours: _____

Estimated Date/Time for Set-Up: _____

Estimated Date/Time for Clean-Up: _____

Estimated Number of Volunteers: _____

EVENT DETAILS

MUSIC:

Will Music be provided during this event? Yes No

If yes, type of music proposed: Live Amplification Recorded Loudspeakers

Time music will begin: _____ end: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department)

Will Food Vendors/Concessions be available at your event? Yes No

If yes, Provide Copy of Health Department Food Service License

ALCOHOL:

Will alcohol be served at your event? Yes No

If yes, Provide Copy of Liquor Liability Insurance (Listing the City as additional insured)

Provide Copy of Michigan Liquor Control License

Please describe measures to be taken to prohibit the sale of alcohol to minors: _____

NOTE: It shall be unlawful for any person within the City to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the City, unless the consumption is authorized under a valid permit issued by the City or its authorized agent. (1995 Code, 42-166) (Ord.43, passed 6-5-1961)

EVENT SIGNAGE:

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

Temporary Signs: Number requested: _____ Maximum size is 2'x2'
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

Banner Signage: Maximum size is 14'x4'
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

Signage at Event Site: Location(s): _____
Description of signs: _____
(Signs at event site cannot be displayed prior to the day of the event and must be removed at the end of the event.)

Please see the City Clerk to obtain the correct application based on the event signage requested.

FIREWORKS:

Will fireworks be a part of your event? Yes No

If yes, Provide Copy of Liability Insurance (Listing the City as additional insured)

Council Resolution will be Required – see attached sample

TENTS/CANOPIES/MISC:

Will tents/canopies be installed? Yes No

If yes, *Notify the Director of the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations* (Irrigation systems are located at Beery Field and Schultz Park)

Fill out the Special Event Requirements for Tent Structures form and/or call the Saugatuck Township Fire Department with questions at (269) 857-3000.

Booths – Quantity _____

Tents – Quantity _____

Awnings – Quantity _____

Tables – Quantity _____

Portable Toilets – Quantity _____

The City of Douglas does not have tents, tables, or chairs available for rental.

APPLICANT/ORGANIZATION CHECK LIST

- Completed Application
- Event Map (include detailed event layout for food vendors/concessions, booths, portable restrooms, road closures, barricades, music, event signage, etc.)
- Certificate of Insurance (listing the City of Douglas as additional insured)
- Fireworks Resolution – 60 days in advance (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)
- Requirements for Tent Structures (if applicable)

If document(s) are missing, please explain: **We will rent a 15'x15' tent without sides and without staging. We will set it up on the cement patio.**

The Applicant/Organization understand and agrees to the following:

Provide a certificate of insurance with all coverage deemed necessary for the event, naming the City of Douglas as an additional insured on all applicable policies. The certificate shall be submitted to the City Clerk’s Office no later than 1 (one) week following notice of the event approval.

Comply with all local and applicable State Laws and City policies. Applicant/Organization acknowledges that the special events permit does not relieve the Applicant/Organization from meeting any requirements of law or those of other public bodies or agencies applicable to the event.

Applicant/Organization further understands the approval of the event may include additional requirements and/or limitations based on the City’s review of this application. The Applicant/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 before the event may be held.

Applicant/Organization 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/Organization also agrees to clean-up and leave/restore the area in the condition it was found. The City is not responsible for equipment or personal items left on public property.

A breach of any of these understandings and agreements may result in the denial of Application or revocation of an approval of the City.

HOLD HARMLESS/INDEMNITY

1. Upon approval of Event Permit, Applicant/Organization agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and Contactors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:

- A. Acts or omissions by the Applicant/Organization, its agents, employees, servants and Contractors in furtherance of the event, including, but not limited to, acts or omissions alleged to be in the nature of gross negligence or willful misconduct. The Applicant/Organization agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims, or demands arising from the operations of the Applicant/Organization due to the above referenced acts or omissions.
- B. Violations of state or federal law by Applicant/Organization, its agents, employees, servants, and Contractors whether administrative or judicial, arising from the nature and extent of this Application. Permit and/or event.
- C. Other acts of Applicant/Organization or attendees causing personal injury or property damages in connection with this event, unless resulting from the sole negligence of the City, its officers, employees, or agents.

2. The Applicant/Organization agrees that it is its responsibility and not the responsibility of the City to safeguard the property and materials used in the event and the property and materials of the attendees. Further the Applicant/Organization agrees to hold the City harmless for any loss of such property and materials.

3. The Applicant/Organization shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Applicant/Organization further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or sub-Contractor involved in the hosting of this event.

As the Applicant or duly authorized agent of the 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.

Printed Name of Applicant: _____ Date: _____

Signature of Applicant: _____ Date: _____

AUTHORIZING PERSONNEL SIGNATURES:

DEPARTMENT OF PUBLIC WORKS:

(Applicable permit fees may apply depending upon the assistance required by the City):

Approved Denied *Authorized Personnel Signature* _____

Will this event require the use of any of the following municipal equipment?

- | | |
|---|--|
| <input type="checkbox"/> Trash Receptacles – Quantity _____ | <input type="checkbox"/> Barricades – Quantity _____ |
| <input type="checkbox"/> Traffic Cones – Quantity _____ | <input type="checkbox"/> No Parking Signs – Quantity _____ |
| <input type="checkbox"/> Fencing– Quantity _____ | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Water | <input type="checkbox"/> Restroom Cleaning |

DOUGLAS POLICE DEPARTMENT:

(Applicable permit fees may apply depending upon the assistance required by the City):

Approved Denied *Authorized Personnel Signature* _____

Will this event require additional officers & equipment? Yes No

If yes, please describe & include times: _____

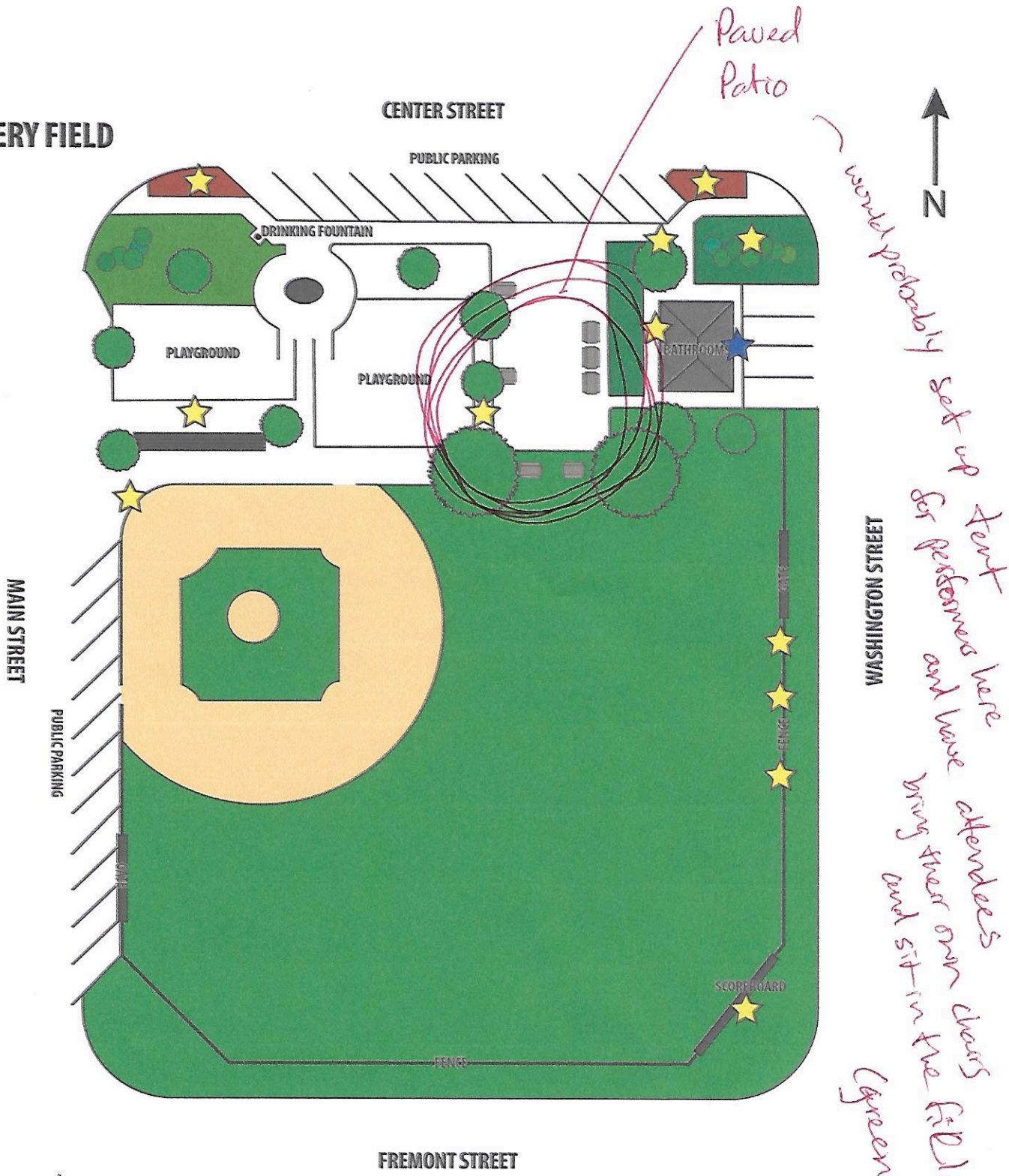
 Street Closure: (Use attached map to outline proposed closure)

Street closure date/time: _____ Street re-open date/time: _____

Parade Route: (Use attached map to outline route)

Parade start time: _____ Parade finish time: _____

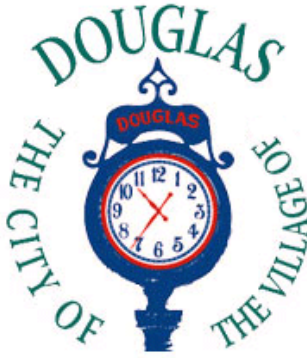
BEERY FIELD



-  Water Hose Hookup
-  Electrical Outlet

Note: Beery Field has an underground irrigation system. Please notify the supervisor at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations for tents, canopies, etc.

MEMORANDUM



To: City Council

From: Rich LaBombard
City Manager

Date: March 15, 2021

Subject: Special Event Application –
Town Crier Races

The City of Douglas has received a Special Event Application from the Town Crier Race organization to seek assistance using City resources, as well as, the use of Beery Field. City resources will include use of Department of Works staff to position barricades etc. and use of the Douglas Police Department to help direct traffic.

The proposed event is scheduled for Saturday, June 19, 2021, and will be held from 6:30 a.m. – 12:30 p.m. If approved this public event will raise money for the Saugatuck Public Schools Cross Country Team and the Track & Running Club. Race events include a half marathon, 10K, 5K, and a new 5K community walk. Virtual races will also be made available for those not able to participate in person but would still like to support the cause.

The Town Crier Race Organization is proposing a starting line at Saugatuck High School and the finish line at Beery Field. The courses are tentatively similar to the 2019 courses but will be finalized at a stakeholder meeting on April 21, 2021.

All races will be using the following protocols based on what other events have been/or will be doing this year:

- Each event has four start times that will allow 25 people per slot
 - This could change, but will updated if needed
- Packet pickup will only be on Friday, June 18th, 2021
 - This will be a socially distanced packet pickup
 - No registration or packet pickup will happen on the day of the race
- Participants will be highly encouraged to bring what they would need to run their race event
 - There will be no food or refreshments at the finish line
 - There will be no water stations along the course

I recommend City Council approve the Special Event Application from the Town Crier Race organization following the guidance of the Michigan Department of Health and Human Services requirements for outdoor gatherings.



CITY OF THE VILLAGE OF DOUGLAS
86 West Center Street, P.O. Box 757
Douglas, MI 49406
(269) 857-1438 phone / (269) 857-4751 fax
www.ci.douglas.mi.us.com
douglas@ci.douglas.mi.us

CITY COUNCIL	
ACTION	
Approved	_____
Denied	_____

APPLICATION FOR SPECIAL EVENT PERMIT

The City of Douglas offers two types of permits for events within the City. A **Special Event** is described as a large gathering of people that covers a broader range of the City, such as, the entire park(s), right-of-ways, trails, street closures, sidewalks, etc. These events also require significant coordination and requests of City resources, such as, Douglas Police Department, Department of Public Works, and Saugatuck Township Fire Department. **Special Event Permits will require approval from City Council and need to be filled out in its entirety and returned to the City Clerk's office a minimum of 60 days prior to the scheduled event.** A **Park Reservation** permit is described as a small gathering confined to a small area of a park and does not require significant City coordination or resources. Park Reservation permits require only City administration approval.

APPLICANT/ORGANIZATION INFORMATION

Applicant/Organization: Town Crier Races PH: 269.857.2133
Contact Name: Linda B Kinnaman or Sue Poolman PH: L: 616.566.7316
Street Address/P.O. Box: PO Box 1040
City/State/Zip Code: Douglas, MI 49406
E-mail: towncrierrace@gmail.com
CONTACT PERSON ON DAY OF EVENT: Rick Bauer PH: 616.848.9313
or Sue Poolman - c: 269.227.3448

EVENT INFORMATION

Name of Event: Town Crier Race Event
Event Date(s): 06/19/2021 Anticipated Number of Attendees: 200-300
Purpose of Event: \$\$ for SPS CC, Track & Running Club
Location of Event: Event starts at the Saugatuck HS, then ends in Douglas in front of Beery Field
Event Start & End Hours: 6:30am-12:30pm
Estimated Date/Time for Set-Up: 06/19/2021 - 6:00am
Estimated Date/Time for Clean-Up: 06/19/2021 - 12:30pm
Estimated Number of Volunteers: 30-50

EVENT DETAILS

MUSIC:

Will Music be provided during this event? Yes No

If yes, type of music proposed: Live Amplification Recorded Loudspeakers

Time music will begin: _____ end: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department)

Will Food Vendors/Concessions be available at your event? Yes No

If yes, Provide Copy of Health Department Food Service License

ALCOHOL:

Will alcohol be served at your event? Yes No

If yes, Provide Copy of Liquor Liability Insurance (Listing the City as additional insured)

Provide Copy of Michigan Liquor Control License

Please describe measures to be taken to prohibit the sale of alcohol to minors: _____

NOTE: It shall be unlawful for any person within the City to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the City, unless the consumption is authorized under a valid permit issued by the City or its authorized agent. (1995 Code, 42-166) (Ord.43, passed 6-5-1961)

EVENT SIGNAGE:

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

Temporary Signs: Number requested: _____ Maximum size is 2'x2'
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

Banner Signage: Maximum size is 14'x4'
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

Signage at Event Site: Location(s): _____
Description of signs: _____
(Signs at event site cannot be displayed prior to the day of the event and must be removed at the end of the event.)

Please see the City Clerk to obtain the correct application based on the event signage requested.

FIREWORKS:

Will fireworks be a part of your event? Yes No

If yes, Provide Copy of Liability Insurance (Listing the City as additional insured)

Council Resolution will be Required – see attached sample

TENTS/CANOPIES/MISC:

Will tents/canopies be installed? Yes No

If yes, Notify the Director of the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations (Irrigation systems are located at Beery Field and Schultz Park)

Fill out the Special Event Requirements for Tent Structures form and/or call the Saugatuck Township Fire Department with questions at (269) 857-3000.

Booths – Quantity _____

Tents – Quantity _____

Awnings – Quantity _____

Tables – Quantity _____

Portable Toilets – Quantity _____

The City of Douglas does not have tents, tables, or chairs available for rental.

APPLICANT/ORGANIZATION CHECK LIST

- Completed Application
- Event Map (include detailed event layout for food vendors/concessions, booths, portable restrooms, road closures, barricades, music, event signage, etc.)
- Certificate of Insurance (listing the City of Douglas as additional insured)
- Fireworks Resolution – 60 days in advance (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)
- Requirements for Tent Structures (if applicable)

If document(s) are missing, please explain: Insurance to be provided by Saugatuck Public Schools

The Applicant/Organization understand and agrees to the following:

Provide a certificate of insurance with all coverage deemed necessary for the event, naming the City of Douglas as an additional insured on all applicable policies. The certificate shall be submitted to the City Clerk's Office no later than 1 (one) week following notice of the event approval.

Comply with all local and applicable State Laws and City policies. Applicant/Organization acknowledges that the special events permit does not relieve the Applicant/Organization from meeting any requirements of law or those of other public bodies or agencies applicable to the event.

Applicant/Organization further understands the approval of the event may include additional requirements and/or limitations based on the City's review of this application. The Applicant/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 before the event may be held.

Applicant/Organization 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/Organization also agrees to clean-up and leave/restore the area in the condition it was found. The City is not responsible for equipment or personal items left on public property.

A breach of any of these understandings and agreements may result in the denial of Application or revocation of an approval of the City.

HOLD HARMLESS/INDEMNITY

1. Upon approval of Event Permit, Applicant/Organization agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and Contactors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:

- A. Acts or omissions by the Applicant/Organization, its agents, employees, servants and Contractors in furtherance of the event, including, but not limited to, acts or omissions alleged to be in the nature of gross negligence or willful misconduct. The Applicant/Organization agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims, or demands arising from the operations of the Applicant/Organization due to the above referenced acts or omissions.
- B. Violations of state or federal law by Applicant/Organization, its agents, employees, servants, and Contractors whether administrative or judicial, arising from the nature and extent of this Application. Permit and/or event.
- C. Other acts of Applicant/Organization or attendees causing personal injury or property damages in connection with this event, unless resulting from the sole negligence of the City, its officers, employees, or agents.

2. The Applicant/Organization agrees that it is its responsibility and not the responsibility of the City to safeguard the property and materials used in the event and the property and materials of the attendees. Further the Applicant/Organization agrees to hold the City harmless for any loss of such property and materials.

3. The Applicant/Organization shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Applicant/Organization further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or sub-Contractor involved in the hosting of this event.

As the Applicant or duly authorized agent of the 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.

Printed Name of Applicant: Rick Bauer Date: 03/04/2021

Signature of Applicant:  Date: 03/04/2021

----- Office Use -----

AUTHORIZING PERSONNEL SIGNATURES:

DEPARTMENT OF PUBLIC WORKS:

(Applicable permit fees may apply depending upon the assistance required by the City):

Approved Denied *Authorized Personnel Signature* _____

Will this event require the use of any of the following municipal equipment?

- | | |
|---|--|
| <input type="checkbox"/> Trash Receptacles – Quantity _____ | <input type="checkbox"/> Barricades – Quantity _____ |
| <input type="checkbox"/> Traffic Cones – Quantity _____ | <input type="checkbox"/> No Parking Signs – Quantity _____ |
| <input type="checkbox"/> Fencing – Quantity _____ | <input type="checkbox"/> Electric _____ |
| <input type="checkbox"/> Water _____ | <input type="checkbox"/> Restroom Cleaning _____ |

DOUGLAS POLICE DEPARTMENT:

(Applicable permit fees may apply depending upon the assistance required by the City):

Approved Denied *Authorized Personnel Signature* _____

Will this event require additional officers & equipment? Yes No

If yes, please describe & include times: _____

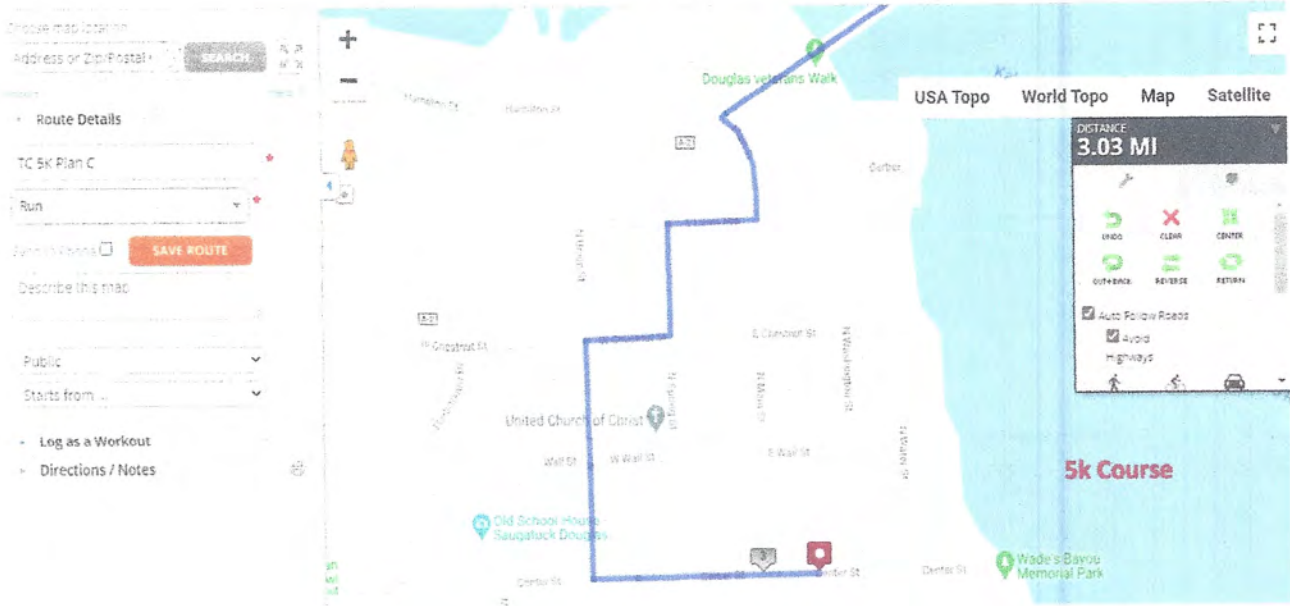
Street Closure: (Use attached map to outline proposed closure)

Street closure date/time: _____ Street re-open date/time: _____

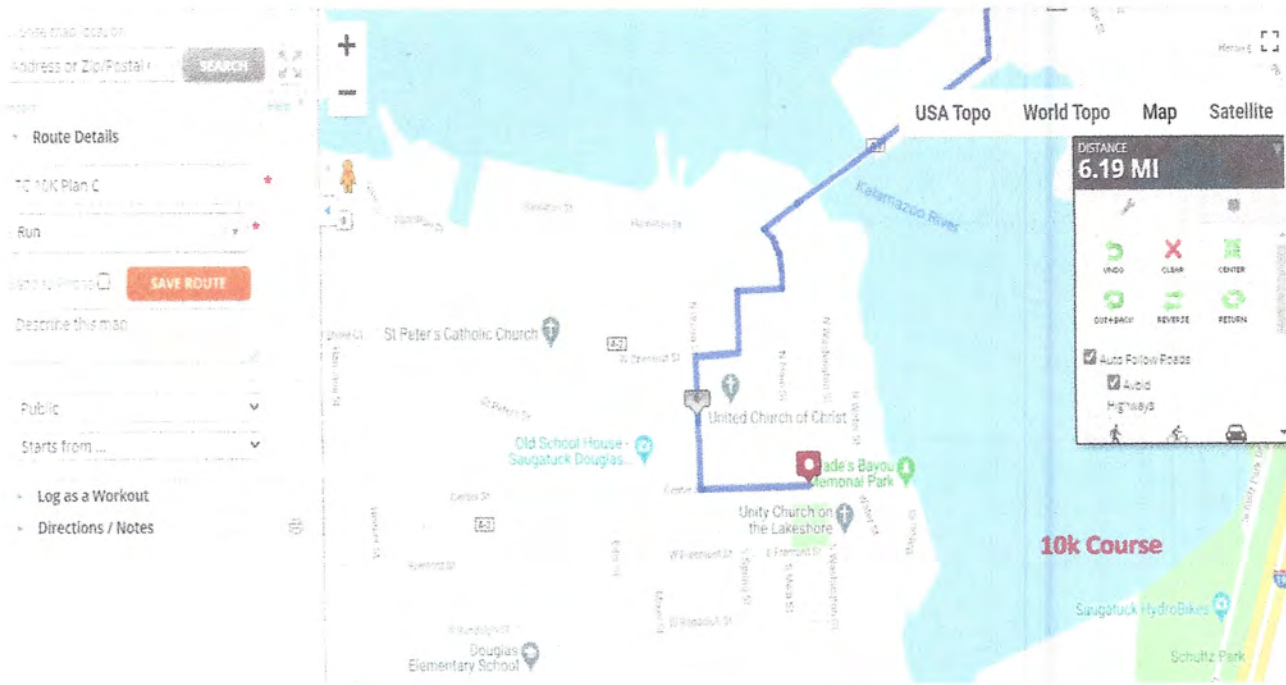
Parade Route: (Use attached map to outline route)

Parade start time: _____ Parade finish time: _____

2021 - Ending Route through Douglas



5k
+
5k Comm.
Walk



10k

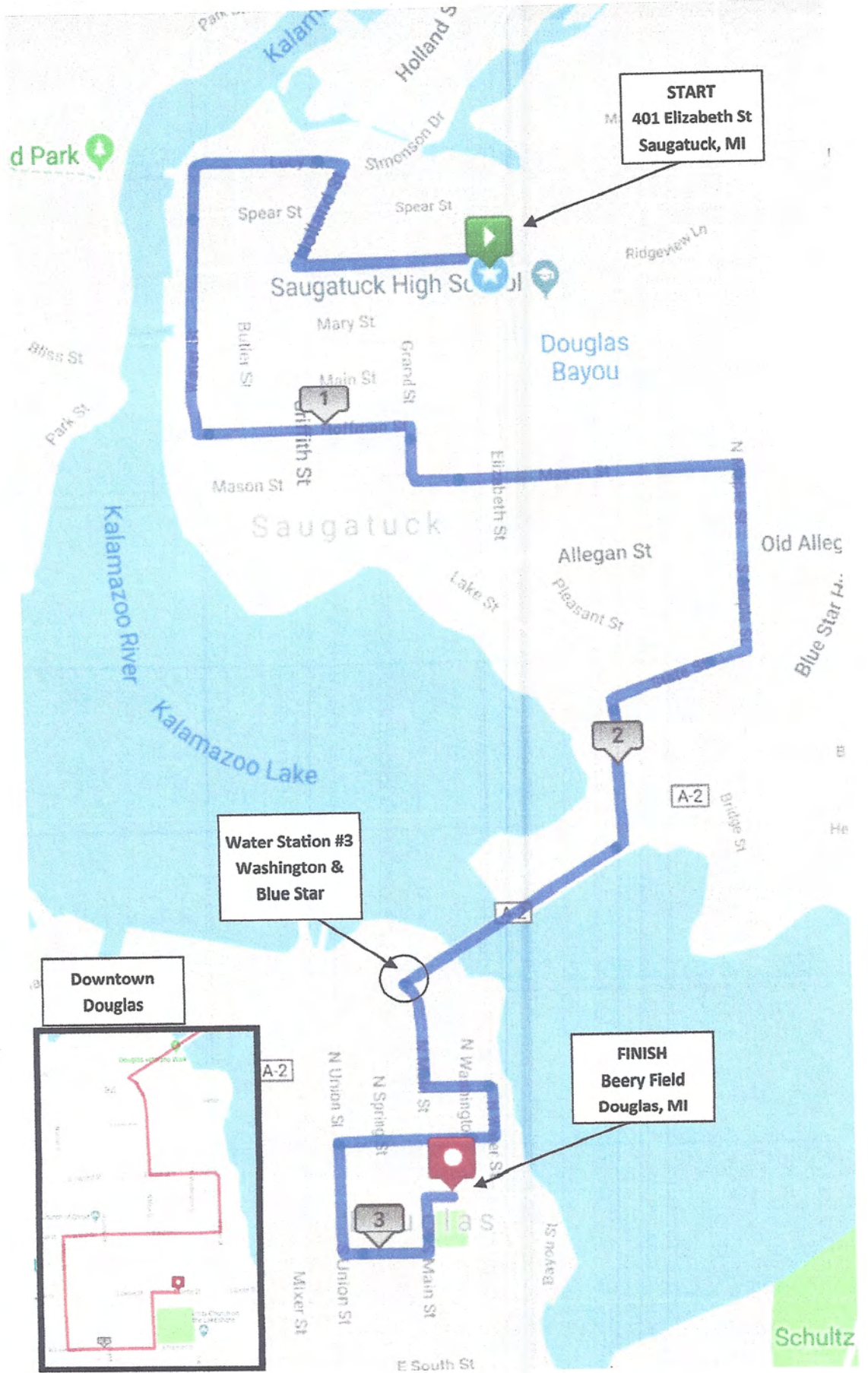


Half

5k Plan B

○ = cross over streets

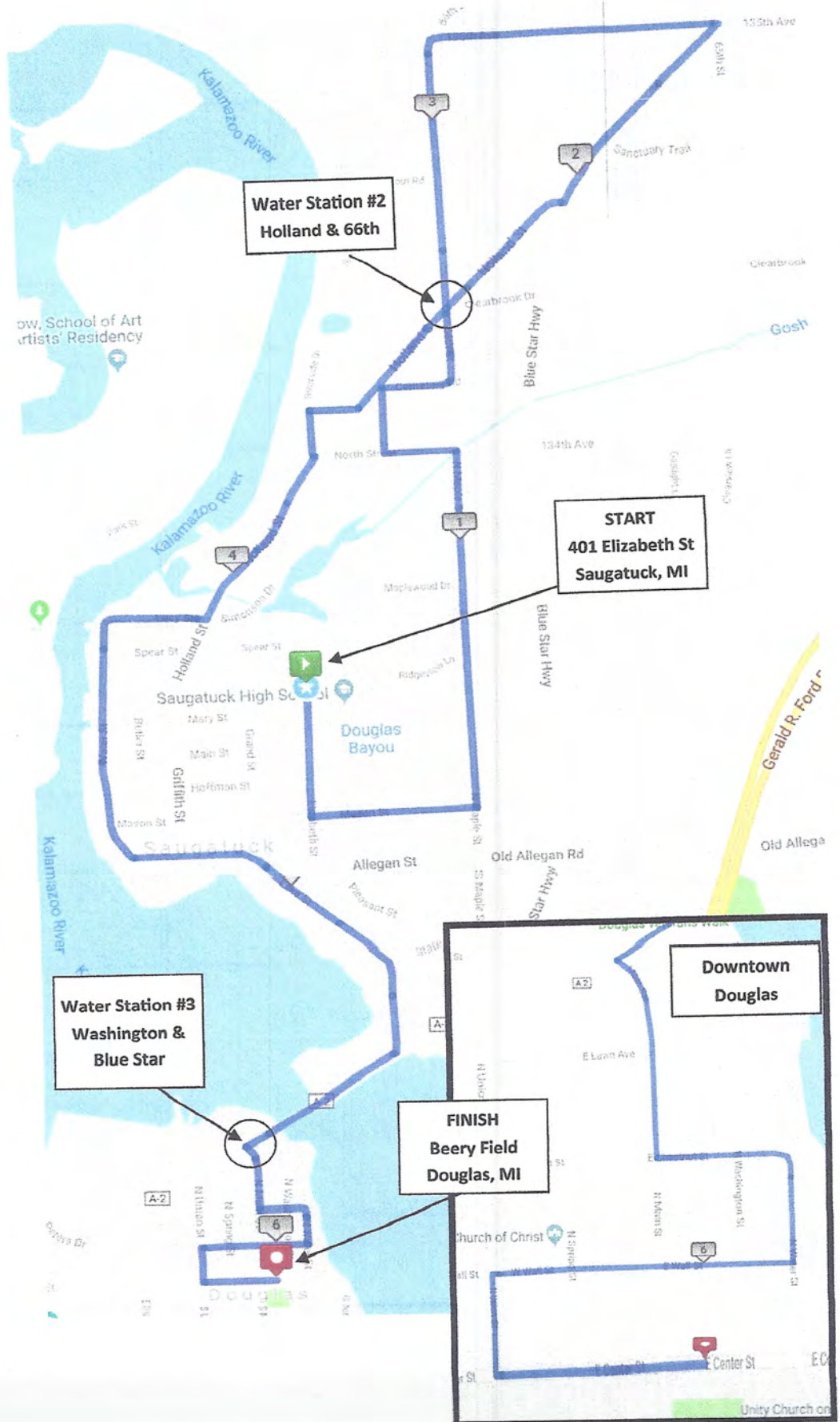
2019 Route



10 K Plan B

○ = cross over streets

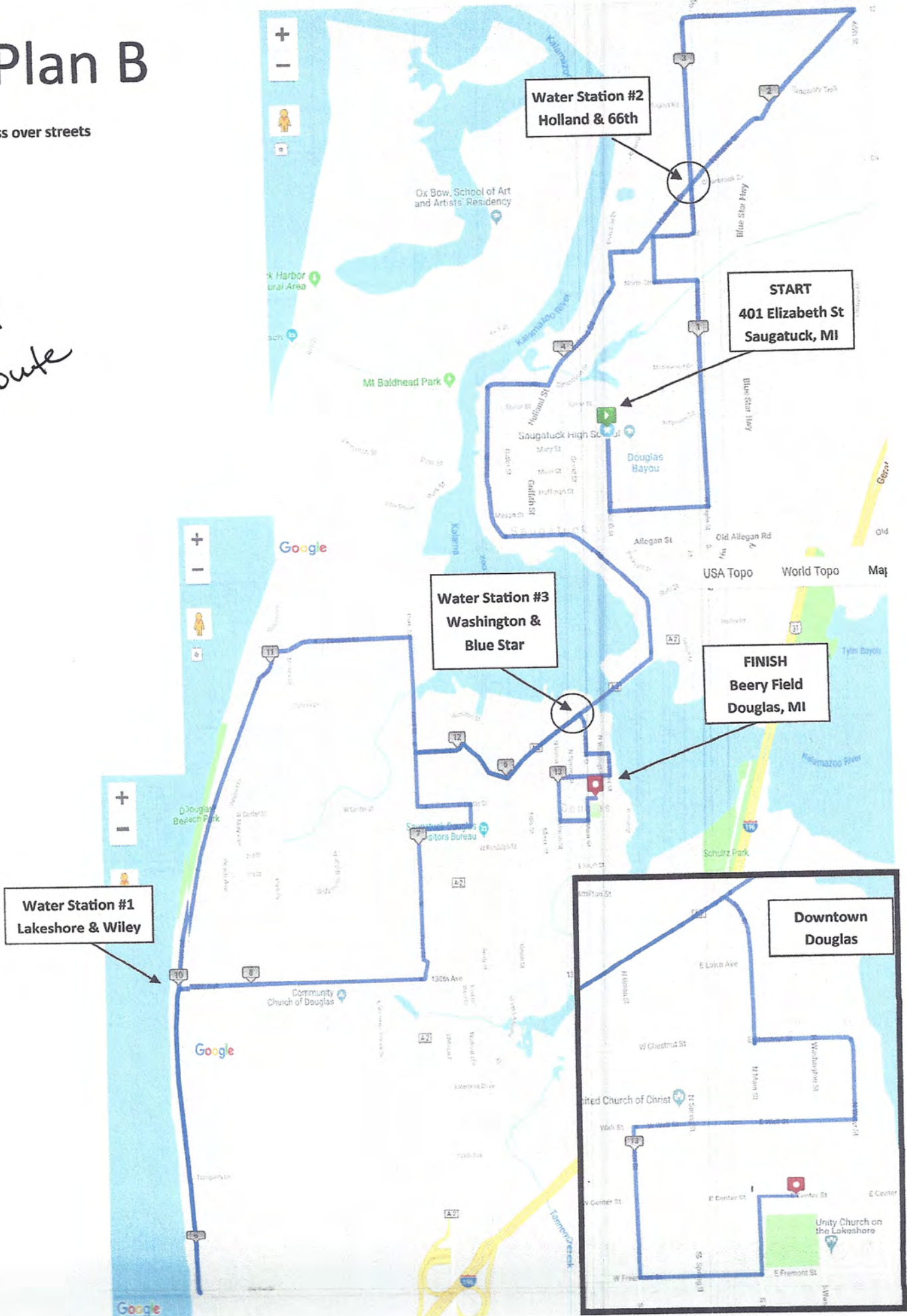
2019 Route



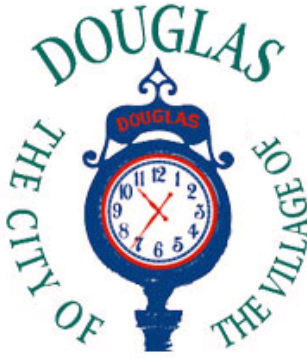
Half Plan B

○ = cross over streets

2019
Route



MEMORANDUM



To: City Council

From: Rich LaBombard
City Manager

Date: March 15, 2021

Subject: Schultz Park Boat Launch
Concrete Apron

The high-water event of 2020 resulted in a number of area boat launches being closed to the public because the launch ramps remained submerged throughout the year. Fortunately, the Schultz Park boat launch remained open which resulted in an increase in usage over the course of the year.

With the increased usage, the Schultz Park boat launch experienced a number of complaints from users related to soil wash out and deep rutting in the gravel lot at the approach to the ramp. The increased complaints required the Department of Public Works to respond to a number of maintenance activities at the launch. The cement launch slab that exists is not sufficiently long enough to prevent washouts when the boat or trailer is hauled up out of the water resulting in large potholes at the edge of the cement slab making launch and retrieval difficult for boaters. Without a solution, we anticipate the condition will persist.

To resolve the issue, the Department of Public Works recommends an extension of the launch slab, also known as an approach apron. The Department of Public Works solicited quotes from three vendors to install a six inch (6") thick 24-foot by 70-foot concrete apron. If awarded DPW anticipates the concrete work can be completed before the 2021 boating season begins. The following quotes were received:

Vendor Quotes:

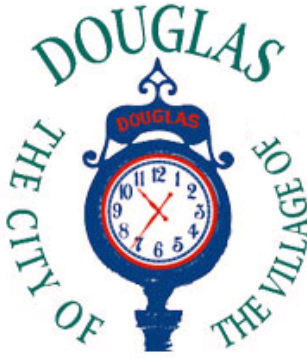
- | | |
|----------------------------------|----------|
| • Valley Concrete, Fennville, MI | \$13,000 |
| • Schipper Concrete, Holland, MI | \$11,760 |
| • Excell Concrete, Fennville, MI | \$9,240 |

This capital improvement item is currently not budgeted for FY 20-21 and if awarded will require a budget adjustment from the General Fund to the Schultz Park Launch Ramp account (509-750-979).

I recommend that City Council award a contract to install a concrete apron at Schultz Park Boat Launch to Excell Concrete of Fennville, Michigan, in the amount of \$9,240 and amend the budget to cover the cost of the improvements.



MEMORANDUM



To: City Council

From: Rich LaBombard
City Manager

Date: March 15, 2021

Subject: 2021 Temporary Outdoor
Right-Of-Way Expansion

Due to the COVID pandemic, businesses in the downtown sought an alternative to indoor dining and retail space. In 2020, City Administration proceeded with a directive from City Council to allow businesses temporary use of the City's right-of-way to extend their businesses to allow social distancing following the requirements of the Michigan Department of Health and Human Services (MDHHS). This solution turned out to be a huge success. Visitors and residents provided complimentary feedback to the businesses that participated. With the 2021 season approaching City Administration is again seeking City Council input prior to proceeding with the application process.

Attached you will find the application that City Administration intends to use with a few changes from the 2020 application. More guidance on pedestrian walking zones and visible barriers are a few of the changes applied. The downtown businesses will be able to expand into adjacent City rights-of-way from April 15, 2021 through November 1, 2021.

I recommend that City Council authorize City Administration to proceed with the application process to allow downtown businesses use of the City's right-of-way to expand their business from April 15, 2021 through November 1, 2021.



April 1, 2021

Dear Downtown Douglas Business Owner,

With the success of the 2020 temporary outdoor right-of-way expansion the City Council has once again given authorization for the City to permit downtown businesses use of the City's right-of-way to expand their businesses. Business owners may occupy areas of the sidewalk and off-street parking areas adjacent to your building only. Issuance of a permit will take effect once all requirements listed below are met. This authorization may prevail from April 15, 2021 through November 1, 2021.

Requirements of Business:

- Provide to the City a liability insurance policy with a minimum of \$1,000,000, listing the City of Douglas as additional insured.
- Agree to defend, indemnify, and hold harmless the City and its employees from any and all claim, demands, damages, actions, causes of action of any kind and nature whatsoever that could arise from the issuance of the temporary outdoor right-of-way expansion permit.
- Follow requirements and restrictions for outdoor seating from the Michigan Department of Health and Human Services (MDHHS) Epidemic Orders at [Michigan.gov/coronavirus](https://www.michigan.gov/coronavirus).
- Maintain a clearly marked, unobstructed, pedestrian right-of-way, also known as a "pedestrian path" of travel, of no less than four (4) feet in width and that meets required accessibility standards. Partitions such as physical barriers to separate the dining area from the pedestrian path are encouraged.
- Maintain unobstructed access to public utilities, building entrances, fire hydrants, and crosswalks.
- Install a removable, durable, and highly visible barrier between patrons and motor vehicle traffic, as well as, between patrons and the pedestrian path, that is aesthetically pleasing. Reflective tape or markers are required. Examples include a section of fencing or railing at least four (4) feet tall. Ropes, chains, cones, potted plants, and the like are not sufficient.
- Umbrellas shall be no less than eighty (80) inches above the pedestrian path.
- No tents or shade structures are permitted within City rights-of-way.
- Provide on-site trash containers that must be emptied by the business.
- Provide contact information of the person responsible for keeping the area clean.
- Businesses with a liquor license must comply with all federal, state, and local regulations.

Use of parking spaces which overlap with a neighboring business should not be used unless agreed to by the neighboring business.

The City of Douglas reserves the right to remove a business's temporary outdoor right-of-way expansion permit that (i) creates an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to the existing conditions on the surrounding public right-of-way if it finds the installation represents a danger to the health, safety, or general welfare of the public (ii) a business violates the requirements of these Guidelines or State, and Local orders.

The City of Douglas may require the removal, temporary or permanent, of the temporary outdoor right-of-way expansion structures when redevelopment or improvements of the street or sidewalk, or utility repairs

necessitates such action, or permittee fails to comply with the criteria set forth in existing City ordinances or this policy. Any cost incurred by the City for removal or storage of sidewalk tables, chairs, structures, and other equipment shall be the responsibility of the business. The City is not responsible for any damages or loss of equipment removed pursuant to this subsection.

Please let me know if you have any questions or concerns.

Regards,
Rich LaBombard
City Manager

Name of Business: _____

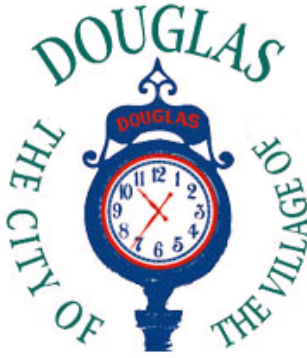
Owners Name: _____ Phone #: _____

Cleaning Contact: _____ Phone #: _____

OFFICE USE ONLY

Right-of-way Permit Application Approved By:	
City Manager: _____	Date: _____
CC: <input type="checkbox"/> Zoning Administrator <input type="checkbox"/> DPW Director <input type="checkbox"/> Police Chief <input type="checkbox"/> City Clerk	

MEMORANDUM



To: City Council
From: Rich LaBombard
City Manager
Date: March 15, 2021
Subject: Douglas Beach Access
Stairway Reconstruction Project

In December 2020, City staff solicited quotes from contractors to fix the beach stairway due to the erosion that destroyed the bottom portion making the stairway inaccessible to the beach below. In addition, a structural evaluation completed in May 2020 concluded that the lower section of the access stairs needed replacement.

The steep grade and complexity of the project caused several contractors to decline to quote. The City requested the services of Edgewater Resources, LLC to evaluate site conditions and provide engineered drawings to replace the stairs. Edgewater solicited quotes from contractors knowledgeable in shoreline construction.

The proposed scope of work is to include the 5-foot-wide wooden stairway at a length of 90 feet with handrails on both sides, a 6.5 foot by 8 foot landing, a 9.5 foot by 20 foot viewing platform, and a section of thirteen removable aluminum steps that traverse over the geotubes and scour skirt that protect the bluff.

Edgewater recommended the use of helical piles as a long-term foundation solution on the bluff. A helical pile is a steel screw-in piling and ground anchoring system used for building deep foundations. The purpose of a helical pile is to provide a stronger foundational support system for the stairs. Edgewater completed a number of soil borings to locate load-bearing soil to achieve design depth. Another benefit to helical piles is the ability to easily disconnect the bottom portion of the steps should high water, ice, and erosion occur again.

Edgewater solicited a variety of vendors for different aspects of the project and included a five percent contingency:

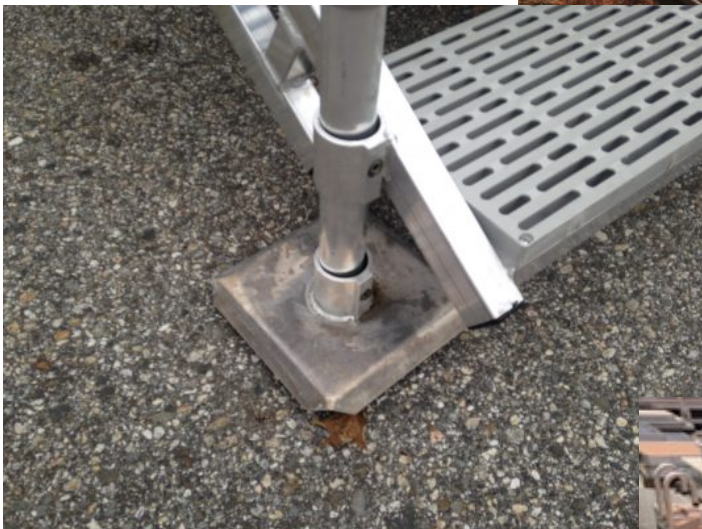
Triple D Excavating & Moore Helicals, Eau Claire, MI	
Installation of Helical Piles.....	\$37,460.00
Riverworks Construction, Holland, MI	
Construction of the Stairway.....	\$94,587.50
Great Northern Docks, Naples, ME	
36 inch Aluminum Stairway & Galvanized Pipes.....	\$8,862.00
Edgewater Resources, LLC	
Design, Contracting, and Construction administration.....	\$16,800.00
5% Construction Contingency Plan.....	\$7,045.48
Total Cost of the Project.....	\$164,754.98

Once approved, construction can begin in April pending permit approvals. Edgewater will be involved throughout the process with field staking and construction inspections.

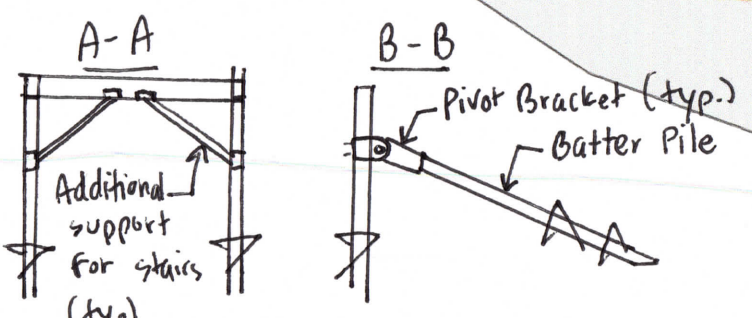
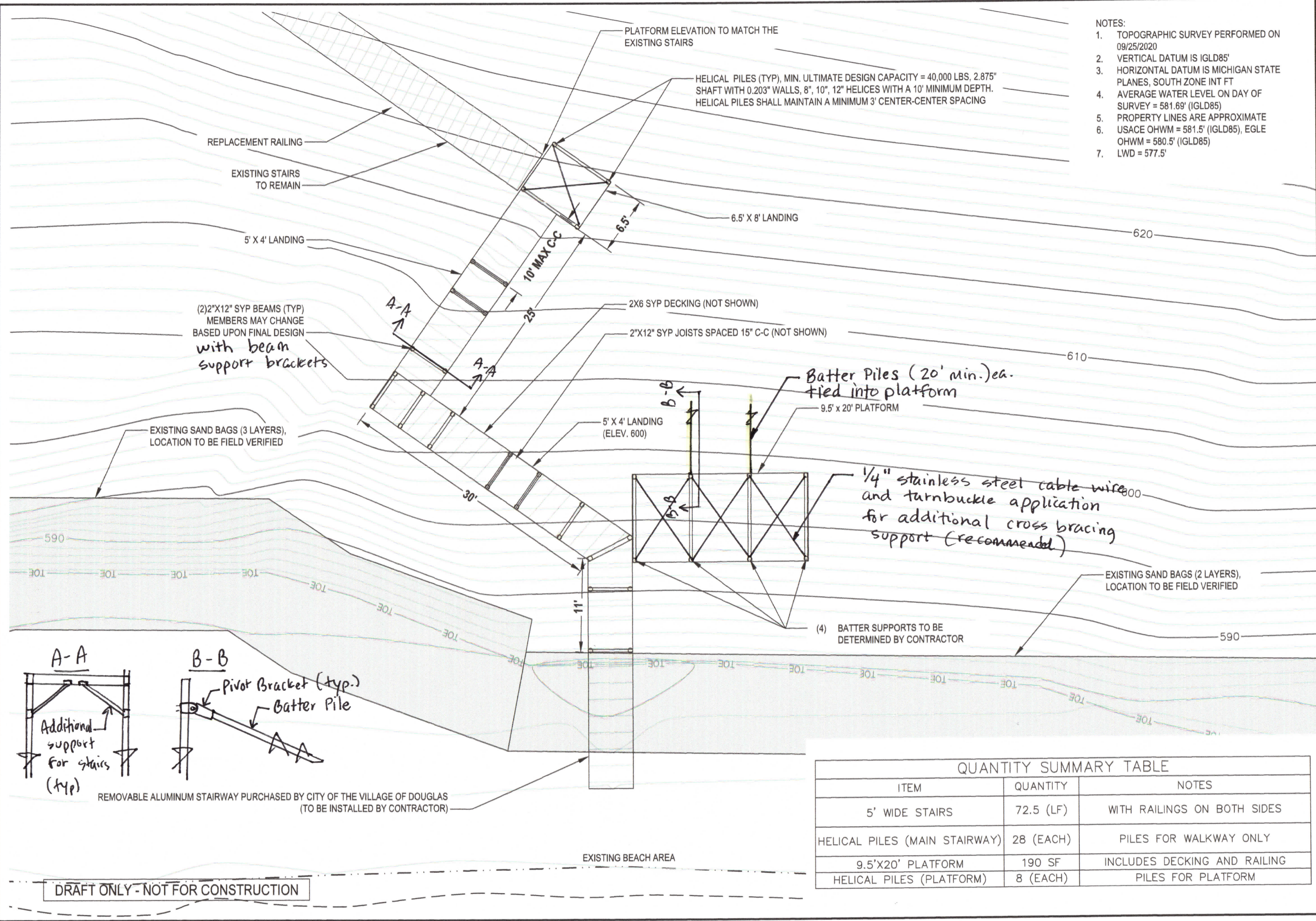
The majority of the funds for this project are available in the Parks and Recreation account and the remainder will require a budget adjustment.

Parks & Recreation & Cemetery General Fund – Capital Outlay – 101-751-979 - \$130,000

I recommend that City Council approve the contract with Triple D Excavating, Riverworks Construction, and Great Northern Docks and authorize Edgewater Resources, LLC to proceed with engineered drawings and construction.



- NOTES:
1. TOPOGRAPHIC SURVEY PERFORMED ON 09/25/2020
 2. VERTICAL DATUM IS IGLD85'
 3. HORIZONTAL DATUM IS MICHIGAN STATE PLANES, SOUTH ZONE INT FT
 4. AVERAGE WATER LEVEL ON DAY OF SURVEY = 581.69' (IGLD85)
 5. PROPERTY LINES ARE APPROXIMATE
 6. USACE OHWM = 581.5' (IGLD85), EGLE OHWM = 580.5' (IGLD85)
 7. LWD = 577.5'



REMOVABLE ALUMINUM STAIRWAY PURCHASED BY CITY OF THE VILLAGE OF DOUGLAS (TO BE INSTALLED BY CONTRACTOR)

1/4" stainless steel cable wires and turnbuckle application for additional cross bracing support (recommended)

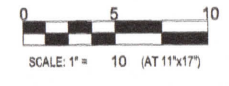
(4) BATTER SUPPORTS TO BE DETERMINED BY CONTRACTOR

QUANTITY SUMMARY TABLE		
ITEM	QUANTITY	NOTES
5' WIDE STAIRS	72.5 (LF)	WITH RAILINGS ON BOTH SIDES
HELICAL PILES (MAIN STAIRWAY)	28 (EACH)	PILES FOR WALKWAY ONLY
9.5'X20' PLATFORM	190 SF	INCLUDES DECKING AND RAILING
HELICAL PILES (PLATFORM)	8 (EACH)	PILES FOR PLATFORM

DATE	REVISION
3/10/2021	1

ISSUED FOR:
DRAFT

DATE:	2/18/2021	<p>NORTH</p>
PROJ NO.:	XX-XXX	
SCALE:	1" = 10' (AT 11"x17")	



DESIGNED BY: LM
DRAWN BY: NR
REVIEWED BY: CH

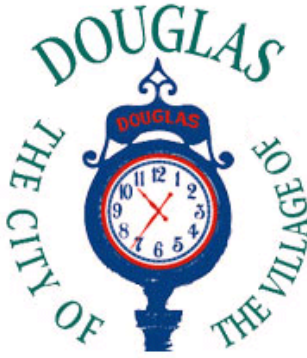
THE REPRODUCTION, COPYING OR OTHER USE OF THIS DRAWING WITHOUT WRITTEN CONSENT IS PROHIBITED.
© 2021 EDGEWATER RESOURCES, LLC.

SHEET NUMBER:

CM-1.01

DRAFT ONLY - NOT FOR CONSTRUCTION

MEMORANDUM



To: City Council
From: Rich LaBombard
City Manager
Date: March 15, 2021
Subject: Point Pleasant Slip Fee

The City of Douglas was awarded a Michigan Department of Natural Resources Trust Fund (MNRTF) grant for the acquisition of Point Pleasant Marina. The City will officially acquire the marina on March 10, 2021.

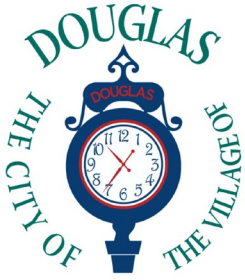
The marina is a key acquisition element in the City's Waterfront Master Plan. Specifically, Point Pleasant Marina and surrounding property are intended to be converted to a public marina with community open space and facilities that will be available to all members of the public and visitors alike. Envisioned is a waterfront park and public marina that will contain transient and seasonal slips providing a public gathering area, boardwalk, and fishing area, all fully accessible to the public.

As the City transitions to being a public marina owner, many changes will take place. The pool will be removed, bathrooms will be updated to ADA compliant, landscaping will be revamped, etc. All these changes will take time. Current slip holders have been in contact with City staff regarding their slip fees and have stated that they would like the option to keep their slips for the 2021 season. Many of them have been long term slip holders. Point Pleasant marina currently has twelve (12) slip holders that enjoy their summers on their boat and the surrounding property.

The Douglas Harbor Authority discussed the future of Point Pleasant Marina and have made a motion to recommend to City Council that Point Pleasant slip fees for the 2021 season be increased by five (5%) percent. Current slip fees range from \$950 to \$1,950 depending on size of the slip. With the increase, slips would range from \$997.50 to 2,047.50 an increase of \$47.50 to \$97.50.

No budget needed for this recommendation.

I recommend City Council approve the Douglas Harbor Authority's recommendation and increase Point Pleasant Slip fees for the 2021 season by 5%.



The Village of Friendliness – Since 1870

Date:

Name:

Address:

Slip #

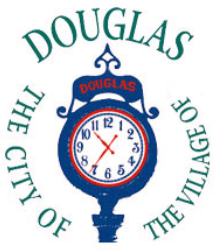
The City of Douglas is excited to announce the purchase of Point Pleasant Marina effective March 10, 2021. While I am sure you have many concerns regarding your slip agreement for 2021, we want to assure you that 2021 slip reservations will still be available to current slip holders. City Council passed a motion on March 15, 2021 to raise slip fees for the 2021 season by five (5%) percent of your current fee.

As we transition to a public marina you will see many changes such as the swimming pool removed, bathrooms made ADA compliant, landscaping revamped, etc. We are hopeful that these changes can be made with little disturbance to the fun boating season you anticipate. If you are still interested in leasing your slip listed above for the 2021 season, please fill out the 2021 Point Pleasant Slip Agreement Application. Due to the late acquisition of the property this year, please have the deposit and balance due to the City by April 15, 2021.

Please reach out to us at the City with concerns or questions. As we adjust to this new undertaking, I am sure there will be questions even the City might have.

Thank you for your patience.

Jenny Pearson
Executive Assistant
douglas@ci.douglas.mi.us



ASSIGNED SLIP #: _____

Date Received _____

2021 Point Pleasant Slip Agreement Application

SLIP OWNER'S INFORMATION:

Name: _____ Boat Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Cell Phone: _____

BOAT INFORMATION:

Length: _____ Draft: _____ Beam: _____ Manufacture/Model: _____

LOCAL EMERGENCY CONTACT NAME: _____

LOCAL EMERGENCY CONTACT PHONE NUMBER: _____

Terms: Deposit: _____ Balance: _____ Total: _____

Rules and Regulations

1. Due to the late acquisition of the property this year, please have the deposit and balance due to the City by April 15, 2021.
2. Slip agreement is good for the boat dimensions and the owner listed only. You may not sublet your slip.
3. Owner shall provide 4 mooring lines and 2 fenders of adequate size and good condition for securing the boat.
4. Owner represents that he/she has lawful possession of the boat. Owner agrees to pay all costs and expenses (including without limitations attorney fees) that the City incurs or is compelled to pay in connection with a dispute or litigation.
5. Boats may occupy assigned slip from April 15 through October 15, 2021.
6. No trailers are to be left on City property at any time. Campers, travel trailers, fifth wheels etc. are prohibited.
7. The City has the right to board any boat in an emergency.
8. Transporting fuel to your boat while at the marina is strictly prohibited.
9. Dinghies/inflatables must be kept within the space of your slip and may not exceed the beam of your boat.
10. Owner is responsible for toilet pump outs and dumping is prohibited on City property.
11. No air-conditioners are to be left running when a boat is unoccupied. If left on, the City has the right to turn them off.
12. Owners are prohibited from making any modifications of any kind to the slip or dock.
13. Be courteous when playing music and mind an 10:00 PM curfew of music that will disturb other owners.
14. Owner is responsible for your guests and their actions.
15. Fireworks of any kind are strictly prohibited on City property.
16. Mooring lines, shore cords and hoses may not be left on the docks. Please keep them out of the way of walking traffic.
17. Do not leave hoses turned on while away from your boat.
18. Clotheslines are not allowed on boats or anywhere on City property.
19. Grills and waste containers are not allowed on the docks. Owner is responsible for your own garbage and proper disposal. Do not dispose of any oil in garbage container.
20. Dogs MUST always be on a leash while on City Property. Do not leave your dog on your boat unattended. You are responsible for immediate cleanup of your dog's waste. The City provides bags and marked containers for this waste.
21. No motorized or non-motorized vehicle/bikes are allowed on the docks. Bikes may only be stored in the bike rack.
22. Owner bears sole responsibility of any contractor hired to do work on their boat.
23. It shall be unlawful for any person within the City to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the city, unless the consumption is authorized under a valid permit issued by the city or its authorized agent. (1995 Code, 42-166) (Ord.43, passed 6-5-1961)

Insurance, Security, and Liability

The applicant hereby certifies that they will indemnify and hold the City, and its employees, harmless from any and all claims, demands, losses, obligations, costs, expenses, verdicts, lawsuits, settlements, and other liability, that reasonable costs and attorney fees incurred by the City in defense of any claim, action, or liability shall be the responsibility of the applicant.

The City is not responsible for any watercraft, or personal items left on public property.

It is further agreed that the applicant shall be liable for all damages to the premises, other facilities, cars, watercrafts, or persons on City property caused by applicant. Applicant shall hold harmless the City and its employees from loss or damages of whatever nature to a watercraft or properties belonging to or in custody of any watercraft parties, arising out of or in any way connected with fire, theft, collision, changes to lake levels, rough water, wind, current, Acts of God, or other natural forces.

Provide a certificate of insurance with all coverage deemed necessary for your watercraft and submit the certificate to the City's Executive Assistant with your deposit for approval.

I have read and agree to the City of the Village of Douglas's Rules and Regulations and Insurance, Security, and Liability.

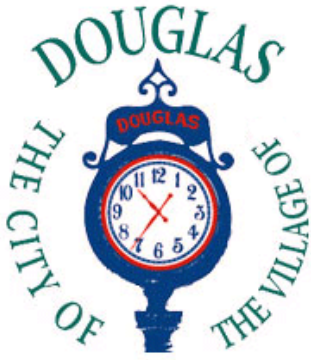
Owner's Name (print): _____

Owner's Signature: _____ Date signed: _____

City Use Only

Deposit Received: _____ Balance Received: _____ Insurance Received: _____

Approved by: _____ Date: _____



To: City Council

From: Nicholas Wikar
Planning and Zoning Administrator

Date: March 10, 2021

Subject: Resolution Certifying an Approved Lot Line Adjustment - PPN: 03-59-210-055-00 (Vacant Land), PPN: 03-59-210-050-00 (6914 Third Street), and PPN: 03-59-210-054-10 (6931 Fourth Street) (Resolution 10-2021)

The City of Douglas has received an Application for Land Division to perform a lot line adjustment to divide vacant land (PPN: 03-59-210-055-00) amongst two adjacent parcels, deeding the parts resultant of the division to 6914 Third Street (PPN: 03-59-210-050-00) and 6931 Fourth Street (PPN: 03-59-210-054-10), in Douglas, Michigan. Reviewed by the Planning and Zoning Administrator, the application is found to be complete and consistent with an “exempt” land division in accordance with the Land Division Act, PA 288 of 1976 as amended.

Article 17 of the City of the Village of Douglas Zoning Ordinance established municipal Land Division Regulations pursuant to the Land Division Act, of which Section 17.03 affirms the administrative duties and responsibility of the Planning and Zoning Administrator to review and approve of the lot line adjustment. The approved application and submittals have been provided to City Council with Resolution 10-2021, to certify for the public record, the administrative function and duties performed by the Planning and Zoning Administrator.

Pursuant to the City of Douglas Schedule of Fees, all associated permit application fees have been paid to defer the cost of review, with no financial cost or burden upon the City resultant of this procedural action.

It is recommended the Douglas City Council approve Resolution 10-2021 for the public record, a Resolution Certifying an Approved Lot Line Adjustment, and the approved Land Division Application for the exempt division of vacant land (PPN: 03-59-210-055-00), to be deeded to 6914 Third Street (PPN: 03-59-210-050-00) and 6931 Fourth Street (PPN: 03-59-210-054-10).

VILLAGE OF DOUGLAS
APPLICATION FOR LOT SPLIT
FEE: \$250.00

NAME AND ADDRESS OF APPLICANT Steve Krommendyk - Sikkel & Associates PLC
42 East Lakewood Blvd
Holland, MI 49424

TELEPHONE 616-394-3025

NAME AND ADDRESS OF PROPERTY OWNER (IF DIFFERENT FROM ABOVE)
See attached Exhibit A

TELEPHONE

PARCEL NUMBER See attached Exhibit A

LEGAL DESCRIPTION/ADDRESS OF PROPERTY:
See attached Exhibit A

DESCRIBE REASON FOR REQUESTING PROPERTY SPLIT:
Lot line adjustment with neighboring parcels.


PLEASE BE ADVISED THAT THE VILLAGE COUNCIL REVIEWS ALL REQUESTS PRIOR TO APPROVAL.

NOTE: COUNCIL REFERS ANY RESIDENTIAL SPLITS CREATING MORE THAN TWO BUILDABLE LOTS, AND ALL COMMERCIAL SPLITS, TO PLANNING COMMISSION AND ZONING ADMINISTRATOR FOR REVIEW AND RECOMMENDATION PRIOR TO APPROVAL.


SIGNATURE OF APPLICANT February 15, 2021
DATE

VILLAGE USE ONLY

APPLICATION FEE OF \$250.00 RECEIVED Paid; 02-15-2021. NPW

APPLICANT APPROVED  DENIED
03-10-2021

02-25-2021

EXHIBIT A

Parcel Transferring Land:

1. Parcel No. 03-59-210-055-00 / Vacant Land
 - a. Owner – Grant Williams and Mary Hickey
 - b. Mailing Address – 5465 South Ellis Ave, Chicago, IL 60615
 - c. Phone Number – (314) 914-9118
 - d. Zoning – R-3
 - e. Legal Description:

The South 77.00 feet of Lots 158, 159, 160, and 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Parcels Receiving Land:

1. Parcel No. 03-59-210-050-00 / 6914 Third St
 - a. Owner – Shelley and Steve Subelsky
 - b. Mailing Address – 33780 Walnut Lane, Farmington Hills, MI 48331
 - c. Phone Number – (248) 361-1935
 - d. Zoning – R-3
 - e. Legal Description:

Lots 158, 159, 160, and 161, Except the South 77.00 feet thereof. Also all of Lots 142 and 143 of Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

2. Parcel No. 03-59-210-054-10 / 6931 Fourth St
 - a. Owner – Inger and Bill Barlow
 - b. Mailing Address – 271 Forest Street, Oberlin, OH 44074
 - f. Phone Number – (440) 935-7112
 - g. Zoning – R-3
 - c. Legal Description:

Lots 155, 156, and 157, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

NTW
02-25-2021



COUNTY OF ALLEGAN

Sally, L Brooks, Treasurer

Land Division Tax Payment Certification Form

Date: 2/15/2021

Name: Steven Krommendyk Phone: Cell: 394-3025

Owner Address: 5405 South Ellis Ave, Chicago, IL 60615

Owner City, State, Zip: Graff Williams and Mary Hickey

Property Address: Vacant Land

Property City, State, Zip: _____

Parcel ID Number: 03-59-210-055-00

Attach a legal description of the parcel to be divided.

CERTIFICATION DENIED Date: _____ By: _____

The Allegan County Treasurer's Office has found delinquent taxes on the parcel listed above and cannot issue a certification of tax payment.

Delinquent Taxes Owed: _____, as of today's date.

CERTIFICATION APPROVED Date: 2/12/21 By: James M. Morris

Pursuant to House Bill 4055, MCL 560.109 (1) (i), effective 9/16/2019, the Allegan County Treasurer's Office certifies that all property taxes and special assessments due on the above parcel subject to the proposed division for the five years preceding the date of the application have been paid. *The current year tax is not available for examination by the County Treasurer. Contact your City, Village or Township Treasurer for current taxes and special assessments.*

Allegan County Building, 113 Chestnut Street, Allegan, MI 49010
Phone: 269-673-0260 Email: treasurer@allegancounty.org

This form must be accompanied by an official receipt from Allegan County Treasurer for the \$5.00 fee.

NPW
02-25-2021



ALLEGAN COUNTY
 113 CHESTNUT STREET
 ALLEGAN, MI 49010-0259

OFFICIAL RECEIPT

Deposit number		Receipt date	302048
Payee name		Check number	02/17/2021
Receipt desc		Check date	
LAND SPLIT			
Description	Account	Amount	
TAX CERTIFICATIONS			
	R 1010.253.612.01.00	5.00	

Doc Group: **jmorris**

Receipt amount	5.00
Check amount	0.00
Cash amount	0.00
Credit amount	5.00
Change tendered	0.00

Signature

Jally J. Brooks

NPLW
02-25-2021

OFFICE OF THE TREASURER
SALLY L. BROOKS, COUNTY OF ALLEGAN, STATE OF MICHIGAN

----- TAX HISTORY -----

Property Number: 03-59-210-055-00

Unit: 59 CITY OF DOUGLAS

Name: WILLIAMS GRANT S & HICKEY MARY C

Property Address: 6933 FOURTH ST
DOUGLAS MI 49406

5465 S ELLIS AVE APT 3
CHICAGO IL 60615

School District: SAUGATUCK SCHOOL DISTRICT

TO AVOID ADDITIONAL PENALTIES
Payments received after 2:30 p.m. will be credited to the next business day.
Payments must be in this office by 2:30 on the last working day of the month.
Postmarks will not be recognized
Payer is responsible for verification of property numbers upon which
payments are made. Erroneous payments will not be refunded.

TAX YEAR	TAXABLE VALUE	STATE EQ. VALUE	PRIN.RES./AG EXEMPTION	BASE TAX BILLED	STATUS	DATE LAST PMT*	TOTAL DUE BY: 02/16/21
2019	22,000	22,000	0.00%	1,314.75	PDC	01/27/20	0.00
2018	44,000	44,000	0.00%	2,531.00	PDD	04/01/19	0.00
2017	3,746	44,000	0.00%	296.76	PDC	02/14/18	0.00
2016	3,713	44,000	0.00%	283.48	PDC	02/13/17	0.00
2015	3,702	44,000	0.00%	208.21	PDC	02/12/16	0.00
2014	3,644	40,000	0.00%	204.46	PDC	02/05/15	0.00
2013	3,587	40,000	0.00%	199.68	PDC	02/10/14	0.00
2012	3,503	50,000	0.00%	190.66	PDC	02/28/13	0.00
2011	3,411	58,000	0.00%	185.16	PDC	12/29/11	0.00
2010	3,354	58,000	0.00%	181.11	PDC	02/07/11	0.00
*Prior to Tax Year 2000 pmt dates may show only if paid delinquent after March 1, 2000. Zero due indicates tax was paid in full. PDC=Paid Current(to local twp/city) PDD=Paid Delinquent(to County) FRF=in Forfeiture RDM=Redeemed FRC=Foreclosed SLD=Sold TFL=Transferred to Local Unit							0.00

DESCRIPTION OF PROPERTY

S 77' OF LOTS 158,159,160 & 161 SEC 17 T3N R16W FELKER'S LAKE SHORE SUBDIVISION (06).

Dated: 02/16/21

Visit us on the web at: www.allegancounty.org

Mail Payments To:

ALLEGAN COUNTY TREASURER
P.O. BOX 259
113 CHESTNUT STREET
ALLEGAN, MI 49010-0259

- *Search Tax Records
- *Pay Delinquent Taxes on-line
- *Print Tax Deferrment Application
- *Foreclosure Sale information
- *Print Dog License Applications

Phone: (269) 673-0260
Fax: (269) 673-6094
Email: treasurer@allegancounty.org

To pay Delinquent Taxes by credit card:
On-line at: www.allegancounty.org
Or, Call 1-800-2PAYTAX (1-800-272-9829)

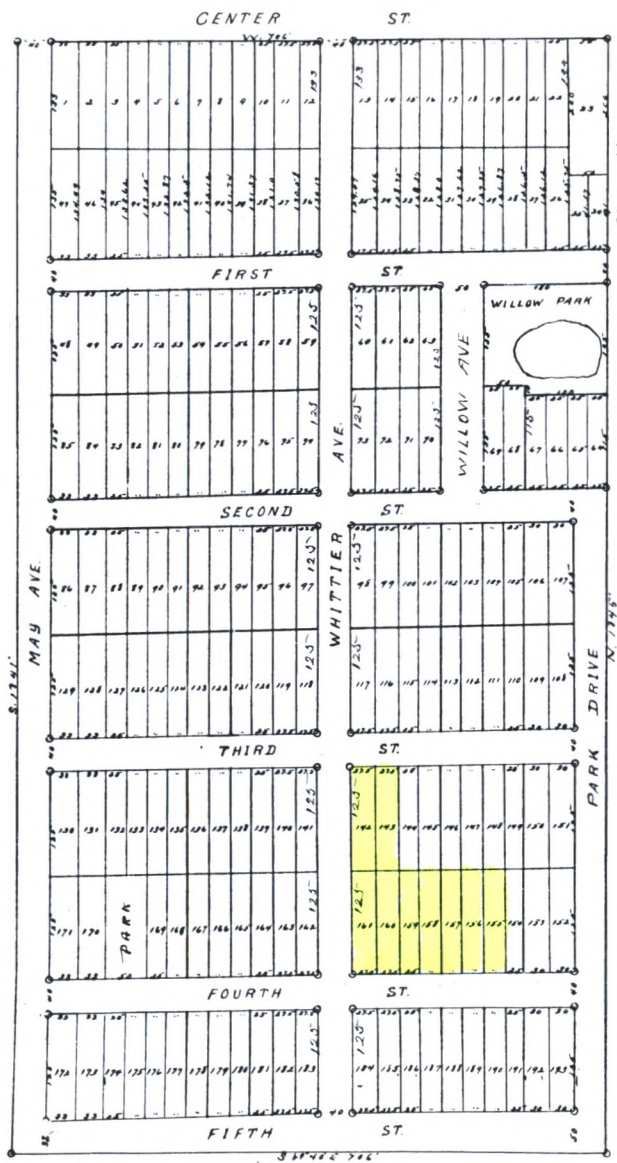
(Use Jurisdiction Code 3260). An extra fee will be added.

NPLW
02-25-2021

20637

EXOK
6/25/25

Examined and approved
Page 23-1925
Notary Public



"Felker's Lake Shore Subdivision"
Saugatuck Township, Allegan County, Mich.

Know All Men by these Presents: that we Whittier W. Felker and May Felker his wife as proprietors have caused the land embraced in the annexed plat to be surveyed, laid out and platted, to be known as "Felker's Lake Shore Subdivision," Saugatuck Township, Allegan County, Michigan, and that the streets, avenues, park and playground are hereby dedicated to the use of the lot's owners.

Signed and sealed in the presence of
W. J. Wilson } *Whittier W. Felker* [L.S.]
John B. Zimmerman } *May Felker* [L.S.]

STATE OF MICHIGAN)
 County of Allegan) ss.
 On this 23rd day of June 1925 before me a Notary Public in and for said county, personally came the above named Whittier W. Felker and May Felker his wife known to me to be the persons who executed the above dedication and acknowledge the same to be their free act and deed.
 My Commission Expires December 1st 1925 *John B. Zimmerman*
 Notary Public, Allegan County, Mich.

DESCRIPTION OF LAND PLATTED
 The land embraced in the annexed plat of Felker's Lake Shore Subdivision, Saugatuck Township, Allegan County, Michigan is described as follows:
 Commencing 33 feet South of the Central 1/4 Post of Section 17, T. 3 N, R. 16 W, thence W. 706 feet, thence S. 1341 feet, thence E. 706 feet, thence N 1345 feet to the place of beginning.

SURVEYOR'S CERTIFICATE
 I hereby certify that the plat hereon delineated is a correct one and that permanent monuments consisting of iron pipe 1/2 inch by 20 inches have been planted at points marked thus (o) as thereon shown at all angles in the boundaries of the land platted and at all intersections of streets, avenues, park and playground.
H. J. [Signature]
 Registered Civil Engineer.





CERTIFICATE OF MUNICIPAL APPROVAL
 This plat was approved by the Township Board of the Township of Saugatuck, at a meeting held May 23 1925
H. C. [Signature]
 Township Clerk.

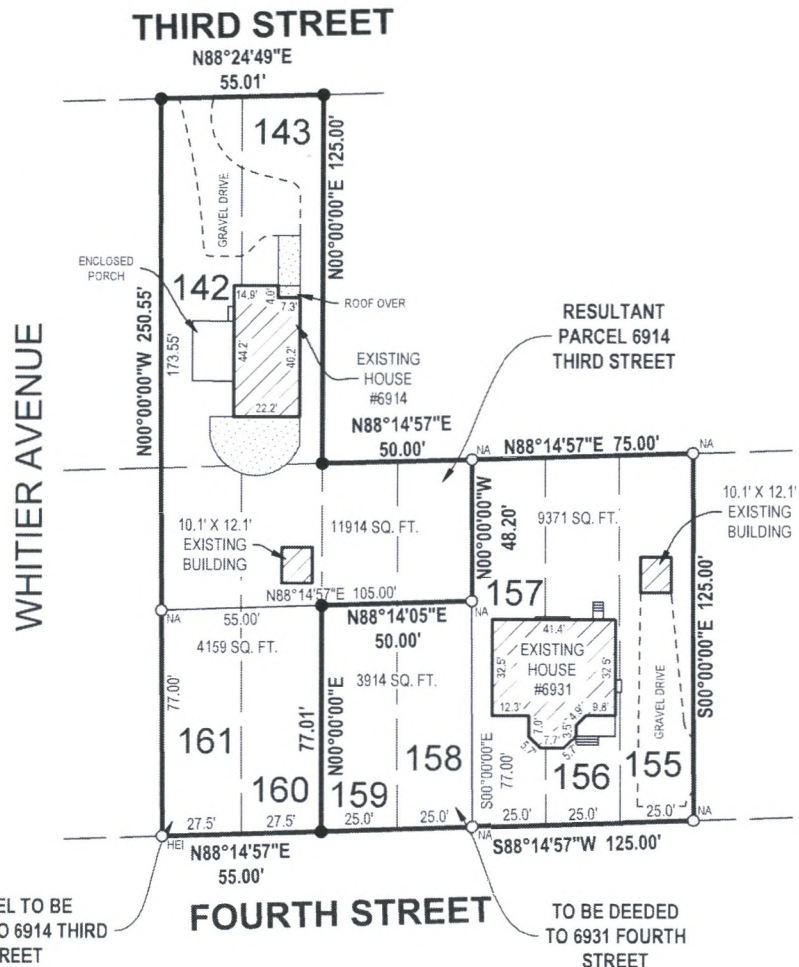
CERTIFICATE OF APPROVAL BY COUNTY BOARD
 This plat was approved on the 23rd day of June 1925
Chas. Thayer Judge of Probate.
John B. Zimmerman County Clerk.
W. J. [Signature] County Treasurer.

ALLEGAN COUNTY, Mich.
 I hereby certify that the above plat is a correct one and that permanent monuments consisting of iron pipe 1/2 inch by 20 inches have been planted at points marked thus (o) as thereon shown at all angles in the boundaries of the land platted and at all intersections of streets, avenues, park and playground.
W. J. [Signature]
 Registered Civil Engineer.
 COPY
 Master's Office
 Allegan
 Felker's
 Lake Shore
 25th day of
 June 1925
 Plat
 58
 Frank Chamberlain
 June 23-1925
 Notary Public

NPW
 02-25-2021

LEGEND

-  Iron - Found as Noted
-  Iron - Set 1/2" X 18" iron rebar with NED Cap
-  Concrete
-  Existing Building



DESCRIPTIONS

Parcel to be Deeded (6914 Third Street)
The South 77.00 feet of Lots 160 and 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Resultant Parcel (6914 Third Street)
Lots 158 and 159, Felker's Lake Shore Subdivision, EXCEPT the South 77.00 feet; also including all of Lots 142, 143, 160, 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Parcel to be Deeded (6931 Fourth Street)
The South 77.00 feet of Lots 158 and 159, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.


Resultant Parcel (6931 Fourth Street)
Lots 155, 156, and 157, Felker's Lake Shore Subdivision, and the South 77.00 feet of Lots 158 and 159, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

SURVEYOR'S CERTIFICATE:
I certify that the requirements for 1970 PA 132, MCL 54.213 have been met. The relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying.

By: *Scott A. Hedges*
 Scott A. Hedges Licensed Professional Surveyor No. 47953
 License No. 4001047953
 STATE OF MICHIGAN
 Scott A. Hedges
 LICENSED PROFESSIONAL SURVEYOR
 NORTH

SCALE: 1" = 50' 0' 25' 50'

Sikkell & Associates PLC Steve Krommendyk 42 E. Lakewood Blvd. Holland, MI 49424		 www.nederveld.com • 800.222.1658 Holland 347 Hoover Blvd. Holland, MI 49423 Ann Arbor, Chicago, Columbus, Grand Rapids, Indianapolis, St. Louis
Subelsky & Barlow 6914 Third Street, 6931 & 6933 Fourth St		
DRAWN BY: DS REV. BY: REV.:	DATE: 2/3/2021 REV. DATE:	PRJ #: 21200158 1 OF 1

NPW
02-25-2021

8.237 INSEAL.PLC

STATE OF MICHIGAN
Allegan County County
October 04, 2012 12:34:44
Receipt # 18180



REAL ESTATE
TRANSFER TAX
\$272.80 - CO
\$1,860.00 - ST
Stamp # 13761

STATE OF MICHIGAN Allegan County
Joyce A. Watts Register of Deeds

RECORDED

October 04, 2012 12:34:44

Liber 3662 Page 365-367 D W
FEE: \$20.00



Liber 3662 Page 365 #2012020537

WARRANTY DEED

(Platted/Condominium)

0359-210-054-10ak

Drafted By:
Glenn Schabes assisted by Premier
Lakeshore Title
6931 Fourth Street
Douglas, MI 49406

Return To:
William E. Barlow
6931 Fourth Street
Douglas, MI 49406

Send Tax Bills To:
William E. Barlow
6931 Fourth Street
Douglas, MI 49406

Handwritten initials

Recording Fee: \$21.00
File Number: 4012-92336

State Transfer Tax: \$1,860.00
County Transfer Tax: \$272.80

Tax Parcel No.: 03-59-210-054-10

10-03-12A11:10 RCVD

Know All Persons by These Presents: That **Glenn Schabes and Theresa Schabes, husband and wife** whose address is 6931 Fourth Street, Douglas, MI 49406

Convey(s) and Warrant(s) to **William E. Barlow and Inger C. Barlow, husband and wife** whose address is, *211 Forest St Oberlin OH 44074.*

the following described premises situated in the City of **Douglas**, County of **Allegan**, State of Michigan, to wit:

City of Douglas, County of Allegan

Lot(s) 155, 156, and 157 of FELKER'S LAKE SHORE SUBDIVISION according to the plat thereof recorded in Liber 4 of Plats, Page 58 of Allegan County Records.

More commonly known as: **6931 Fourth Street, Douglas, MI 49406**

For the full consideration of: **two hundred forty eight thousand** Dollars (\$248,000.00)

Handwritten number: 248,000.00

Subject To:

Existing building and use restrictions, easements of record, and zoning ordinances, if any.

PENDING RECEIPT OF DENIAL OF HOMESTEAD TAX EXEMPTION

THE CURRENT YEAR TAX WAS NOT AVAILABLE FOR EXAMINATION

Tax certification # 174955
obtained from Allegan County
Treasurer prior to recording

Premier Lakeshore Title Agency, LLC

Handwritten initials: EMV


Handwritten initials: NPW

Handwritten date: 02-25-2021

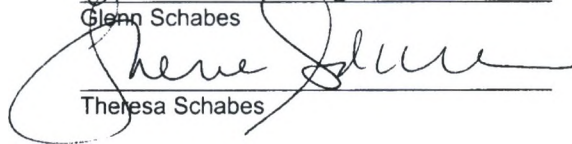
(Attached to and becoming a part of Warranty Deed dated: September 28, 2012 between Glenn Schabes and Theresa Schabes, husband and wife, as Seller(s) and William E. Barlow and Inger C. Barlow, husband and wife, as Purchaser(s).)

Dated this September 28, 2012.

Seller(s):



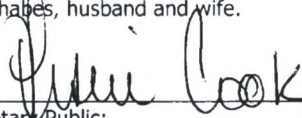
 Glenn Schabes

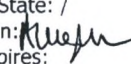


 Theresa Schabes

State of Michigan
County of _____

The foregoing instrument was acknowledged before me this September 28, 2012 by Glenn Schabes and Theresa Schabes, husband and wife.



 Notary Public:
 Notary County/State: /
 County Acting In: 
 Commission Expires:

LESLIE COOK
NOTARY PUBLIC - STATE OF MICHIGAN
OTTAWA COUNTY
My Commission Expires November 12, 2016

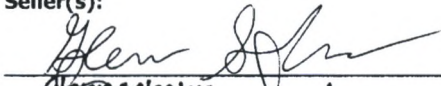
NPW
02-25-2021

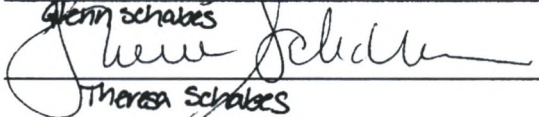
**NOTICE OF PRIVATE ROAD
PURSUANT TO M.L.C.A. 560.261 (P.A. 1967 NO. 288)**

File Number: 4012-92336
Date: September 28, 2012
Property Address: 6931 Fourth Street, Douglas, MI 49406

We, the undersigned seller(s) hereby notify the purchaser(s) that pursuant to Section 261 of the Subdivision Control Act of 1967 that you are purchasing a parcel of land that abuts a private road which is not required to be maintained by the Board of County Road Commissioners.

Seller(s):

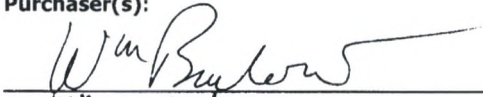


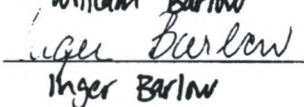
Glenn Schabes


Theresa Schabes

The undersigned purchaser(s) hereby acknowledge that they have read the above.

Purchaser(s):



William Barlow


Inger Barlow

This is to be attached to the deed, land contract, or other instrument conveying any interest in land.

Premier Lakeshore Title Agency, LLC

File No: 4012-92336

NPW
02-25-2021

STATE OF MICHIGAN Allegan County
Bob Genetski Register of Deeds

RECORDED

February 04, 2019 11:33:24 AM

Liber 4319 Page 107-107 D Q
FEE: \$30.00



Liber 4319 Page 107 #2019001552

QUIT CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS: That Steven Subelsky and Shelley Applebaum Subelsky, a/k/a Shelley A. Subelsky, husband and wife,

whose address is 33780 Walnut Lane, Farmington Hills, Michigan 48331

Quit Claims to Steven Subelsky and Shelley A. Subelsky, Co-Trustees of the Steven Subelsky and Shelley A. Subelsky Joint Trust U/A/D February 1, 2019,

whose address is 33780 Walnut Lane, Farmington Hills, Michigan 48331

the following described premises situated in the City of the Village of Douglas, County of Allegan, and State of Michigan, to wit:

Lots 158, 159, 160 and 161, Except the South 77.00 feet thereof. Also all of Lots 142 and 143 of Felker's Lakeshore Subdivision, according to the plat thereof recorded in Liber 4 of plats, Page 58, Allegan County Records.

Commonly known as 6914 Third St., Douglas, Michigan 49406
Tax ID No.: 0359-210-050-00

for the full consideration of One Dollar (\$1.00).

THIS DEED IS EXEMPT FROM COUNTY TRANSFER TAX UNDER M.C.L.A. SECTION 207.505(A) AND EXEMPT FROM STATE TRANSFER TAX UNDER M.C.L.A. SECTION 207.526(A).

subject to easements and restrictions of record, if any.

Dated this 1st day of February, 2019

Signed by:

Steven Subelsky
Steven Subelsky

Shelley Applebaum Subelsky
Shelley Applebaum Subelsky

RECEIVED

'19 FEB 4 AM 10:00

STATE OF MICHIGAN)
COUNTY OF OAKLAND) SS.

The foregoing instrument was acknowledged before me this 1st day of February, 2019, by Steven Subelsky and Shelley Applebaum Subelsky, husband and wife.

Julie A. Bloomenstein
Julie A. Bloomenstein
Notary Public, Oakland County, Michigan
My commission expires: 11/17/2020

When Recorded Return To: Alspecter Sosin & Noveck PLLC Name 30100 Telegraph Rd., Ste 360 Street Address Bingham Farms, MI 48025 City, State and Zip	Send Subsequent Tax Bills To: Steven Subelsky and Shelley A. Subelsky, Co-Trustees 33780 Walnut Lane Farmington Hills, Michigan 48331	Drafted By: Dawna Wilson (P56255) Alspecter Sosin & Noveck 30100 Telegraph Rd., Ste 360 Bingham Farms, MI 48025
Tax Parcel #0359-210-050-00	Recording Fee \$	Revenue Stamps

NSW
02-25-2021

STATE OF MICHIGAN
Allegan County County
July 20, 2017 12:51:05 PM
Receipt # 16953



REAL ESTATE
TRANSFER TAX
\$82.50 - CO
\$562.50 - ST
Stamp # 27887

STATE OF MICHIGAN Allegan County
Bob Genetski Register of Deeds



RECORDED
July 20, 2017 12:51:05 PM
Liber 4160 Page 387-389 D W
FEE: \$30.00



Liber 4160 Page 387 #2017014072

0359-210-055-00 OK

WARRANTY DEED

3

The Grantor(s), Suzanne M. Finney, whose address is 54 Arundel Place, Saint Louis, MO 63105, convey(s) and warrant(s) to Grant S. Williams and Mary C. Hickey, husband and wife, Grantee(s), whose address is 500 Atalanta, Webster Groves, MO 63119, the following described premises:

Land situated in the City of Village of Douglas, County of Allegan, Michigan, described as follows:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

Commonly known as: V/L Fourth Street, Douglas, MI 49406
Parcel ID No(s): 03-59-210-055-00

PENDING RECEIPT OF DENIAL
OF HOMESTEAD TAX EXEMPTION

For the Full Consideration of Seventy-Five Thousand And No/100 Dollar(s) (\$75,000.00) subject to building and use restrictions and easements of record, if any.

THE CURRENT YEAR TAX WAS
NOT AVAILABLE FOR EXAMINATION

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining thereto.

SUBJECT to easements and restrictions of record, zoning laws and ordinances affecting the premises, and rights of the public and of any governmental entity in any part thereof taken, used or deeded for street, road, right of way, or highway purposes, and subject to taxes and future installments of special assessments payable hereafter.

644

RECEIVED

17 JUL 20 AM 10:36

73

Tax Certification # 251605
obtained from Allegan County
Treasurer prior to recording

Deed (Warranty)

DG17-06239709

Lighthouse Regia - Inc.

NPW
02-25-2021

Dated this 30th day of June, 2017.

Suzanne M. Finney
Suzanne M. Finney

STATE OF MICHIGAN

COUNTY OF ALLEGAN

The foregoing instrument was acknowledged before me this day by Suzanne M. Finney.

Witness my hand and official seal, this the 30th day of June, 2017.

D. Assink

Dan Assink, Notary Public
Ottawa County, acting in Allegan County
State of Michigan
My Commission Expires: February 18, 2023

DAN ASSINK
Notary Public, State of Michigan
County of Ottawa
My Commission Expires Feb. 18, 2023
Acting in the County of ~~Ottawa~~
Allegan

(SEAL)

Prepared by:
Suzanne M. Finney
54 Arundel Place
Saint Louis, MO 63105

Assisted By:
Lighthouse Title, Inc.
150 Center Street, Suite D
Douglas, MI 49406

When recorded mail to:
Lighthouse Title, Inc.
150 Center Street, Suite D
Douglas, MI 49406

NPW
02-25-2021



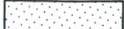

EXHIBIT "A"

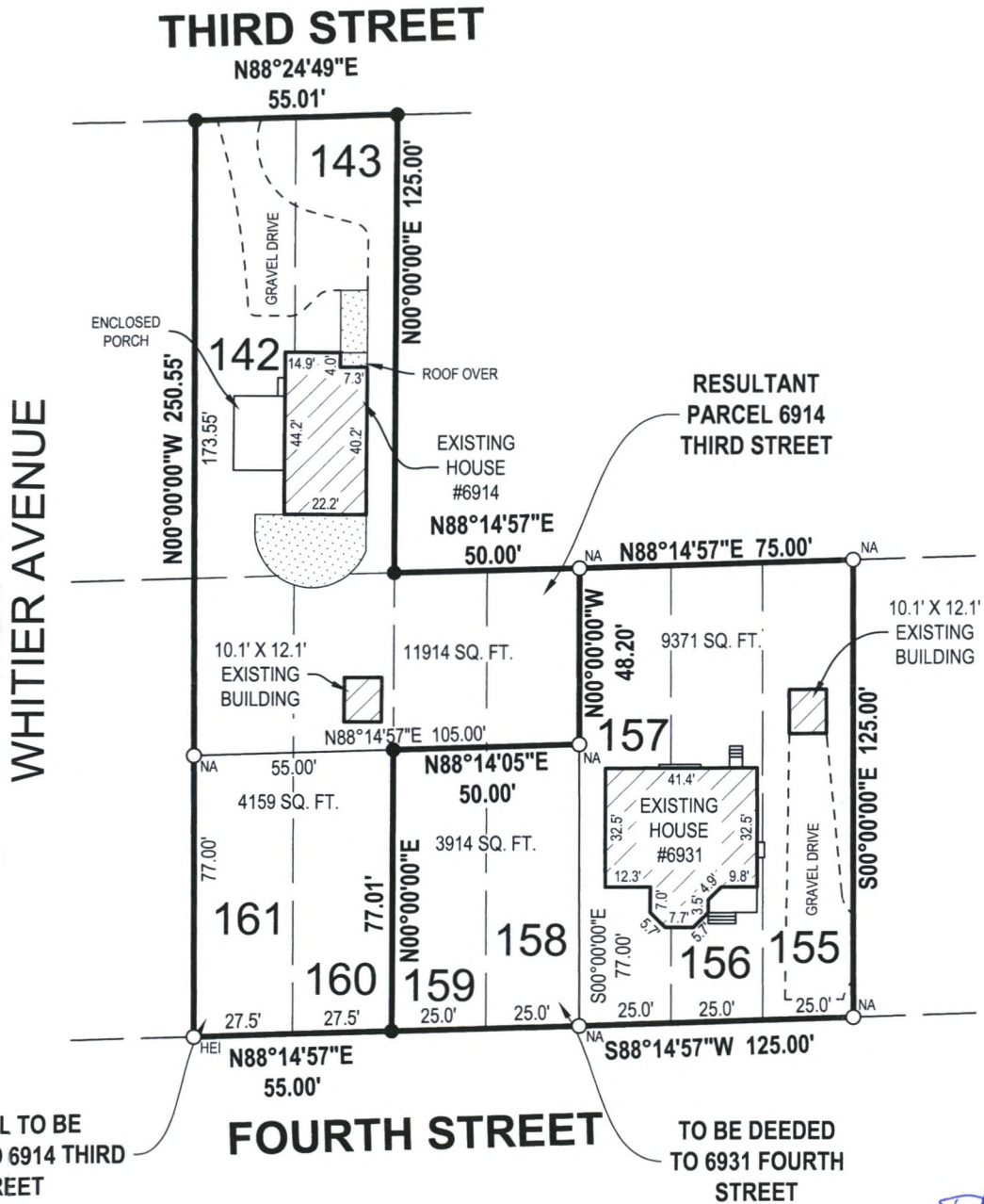
The South 77.00 feet of Lots 158, 159, 160, and 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Together with a right of passage over that part of the Southwest 1/4 of Section 17, Town 3 North, Range 16 West, Village of the City of Douglas, Allegan County, Michigan, described as: Commencing at the central 1/4 corner of Section 17 and proceeding thence South 88 degrees 41 minutes 12 seconds West 1192.40 feet along the East and West 1/4 line of said Section to the centerline of Lakeshore Road; thence South 20 degrees 03 minutes 52 seconds West 734.55 feet along the centerline of Lakeshore Road; thence South 12 degrees 26 minutes 41 seconds West 489.17 feet along said centerline to the Point of Beginning; thence North 88 degrees 51 minutes 27 seconds East 142.55 feet to the West line of Lakeshore Drive; thence South 15 degrees 48 minutes 32 seconds West 18.77 feet along the West line of Lakeshore Drive; thence South 88 degrees 51 minutes 27 seconds West 141.42 feet to the centerline of Lakeshore Road; thence continuing South 88 degrees 51 minutes 27 seconds West 170 feet, more or less, to Lake Michigan; thence Northerly along Lake Michigan 26 feet, more or less, to the intersection with a line bearing South 88 degrees 51 minutes 27 seconds West from the Point of Beginning; thence North 88 degrees 51 minutes 27 seconds East 156 feet, more or less, to the Point of Beginning.

NPW
02-25-2021

LEGEND

-  Iron - Found as Noted
-  Iron - Set 1/2" X 18" iron rebar with NED Cap
-  Concrete
-  Existing Building



DESCRIPTIONS

Parcel to be Deeded (6914 Third Street)
 The South 77.00 feet of Lots 160 and 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Resultant Parcel (6914 Third Street)
 Lots 158 and 159, Felker's Lake Shore Subdivision, EXCEPT the South 77.00 feet; also including all of Lots 142, 143, 160, 161, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Parcel to be Deeded (6931 Fourth Street)
 The South 77.00 feet of Lots 158 and 159, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.

Resultant Parcel (6931 Fourth Street)
 Lots 155, 156, and 157, Felker's Lake Shore Subdivision, and the South 77.00 feet of Lots 158 and 159, Felker's Lake Shore Subdivision, according to the recorded plat in Liber 4 of Plats, Page 58, Allegan County Records.



By: *Scott A. Hendges*
 Scott A. Hendges Licensed Professional Surveyor No. 47953

SCALE: 1" = 50' 0' 25' 50'



Sikkel & Associates PLC Steve Krommendyk 42 E. Lakewood Blvd. Holland, MI 49424		
Subelsky & Barlow 6914 Third Street, 6931 & 6933 Fourth St		
DRAWN BY: DS	DATE: 2/3/2021	PRJ #: 21200158
REV. BY:	REV. DATE:	
REV.:		1 OF 1

NEDERVELD
 www.nederveld.com • 800.222.1868
 Holland
 347 Hoover Blvd.
 Holland, MI 49423
 Ann Arbor Chicago Columbus
 Grand Rapids Indianapolis St. Louis

This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

SURVEYOR'S CERTIFICATE:
 I certify that the requirements for 1970 PA 132, MCL 54.213 have been met. The relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying.

NPW
02-25-2021

**CITY OF THE VILLAGE OF DOUGLAS
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 10-2021

RESOLUTION CERTIFYING AN APPROVED LOT LINE ADJUSTMENT

**PPN: 03-59-210-055-00 (Vacant Land), PPN: 03-59-210-050-00 (6914 Third Street), and
PPN: 03-59-210-054-10 (6931 Fourth Street), Douglas, Michigan**

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 15th day of March 2021, at 7:00 p.m..

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson

_____.

RESOLUTION

WHEREAS, Article 17 of the Zoning Ordinance (“Ordinance”) of the City of the Village of Douglas (“Douglas”) regulates the land division, combination/consolidation, and lot line adjustments of platted lots and unplatted land in Douglas;

WHEREAS, Section 17.03 of that Ordinance reaffirms that lot line adjustment between two or more adjacent parcels is exempt from the Land Division Act, PA 288 of 1976 as amended, and shall be administratively reviewed and approved by the Planning and Zoning Administrator;

WHEREAS, Douglas has received an Application for Land Division (“Application”) from William and Inger Barlow and Steven and Shelly Subelsky (Steve Krommendyk – Sikkell & Associates PLC (“Applicant”)) for a lot line adjustment or the exempted division of PPN: 03-59-210-055-00 (Vacant Land) into two

parts, and consolidation of those resultant parts as deeded to PPN: 03-59-210-050-00 (6912 Third Street) and PPN: 03-59-210-054-10 (6931 Fourth Street), in Douglas, Michigan;

WHEREAS, the Planning and Zoning Administrator has reviewed the Application and the proposed property descriptions and survey of which is attached hereto, finding the lot line adjustment of the lots constitutes two conforming lots and meets the requirements of the Ordinance and Land Division Act;

WHEREAS, Douglas City Council has historically considered the implementation of administrative functions related to these exempted land divisions to be a matter for the public record; and,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the City of the Village of Douglas City Council certifies the lot line adjustment, dividing PPN: 03-59-210-055-00 (Vacant Land), between the PPN: 03-59-210-050-00 (6914 Third Street), and PPN: 03-59-210-054-10 (6931 Fourth Street), in Douglas, Michigan.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 15th day of March, 2021.

CITY OF THE VILLAGE OF DOUGLAS

BY: _____
Patricia Lion, Mayor

BY: _____
Pamela Aalderink, CMC, City Clerk

CERTIFICATION

I, Pamela Aalderink, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held March 15th, 2021, 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.

CITY OF THE VILLAGE OF DOUGLAS

Pamela Aalderink, CMC
City Clerk



Incidents for February 2021

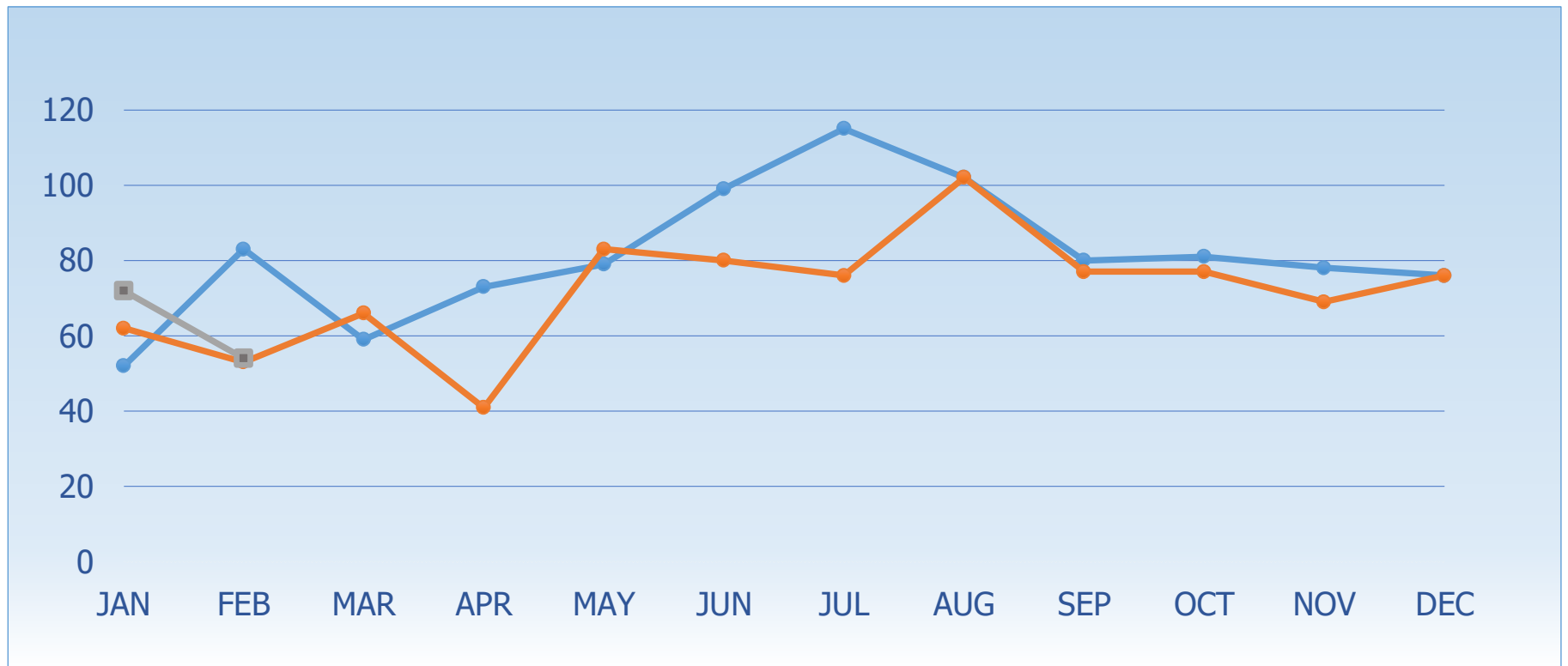


Summary of Incidents

- ❖ February was comparable to last year. We ended up with 54 calls and a total for the first two months of 126. That is 11 more than last year or an increase of 10%
- ❖ It is still a bit too early to judge the busy days of the week, Friday seems to be the least busy for now, 12 calls so far. The time of day when we run the most calls are a bit premature as well to judge. We see an uptick between the hours of 10AM-2PM then it levels off at 8PM-9AM the following day.
- ❖ Overlapping calls in line with last year's pattern.
- ❖ Year to date we have responded to 3 gas leak incidents that could have evolved into a major loss, luckily they were all mitigated prior to reaching explosive levels. These three properties had a total value of app. \$750,000.
- ❖ Type of calls comes out as a "normal" month, EMS counts for 57% of our volume. MVIs, due to weather and road conditions are still higher than last year – 10 compared to 2 – and comparable to 2019 where we had similar road and weather issues. We responded to a double vehicle fire where drivers had tried to jump-start one vehicle, unfortunately there was a mishap and one engine compartment ignited and spread to the other compartment. Both vehicles were a total loss.
- ❖ Location of calls shows Township is way ahead 58% compared to Douglas 24% and Saugatuck City that list at 18%.
- ❖ Our response time for February was 7:28 or almost 2 minutes slower than February last year and a minute slower than 2019. Weather, road conditions and locations were a factor. January showed 31 priority 1 and 2 calls (lights and siren).

2021 Incidents by Month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54											126
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977



2011-21 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54											126
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641
Average	57	53	55	54	71	78	98	84	69	66	56	58	796

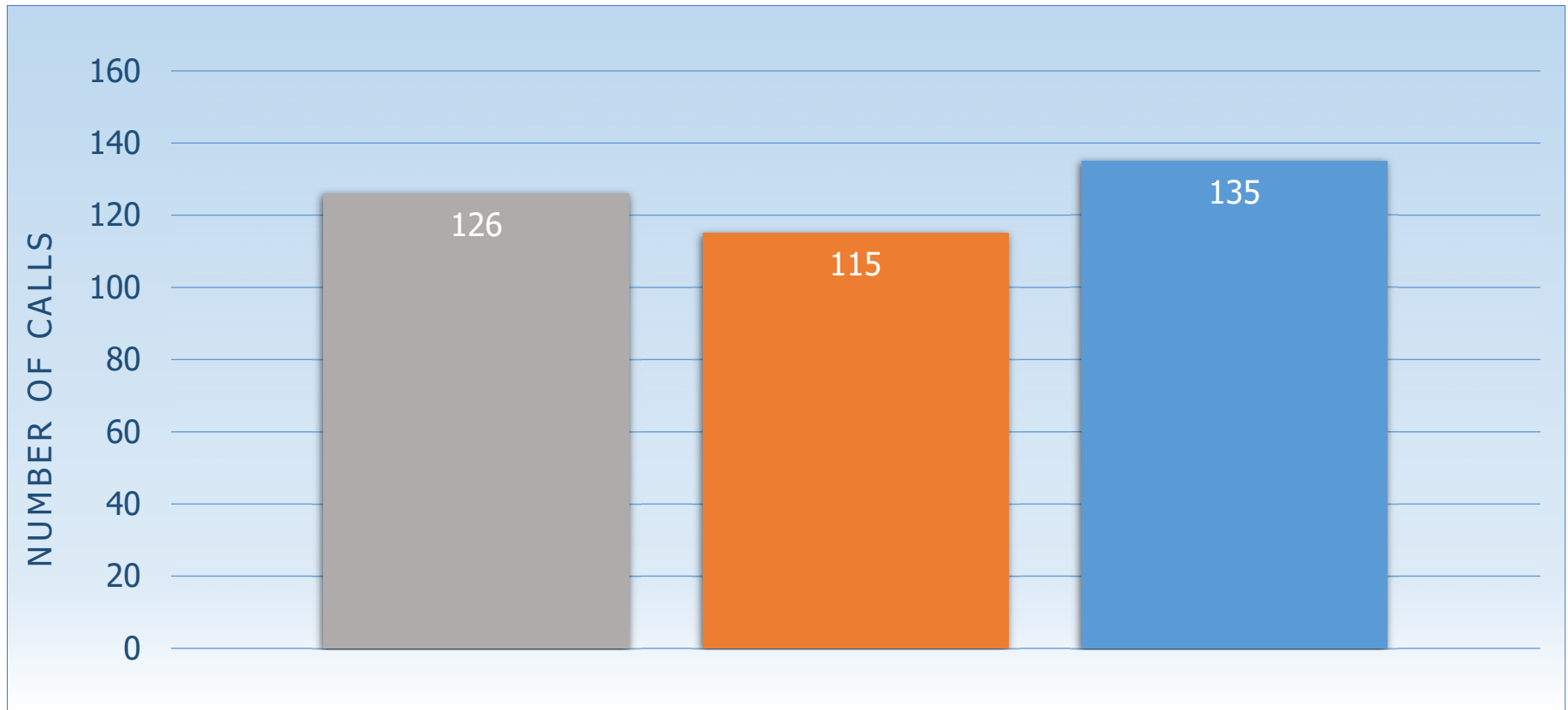
Lowest Highest

1999-2021 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54											126
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641
2010	36	26	46	52	50	48	98	72	58	54	40	32	612
2009	46	46	38	40	43	61	65	57	58	45	44	49	592
2008	46	35	23	32	41	53	101	54	43	48	29	53	558
2007	35	44	34	39	44	64	78	59	55	37	33	37	559
2006	41	33	41	23	58	48	64	46	42	43	47	42	528
2005	42	28	48	47	37	57	75	58	49	40	40	34	555
2004	41	28	34	34	51	45	50	48	46	51	30	41	499
2003	25	30	35	36	54	61	55	63	39	35	39	45	517
2002	36	27	41	35	35	54	62	65	53	44	36	30	518
2001	29	33	38	38	46	51	69	43	46	43	34	28	498
2000	44	40	44	50	42	48	64	38	41	42	46	45	544
1999	32	34	31	31	37	37	41	40	31	39	31	31	415
Average	47	43	46	45	57	64	82	68	57	54	45	47	645

Lowest Highest

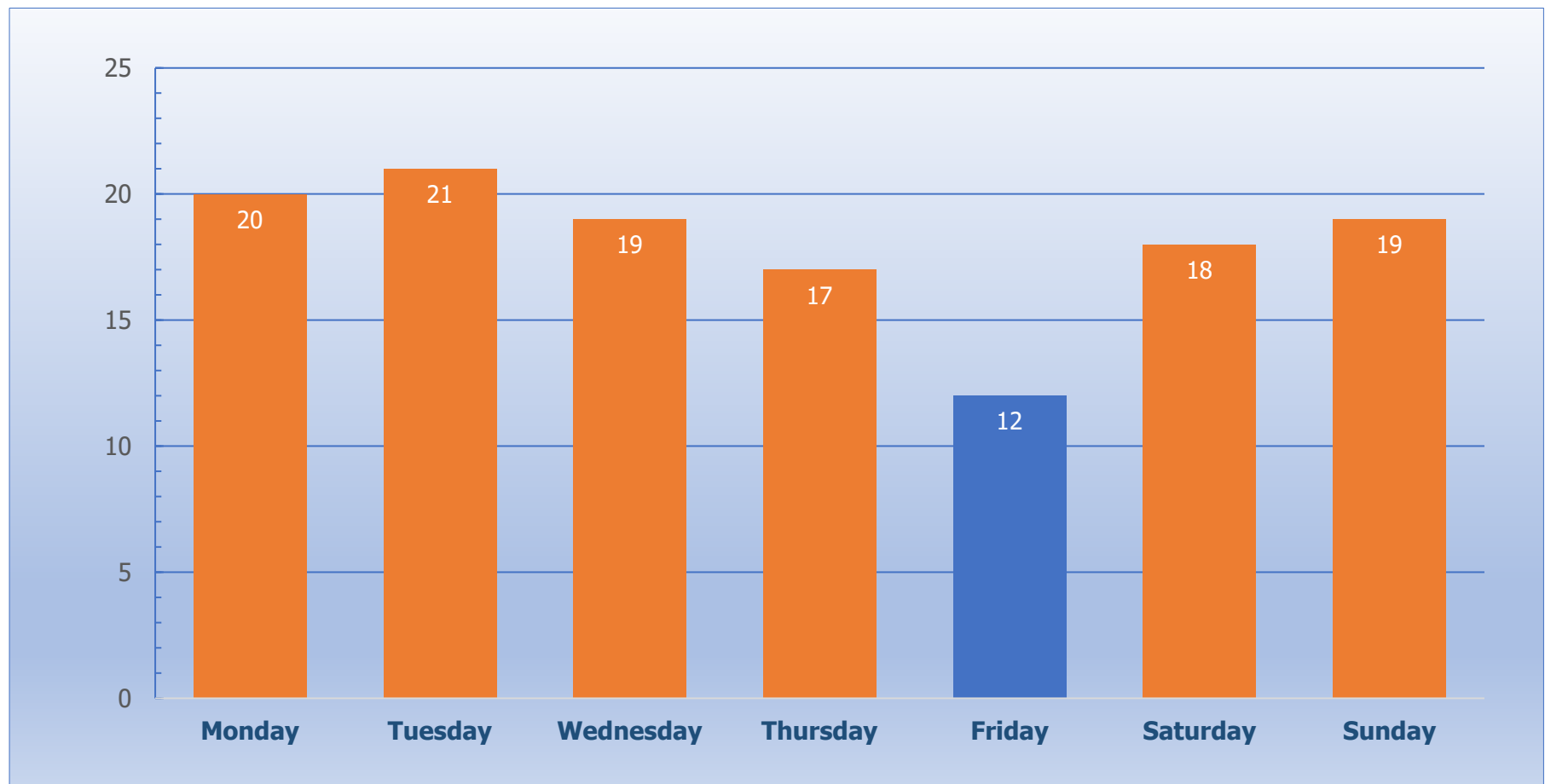
2019-2021 Incident Comparison



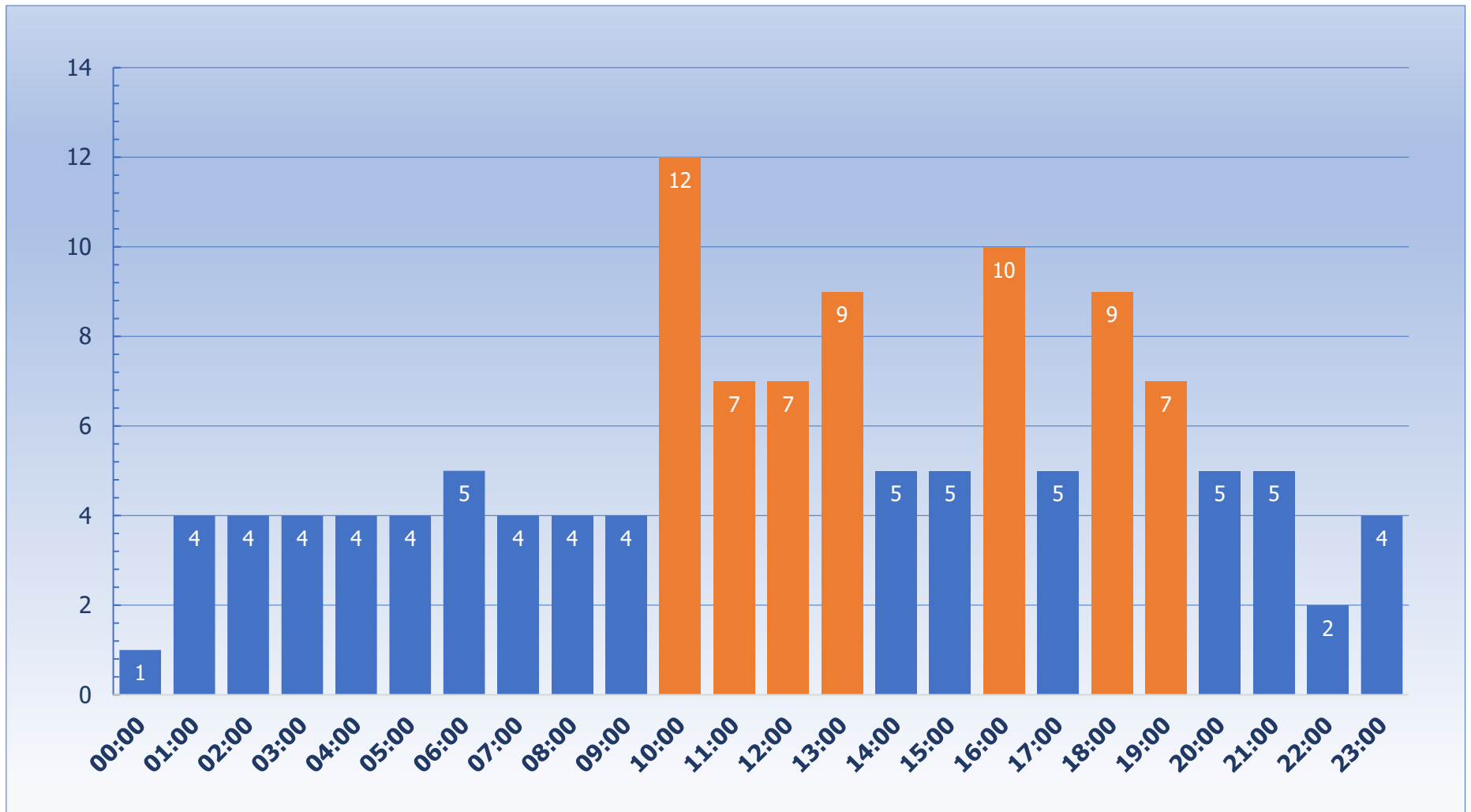
Year	February 28	+/-	+/- %
2021	126	11	9.6
2020	115	(20)	(14.8)
2019	135		

2021 Incidents per Day of the Week

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
20	21	19	17	12	18	19



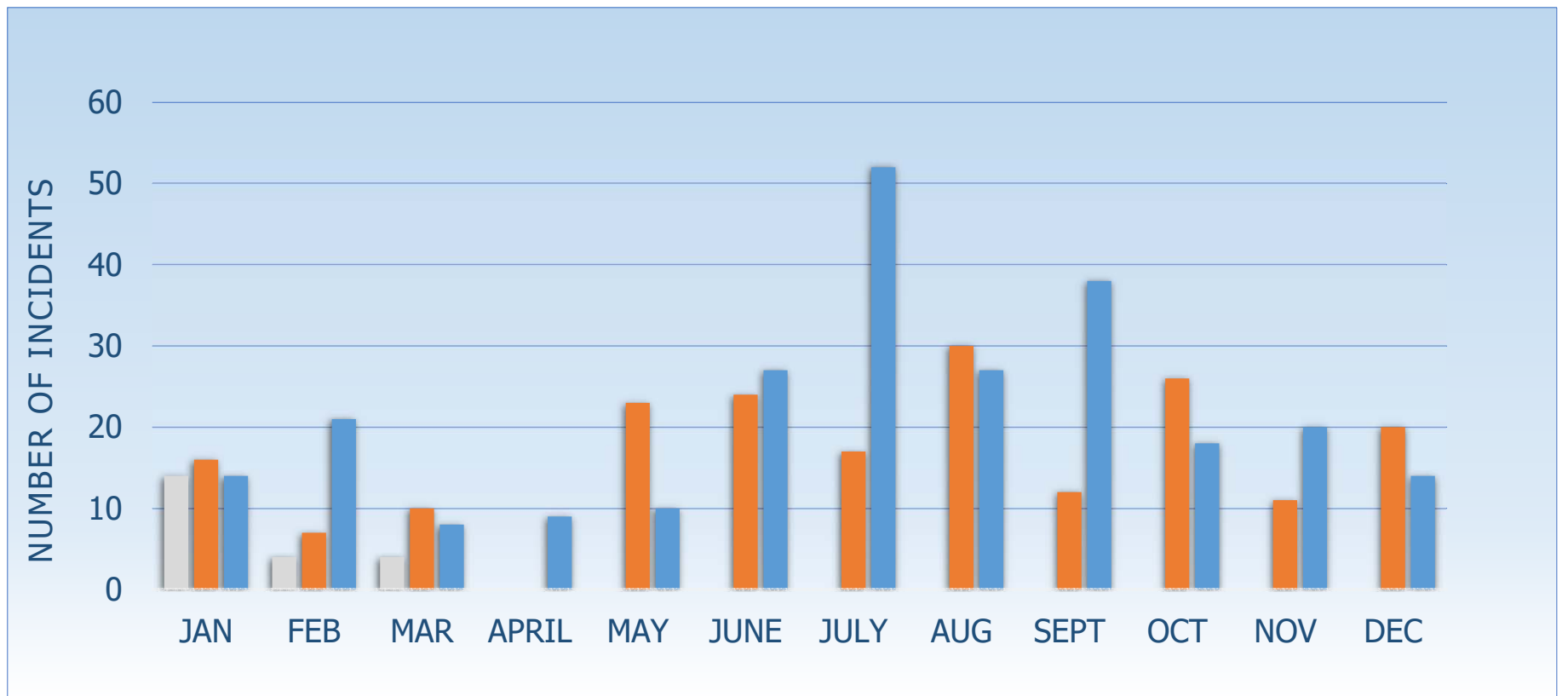
2021 Incidents by Time of Day



2021 Overlapping Incidents YTD

[Another emergency incident that requires fire department response that occurs within the time frame of a previous emergency incident.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2021	14	4	4										22
2020	16	7	10	0	23	24	17	30	12	26	11	20	196
2019	14	21	8	9	10	27	52	27	38	18	20	14	258



2021 Protected Property Value

NFIRS Category	Call #	Date	Address	Zillow Market Value	Loss
----------------	--------	------	---------	---------------------	------

Fire

			TOTAL	\$0	\$0

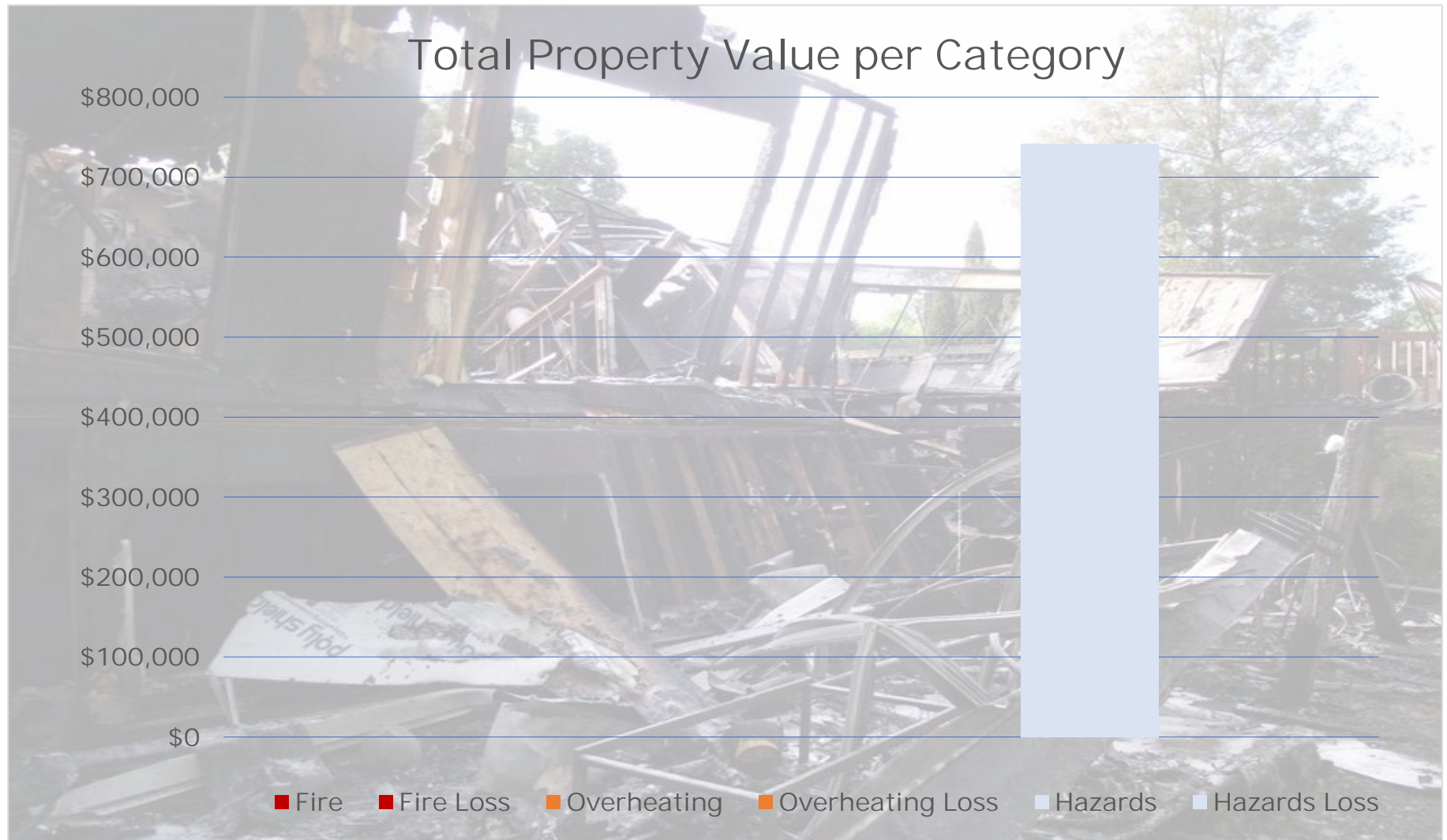
Overpressure Explosion, Overheat - No Fire

			TOTAL	\$0	\$0

Hazardous Conditions - No Fire

412	210019	01/07/2021	Elizabeth Street	\$418,233	\$0
412	210094	02/14/2021	Sandra Lane	\$248,287	\$0
412	210101	02/14/2021	Maple Lane	\$75,000	\$0
			TOTAL	\$741,520	\$0

2020 Protected Property Value



National Fire Incident Reporting System (NFIRS) Incident Code Guide

100 Series (Fire)

- (11) Structure Fire**
 - (111) Building Fire
 - (112) Fires in structures other than in a building
 - (113) Cooking fire, confined to container
 - (114) Chimney or flue fire, confined to chimney or flue
 - (115) Incinerator overload or malfunction, fire confined
 - (116) Fuel burner/boiler malfunction, fire confined
 - (117) Commercial compactor fire, confined to rubbish
 - (118) Trash, or rubbish fire in a structure, no flame damage
- (12) Fire in mobile property used as a fixed structure**
 - (121) Fire in mobile home used as a fixed residence
 - (122) Fire in motor home, camper, recreational vehicle
 - (123) Fire in portable building, fixed location
- (13) Mobile property (vehicle) fire**
 - (131) Passenger vehicle fire
 - (132) Road freight or transport vehicle fire
 - (133) Rail vehicle fire
 - (134) Water vehicle fire
 - (135) Aircraft vehicle fire
 - (136) Self-propelled motor home or recreational vehicle fire
 - (137) Camper or recreational vehicle
 - (138) Off-road vehicle or heavy equipment fire
- (14) Natural vegetation fire**
 - (141) Forest, woods, or wildland fire
 - (142) Brush, or brush and grass mixture fire
 - (143) Grass fire, includes fire confined to area.
- (15) Outside rubbish fire**
 - (151) Outside rubbish, trash, or waste fire
 - (152) Garbage dump or sanitary landfill fire
 - (153) Construction or demolition landfill fire
 - (154) Dumpster or other outside trash receptacle fire
 - (155) Outside stationary compactor/compacted trash fire
- (16) Special outside fire**
 - (161) Outside storage fire on residential or commercial/ industrial property
 - (162) Outside equipment fire
 - (163) Outside gas or vapor combustion explosion
 - (164) Outside mailbox fire
- (17) Cultivated vegetation, crop fire**
 - (171) Cultivated grain or crop fire
 - (172) Cultivated orchard or vineyard fire
 - (173) Cultivated trees or nursery stock fire

200 Series (Overpressure Explosion, Overheat - No Fire)

- (21) Overpressure rupture from steam (no ensuing fire)**
 - (211) Overpressure rupture of steam pipe or pipeline
 - (212) Overpressure rupture of steam boiler
 - (213) Steam rupture of pressure or process vessel
- (22) Overpressure rupture from air or gas - no fire**
 - (221) Overpressure rupture of air or gas pipe/pipeline
 - (222) Overpressure rupture of boiler from air or gas
 - (223) Air or gas rupture of pressure or process vessel
- (23) Overpressure rupture, chemical reaction - no fire**
 - (231) Chemical reaction rupture of pressure or process vessel
- (24) Explosion (no fire)**
 - (241) Munitions or bomb explosions (no fire)
 - (242) Blasting agent explosion (no fire)
 - (243) Fireworks explosion (no fire), all classes of fireworks
- (25) Excessive heat, scorch burns with no ignition**
 - (251) Excessive heat, scorch burns with no ignition

300 Series (Rescue & EMS Incidents)

- (31) Medical assist**
 - (311) Medical assist, assist EMS crew
- (32) Emergency medical service (EMS) incident**
 - (321) EMS call, excluding vehicle accident with injury
 - (322) Vehicle accident with injuries
 - (323) Motor vehicle/pedestrian accident (MV Ped)
 - (324) Motor vehicle accident with no injuries
- (33) Lock-in**
 - (331) Lock-in, includes vehicles (if lock-out, use 511)
- (34) Search for lost person**
 - (341) Search for person on land
 - (342) Search for person in water
 - (343) Search for person underground
- (35) Extrication, rescue**
 - (351) Extrication of victim(s) from building/structure
 - (352) Extrication of victim(s) from vehicle
 - (353) Removal of victim(s) from stalled elevator
 - (354) Trench/below grade rescue
 - (355) Confined space rescue
 - (356) High angle rescue
 - (357) Extrication of victim(s) from machinery
- (36) Water or ice-related rescue**
 - (361) Swimming/recreational water areas rescue
 - (362) Ice rescue
 - (363) Swift water rescue
 - (364) Surf rescue
 - (365) Watercraft rescue
- (37) Electrical rescue**
 - (371) Electrocutation or potential electrocution
 - (372) Trapped by power lines
- (38) Rescue or EMS standby**
 - (381) Rescue or EMS standby; hazardous conditions

400 Series (Hazardous Conditions - No Fire)

- (41) Combustible/flammable spills & leaks**
 - (411) Gasoline or other flammable liquid spill, Class I
 - (412) Gas leak (natural gas or LPG)
 - (413) Oil or other combustible liquid spill, Class II or III
- (42) Chemical release, reaction or toxic condition**
 - (421) Chemical hazard (no spill or leak)
 - (422) Chemical spill or leak
 - (423) Refrigeration leak
 - (424) Carbon monoxide incident
- (43) Radioactive condition**
 - (431) Radiation leak, radioactive material
- (44) Electrical wiring/equipment problem**
 - (441) Heat from short circuit (wiring), defective/worn insulation
 - (442) Overheated motor or wiring
 - (443) Breakdown of light ballast
 - (444) Power line down
 - (445) Arcing, shorted electrical equipment
- (45) Biological hazard**
 - (451) Biological hazard, confirmed or suspected
- (46) Accident, potential accident**
 - (461) Building or structure weakened or collapsed
 - (462) Aircraft standby
 - (463) Vehicle accident, general cleanup
- (47) Explosive, bomb removal**
 - (471) Explosive, bomb removal (for bomb scare, use 721)
- (48) Attempted burning, illegal action**
 - (481) Attempt to burn
 - (482) Threat to burn

500 Series (Service Call)

- (51) Person in distress**
 - (511) Lock-out
 - (512) Ring or jewelry removal, no transport to hospital
- (52) Water problem**
 - (521) Water (not people) evacuation
 - (522) Water or steam leak, includes open hydrants
- (53) Smoke problem**
 - (531) Smoke or odor removal
- (54) Animal problem or rescue**
 - (541) Animal problem
 - (542) Animal rescue
- (55) Public service assistance**
 - (551) Assist police or other governmental agency
 - (552) Police matter
 - (553) Public service, not government agencies
 - (554) Assist invalid
 - (555) Defective elevator, no occupants
- (56) Unauthorized burning**
 - (561) Cover assignment, standby at fire station, move-up
 - (571) Cover assignment, standby, moveup

600 Series (Good Intent Calls)

- (61) Dispatched and canceled enroute**
 - (611) Dispatched & canceled enroute
- (62) Wrong location, no emergency found**
 - (621) Wrong location
 - (622) No incident found at dispatch address
- (63) Controlled burning**
 - (631) Authorized controlled burning
 - (632) Prescribed fire (with prior written, approved fire plan)
- (64) Vicinity alarm**
 - (641) Vicinity alarm (incident in other location)
- (65) Steam, other gas mistaken for smoke**
 - (651) Smoke scare, odor of smoke, not steam
 - (652) Steam, vapor, fog or dust thought to be smoke
 - (653) Smoke from barbecue, tar kettle (not hostile fire)
- (66) EMS call where party has been transported**
 - (661) EMS call, party transported by non-fire agency
- (67) Hazmat release investigation w/ no hazmat**
 - (671) Hazmat release investigation w/ no hazmat found
 - (672) Biological hazard, none found

700 Series (False Alarms & False Calls)

- (71) Malicious, mischievous false alarm**
 - (711) Municipal alarm system, malicious false alarm
 - (712) Direct tie to FD, malicious/false alarm
 - (713) Telephone, malicious false alarm
 - (714) Central station, malicious false alarm
 - (715) Local alarm system, malicious false alarm
- (72) Bomb scare**
 - (721) Bomb scare - no bomb
- (73) System or detector malfunction**
 - (731) Sprinkler activation due to system malfunction or failure
 - (732) Extinguishing system activation due to malfunction
 - (733) Smoke detector activation due to malfunction
 - (734) Heat detector activation due to malfunction
 - (735) Alarm system activation due to malfunction
 - (736) CO detector activation due to malfunction
- (74) Unintentional system/detector operation - no fire**
 - (741) Sprinkler activation, no fire - unintentional
 - (742) Extinguishing system activation
 - (743) Smoke detector activation, no fire -unintentional
 - (744) Detector activation, no fire - unintentional
 - (745) Alarm system activation, no fire - unintentional
 - (746) Carbon monoxide detector activation, no CO
- (75) Biological hazard**
 - (751) Biological hazard, malicious false report

800 Series (Severe Weather & Natural Disaster)

- (81) Severe Weather & Natural Disaster**
 - (811) Earthquake assessment, not rescue/other service
 - (812) Flood assessment, not water rescue
 - (813) Wind storm, tornado/hurricane assessment
 - (814) Lightning strike (no fire), includes investigation
 - (815) Severe weather or natural disaster standby

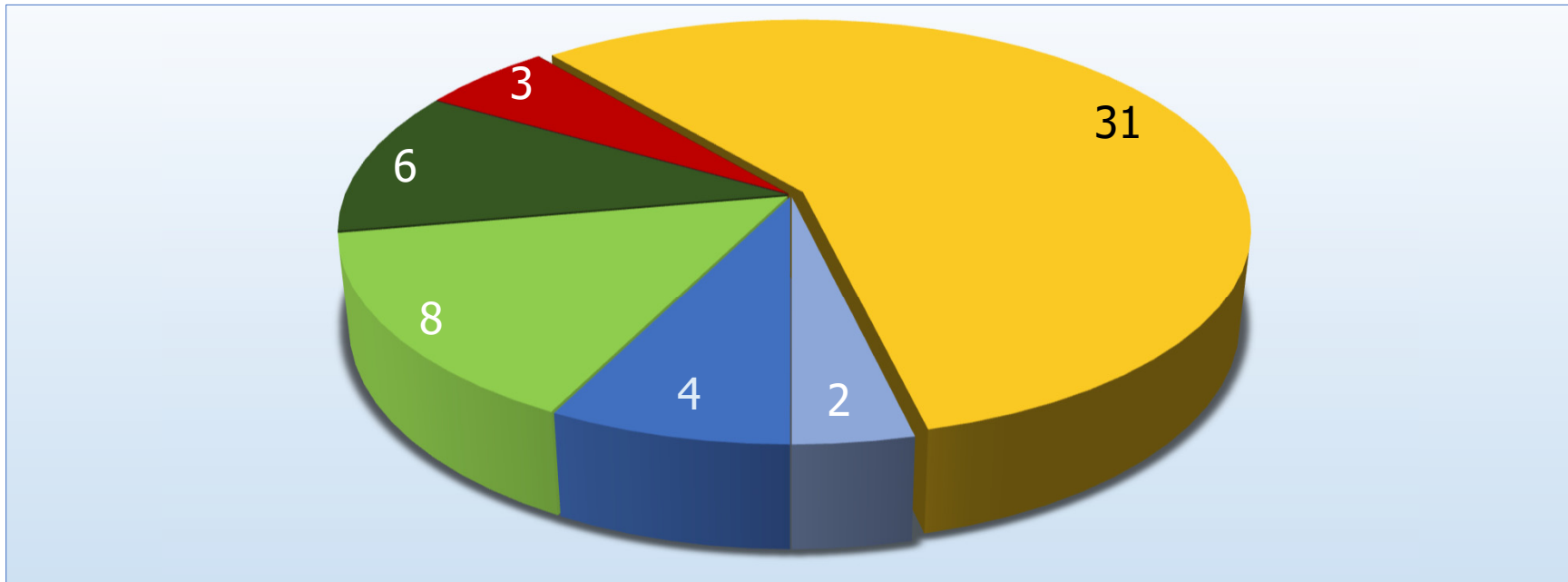
900 Series (Special Incident Type)










- (91) Citizen compliant**
 - (911) Citizen complaint, includes code violations



All Incident Type Codes are part of the National Fire Incident Reporting System standard NFIRS used in this document.

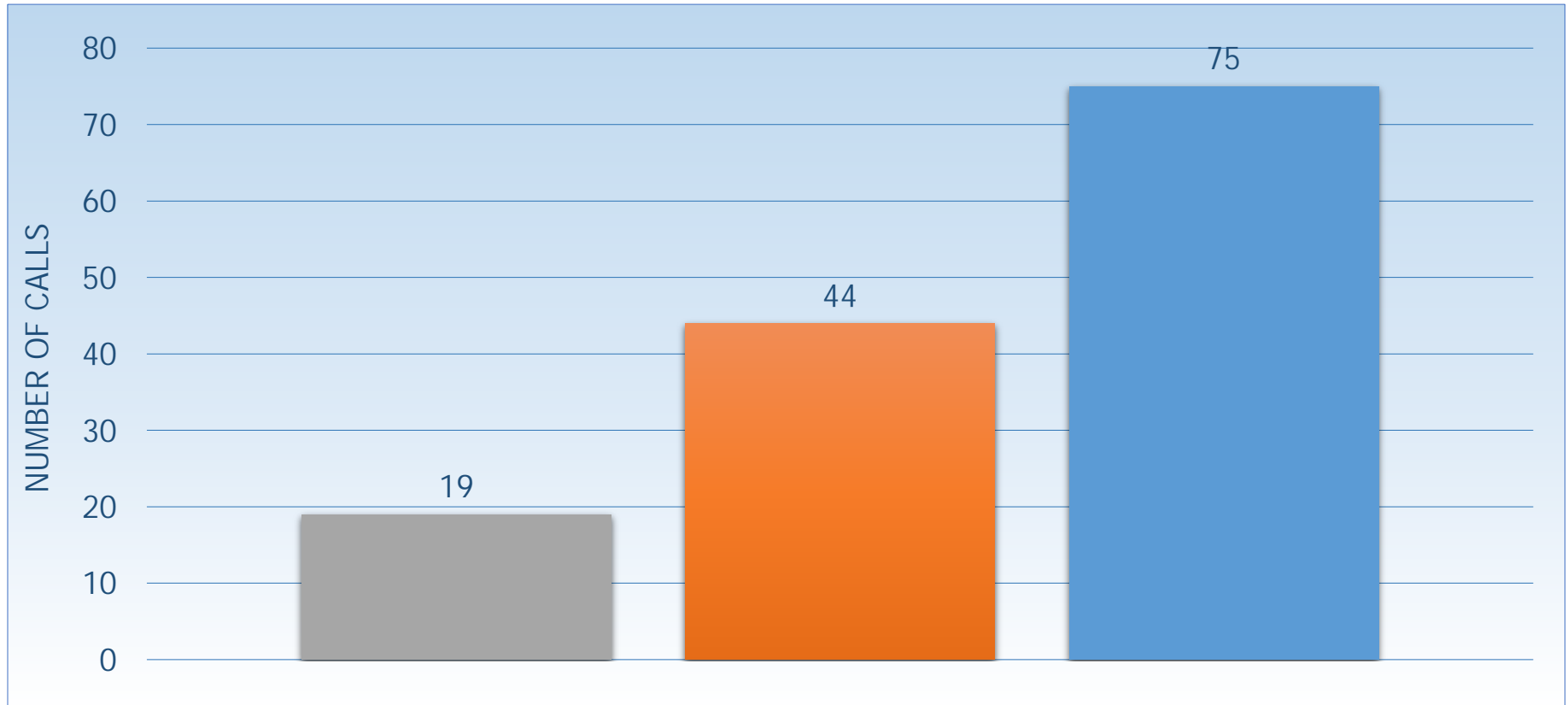
February 2021 Incidents by NFIRS Type



Type Of Incident:	Total Incidents:	Percentage Value:
 100s - All types of fire, structure, vehicle and wildland.	3	5.6%
 200s - Excessive heat, explosions and ruptured pipelines. No Fire.	0	0.0%
 300s - Medical assist, traffic accidents, water and ice rescues.	31	57.4%
 400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	2	3.7%
 500s - Public service Calls. Water and smoke problems. Animal rescue.	4	7.4%
 600s - Cancelled calls, controlled burns and smoke investigation.	8	14.8%
 700s - False alarms. Smoke, heat and CO detector malfunctions.	6	11.1%
 800s - Severe weather, flooding, storm and lightning strike damage.	0	0.0%
 900s - Community participation and citizen concerns.	0	0.0%
	54	100.0%

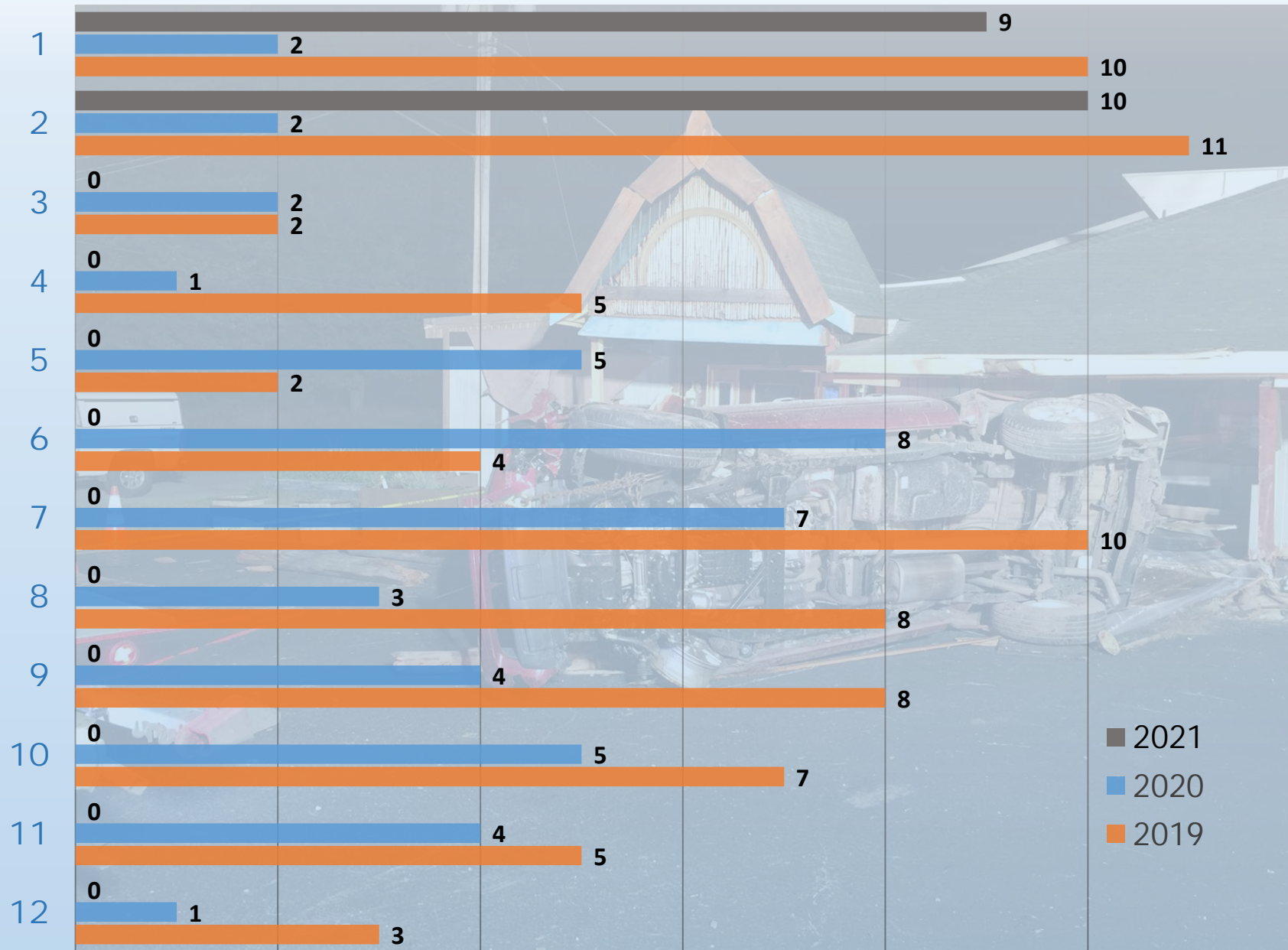
2019-2021 Motor Vehicle Incidents

[All incidents with any motorized vehicle involved in accidents, fires etc.]



As of:	# of Incidents	+/-	+/- %	Extrication	%
02/14/2021	19	(25)	(56.82)	1	5.3
12/31/2020	44	(31)	(41.33)	0	0.0
12/31/2019	75	11	21.15	3	4.0

MV Incidents by Month 2019-2021



2015-21 MVIs by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	9	10											19
2020	2	2	2	1	5	8	7	3	4	5	4	1	44
2019	10	11	10	5	2	4	10	8	8	7	5	3	83
2018	9	5	4	5	9	5	7	6	6	0	1	7	64
2017	4	4	2	2	7	7	8	4	2	3	2	7	52
2016	15	8	3	13	4	8	16	4	0	2	5	11	89
2015	6	11	3	1	3	6	7	7	4	2	1	2	53
Average	8	7	4	5	5	6	10	6	4	3	3	6	68

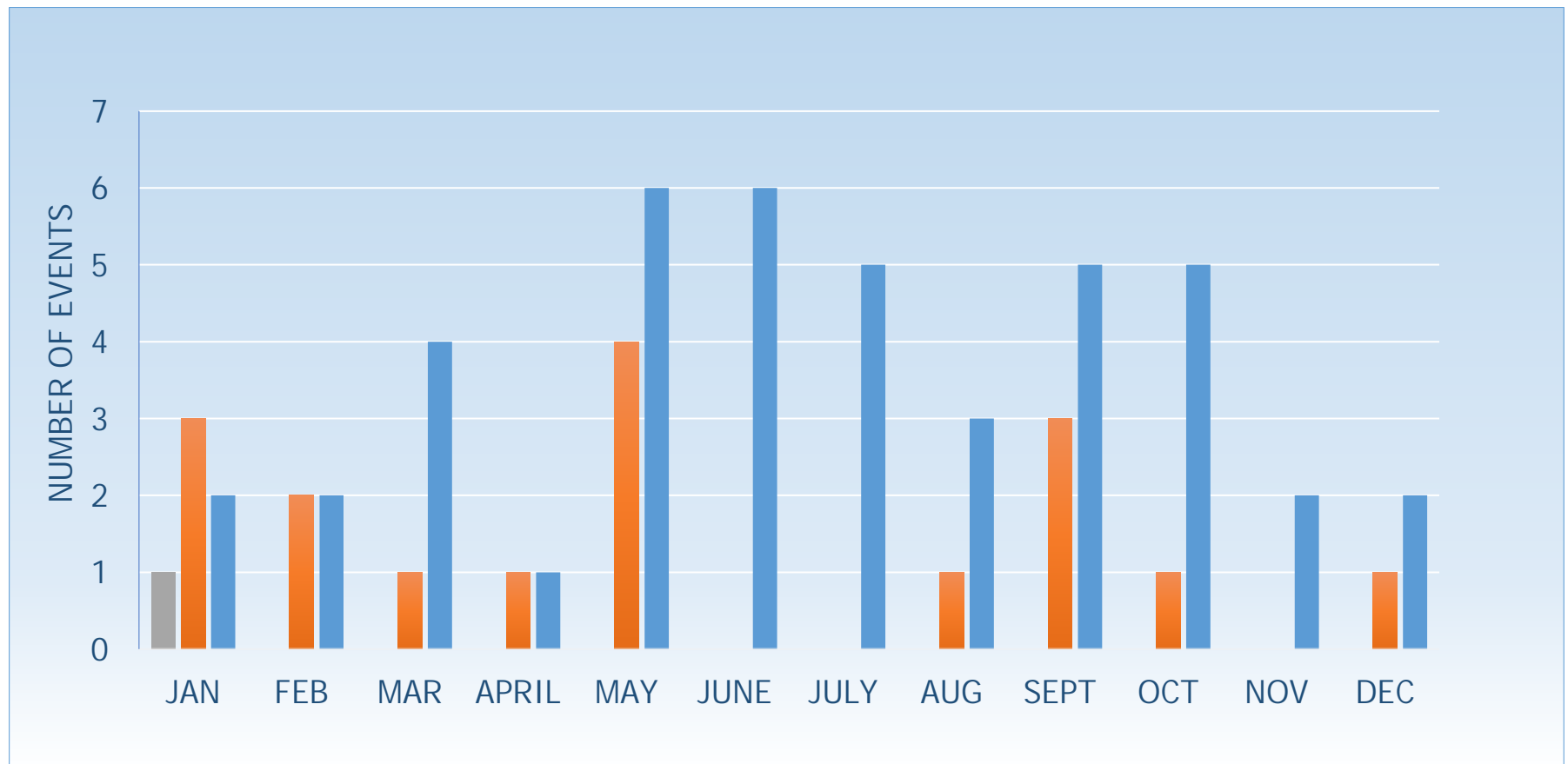
Lowest Highest

2021 Vehicle Fires - Value and Loss

NFIRS Category	Call #	Date	Address	Year	Make	Model	Blue Book Value	State	Loss
Fire									
131	0113	02/21/2021	Gaslight Circle		VW	TD Wagon		Totaled	
-	-	-	-		Mazda	Sedan CX5		Totaled	
			TOTAL				\$0		\$0

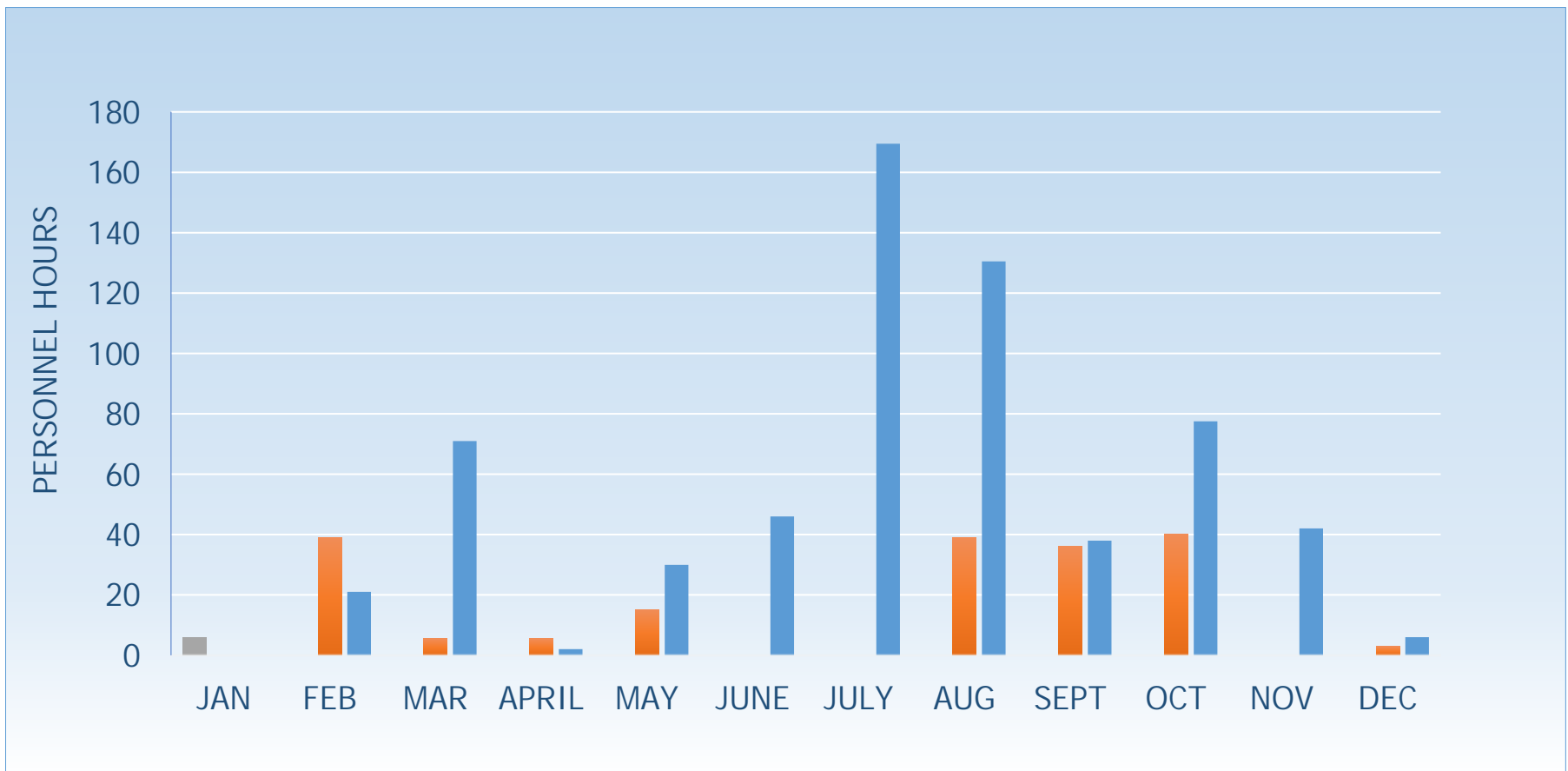
2019-2021 Special Events by month

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	1	0											1
2020	3	2	1	1	4	0	0	1	3	1	0	1	17
2019	2	2	4	1	6	6	5	3	5	5	2	2	43

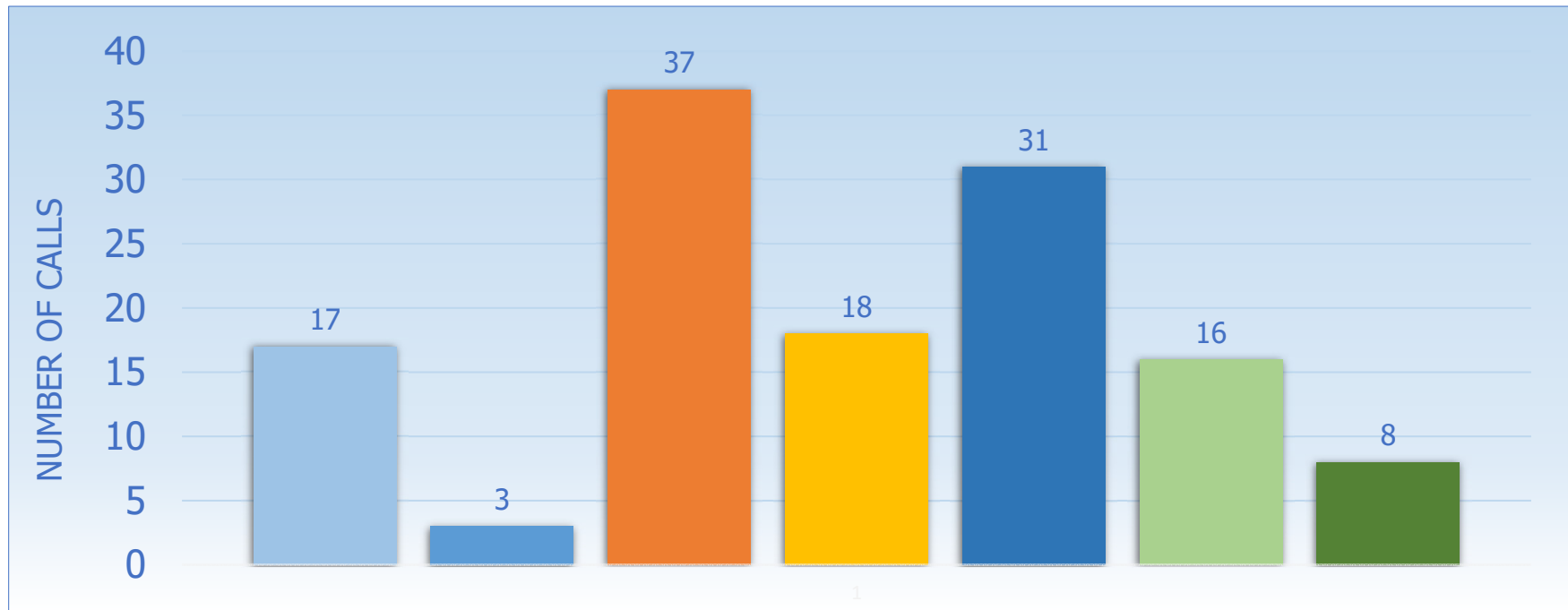


2019-2021 Special Events Personnel Hours

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	6	0											6
2020	0	39	6	6	15	0	0	39	36	40	0	3	183
2019	0	21	71	2	30	46	170	131	38	78	42	6	634

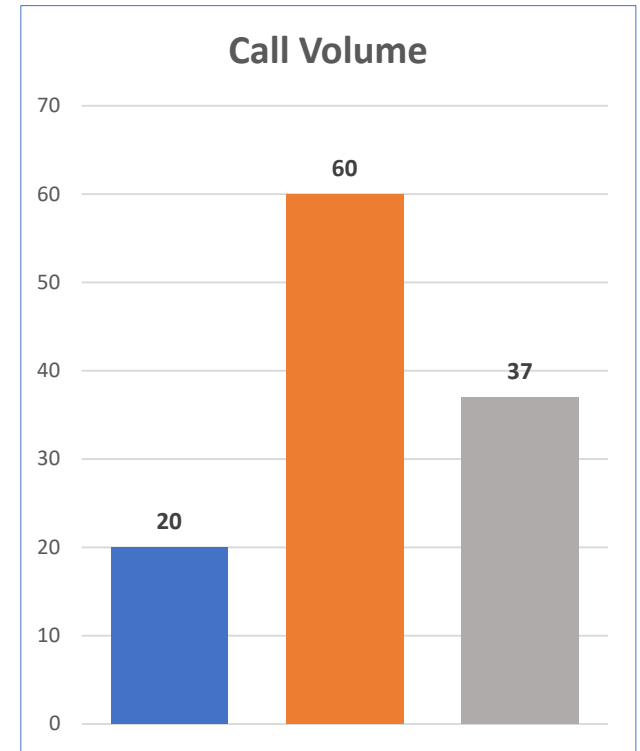
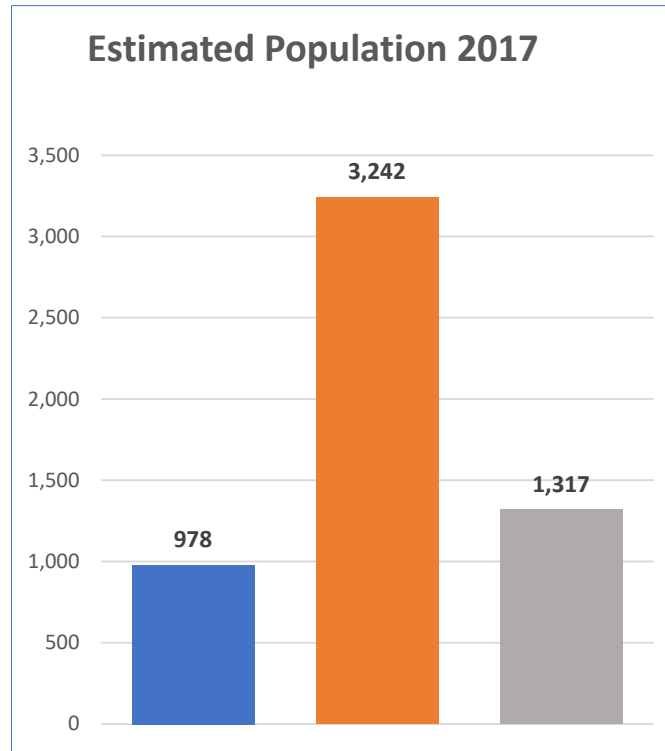
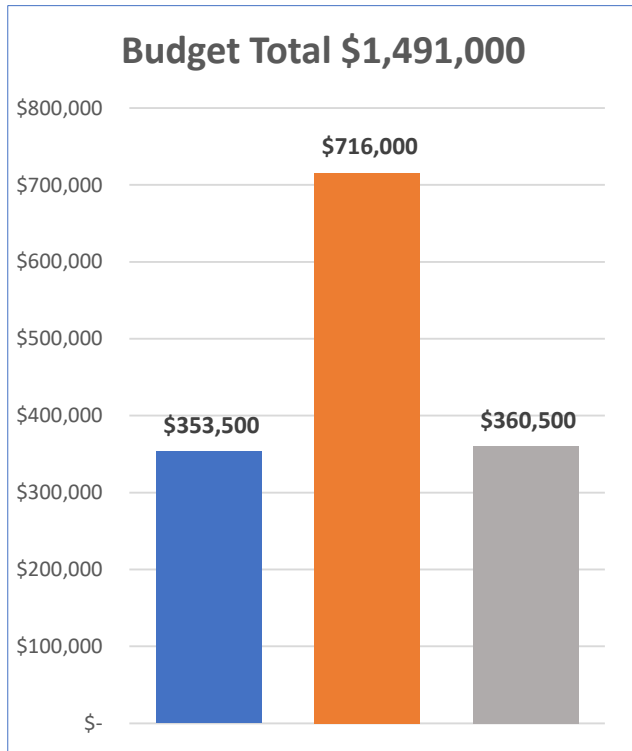


2021 Incidents by Area



Area	March 01	%
Saugatuck North	17	13.1
Saugatuck South	3	2.3
Douglas	37	28.5
Township North	18	13.8
Township South	31	23.8
I-196	16	12.3
Outside Area	8	6.2
Total	130	100.0

2021 Key numbers for Tri-Community

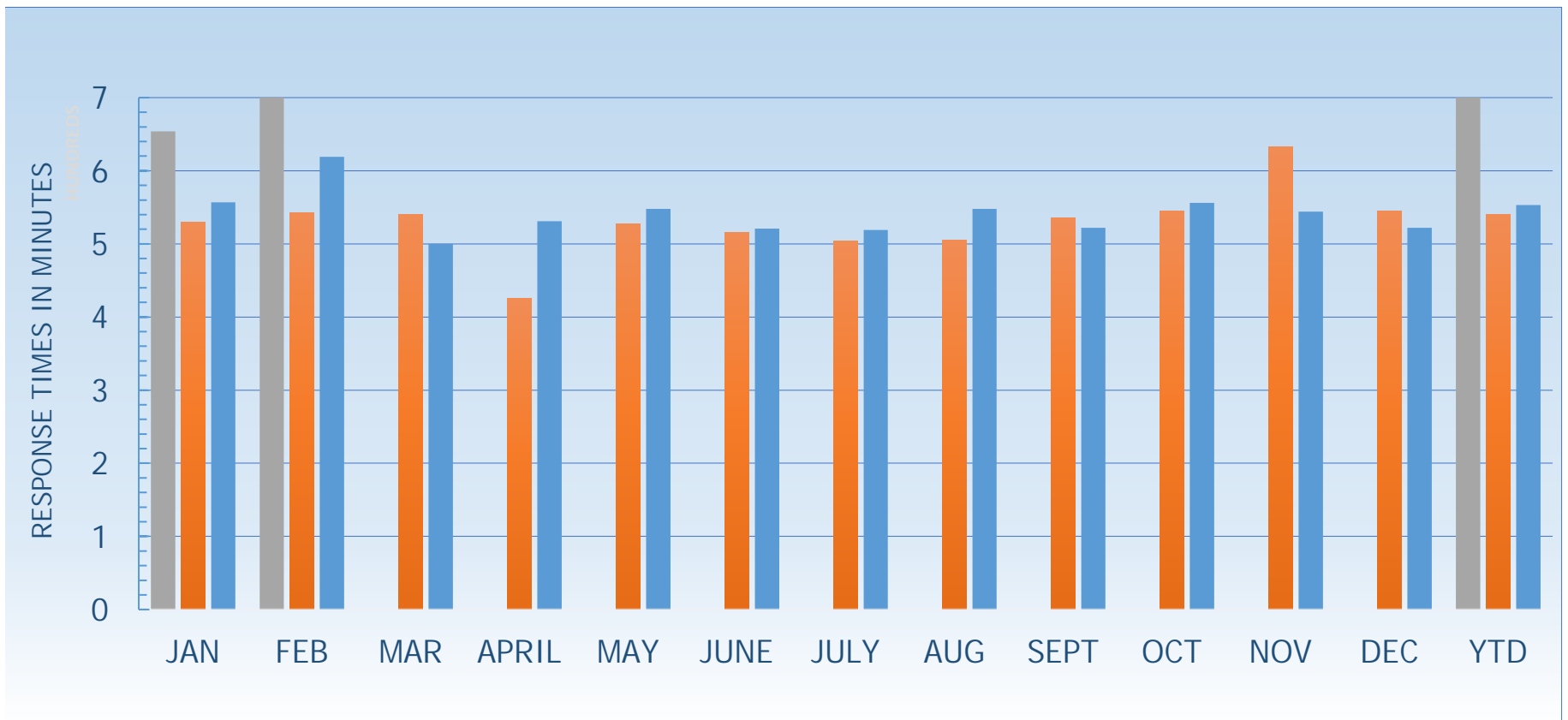


	Square Miles	Budget	%	Est. Population 2017	%	Call Volume	%
Saugatuck City	1.47	\$ 353,500	24.7	978	17.66	20	17.09
Saugatuck Township	24.21	\$ 716,000	50.1	3,242	58.55	60	51.28
City of Douglas	1.98	\$ 360,500	25.2	1,317	23.79	37	31.62
Total	27.66	\$ 1,430,000	100.0	5,537	100.00	117	100.00

2019-2021 Response Times by Month

[From 2019 Response Times are now emergencies that requires lights and siren.]

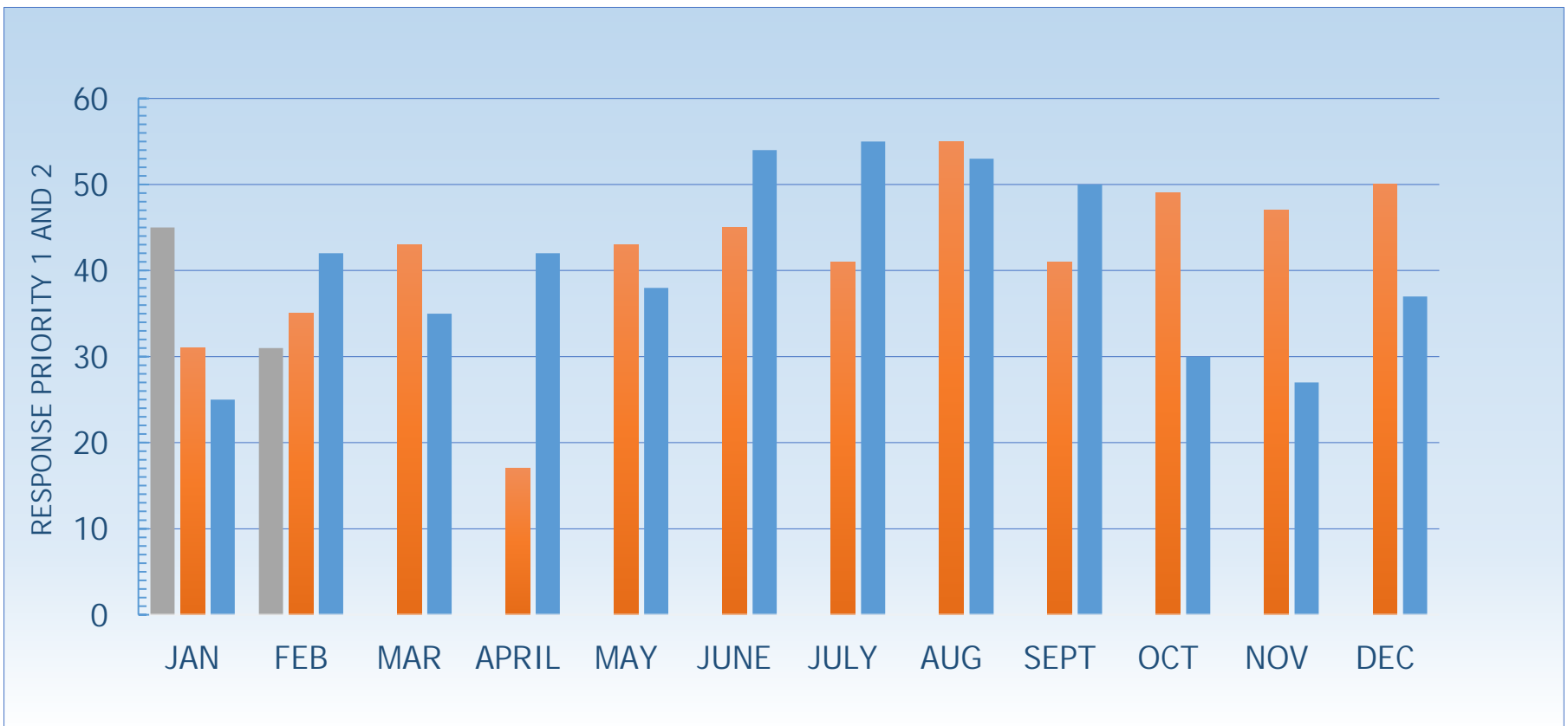
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2021	6:54	7:28											7:07
2020	5:30	5:42	5:40	4:25	5:27	5:16	5:04	5:05	5:36	5:45	6:33	5:45	5:40
2019	5:57	6:19	5:00	5:31	5:48	5:21	5:19	5:48	5:22	5:56	5:44	5:22	5:53



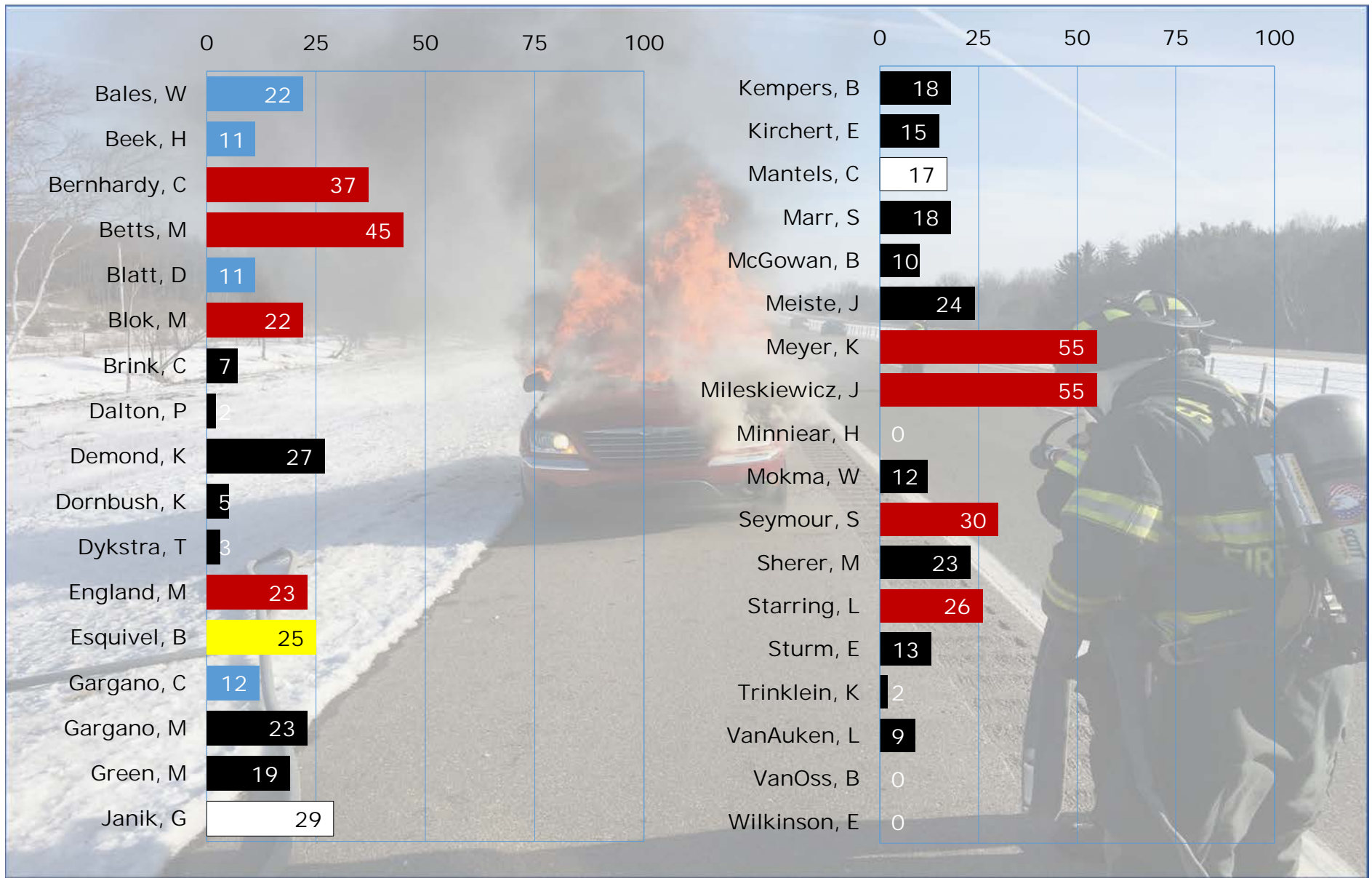
2020 Emergency Responses

[Priority 1 and 2 responses per month in our district.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2020	45	31											76
2020	31	35	43	17	43	45	41	55	41	49	47	50	497
2019	25	42	35	42	38	54	55	53	50	30	27	37	488



2021 Personnel Response to Incidents



Total Incidents: 130

Chiefs

Officers

Firefighters

EMS

Trainee

City of Douglas – funding request for Tri-Community Recycling events/activities 2021

In early 2020, the three local municipalities (City of Saugatuck, the City of Douglas, and Saugatuck Township) collaborated to form the Tri-Community Recycling Ad-hoc Committee (TCRC). The primary goals of the TCRC were to determine (1) residents' recycling knowledge, (2) the ease/difficulty of recycling, and (3) how recycling-related communication and education can be improved.

Current recycling activities in the tri-community area continue to be limited to individual consumer commitment and constituent and/or business owner passion pertaining to recycling, and individual waste management contracts and that company's commitment and access to recycling. In short, the local recycling program is limited but can be improved upon.

Given the environmental focus of the lakeshore community, residents and business owners are committed to ensuring that the local environment is cleaner, conserving materials, saving energy, and reducing the amount of garbage in West Michigan landfills. Tri-community residents and business owners recognize that recycling (1) reduces the amount of waste sent to landfills and incinerators, (2) conserves natural resources, (3) increases economic security by tapping a domestic source of materials, (4) prevents pollution by reducing the need to collect new raw materials, (5) saves energy, (6) supports American manufacturing and conserves valuable resources, and (7) helps create jobs in the recycling and manufacturing industries. What has been lacking is a clear determination of individual and business owner commitment to recycling and the sacrifice they are willing to make in order to implement and sustain a long-term, permanent recycling program.

As a result, our first measurable objective was to administer a survey that would adequately gather recycling-related practices and relevant information from tri-community residents and business owners.

Survey results and recommendations

An initial review of the data, resident and business-owner comments, suggest the following:

1. That the TCRC must address the continued use of the yellow bags, specifically in Saugatuck Township. Apparently, Republic Services was continuing to make the yellow bags available. This had led to confusion and added more plastic to our local landfills. **Done**
2. A "Back-to-basics" education initiative. The TCRC could provide educational materials to local residents and business-owners. Within this initiative, the TCRC would encourage residents and business-owners to ONLY recycle: cardboard boxes, paper, metal cans/pop cans, milk jugs, water and soda plastic bottles.
3. Resident-specific suggestions:
 - a. Create one-page mailer for residents of the tri-communities to inform them of the results of the Recycling Survey and the immediate Action Plan of the Recycling Committee. This flier would include 'getting back to basics' and how they can help support the effort. Note on this flier that information will be available online. Flier would include:
 - i. What Items Can Be Recycled (Specific items will be determined upon feedback from Republic, with a focus on items we know Republic has an interest in recycling as opposed to "wish-list" items. Critical piece in shifting public's expectations away from wanting to recycle everything to recognizing that increasing the volume of materials successfully recycled depends upon recycling only those materials capable of being recycled.
 - ii. How to Properly Prepare Material to be Recycled (Important follow-up piece to increase the likelihood that appropriate materials put into the recycling will be recycled and not rejected due to contamination.
 - iii. How to Compost at Home (Educate residents about how to compost at home and respond to misconceptions about composting as a means of reducing overall waste)

- b. Create an easily accessible Facebook page for Saugatuck/Douglas Recycling where the above educational sheets can live and be easily accessed by residents and visitors. **Done**
- c. Regular Column in the Commercial Record (Approach Scott Sullivan about having a semi-monthly article in the Commercial Record keeping the public informed about recycling trends, news, and developments in the Recycling Committee. We would need 2-3 contributing writers to create the articles to print. The TCRC could create an outline of all the articles we would like to cover in the year. Everything from single use plastics, composting, to ways we can recycle better. **In progress**
- d. Provide composting-related education through FB page, possible live stream demos, explaining the difference around backyard vs. industrial composting.
- e. Connect with the Garden Club to see if they would be willing to host/manage a compost drop off site to then use in the gardens. Coordinate with school efforts around this as well.
- 4. Connect with Jim Yost and Kelly Roche to explore possible composting opportunities especially with respect to compostable materials most likely to be used by businesses that may require special processing. **In progress**
- 5. Business-owner specific suggestions:
 - a. Determine business owner interest in group-buys for compostable materials. **In progress**
 - b. Explore possibilities for food waste reduction: connect with local farmers to see if there is interest or need in utilizing unusable food for animal feed.
 - c. Explore opportunity to create branded, reusable bags to cut down on plastic bag use and generate funds for the Recycling Committee.
 - d. Discuss ways to eliminate single-use plastics and identify more sustainable options. Start discussions to eliminate plastic bags from retail stores in town for something more sustainable.
 - e. "Group Buy" of sustainable single-use packaging throughout the tri-community area.
- 6. General community-wide thoughts, for both residents and businesses:
 - a. **Research the cost of household hazardous waste drop-off & medical waste/pills events that includes all 3 municipalities.**
 - b. Discuss options about a recycle drop-off location(s).
 - c. Research community composting location(s) and/or farmers.
 - d. Reach out to Saugatuck Public Schools to explore educational and program opportunities with the students and, subsequently, their parents/guardians.

Since beginning our efforts last April, we have been able to make significant strides in increasing resident awareness of recycling and beginning to meet their needs as to how to dispose of recyclable and compostable materials. However, we do not yet have a mechanism to collect what is generally described as Household Hazardous Waste.

Household Hazardous Waste (HHW) Day

The City of Saugatuck ended its contract with Allegan County for HHW pickup in July, 2008. (I am not aware of any similar efforts in the City of Douglas or Saugatuck Township.) It became cost prohibitive primarily due to general neglect and disrespect of the HHW drop-off location (behind the City of Saugatuck DPW).

At this time, not one of the local municipalities has a contract with Allegan County for HHW pickup. As a result, constituents are left to find their own means of HHW disposal and cannot participate in other contracted municipality HHW Day events such as:

- May 1, 2021 – HHW/Electronics Collection at Wayland Harding's
- June 5, 2021 – HHW/Electronics Collection with Republic in Hamilton
- August 7, 2021 (tentative) – Scrap Tire Collections, Salem & Trowbridge Townships
- August 14, 2021(tentative) – Scrap Tire Collection, Otsego Township
- October 2, 2021 – HHW/Electronics Collection 1. City of Otsego DPW

TCRC Request to the City of Douglas

1. **Household Hazardous Waste Day** – The Rotary Club of Saugatuck/Douglas (RCSD) has awarded the Tri-Community Recycling Committee a \$5,000 grant specifically for a HHW Day. We must match that amount. Total cost of the HHW Day is approximately \$10,000 - \$15,000.
 - Cost per municipality = **\$1,250**

2. **Back-to-basics mailer** – we would mail a postcard to each household in the City of Saugatuck, the City of Douglas, and Saugatuck Township.
 - **City of Douglas** - \$300 (1045 residences; no businesses. \$220 postage, \$75 for postcards)
 - City of Saugatuck - \$335 (Saugatuck PO Box - 640 residences, no businesses. \$260 for postage, \$75 for postcards)
 - Saugatuck Township - \$205 (Route 1 = 660 residences; Route 2 = 708 residences. \$130 postage, \$75 for postcards.)

3. **Battery recycling** – following the HHW Day, we would like to place a collection bucket at each municipality office.
 - Subscription cost = \$110/location/pickup
 - Recommend planning for 2 collections each year = \$220

4. **Reusable bags (with logo)** - \$1.00/bag
 - \$1,000 - \$2,000
 - Note: we would sell these for a \$1.00

City of Douglas

Amount	Event
\$1,250	HHW Day
\$300	Back-to-Basics Mailer
\$220	Battery collection container – two collections in 2021
\$500	Donation toward purchase of reusable bags
\$2,270	Total

Additional consideration: Renegotiate your single-hauler contract with Republic Services to:

1. Include recycling pickup twice per month. This would equal \$2.50/household/month = total of \$30/year.
2. Include in that contract a \$1.00/household/month surcharge to cover the cost of an annual HHW Day.

Note: I would advise using the “Township of Laketown, Michigan Residential Solid Waste Removal and Recyclable Collection Service License Agreement” as a template. (See attachment.)

**TOWNSHIP OF LAKETOWN, MICHIGAN
RESIDENTIAL SOLID WASTE REMOVAL AND RECYCLABLE COLLECTION
SERVICE LICENSE AGREEMENT**

This Agreement is made the 14th day of DECEMBER, 2016, to be effective the 1st day of April, 2017, between the **Township of Laketown**, a Michigan general law township (the "Township"), and **Chef Container, LLC**, a Michigan limited liability company, having its principal offices located at 4368 - 60th Street, Holland, Michigan 49423 (the "Licensee").

WHEREAS, the Township, pursuant to its Waste Hauler Licensing Ordinance, as amended (the "Ordinance"), is authorized to grant one exclusive revocable License to allow a waste hauler to enter the Township in order to provide residential refuse removal and recyclable collection services directly to the residents of the Township; and

WHEREAS, pursuant to the Ordinance, the Licensee has submitted documents and information as an application for a License to enter the Township in order to provide such residential refuse removal and recyclable collection service; and

WHEREAS, the Township has afforded all citizens of the Township reasonable opportunity to be heard, and has considered the Licensee's application documents and other representations regarding its general character, financial condition, legal qualifications, and ability to carry out the service duties required under the Ordinance; and

WHEREAS, the Township has determined that it is in the best interests of and consistent with the health, safety, and welfare of the citizens of the Township to grant an exclusive revocable License (the "License") to the Licensee to provide residential refuse removal and recyclable material collection service within the confines of the Township to the Township's residents, according to the terms and conditions in this Agreement; and

WHEREAS, the Licensee has agreed to be bound by the Ordinance and this Agreement;

NOW, THEREFORE, in consideration of the Township granting a License pursuant to this Agreement and the Ordinance, the Licensee agrees to comply with the provisions of the Ordinance and with the following terms.

SECTION 1. DEFINITIONS.

- a. Terms defined in the Ordinance shall have the same definitions in this Agreement if used in the same context.
- b. For the purposes of this License, the following terms shall be defined as follows.
 - i) Disposal. The delivery to a duly licensed and regulated Disposal Site.

- ii) Medical Waste. Those items which are defined as medical waste within Part 138 of the Public Health Code, Act No. 386 of the Public Acts of 1978, being Sections 333.13801 to 333.13831 of the Michigan Compiled Laws, as amended or restated in a successor statute.
- iii) Proposal. The proposal or bid submitted to the Township by the Licensee, whereby the Licensee seeks to provide Residential Solid Waste Collection services in the Township. In this case, the Licensee's Proposal consists of the Township's Request for Proposal for Curbside Trash, Yard Waste and Recycling, Transporting and Processing Services By a Single Hauler, and the Licensee's response.
- iv) Residential Solid Waste Collection. The collection and Disposal of Garbage and/or Solid Waste from Residential Units, including any additional operations located on the same Lot (as defined in Chapter 38 of the Laketown Township Code of Ordinances, as amended) as a Residential Unit, within the Township.
- v) Yard Clippings. Leaves, grass clippings, fruit, vegetable or other garden debris, shrubbery, brush or tree trimmings (less than four feet in length and two inches in diameter) that can be converted to humus. Yard Clippings do not include stumps, agricultural waste, animal waste, roots, sewage sludge or Garbage.

SECTION 2. GRANT OF LICENSE

a. License. The Licensee is granted an exclusive License to enter into the Township to provide Residential Solid Waste Collection service and to collect Recyclable Materials consistent with the terms and conditions of this Agreement. The grant of authority for use of the Township's public streets, sidewalks, easements and other rights-of-way is exclusive for Residential Solid Waste Collection and the collection of Recyclable Materials. However, the Licensee shall respect the rights and property of the Township and other authorized users of the public streets, sidewalks, easements and rights-of-way. Disputes between the Licensee and other parties over the use, pursuant to this Agreement, of the public streets, sidewalks, easements and other rights-of-way shall be submitted to the Township for resolution. This License does not authorize the Licensee to collect, transport or dispose of Hazardous Waste. Consistent with this grant of an exclusive License, the Township shall exercise its police powers to prohibit any other person from providing Residential Solid Waste Collection services within the Township so long as this Agreement remains in effect.

b. Governing Documents. This Agreement, together with the Ordinance and the Proposal, both of which are incorporated into this Agreement as if set forth herein, shall govern the operation of Residential Solid Waste Collection services and the collection of Recyclable Materials in the Township by the Licensee, and shall supersede any and all other rights and authority of the

Licensee to provide such services or collection in the Township. To the extent there is a conflict this Agreement shall control over the Proposal, and the Ordinance shall control over this Agreement.

c. Statutory Termination. Pursuant to Article VII, Section 19 of the Michigan Constitution, this License is subject to revocation at will by the Township, subject to and in accordance with the procedures and other terms set forth in the Ordinance.

SECTION 3. SCHEDULE OF FEES

a. Service Fee to Residential Units. The Licensee may assess a service fee upon each Residential Unit for Residential Solid Waste Collection services in accordance with the Proposal, including the fuel surcharge described in the Proposal. Any additional service fees charged for Bulky Waste, Dead Animals, and Stable Matter shall be determined by the Licensee, subject to review by the Township Board.

b. Castle Park. Residential Units in the Castle Park Association shall receive from the Licensee door-side service (i.e., pick-up from their garages or outside the doors of the Residential Units) once per week from the Tuesday after Memorial Day through the Tuesday after Labor Day.

The rest of the year the Licensee shall conveniently locate on Castle Park Association property two eight cubic yard front loading dumpsters, for use by members of Castle Park Association only. Any other use will be a violation of the Ordinance. The Licensee shall empty these two dumpsters once per week.

The Licensee shall bill each Residential Unit in the Castle Park Association annually, on or before each April 1, at the then current pre-paid Basic Service rate (i.e., payment of 11 months for 12 months of service).

Residential Units in Castle Park Association shall provide their own Containers for collection by the Licensee.

c. Macatawa Park Association. Residential Units in the Macatawa Park Association shall receive from the Licensee curb-side pick-up service each Saturday. From July 1 through Labor Day each year, the Licensee will provide curb-side pick-up service on an additional day to be designated by the Licensee and communicated to the Residential Units in Macatawa Park Association.

The Licensee shall bill the Macatawa Park Association annually, on or before each April 1, rather than the Residential Units therein. The amount billed shall be the then current pre-paid Basic Service rate (i.e., payment of 11 months for 12 months of service) times the number of Residential Units in the Macatawa Park Association at the time of the annual billing.

Residential Units in Macatawa Park Association shall provide their own Containers for collection by the Licensee.

d. Other Associations and Other Arrangements. Other associations, legally incorporated or not, may have separate service arrangements and separate charges if mutually agreed between the Township and the Licensee.

Other arrangements may also be established for Castle Park Association and Macatawa Park Association if mutually agreed between the Township and the Licensee.

SECTION 4. PAYMENT OF FEES

a. Residential Units shall be required to pre-pay for Residential Solid Waste Collection services. The charges for as long as this Agreement remains in effect, shall be as follows, subject to adjustments because of fuel costs, and subject to at least 1800 Residential Units being served by the Licensee in the Township.

Basic Service (96 gallon Container)	Reduced Basic Service (32 gallon Container)	Seasonal Service (May 1 through October 31)	Yard Waste Option	Bag Option
\$12.78/month	\$11.78/month	\$13.78/month	\$14.00/month	\$8.75/month plus 50¢/bag

Basic Service Household Hazards Waste** (see 4.f)	Reduced Basic Service Household Hazards Waste	Seasonal Service Household Hazards Waste	Yard Waste Option NA	Bag Option Household Hazards Waste
\$1.00/month	\$1.00/month	\$1.00/month		\$1.00/month

Total Basic Service (96 gallon Container)	Total Reduced Basic Service (32 gallon Container)	Total Seasonal Service (May 1 through October 31)	Total Yard Waste Option	Total Bag Option
\$13.78/month	\$12.78/month	\$14.78/month	\$14.00/month	\$ 9.75/month plus .50¢/bag

b. During the term of this Agreement, the prices reflected in Section 4.a shall be revised each January 1, April 1, July 1 and October 1, beginning with April 1, 2017, pursuant to the following table and based upon the average price of diesel fuel over the most recently computed preceding three months, as set forth in the United States Department of Energy Index, Table 17, On-Highway Diesel Fuel Prices, Midwest (PADD II), or its successor. The prices shall be .45 percent less for each \$0.10 the average price of diesel fuel is below \$4.50 per gallon. The prices shall be .45 percent more for each \$0.10 the average price of diesel fuel is above \$5.50 per gallon.

Price of Fuel	Basic Service	Reduced Basic Service	Seasonal Service	Yard Waste	Bag Service
\$ 1.00	\$ 11.77	\$ 10.91	\$ 12.62	\$ 11.96	\$ 8.33
\$ 1.10	\$ 11.82	\$ 10.96	\$ 12.68	\$ 12.01	\$ 8.36
\$ 1.20	\$ 11.87	\$ 11.01	\$ 12.74	\$ 12.06	\$ 8.40
\$ 1.30	\$ 11.93	\$ 11.06	\$ 12.79	\$ 12.12	\$ 8.44
\$ 1.40	\$ 11.98	\$ 11.11	\$ 12.85	\$ 12.17	\$ 8.48
\$ 1.50	\$ 12.04	\$ 11.16	\$ 12.91	\$ 12.23	\$ 8.52
\$ 1.60	\$ 12.09	\$ 11.21	\$ 12.97	\$ 12.28	\$ 8.55
\$ 1.70	\$ 12.15	\$ 11.26	\$ 13.03	\$ 12.34	\$ 8.59
\$ 1.80	\$ 12.20	\$ 11.31	\$ 13.09	\$ 12.39	\$ 8.63
\$ 1.90	\$ 12.26	\$ 11.37	\$ 13.14	\$ 12.45	\$ 8.67
\$ 2.00	\$ 12.31	\$ 11.42	\$ 13.20	\$ 12.51	\$ 8.71
\$ 2.10	\$ 12.37	\$ 11.47	\$ 13.26	\$ 12.56	\$ 8.75
\$ 2.20	\$ 12.42	\$ 11.52	\$ 13.32	\$ 12.62	\$ 8.79
\$ 2.30	\$ 12.48	\$ 11.57	\$ 13.38	\$ 12.68	\$ 8.83
\$ 2.40	\$ 12.53	\$ 11.63	\$ 13.44	\$ 12.73	\$ 8.87
\$ 2.50	\$ 12.59	\$ 11.68	\$ 13.51	\$ 12.79	\$ 8.91
\$ 2.60	\$ 12.65	\$ 11.73	\$ 13.57	\$ 12.85	\$ 8.95
\$ 2.70	\$ 12.71	\$ 11.78	\$ 13.63	\$ 12.91	\$ 8.99
\$ 2.80	\$ 12.76	\$ 11.84	\$ 13.69	\$ 12.97	\$ 9.03
\$ 2.90	\$ 12.82	\$ 11.89	\$ 13.75	\$ 13.03	\$ 9.07
\$ 3.00	\$ 12.88	\$ 11.94	\$ 13.81	\$ 13.08	\$ 9.11
\$ 3.10	\$ 12.94	\$ 12.00	\$ 13.88	\$ 13.14	\$ 9.15
\$ 3.20	\$ 13.00	\$ 12.05	\$ 13.94	\$ 13.20	\$ 9.19
\$ 3.30	\$ 13.05	\$ 12.11	\$ 14.00	\$ 13.26	\$ 9.24
\$ 3.40	\$ 13.11	\$ 12.16	\$ 14.06	\$ 13.32	\$ 9.28
\$ 3.50	\$ 13.17	\$ 12.22	\$ 14.13	\$ 13.38	\$ 9.32
\$ 3.60	\$ 13.23	\$ 12.27	\$ 14.19	\$ 13.44	\$ 9.36
\$ 3.70	\$ 13.29	\$ 12.33	\$ 14.26	\$ 13.50	\$ 9.40
\$ 3.80	\$ 13.35	\$ 12.38	\$ 14.32	\$ 13.56	\$ 9.45
\$ 3.90	\$ 13.41	\$ 12.44	\$ 14.39	\$ 13.63	\$ 9.49
\$ 4.00	\$ 13.47	\$ 12.50	\$ 14.45	\$ 13.69	\$ 9.53
\$ 4.10	\$ 13.53	\$ 12.55	\$ 14.52	\$ 13.75	\$ 9.58
\$ 4.20	\$ 13.59	\$ 12.61	\$ 14.58	\$ 13.81	\$ 9.62
\$ 4.30	\$ 13.66	\$ 12.67	\$ 14.65	\$ 13.87	\$ 9.66
\$ 4.40	\$ 13.72	\$ 12.72	\$ 14.71	\$ 13.94	\$ 9.71
\$ 4.50	\$ 13.78	\$ 12.78	\$ 14.78	\$ 14.00	\$ 9.75
\$ 5.50	\$ 13.78	\$ 12.78	\$ 14.78	\$ 14.00	\$ 9.75
\$ 5.60	\$ 13.84	\$ 12.84	\$ 14.85	\$ 14.06	\$ 9.79
\$ 5.70	\$ 13.90	\$ 12.90	\$ 14.91	\$ 14.13	\$ 9.84
\$ 5.80	\$ 13.97	\$ 12.95	\$ 14.98	\$ 14.19	\$ 9.88
\$ 5.90	\$ 14.03	\$ 13.01	\$ 15.05	\$ 14.25	\$ 9.93
\$ 6.00	\$ 14.09	\$ 13.07	\$ 15.12	\$ 14.32	\$ 9.97
\$ 6.10	\$ 14.16	\$ 13.13	\$ 15.18	\$ 14.38	\$ 10.02
\$ 6.20	\$ 14.22	\$ 13.19	\$ 15.25	\$ 14.45	\$ 10.06

Price of Fuel	Basic Service	Reduced Basic Service	Seasonal Service	Yard Waste	Bag Service
\$ 6.30	\$ 14.28	\$ 13.25	\$ 15.32	\$ 14.51	\$ 10.11
\$ 6.40	\$ 14.35	\$ 13.31	\$ 15.39	\$ 14.58	\$ 10.15
\$ 6.50	\$ 14.41	\$ 13.37	\$ 15.46	\$ 14.64	\$ 10.20
\$ 6.60	\$ 14.48	\$ 13.43	\$ 15.53	\$ 14.71	\$ 10.24
\$ 6.70	\$ 14.54	\$ 13.49	\$ 15.60	\$ 14.77	\$ 10.29
\$ 6.80	\$ 14.61	\$ 13.55	\$ 15.67	\$ 14.84	\$ 10.34
\$ 6.90	\$ 14.67	\$ 13.61	\$ 15.74	\$ 14.91	\$ 10.38
\$ 7.00	\$ 14.74	\$ 13.67	\$ 15.81	\$ 14.98	\$ 10.43
\$ 7.10	\$ 14.81	\$ 13.73	\$ 15.88	\$ 15.04	\$ 10.48
\$ 7.20	\$ 14.87	\$ 13.79	\$ 15.95	\$ 15.11	\$ 10.52
\$ 7.30	\$ 14.94	\$ 13.86	\$ 16.02	\$ 15.18	\$ 10.57
\$ 7.40	\$ 15.01	\$ 13.92	\$ 16.10	\$ 15.25	\$ 10.62
\$ 7.50	\$ 15.07	\$ 13.98	\$ 16.17	\$ 15.32	\$ 10.67
\$ 7.60	\$ 15.14	\$ 14.04	\$ 16.24	\$ 15.38	\$ 10.71
\$ 7.70	\$ 15.21	\$ 14.11	\$ 16.31	\$ 15.45	\$ 10.76
\$ 7.80	\$ 15.28	\$ 14.17	\$ 16.39	\$ 15.52	\$ 10.81
\$ 7.90	\$ 15.35	\$ 14.23	\$ 16.46	\$ 15.59	\$ 10.86
\$ 8.00	\$ 15.42	\$ 14.30	\$ 16.54	\$ 15.66	\$ 10.91
\$ 8.10	\$ 15.49	\$ 14.36	\$ 16.61	\$ 15.73	\$ 10.96
\$ 8.20	\$ 15.56	\$ 14.43	\$ 16.68	\$ 15.80	\$ 11.01
\$ 8.30	\$ 15.63	\$ 14.49	\$ 16.76	\$ 15.88	\$ 11.06
\$ 8.40	\$ 15.70	\$ 14.56	\$ 16.84	\$ 15.95	\$ 11.11
\$ 8.50	\$ 15.77	\$ 14.62	\$ 16.91	\$ 16.02	\$ 11.16
\$ 8.60	\$ 15.84	\$ 14.69	\$ 16.99	\$ 16.09	\$ 11.21
\$ 8.70	\$ 15.91	\$ 14.75	\$ 17.06	\$ 16.16	\$ 11.26
\$ 8.80	\$ 15.98	\$ 14.82	\$ 17.14	\$ 16.24	\$ 11.31
\$ 8.90	\$ 16.05	\$ 14.89	\$ 17.22	\$ 16.31	\$ 11.36
\$ 9.00	\$ 16.12	\$ 14.95	\$ 17.30	\$ 16.38	\$ 11.41
\$ 9.10	\$ 16.20	\$ 15.02	\$ 17.37	\$ 16.46	\$ 11.46
\$ 9.20	\$ 16.27	\$ 15.09	\$ 17.45	\$ 16.53	\$ 11.51
\$ 9.30	\$ 16.34	\$ 15.16	\$ 17.53	\$ 16.60	\$ 11.56
\$ 9.40	\$ 16.42	\$ 15.23	\$ 17.61	\$ 16.68	\$ 11.62
\$ 9.50	\$ 16.49	\$ 15.29	\$ 17.69	\$ 16.75	\$ 11.67
\$ 9.60	\$ 16.57	\$ 15.36	\$ 17.77	\$ 16.83	\$ 11.72
\$ 9.70	\$ 16.64	\$ 15.43	\$ 17.85	\$ 16.91	\$ 11.77
\$ 9.80	\$ 16.71	\$ 15.50	\$ 17.93	\$ 16.98	\$ 11.83
\$ 9.90	\$ 16.79	\$ 15.57	\$ 18.01	\$ 17.06	\$ 11.88
\$ 10.00	\$ 16.87	\$ 15.64	\$ 18.09	\$ 17.13	\$ 11.93

c. The Licensee may charge a \$35.00 re-start fee for Residential Units whose Residential Solid Waste Collection services are interrupted by reason of non-payment or voluntary cancellation by the Residential Unit; provided, however, that no re-start fee may be charged those Residential Units which periodically interrupt their Residential Solid Waste Collection services for at least 30

days with prior notice to the Licensee of at least 31 days prior to the start of the billing cycle (in which case the bill will be pro-rated).

d. The Licensee shall pre-bill Residential Units on a three-month basis in accordance with the rates of this Agreement, for each three-month period covered or partially covered by this Agreement and beginning on a January 1, April 1, July 1, or October 1. The invoices must be sent not less than 15 nor more than 30 days prior to the start of the quarterly billing period. The sole basis of compensation for services provided to Residential Units shall be the payments made by the occupants of Residential Units. No payments will be made by the Township for services rendered to these sites.

e. Occupants of Residential Units who pay for 12 months in advance shall be given one free month of service (i.e., payment for 11 months shall entitle the occupant of a Residential Unit to 12 months of service, subject to any upward or downward adjustment of the fee pursuant to the fuel surcharge described in Section 4.b above).

f. Household Hazardous Waste collection will occur one day per year at the Township Fire Station. Items accepted will vary from year-to-year based on changes in Local, State, and Federal regulations, as well as the availability and cost of further processing and/or disposal. The list of acceptable items will be communicated prior to the event. Residents will be required to show proof of residency. Volume limitation for a Residential Unit must be mutually agreed by the Township and the Licensee. In the event that documented proof establishes to the Township that costs exceed revenue by more than 10 percent, or revenue exceeds cost by more than 10 percent, the Licensee and the Township will review the program and determine appropriate changes, including adjustment to fees, and potential termination.

g. The Licensee shall provide without additional charge the special service of collecting the Refuse at the back door of any Residential Unit customer who is physically unable to bring the customer's Refuse containers to a location readily accessible for collection. The Licensee shall make the determination of whether the customer is physically unable to bring the containers to a location readily accessible for collection. However, if the customer disagrees with the Licensee's determination, the Township Manager will make the determination after consultation with the customer and the Licensee.

SECTION 5. TERM

This License shall terminate on March 31, 2022, subject to the Township Board's option at its discretion to extend it for five years (i.e., to March 31, 2027). Rates will be adjusted annually each April 1 covered by this Agreement, beginning April 1, 2018, to reflect the change in the Consumer Price Index for the immediately preceding calendar year. The Township Board's decision to extend this License shall be made at least 90 days before the otherwise applicable termination date.

If and when this Agreement is terminated, the Licensee shall use its best efforts to transition the Residential Solid Waste Collection services to a new licensee, so that Residential Units receive uninterrupted service. The Licensee shall also in that event collect all of its material and equipment within the Township and at the Residential Units, including its Containers, within 30 days after the termination date. If the Licensee fails to do so, in addition to any other remedies, the Township may collect the material and equipment, store it and charge the Licensee a reasonable fee to retrieve it. If the Licensee fails to retrieve the equipment, the Licensee shall reimburse the Township for its expenses to collect, store and dispose of the equipment.

SECTION 6. OBLIGATIONS OF THE LICENSEE

a. Equipment. The Licensee shall furnish at its sole expense a sufficient number of trucks and other equipment as is necessary to carry out the services to be provided under this Agreement in a timely and efficient manner including at least one extra vehicle to insure prompt service in the event of equipment failure. Vehicles used by the Licensee shall have a metal-covered body and be constructed so as to fully contain all Solid Waste or Recyclable Materials collected, as the case may be. All vehicles and equipment shall meet all regulations of all governmental or regulatory bodies, agencies or departments having jurisdiction, including the Michigan Department of Public Health, Michigan Department of State, Michigan Department of Environmental Quality, and the Allegan County Department of Public Health.

The Licensee shall furnish for use by its employees, at its sole expense, reflectorized warning garments consistent with those required by road construction flagmen by the Michigan Department of Transportation standards. "Reflectorized" shall mean fabric containing patchwork or strips which will reflect vehicle headlights. Further, the Licensee shall require all employees or personnel involved with the actual collection, hauling, or removal of Solid Waste or Recyclable Materials to wear such reflectorized vests while working.

b. Containers or Bags. The Licensee shall make available a Container to each Residential Unit with which the Licensee has a contract for Residential Solid Waste Collection. A Container may be used only for Garbage and/or Solid Waste generated by the Residential Unit to which the Container is furnished. As an alternative to a Licensee-provided Container, each Residential Unit may purchase bags from or through the Licensee or the Township (if the Township decides in its discretion to sell the bags). If the bags are purchased directly from the Licensee or the Township, they will be purchased at the price set forth on the schedule of fees referenced in Section 4.a above. The price of the bags, whether purchased directly through the Licensee or through the Township, shall include all service fees. The bags may be placed in a larger Container or not placed in a Container at all.

All Containers shall be warranted for a period of three years from the date of first use by a Residential Unit to be free of defects. Any Container damaged due to Licensee negligence shall be repaired or replaced by the Licensee. Replacement of any Container deemed by the Township Manager or the Township Manager's designee to have been damaged due to Residential Unit negligence shall be repaired or replaced at the Residential Unit's expense. If the Township cannot

make a reasonable determination that the damage was due to Residential Unit negligence, the Licensee shall replace the Container at the expense of the Licensee. The replacement cost shall be \$80.00 for a 96-gallon Container, and \$75.00 for a 32-gallon Container.

c. Collection.

- i) Collection Day. The Licensee shall collect Solid Waste and Recyclable Material from each Residential Unit on one specific day of the week approved by the Township. The Licensee shall inform each Residential Unit of that approved day of the week. Should a collection day fall on a legal holiday, pickup service may be provided on that holiday or the following day or another day during the week designated by the Licensee and approved by the Township. The Licensee shall publicly inform the Residential Units with which it contracts of the day on which Residential Solid Waste Collection service will be provided during a week which includes a legal holiday. Such information shall be disseminated at least seven calendar days in advance of the legal holiday by means of an informational flyer delivered to each Residential Unit.
- ii) Collection Times. The Licensee shall not collect Solid Waste or Recyclable Materials from Residential Units prior to 6:00 a.m. or after 7:00 p.m.

d. Recyclable Materials. Every Residential Unit which pays a quarterly service fee and which makes a request to the Licensee will receive from the Licensee, at no additional charge, a supply of yellow recycling bags into which the Residential Unit may only place Recyclable Materials. The Licensee shall replenish a Residential Unit's supply of recycling bags upon request; provided, that the Licensee shall have no obligation to replenish recycling bags for any Residential Unit which, in the Licensee's reasonable opinion, is not using the bags for Recyclable Materials. The Licensee's decision is subject to the complaint provisions in Section 6.h. The Licensee shall collect such Recyclable Materials at least once every week on the same day the Licensee provides Residential Solid Waste Collection services. The Licensee shall inform each Residential Unit of the date on which Recyclable Materials will be collected. The Licensee shall deliver all Recyclable Materials to a recycling center in accordance with the Ordinance.

Recyclable Materials are those described on the Recycling Guide attached as Exhibit A. However, the Recyclable Materials are subject to change according to the designation of the recycler used by the Licensee.

e. Yard Clipping Collection. The Licensee shall provide for the collection of Yard Clippings, but only from the Residential Units for which it provides Residential Solid Waste Collection services through Licensee-provided Containers, for the Yard Waste fee specified in the table at Section 4.a of this Agreement. Payment of the fee shall entitle a Residential Unit to one 96-gallon Licensee-provided Container and to pickup of Yard Clippings by the Licensee each week, between April 1 and November 30. To obtain the Yard Clipping service, a Residential Unit must

purchase it for the entire season of April 1 through November 30 (or pay the same amount if purchased after April 1).

f. Telephone Access. The Licensee shall provide to each Residential Unit a written statement providing a local or toll-free telephone number through which the Licensee can be contacted by the Residential Unit for any service complaints, questions, or concerns, including but not limited to the failure of the Licensee to pick up Solid Waste or Recyclable Materials from any particular Residential Unit. Such local or toll-free telephone number shall be staffed by a live human being between 8:00 a.m. and 5:00 p.m., Monday through Friday; the Licensee shall provide a message system for calls received during all other hours.

g. Billing. The Licensee shall bill the Residential Units directly for Residential Solid Waste Collection and related services according to the Proposal. The Township shall not participate in the billing process and shall have no responsibility or liability for the billing process. The Licensee shall use only lawful means to collect or attempt to collect delinquent charges from a Residential Unit. The Licensee shall have the right to suspend all services to a Residential Unit for which an invoice for services under this Agreement remains unpaid for more than 30 days after issuance. If the Licensee suspends Residential Solid Waste Collection services to a Residential Unit, the Licensee shall notify the Township Manager seven days before the suspension of the service and shall provide written justification to the Township Manager for the suspension of the service. Any resumption of service will require payment of a re-start fee as provided in Section 4.c.

h. Complaints. The Licensee agrees to record all complaints and requests for investigations received at its designated office or at the Township Hall on a service investigation form acceptable to the Township Manager. The service investigation form shall indicate the date and time the complaint or request for investigation was received; the date and time the Licensee was notified if such complaint or request for investigation was received by the Township; the name, address, and telephone number of the complainant; and the nature of the complaint or investigation. The Licensee shall retain two copies of the service investigation form and shall supply one copy to the Township Manager. The Licensee agrees to provide service investigation forms at its own expense.

Upon receipt of a complaint or request for investigation, the Licensee agrees to promptly investigate the incident and take such corrective action as is necessary to comply with its obligations under this Agreement, the Ordinance and the Proposal. When the complaint is received by the Licensee by 3:00 p.m., appropriate corrective action shall be taken within 24 hours. If the complaint is received by the Licensee after 3:00 p.m., appropriate corrective action shall be taken by the Licensee within 48 hours. In the event of a difference of opinion as to the validity of the complaint or the fault or responsibility of the Licensee, the decision of the Township Manager shall be binding upon the Licensee.

Upon completion of its investigation and the taking of corrective action as required by this Agreement, the Licensee agrees to record the nature of the corrective action taken and the date and time of such action on the remaining two copies of the service investigation form in its possession.

The Licensee shall retain one copy of the completed service investigation form and deliver the remaining one copy to the Township Manager.

SECTION 7. SERVICES PROVIDED BY LICENSEE

- a. Basic Service. Basic Service from the Licensee shall consist of the following.
- i) Solid Waste Collection and Disposal. Once a week collection, transportation and Disposal of all Solid Waste placed at curbside by a Residential Unit in a covered, wheeled Container that is 96 gallons in size and provided by the Licensee.

This service includes the collection and disposal of Christmas trees (from January 1 through January 15) and small amounts of excess Solid Waste, Bulky Waste or Construction Debris that cannot fit into the Container and which are less than 50 pounds in weight and two 32 gallon bags in size, with no single piece being over five feet long. *(Residents who opt for a per bag alternate service shall **not** have any excess Solid Waste, Bulky Waste or Construction Debris included in the per bag cost and shall have to contact the Licensee for a quote to remove any material that cannot fit in the designated bags).*

The collection of small amounts of excess Solid Waste, Bulky Waste or Construction Debris from all participating Residential Units shall occur on the same day and at the same time as the regularly scheduled pickup

- ii) Recyclable Materials. Once a week collection, transportation and delivery to a recycling center of Recyclable Materials placed in bags to be supplied by the Licensee for that purpose, and placed at the curbside by Residential Units on the same day as the collection of Solid Waste.
- iii) Per Bag Basic Service Alternative. At the request of the Residential Unit, the basic service may be modified to eliminate the 96-gallon Solid Waste Container and utilize a per bag alternative. The cost of the bags shall include the collection of Recyclable Materials as noted in subsection ii) above.

No excess Solid Waste, Bulky Waste or Construction Debris, except Christmas trees, shall be collected from Residential Units using the per bag basic service alternative. All material must be placed in the bags, except Christmas trees.

- iv) Annual Clean-Up Services. The Licensee shall provide, for no additional consideration, coupons entitling Residential Users to free disposal of non-hazardous Solid Waste at the Licensee's Disposal Site as provided in this

Section 7.a.iv. During the term of this Agreement, each Residential Unit subscribing to Residential Solid Waste Collection service on a year-round basis, and whose account with the Licensee is in good standing, shall receive, upon request to the Licensee, one voucher per calendar year. Each Residential Unit subscribing to Residential Solid Waste Collection service for less than seven months per calendar year shall receive, upon request to the Licensee, one voucher per calendar year. Upon receipt of a voucher from the Licensee, the Residential Unit shall have 30 days to use it. A voucher entitles a Residential Unit to deliver and dispose of Solid Waste, not exceeding five cubic yards and not including Hazardous Waste, at the Licensee's Disposal Site, during normal business hours on a regular business day chosen by the Residential Unit.

b. Reduced Basic Service. A Residential Unit may subscribe to Reduced Basic Service at the rates set forth in Section 4. Reduced Basic Service shall be in all respects identical to Basic Service, except that the Residential Unit shall be furnished a 32-gallon Container instead of a 96-gallon Container.

c. Seasonal Service. A Residential Unit may subscribe to Seasonal Service at the rates set forth in Section 4. Seasonal Service shall be in all respects identical to Basic Service, except that the Residential Unit shall receive Residential Solid Waste Collection service (and such other services for which the Residential Unit may subscribe) from May 1 through October 31 of each year. The Licensee shall bill Residential Units for Seasonal Service on or before April 1 of each year, and the payment for the full season is due by May 1 of that year (the same amount is due even if purchased after May 1).

d. Other Services. Other services from the Licensee shall include the following.

- i) Yard Clippings. The Licensee shall collect Yard Clippings as described in Section 6.e above.
- ii) Removal for Bulky Waste or Construction Debris. A Residential Unit may arrange for the removal of Bulky Waste or a defined amount of Construction Debris (in excess of the small amounts included in Basic Service under Section 7.a above) by contacting the Licensee. The Licensee shall provide a quotation over the telephone for the service and the Residential Unit will be invoiced directly by the Licensee.
- iii) Removal for Non-Defined Solid Waste. A Residential Unit desiring to arrange for the removal of waste outside the definition of Solid Waste may contact the Licensee. The Licensee shall consult with the Residential Unit, and shall provide the Residential Unit a price quotation for all costs associated with the removal and Disposal. The Residential Unit shall sign a

form authorizing the Licensee to remove the material and the Licensee shall bill the Residential Unit directly the price quoted.

- iv) Front Load Dumpsters. A Residential Unit seeking to have access to a front load dumpster in lieu of a 96 gallon Container may contact the Licensee. The Residential Unit shall provide access to the front load dumpster which is adequate for the Licensee to service the dumpster. The Residential Unit will keep the area surrounding the dumpster clean so that it can be serviced. The Licensee shall not be liable for normal damage done to driveways in servicing the dumpster.

- v) Large Dumpster Service. If large dumpster service is provided to any Residential Unit, the monthly charges would be as follows, subject to adjustments because of fuel costs, for dumpsters which are collected once per week:
 - Two yard dumpster \$60.00;
 - Four yard dumpster \$80.00;
 - Six yard dumpster \$120.00; and
 - Eight yard dumpster \$140.00.

- vi) Recycling Containers. The Licensee shall not maintain recycling Containers outside its gates at its Disposal Site.

- vii) Limitation. Notwithstanding any other provision of this Agreement, nothing contained herein shall require the Licensee to accept for transportation and/or Disposal any waste or other material (A) at or from any location other than the Residential Unit, or (B) as to which, in the sole opinion of the Licensee, the Licensee lacks the requisite licensure, regulatory authorization, or adequate insurance coverage to transport, Dispose of, or otherwise handle.

SECTION 8. ACCEPTANCE

a. Acknowledgment. The Licensee acknowledges that it has carefully read the terms and conditions of this Agreement and the Ordinance, that it accepts all of the terms and conditions of this Agreement and the Ordinance, and that it agrees to abide by those terms and conditions, as well as the terms and conditions of its own Proposal. The Licensee acknowledges that it has relied upon its own investigation of all relevant facts, that it has not been induced to accept the License, and that it accepts all reasonable risks related to the interpretation of this Agreement.

b. Covenant Not to Sue. In consideration for the grant of the License, the Licensee covenants that it will not, at any time, sue or proceed against the Township for any claim or proceeding challenging any term or provision of the Ordinance or this License as unreasonable, arbitrary or on the basis that the Township did not have the authority to impose such terms or

conditions. The Licensee further waives any and all rights it may have to claim that the Township's granting of this License or its execution of this Agreement exceeds the Township's lawful authority. The Licensee agrees that this License is in accordance with State and Federal law. The Licensee releases and discharges the Township from any liability whatsoever based upon any claim of the Licensee that this License is unlawful or unenforceable in whole or in part as of the effective date of this License.

SECTION 9. EFFECTIVE DATE OF LICENSE AND TERM

a. Effective Date. This Agreement and the License and its terms and conditions shall be effective on April 1, 2017. Before that effective date, but after the date of this Agreement as provided on its first page, the Licensee shall provide Residential Solid Waste Collection and Recyclable Material collection services to any residents of the Township who are unable to obtain those services from any other Waste Hauler, as if the first year of this Agreement was already in effect, subject to such residents' payment of fees and compliance with the other requirements set forth herein or imposed by the Licensee.

b. Renewal. If the Licensee desires to renew this Agreement and the License, after the last extension described in Section 5 above, it shall file with the Township no later than September 30, 2026, written notice of intent to renew and a schedule of service fees for the proposed renewal term. The Township must review such written notice and, by December 31, 2026, advise the Licensee if the Agreement and License shall be renewed, or if the Township will require the Licensee to submit an Application for a new License. If such Application is required, it shall be treated as if the Licensee has never received this License from the Township, but is making its first application to the Township for a License under the Ordinance. Any renewal of this Agreement and the License shall be confirmed in writing by the Township, which writing shall contain confirmation of the expiration date of the renewal.

SECTION 10. INSURANCE, INDEMNITY

a. Insurance. Upon the execution of this Agreement and at all times during the term of this Agreement (including any renewals), the Licensee shall obtain and maintain the following insurance policies and shall provide the Township written evidence of such policies.

- i) General Comprehensive Public Liability Policy. The Licensee shall obtain and maintain a general comprehensive public liability policy or policies indemnifying, defending and saving harmless the Township, its officers, boards, commissions, agents and employees from any and all claims by any person or entity for any injury to or death of a person or persons caused by the operations of the Licensee under this Agreement, or alleged to have been so caused or occurred, with a minimum liability in the amount of \$1,000,000.00 per occurrence, and \$3,000,000.00 in the aggregate. Such claims to be covered by this general comprehensive public liability policy or policies specifically include, but are not limited to, all costs including the cost of

defense and court costs and attorney fees or interest arising from any claims related to the injury or death of a person as set forth in this paragraph.

- ii) Property Damage. The Licensee shall obtain and maintain a property damage insurance policy or policies indemnifying, defending, and saving harmless the Township, its officers, boards, commissions, agents and employees from and against all claims by any person or entity for property damage, specifically including any claim for environmental contamination or a release of Hazardous Waste or the unlawful Disposal of solid waste, caused by the operations of the Licensee under this Agreement or alleged to have been so caused or occurred, with a minimum liability in the amount of \$1,000,000.00 per occurrence, and \$3,000,000.00 in the aggregate.
- iii) Automobile Liability Policy. The Licensee, at its sole expense, shall secure and maintain in force comprehensive motor vehicle liability insurance during the terms of this Agreement and shall provide the Township with a copy of the certificate of insurance upon request from the Township. Such insurance shall include the Township as an additional insured, if possible, and shall provide general liability coverage for property damage and personal injury (including death) arising from the ownership, maintenance, loading or unloading, or use of any motor vehicle used by the Licensee in the performance of this Agreement, including owned, leased, borrowed or hired vehicles. The minimum coverage limits shall be the same as maintained by the Township for its own coverage or as otherwise approved by the Township.

b. Form of Policies. All insurance policies required by this Agreement shall be in a form satisfactory to the Township and the Township's attorney. The Township may at any time, if it deems itself insecure, require the Licensee to provide additional sureties as required and approved by the Township, provided that Licensee shall not be required to provide coverages of a type not described in, or having limits higher than those set forth in, Section 10.a.i through Section 10.a.iii above. No insurance policy shall be cancelable during the term of this Agreement unless the Licensee, not less than 30 calendar days prior to such cancellation, has delivered to the Township a substitute or replacement policy in conformance with the provisions of this Agreement and the Ordinance.

c. Indemnification and Hold Harmless. The Licensee covenants that in consideration for this Agreement, it will indemnify and hold harmless the Township, its officers, boards, commissions, agents and employees against any and all claims, suits, causes of action, proceedings, and judgments for damage arising out of the issuance or existence of this Agreement or the provision of any services under this Agreement; however, no such requirement shall apply when such claims, suits, causes of actions, proceedings, and judgments for damage are occasioned by the negligence, gross negligence or intentional acts of the Township, its officers, boards, commissions, agents and employees while acting on behalf of the Township. Further, the Licensee shall, at its sole cost and expense, indemnify

and hold harmless the Township, its officers, boards, commissions, agents and employees for damage arising out of any misrepresentation, negligence, gross negligence or intentional act of the Licensee, its agents or employees in connection with the grant of the License to the Licensee, or the renewal of this Agreement or the License. Indemnified expenses shall include, but shall not be limited to, all reasonable out-of-pocket expenses, including without limitation clean up and/or remediation costs, court costs, damages, judgments, sanctions, fines or penalties, and attorneys' fees and shall also include the reasonable value of any services reasonably rendered by the Township attorney and any of the Township attorney's assistants. The Township shall promptly notify the Licensee in the event any person shall in any way notify the Township of any claim or demand in connection with the services provided by the Licensee under this Agreement or the License for which the Licensee may be subject to liability under this section or the License. However, the Township's failure to give such prompt notice shall not eliminate or reduce the Licensee's obligation to provide indemnification under the Agreement or this License unless such failure materially impairs or prejudices the Licensee's defenses, counterclaims, or rights in respect of the claim or demand. Notwithstanding any other provision of the Agreement or the License, the provisions of this subsection shall survive termination of this Agreement or the License and any renewals.

d. Arranger Liability. The Licensee agrees, stipulates, and consents to a determination that the Township has not, by contract, or agreement with this Licensee, or otherwise, arranged for the Disposal or transportation of any Solid Waste, Garbage, Bulky Waste, Rubbish, Hazardous Waste, Stable Matter, Medical Waste, or any other substance as a result of this Agreement. Specifically, if any claim is made against the Township pursuant to any State or Federal environmental law or regulation, including but not limited to MCL 324.20126, as amended or restated, as a result of this Agreement, the Licensee shall completely, fully, and forever indemnify the Township from such claims.

SECTION 11. FORFEITURE AND TERMINATION

In addition to all other rights and powers retained by the Township under this Agreement and this Ordinance, the Township Board reserves the right to terminate this Agreement and the License and all rights and privileges of the Licensee in the event of a substantial breach of the terms and conditions of the License or of this Agreement by the Licensee. A substantial breach by the Licensee shall include, but shall not be limited to, any of the following:

a. An uncured violation of any material provision of this Agreement or the Ordinance, or of any material rule, order, regulation, or determination made by the Township pursuant to this Agreement or the Ordinance;

b. An attempt to evade any material provision of the License;

c. The practice of any fraud or deceit upon the Licensee's customers or upon the Township and its inhabitants;

- d. Failure to provide the services promised in the Proposal, specified in the License, or described in this Agreement, unless a reasonable substitute service is approved by the Township Manager;
- e. Material misrepresentation of any fact in the Proposal or during negotiations for the License;
- f. Failure to provide insurance or indemnity as required by this Agreement;
- g. Failure to Dispose of collected Solid Waste in a duly licensed and regulated Disposal Site; or
- h. Failure to deliver Recyclable Materials to a recycling center in accordance with the Ordinance.

SECTION 12. FORECLOSURE

The Licensee shall notify the Township upon the foreclosure or other judicial sale of all or a substantial part of the Licensee's Residential Solid Waste Collection operation(s), or upon the occasion of additional events which effectively cause termination of the Licensee's operation. Such notification or the occurrence of such terminating events shall be treated as a notification that a change in control of the Licensee has taken place, and the provisions of this Agreement requiring the consent of the Township to such change in control of the Licensee shall apply.

SECTION 13. RECEIVERSHIP

The Township, within the limitations of applicable law, shall have the right to cancel this Agreement and the License 120 calendar days after the election or appointment of a receiver or trustee, whether in receivership, reorganization, bankruptcy, or other action or proceeding, unless such receivership or trusteeship shall have been vacated prior to the expiration of the 120-day period or unless:

- a. Within 120 days after the election or appointment, such receiver or trustee has fully complied with all of the provisions of this Agreement and remedied any defaults thereunder; or
- b. Within the 120-day period, such receiver or trustee has executed an agreement, duly approved by the court having jurisdiction, whereby such receiver or trustee assumes and agrees to be bound by each and every provision of the Ordinance, this Agreement and the License granted to the Licensee.

SECTION 14. TRANSFER OF LICENSE

- a. Prohibition. Without prior consent from the Township Board (which shall not be unreasonably withheld):

- i) the License shall not be sold, assigned, transferred, leased, or disposed of, either in whole or in part, either by involuntary sale or by voluntary sale, or by merger or consolidation of the Licensee with any other entity; and
- ii) title to the License, whether legal or equitable, or any right, interest, or property therein, shall not pass or vest to any person or entity.

Nothing in this section shall be deemed to prohibit the mortgage or pledge of the Licensee's assets, or any part thereof.

b. Notice of Proposed Transfer. The Licensee shall promptly notify the Township of any proposed transfer of the License requiring consent from the Township Board as provided above. A formal application for approval of a proposed transfer shall be filed within 30 days of such notification. The application shall include the full particulars relating to the sale or transfer. An original and three copies of the text of the application shall be filed, along with additional copies as the Township may request.

c. Financial Responsibility. The proposed purchaser, transferee, or assignee must show financial responsibility as determined by the Township and must agree to comply with all provisions of the License and this Agreement, including any provisions which the Township may amend or add prior to approval of the transfer.

d. Evaluation of Proposed Transfer. For the purpose of determining whether it shall consent to any transfer, the Township may inquire into all qualifications of the prospective transferee, and the Licensee shall assist the Township in any such inquiry. The Township may require any reasonable conditions which it deems necessary at the time of review to ensure that the proposed new Licensee will satisfy the public interest of the Township and its citizens for the balance of the term of this Agreement. The Township Board shall have 30 days after receipt of an application under Section 14.b. within which to approve or disapprove a transfer under this section. If no action is taken within those 30 days, approval shall be deemed to have been given. However, nothing conveyed in this section shall alter or interfere with the right of the Township in its sole discretion to terminate the License and, if deemed necessary or appropriate by the Township Board, to seek and contract with replacement provider(s) of Residential Solid Waste Collection services, all in accordance with the provisions of this Agreement and the Ordinance. Within five business days of any transfer, all required insurance policies, bonds or indemnities shall be reissued in the name of the new Licensee and copies of the same shall be delivered to the Township.

SECTION 15. PERFORMANCE BOND OR LETTER OF CREDIT

Throughout the term of this Agreement, the Licensee shall post a performance bond, or an irrevocable letter of credit, in such form as is acceptable to the Township Attorney, in the amount of \$25,000.00. If the Licensee fails to perform the services specified herein during the term of this Agreement, including any extension of this Agreement, for any reason other than a transfer of

ownership or control pursuant to Section 14 or a termination at the Licensee's option pursuant to Section 16.c, the Township may access the performance bond or letter of credit to the extent necessary to cover its expenses in finding another contractor to succeed the Licensee.

SECTION 16. TOWNSHIP AMENDMENT OF AGREEMENT

a. Public Health and Safety. Nothing in this Agreement shall preclude or prohibit the Township from enacting any ordinance, from time to time, in the interest of public health and safety, which may impact the Licensee in its Residential Solid Waste Collection services, as a proper exercise of the Township's police power. The Licensee's rights under this Agreement are subject to such police power. In the event of any conflict between the provisions of this Agreement and any present or future exercise of the Township's police power, such conflict shall be resolved in favor of the police power.

b. Acknowledgment. The Licensee expressly recognizes the right of the Township, pursuant to the powers delineated in Section 16.a above, to make reasonable amendments to this Agreement during its term (or any renewal term) upon 60 days' notice to the Licensee (no prior notice shall be required for an emergency amendment). The Township's judgment as to reasonableness shall be presumed, subject to rebuttal by the Licensee. The Licensee further recognizes and agrees that the Township shall in no way be bound to renew or extend this Agreement or the License at the end of any term, except as may be otherwise provided by applicable law.

c. Termination by Licensee. In the event that an amendment to this Agreement by the Township pursuant to this section or any determination, rule, order or action made or implemented under Section 20.a of this Agreement materially increases the obligations or burdens of the Licensee under the Agreement or is otherwise unacceptable to the Licensee, or in the event of any violation of this Agreement by the Township, or upon the Township's disapproval of any proposed transfer of ownership or control under Section 14, the Licensee shall have the right to terminate this Agreement by ceasing to provide Residential Solid Waste Collection services in the Township upon 90 days' written notice to the Township and to the Residential Units for which it provides Residential Solid Waste Collection services. Upon such termination, this Agreement shall terminate and be of no further force or effect, but for any provisions such as Section 10.c which expressly survive termination.

SECTION 17. TAXES

Nothing contained in this Agreement shall be construed to exempt the Licensee from any tax, liability or assessment which may be authorized by law.

SECTION 18. APPLICANT REPRESENTATIVES

The Licensee shall at all times disclose to and maintain on file with the Township, in writing, the names, addresses and occupations of all persons who are authorized to represent or act on behalf

of the Licensee in those matters pertaining to the Agreement or the License and the service provided thereunder.

SECTION 19. NOTICE

a. To Township. All notices required to be given to the Township under any provisions of this Agreement shall be in writing and shall be deemed served:

- i) Upon receipt when delivered by hand to the Township Manager during normal business hours; or
- ii) Upon receipt when addressed to the Township Manager mailed with postage prepaid by certified mail, return receipt requested.

b. To Licensee. All notices required to be given to the Licensee under any provisions of this Agreement shall be in writing and shall be deemed served:

- i) Upon receipt when delivered by hand to the Licensee's address for service of notice; or
- ii) Upon receipt when addressed to the Licensee and mailed with postage prepaid by certified mail, return receipt requested.

SECTION 20. RULES, REGULATIONS AND ORDERS OF TOWNSHIP MANAGER

a. Power of Township Manager. The Township Manager is vested with full powers of regulation, prohibition, control, supervision and administration of the License and the Ordinance and this Agreement. The Township Manager may adopt and enforce all necessary rules and regulations or issue orders for such purposes and in all matters which are not inconsistent with any provisions of the License, the Ordinance, this Agreement, or statute.

b. Personal Liability. No officer, Township Board member, agent or employee of the Township shall be personally liable for any damage that may accrue to any person or property as a result of any acts, decisions or other consequence or occurrence arising out of the discharge of duties or responsibilities pursuant to the License or the Ordinance or this Agreement.

c. Legal Action. The Township or the Licensee may take such lawful action as is necessary to restrain or prevent any violation of the License or the Ordinance or this Agreement. Violation by the Licensee of any of the provisions of the Ordinance or the License or this Agreement shall cause the Licensee to be liable to the Township for any expense, loss, or damage occasioned by the Township because of such violation. This section shall be cumulative with any and all other remedies available under the Ordinance, at law, or at equity. Furthermore, neither the right to damages nor the payment of damages shall bar or otherwise limit the right of either party to this Agreement in a proper case to consider any violation of this Agreement or the Ordinance as grounds

for forfeiture and/or termination of the License, or to consider any such violation as grounds for nonrenewal or nonextension of the License. In any action for damages or to enforce obligations under the License or Agreement or Ordinance, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs from the other party.

SECTION 21. COMPLIANCE WITH LAW

The Licensee shall not deny service or employment opportunities, or otherwise discriminate against any person on the basis of race, color, religion, national origin, age, sex or any other legally prohibited reason. The Licensee shall comply at all times with all applicable federal, state, and local laws and regulations.

SECTION 22. MISCELLANEOUS

a. Amendment by Written Document Only. Except as otherwise expressly provided herein, this Agreement may be amended only by a written instrument executed by both parties and adopted by the Township in accordance with the law.

b. Assignment. This Agreement and all rights and obligations under it shall not be assignable except as expressly provided herein.

c. Choice of Law. This Agreement has been executed in the State of Michigan and shall be governed by Michigan law, except to the extent such law is lawfully preempted by applicable federal statutes, rules or regulations.

d. Waivers. The waiver by any party of a breach or violation of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provision of this Agreement.

e. Copies. It is contemplated that this Agreement will be executed in multiple counterparts, all of which together shall be deemed to be one document.

f. Captions. The captions in this Agreement are for convenience only and shall not be considered as part of this Agreement or in any way to amplify or modify its terms and provisions.

g. Enforcement. This Agreement shall be enforceable only by the parties to it and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Agreement. No other person shall have the right to enforce any of the provisions contained in this Agreement.

h. Invalidity or Unenforceability. If any portion of this Agreement is ruled invalid or unenforceable by any court of competent jurisdiction, that ruling shall not affect the validity of the rest of this Agreement.

i. Entire Agreement. This Agreement, with the Ordinance and the Proposal, constitutes the entire agreement between the parties concerning the covered subject matter and supersedes all prior conflicting oral or written representations, understandings or agreements relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written below.

**Chef Container, LLC,
the Licensee**

By: [Signature]

Its: Managing member

By: _____

Its: _____

Dated: Dec 16 2016

**Township of Laketown,
a Michigan general law township**

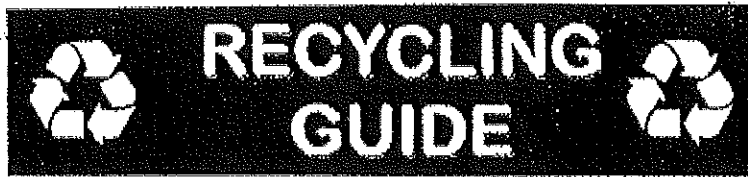
By: [Signature]
Terry Hofmeyer, Supervisor

By: [Signature]
Wendy VanHuis, Clerk

Dated: December 19, 2016

Laketown 99 Residential Solid Waste Removal and Recyclable Collection Service License Agreement With Chef Container 12142016

EXHIBIT A



Remove all recyclables from plastic bags

CORRUGATED CARDBOARD

moving boxes • packing cartons • heavy brown boxes
remove plastic & metal strapping and large staples
flatten boxes • no Styrofoam

MIXED PAPER

newspaper • brown bags • magazines • junk mail
paperboard (like cereal boxes) • computer paper
put shredded paper in paper bags • remove liners

GLASS

clear & colored food and beverage containers
wash clean • remove lids
no windows • no ceramics • no drinking glasses



METAL

food and beverage containers • pie tins
aluminum foil • empty aerosol cans
wash clean • remove aerosol cap & nozzle

PLASTIC CONTAINERS  thru 

plastic containers stamped 1 - 7 including: milk jugs
water bottles • peanut butter jars • butter tubs
yogurt cups • plant flats • prescription bottles
no Styrofoam • wash clean • remove caps

PLASTIC GROCERY BAGS

 &  grocery bags only
clean & dry • remove coupons & receipts
no other plastic bags accepted

Douglas City Police Department

Chief's Report for January Activity 2021

*Includes Fiscal Year to Date Totals

	January	Fiscal Year to Date
<u>Complaints Answered/Investigated:</u>	142	1,100
<u>Criminal Arrests/Filings:</u>		
Felony:	0	13
Misdemeanor:	04	23
<u>Warrant Arrests:</u>	01	06
<u>Traffic Enforcement:</u>		
OWI/OUID/Impaired Driving Arrests:	0	02
OWI High Blood Alcohol Content:	0	03
Traffic Stops:	26	363
Civil Infraction:	5	47
<u>Community Contacts:</u>		
Personal Contacts:	816	6,193

Business Contacts:	168	1,432
Property Security Checks:	1,345	7,154
Foot Patrol:	702 Minutes	
	(11 Hours & 42 Minutes)	

Misdemeanor Arrests: (January)

Domestic Violence/Assault (2)

Driving while License Suspended

No Operator's License

Activity Time on Follow Up Investigations: (January)

1,308 Minutes. (21 Hours & 48 Minutes)

Investigation of Felony Cases:

Criminal Sexual Conduct (#18-1933): Investigation on-going. Awaiting MSP Lab analysis results.

Arson/Breaking & Entering Investigation (#20-0157). Investigation open.

Hit & Run PI Car/Bicycle Crash (#20-0924). Investigation is open.

Robbery-Armed Huntington ATM (#20-1827). Investigation is on-going. Awaiting Search Warrant Results for Cell Phone Records.

Assault with a Motor Vehicle (#21-0049). Under review by the Prosecutor's Office.

Out of Jurisdiction Responses: (January)

Saugatuck Township: 03

Child Abuse/Neglect- Child walking on I-196 near Douglas Exit.
Turned over to Sheriff's Office.

Assist Sheriff's Office on traffic stop/narcotics investigation.

Back up to Michigan State Police on suicidal subject.

Saugatuck City: 02

Back up Sheriff's Office on domestic violence in progress.

Back up Sheriff's Office on residential alarm/forced entry upon arrival. The perpetrator was a deer.

Fennville City: 01

Back up Fennville City Police on fleeing & eluding/resist & obstruct an officer Incident

Manlius Township: 01

Personal Injury Crash with reported ejection from the vehicle.

Total Out of Jurisdiction Responses for January: 07

Highlights/Events: (January)

Department Meeting with full time staff to review open felony investigations.

Respectfully submitted,



Steven M. Kent

Chief of Police/Douglas City Police Department

Douglas City Police Department

Chief's Report for February Activity 2021

*Includes Fiscal Year to Date Totals

	February	Fiscal Year to Date
<u>Complaints Answered/Investigated:</u>	139	1,239
<u>Criminal Arrests/Filings:</u>		
Felony:	03	13
Misdemeanor:	04	23
<u>Warrant Arrests:</u>	01	06
<u>Traffic Enforcement:</u>		
OWI/OUID/Impaired Driving Arrests:	0	02
OWI High Blood Alcohol Content:	0	03
Traffic Stops:	24	387
Civil Infraction:	2	49
<u>Community Contacts:</u>		
Personal Contacts:	749	6,942

Business Contacts:	195	1,627
Property Security Checks:	1,155	8,309
Foot Patrol:	804 Minutes	
	(13 Hours & 24 Minutes)	

Misdemeanor Arrests: (February)

Felony Arrests: (February) Note: Re-Issuance of Warrants from 2020
Possession of Short Barrel Shotgun
Possession of Firearm by Felon
Use of Firearm in the Commission of a Felony

Activity Time on Follow Up Investigations: (February)
802 Minutes. (13 Hours & 21 Minutes)

Investigation of Felony Cases:

Criminal Sexual Conduct (#18-1933): Investigation on-going. Awaiting MSP Lab analysis results.

Arson/Breaking & Entering Investigation (#20-0157). Investigation open.

Hit & Run PI Car/Bicycle Crash (#20-0924). Investigation is open.

Robbery-Armed Huntington ATM (#20-1827). Investigation is on-going. Awaiting Search Warrant Results for Cell Phone Records.

Assault with a Motor Vehicle (#21-0049). Under review by the Prosecutor's Office.

Embezzlement (#21-0145). Under review by the Prosecutor's Office.

Out of Jurisdiction Responses: (February)

Saugatuck Township: 03

***Assist State Police with highway shutdown for Rollover Crash**

***Assist Sheriff's Office with Death/Suicide**

***Assist MSP Motor Carrier & Sheriff's Office with a report of a Multiple Vehicle/Truck Crash on I-196. Not as reported upon arrival/3 vehicles involved & no injuries.**

Total Out of Jurisdiction Responses for February: 03

Highlights/Events: (February)

The Department hosted Legal Update for our staff and Fennville City Police Staff

Respectfully submitted,

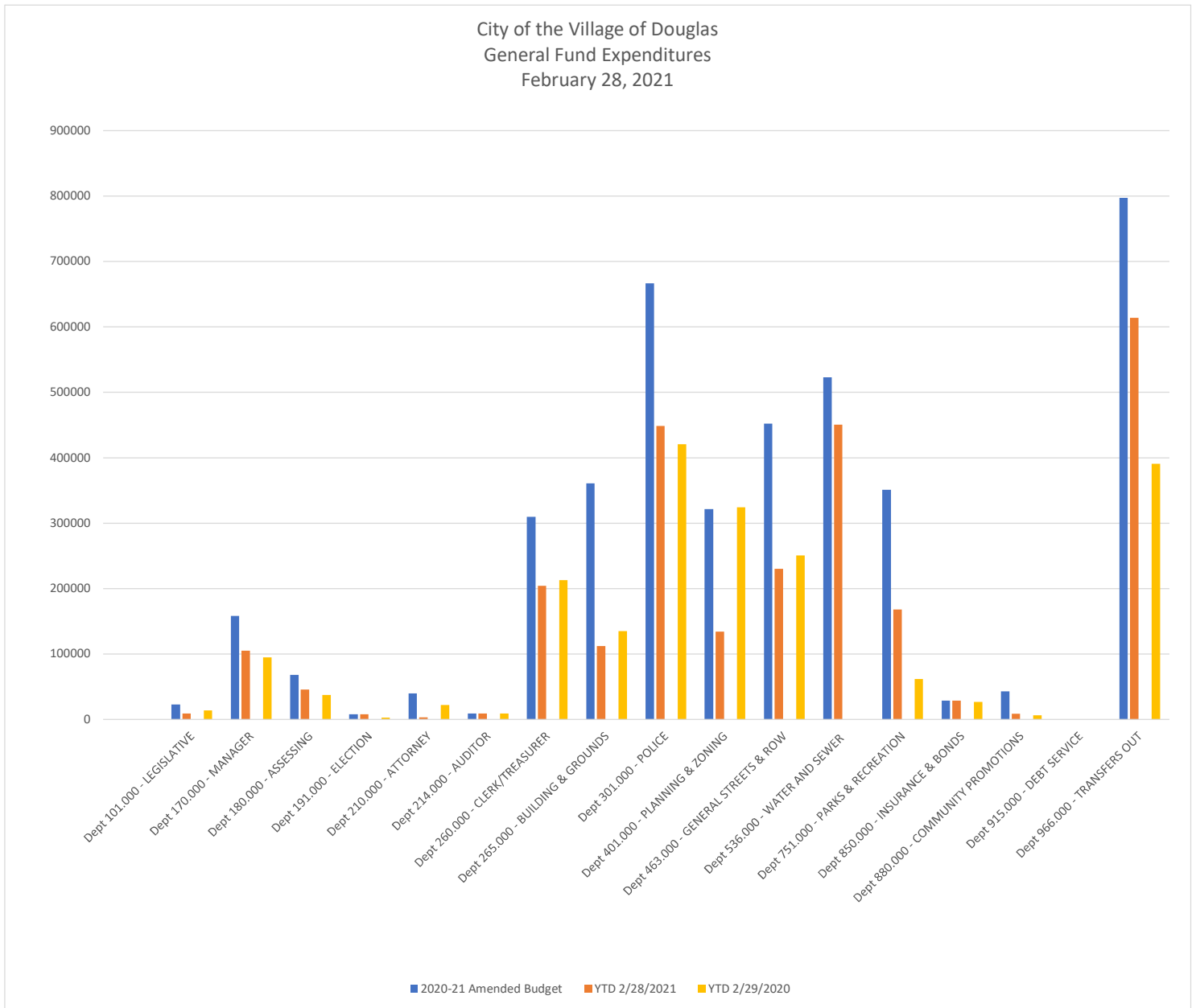


Steven M. Kent

Chief of Police

Douglas City Police Department

City of the Village of Douglas
General Fund Expenditures
February 28, 2021



Department	2020-21 Amended Budget	YTD 2/28/2021	% Budget Used	YTD 2/29/2020
Dept 101.000 - LEGISLATIVE	22,979.00	9,192.58	40.00	13,912.78
Dept 170.000 - MANAGER	158,393.00	105,220.79	66.43	94,707.48
Dept 180.000 - ASSESSING	68,170.00	45,537.02	66.80	37,425.18
Dept 191.000 - ELECTION	7,935.00	7,935.14	100.00	2,856.46
Dept 210.000 - ATTORNEY	40,000.00	3,200.00	8.00	22,343.45
Dept 214.000 - AUDITOR	9,200.00	9,200.00	100.00	9,100.00
Dept 260.000 - CLERK/TREASURER	309,663.00	204,315.33	65.98	212,835.37
Dept 265.000 - BUILDING & GROUNDS	361,122.00	112,173.53	31.06	134,907.12
Dept 301.000 - POLICE	666,444.00	448,765.44	67.34	420,696.75
Dept 401.000 - PLANNING & ZONING	321,582.00	134,108.18	41.70	324,128.33
Dept 463.000 - GENERAL STREETS & ROW	452,204.00	230,080.16	50.88	250,907.80
Dept 536.000 - WATER AND SEWER	523,040.00	450,690.93	86.17	0.00
Dept 751.000 - PARKS & RECREATION	350,905.00	168,315.93	47.97	61,969.68
Dept 850.000 - INSURANCE & BONDS	28,762.00	28,762.00	100.00	26,893.00
Dept 880.000 - COMMUNITY PROMOTIONS	43,000.00	8,619.54	20.05	6,552.34
Dept 915.000 - DEBT SERVICE	0.00	0.00	0.00	0.00
Dept 966.000 - TRANSFERS OUT	797,350.00	613,750.00	76.97	390,904.85
TOTALS	<u>4,160,749.00</u>	<u>2,579,866.57</u>	<u>62.00%</u>	<u>2,010,140.59</u>

**City of the Village of Douglas
Financial Holdings Summary
Feb 28, 2021**

	<u>Identifier</u>	<u>Matures</u>	<u>Rate</u>	<u>Market Value</u>
<u>Cash</u>				
Huntington Bank - Common Checking				453,876.69
Huntington Bank - Payroll				1,129.15
Huntington Bank - DDA				0.00

D.A. Davidson - Cash			0.01%	24,928.71
Huntington Business Premier- MMA Public Funds			0.01%	331,057.48

CD's

D.A. Davidson:				
CITIBANK	17312QY60	12/27/2022	3.35%	264,742.50
American Expr Natl Bk	02589AA28	12/4/2023	3.55%	212,022.60
Morgan Stanley Bank	61690UCK4	12/13/2023	3.50%	268,708.26
Wells Fargo Bank	949763WA0	12/28/2023	3.50%	<u>109,367.00</u>
				854,840.36

MBS:

Grand River Bank	38644ABH1	6/28/2021	3.00%	252,502.50
Wells Fargo Bank	949763L79	10/18/2021	1.95%	101,214.00
Michigan Legacy Credit Union	59452WAA6	11/9/2021	3.20%	84,822.68
Wells Fargo Bank	949763VW3	12/14/2021	3.25%	102,542.00
Wells Fargo Bank	949763SQ0	7/27/2022	3.15%	52,169.50
Michigan Legacy Credit Union	59452WAC2	11/9/2022	3.30%	87,474.53
Michigan Legacy Credit Union	59452WAE8	11/9/2023	3.45%	<u>90,290.72</u>
				771,015.93

First National Bank of MI	**4328	6/8/2021	0.45%	250,000.00
Grand River Bank	**4044	11/5/2021	0.50%	250,000.00
Chemical (13189)	**13189	4/5/2022	0.15%	245,230.57

Bonds

D.A. Davidson:

Fedl Home Loan Bank Bond Step	3130A9V32	11/15/2021	2.00%	101,374.00
Fedl Farm Credit Bank Bond	3133EMCQ3	10/13/2023	0.28%	249,952.50
Fedl Farm Credit Bank Bond	3133EJ5H8	1/16/2025	2.85%	163,414.50
Fedl Home loan Mtg Corp	3134GXKR4	7/15/2025	0.40%	294,852.00
Fedl Home loan Mtg Corp	3134GWUC8	12/30/2025	0.50%	195,894.00
Fed Home Loan Bank Bond Step	3130AKSV9	1/28/2026	0.25%	249,052.50
Fedl Farm Credit Bank Bond	3133ELEN0	12/18/2029	2.25%	168,606.54
				1,423,146.04

MBS:

Pinckney mich commnity schools	722205NW7	5/1/2028	1.84%	101,585.00
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Other Investments

Michigan Class			0.06%	<u>1,066,830.50</u>
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Total Cash & Investments

5,773,640.43

<u>Fund</u>	Cash & Investments		Prior Month	Prior Year
		<u>Feb 28, 2021</u>		
101 - General Fund	2,412,337.26		5,978,790.23	
130 - Current Tax Receiving	223,032.20		5,893,218.05	
202 - Major Street	196,514.63			
203 - Local Streets	430,417.92			
204 - Road Millage	726,645.38			
209 - Trail Fund	22,007.32			
225 - DDA	166,244.98			
243 - Brownfield Redevelopment Authority	80,085.75			
244 - Harbor Authority	6,293.79			
509 - Schultz Park Launch Ramp	92,331.73			
594 - Douglas Marina	328,088.92			
650 - Water & Sewer Fund	281,463.73			
660 - Equipment Rental Fund	<u>808,176.82</u>			
	<u>5,773,640.43</u>			

User: MATTSMITH

PERIOD ENDING 02/28/2021

DB: Douglas

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-402.000	CURRENT REAL PROPERTY TAX	2,280,840.00	2,226,901.44	2,097.40	53,938.56	97.64	2,086,729.55
101-000.000-424.000	MOBILE HOME TAX	500.00	313.50	0.00	186.50	62.70	313.50
101-000.000-446.000	INTEREST & PENALTIES: DELQ TAX	3,000.00	2,631.41	123.67	368.59	87.71	2,851.10
101-000.000-447.000	TAX COLLECTION FEES	79,732.00	80,229.60	6,719.96	(497.60)	100.62	76,473.94
101-000.000-450.000	BUSINESS LICENSE FEES	22,000.00	675.11	300.00	21,324.89	3.07	855.00
101-000.000-451.000	CATV FRANCHISE FEES	13,000.00	8,236.74	4,106.79	4,763.26	63.36	7,635.96
101-000.000-452.000	METRO ACT	6,000.00	0.00	0.00	6,000.00	0.00	0.00
101-000.000-478.000	BUILDING FEES	75,000.00	45,402.00	8,155.00	29,598.00	60.54	43,900.00
101-000.000-478.001	ROAD CUT FEES	100.00	300.00	0.00	(200.00)	300.00	0.00
101-000.000-478.002	PLANNING & ZONING FEES	5,000.00	5,845.00	2,600.00	(845.00)	116.90	11,607.00
101-000.000-478.003	RENTAL INSPECTION FEE	5,000.00	4,000.00	0.00	1,000.00	80.00	2,435.00
101-000.000-480.000	DPW- RESIDENT SERVICES	250.00	0.00	0.00	250.00	0.00	0.00
101-000.000-528.000	OTHER FEDERAL GRANTS	5,943.00	5,943.00	0.00	0.00	100.00	0.00
101-000.000-545.000	LAW ENFORCEMENT TRAINING	1,000.00	250.00	0.00	750.00	25.00	250.00
101-000.000-547.000	GRANTS: HWYS & STREETS(CO.)	155,000.00	80.76	0.00	154,919.24	0.05	92.63
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	35,000.00	32,460.53	0.00	2,539.47	92.74	30,865.86
101-000.000-574.000	STATE REVENUE: SALES TAX	111,828.00	62,812.00	18,724.00	49,016.00	56.17	60,101.00
101-000.000-579.000	STATE REVENUE: LIQUOR LICENSE	17,829.00	17,828.80	0.00	0.20	100.00	6,867.30
101-000.000-603.000	POLICE ADMINISTRATION FEE	3,589.00	1,944.00	0.00	1,645.00	54.17	155.04
101-000.000-656.000	ORDINANCE FINES - POLICE	6,000.00	2,308.34	322.42	3,691.66	38.47	2,879.43
101-000.000-656.001	ORDINANCE FINES - CIVIC	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-000.000-664.000	INTEREST INCOME	90,000.00	4,801.79	(12,285.49)	85,198.21	5.34	136,864.90
101-000.000-667.001	WADE'S BAYOU PARK RENTAL	2,000.00	1,500.00	300.00	500.00	75.00	900.00
101-000.000-674.000	DONATIONS	49,512.00	31,923.04	5,103.96	17,588.96	64.48	17,494.31
101-000.000-675.000	OTHER REVENUE	5,000.00	6,244.86	650.00	(1,244.86)	124.90	3,701.49
101-000.000-675.002	OTHER REV - ELECTION REIMBUR	11,203.00	11,202.94	0.00	0.06	100.00	7,313.26
101-000.000-679.001	REIMBURSE FROM STATE	0.00	0.00	0.00	0.00	0.00	170,969.36
101-000.000-682.000	INSURANCE REIMBURSEMENTS	5,000.00	0.00	0.00	5,000.00	0.00	16,666.44
101-000.000-687.000	UNION ST RAMP	8,500.00	3,970.12	0.00	4,529.88	46.71	3,042.36
101-000.000-693.000	GAIN ON SALE OF DEPRECIABLE FIXED ASSETS	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
101-000.000-698.509	FROM SCHULTZ PARK-HARBOR	2,500.00	2,500.00	0.00	0.00	100.00	2,500.00
101-000.000-699.509	FROM SCHULTZ PARK-ADMIN OVERHE	2,000.00	2,000.00	0.00	0.00	100.00	2,000.00
101-000.000-699.650	TRANSFER IN - WATER/SEWER	180,000.00	180,000.00	0.00	0.00	100.00	0.00
Total Dept 000.000		3,184,326.00	2,742,304.98	36,917.71	442,021.02	86.12	2,695,464.43
TOTAL REVENUES		3,184,326.00	2,742,304.98	36,917.71	442,021.02	86.12	2,695,464.43
Expenditures							
Dept 101.000 - LEGISLATIVE							
101-101.000-703.000	WAGES	8,700.00	4,300.00	0.00	4,400.00	49.43	4,225.00
101-101.000-722.000	WORKERS COMPENSATION	29.00	28.60	5.50	0.40	98.62	42.65
101-101.000-725.000	TRAINING FUNDS	4,500.00	3,752.56	55.00	747.44	83.39	2,904.00
101-101.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	5,000.00	0.00	0.00	5,000.00	0.00	5,561.43
101-101.000-740.000	SUPPLIES	400.00	355.97	355.97	44.03	88.99	38.15
101-101.000-740.005	SUPPLIES - RECEPTIONS	400.00	0.00	0.00	400.00	0.00	0.00
101-101.000-861.000	MILEAGE REIMBURSEMENT	750.00	0.00	0.00	750.00	0.00	703.39
101-101.000-862.000	RECORDING CLERK	200.00	0.00	0.00	200.00	0.00	0.00
101-101.000-900.000	PRINTING & PUBLISHING	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
101-101.000-908.000	DUES/FEES/PUBLICATIONS	1,000.00	375.00	0.00	625.00	37.50	85.00
101-101.000-955.000	COUNCIL EXPENSE	1,000.00	380.45	29.98	619.55	38.05	353.16
Total Dept 101.000 - LEGISLATIVE		22,979.00	9,192.58	446.45	13,786.42	40.00	13,912.78

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
Dept 170.000 - MANAGER							
101-170.000-702.000	SALARIES	96,171.00	63,652.00	8,169.00	32,519.00	66.19	62,588.37
101-170.000-719.000	INSURANCE BENEFITS	11,703.00	8,842.97	1,148.35	2,860.03	75.56	5,325.28
101-170.000-720.000	PAYROLL TAXES	8,469.00	5,599.78	713.58	2,869.22	66.12	5,213.11
101-170.000-721.000	MERS BENEFITS	12,009.00	7,897.29	892.54	4,111.71	65.76	6,270.41
101-170.000-721.001	457 CONTRIBUTION	18,907.00	12,274.95	1,367.20	6,632.05	64.92	10,446.21
101-170.000-722.000	WORKERS COMPENSATION	114.00	113.71	21.87	0.29	99.75	164.20
101-170.000-725.000	TRAINING FUNDS	1,500.00	26.25	0.00	1,473.75	1.75	674.00
101-170.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00	1,282.58
101-170.000-740.000	SUPPLIES	500.00	283.20	41.24	216.80	56.64	715.63
101-170.000-851.000	TELEPHONE	1,208.00	1,207.50	7.50	0.50	99.96	200.00
101-170.000-861.000	MILEAGE REIMBURSEMENT	4,200.00	4,200.00	0.00	0.00	100.00	700.00
101-170.000-863.000	MEETINGS	1,000.00	91.71	49.67	908.29	9.17	173.09
101-170.000-900.000	PRINTING & PUBLISHING	100.00	19.49	0.00	80.51	19.49	0.00
101-170.000-908.000	DUES/FEES/PUBLICATIONS	1,012.00	1,011.94	0.00	0.06	99.99	954.60
Total Dept 170.000 - MANAGER		158,393.00	105,220.79	12,410.95	53,172.21	66.43	94,707.48
Dept 180.000 - ASSESSING							
101-180.000-703.000	WAGES	28,270.00	11,307.84	3,769.28	16,962.16	40.00	0.00
101-180.000-720.000	PAYROLL TAXES	2,955.00	1,181.64	393.88	1,773.36	39.99	0.00
101-180.000-725.000	TRAINING FUNDS	400.00	102.86	0.00	297.14	25.72	265.00
101-180.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	600.00	0.00	0.00	600.00	0.00	596.07
101-180.000-740.000	SUPPLIES	500.00	21.12	0.00	478.88	4.22	81.37
101-180.000-802.000	CONTRACTUAL	1,000.00	845.00	610.00	155.00	84.50	837.00
101-180.000-802.005	WEB SITE- BS&A	500.00	0.00	0.00	500.00	0.00	0.00
101-180.000-803.000	CONTRACTUAL CONSULTANT	30,450.00	30,450.00	0.00	0.00	100.00	33,600.00
101-180.000-807.000	BOARD OF REVIEW	700.00	300.00	0.00	400.00	42.86	300.00
101-180.000-861.000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00	364.82
101-180.000-863.000	MEETINGS	100.00	0.00	0.00	100.00	0.00	20.00
101-180.000-864.000	POSTAGE	545.00	544.60	544.60	0.40	99.93	510.92
101-180.000-900.000	PRINTING & PUBLISHING	700.00	531.96	512.46	168.04	75.99	490.00
101-180.000-908.000	DUES/FEES/PUBLICATIONS	450.00	252.00	0.00	198.00	56.00	360.00
Total Dept 180.000 - ASSESSING		68,170.00	45,537.02	5,830.22	22,632.98	66.80	37,425.18
Dept 191.000 - ELECTION							
101-191.000-703.000	WAGES	3,340.00	3,340.00	0.00	0.00	100.00	1,120.00
101-191.000-726.000	EXPENSES	1,644.00	1,644.22	0.00	(0.22)	100.01	1,316.83
101-191.000-740.000	SUPPLIES	1,970.00	1,970.42	0.00	(0.42)	100.02	336.45
101-191.000-864.000	POSTAGE	8.00	7.50	0.00	0.50	93.75	0.00
101-191.000-900.000	PRINTING & PUBLISHING	973.00	973.00	0.00	0.00	100.00	83.18
Total Dept 191.000 - ELECTION		7,935.00	7,935.14	0.00	(0.14)	100.00	2,856.46
Dept 210.000 - ATTORNEY							
101-210.000-801.000	CONTRACTUAL ATTORNEY	40,000.00	3,200.00	250.00	36,800.00	8.00	22,343.45
Total Dept 210.000 - ATTORNEY		40,000.00	3,200.00	250.00	36,800.00	8.00	22,343.45
Dept 214.000 - AUDITOR							
101-214.000-802.000	CONTRACTUAL	9,200.00	9,200.00	0.00	0.00	100.00	9,100.00

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Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 214.000 - AUDITOR		9,200.00	9,200.00	0.00	0.00	100.00	9,100.00
Dept 260.000 - CLERK/TREASURER							
101-260.000-702.000	SALARIES	158,191.00	103,207.59	13,674.74	54,983.41	65.24	111,071.61
101-260.000-719.000	INSURANCE BENEFITS	54,494.00	39,712.40	4,760.54	14,781.60	72.87	48,453.05
101-260.000-720.000	PAYROLL TAXES	14,043.00	9,067.90	1,398.93	4,975.10	64.57	11,746.57
101-260.000-721.000	MERS BENEFITS	21,667.00	14,755.49	2,116.04	6,911.51	68.10	13,062.56
101-260.000-722.000	WORKERS COMPENSATION	190.00	190.11	36.56	(0.11)	100.06	323.79
101-260.000-725.000	TRAINING FUNDS	2,500.00	1,242.15	0.00	1,257.85	49.69	1,414.00
101-260.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00	579.11
101-260.000-740.000	SUPPLIES	3,500.00	3,051.25	58.23	448.75	87.18	3,206.42
101-260.000-802.000	CONTRACTUAL	13,000.00	8,464.83	675.43	4,535.17	65.11	9,036.57
101-260.000-802.005	WEB SITE- BS&A	800.00	0.00	0.00	800.00	0.00	0.00
101-260.000-802.009	CONTRACTUAL FINANCIAL CONSULT	7,093.00	7,093.05	0.00	(0.05)	100.00	0.00
101-260.000-806.006	WEBSITE-CITY	10,000.00	1,515.00	0.00	8,485.00	15.15	3,265.00
101-260.000-851.000	TELEPHONE	1,200.00	310.10	45.95	889.90	25.84	308.77
101-260.000-861.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	0.00
101-260.000-864.000	POSTAGE	4,000.00	2,528.75	0.00	1,471.25	63.22	2,015.30
101-260.000-900.000	PRINTING & PUBLISHING	5,500.00	2,669.68	0.00	2,830.32	48.54	2,823.92
101-260.000-908.000	DUES/FEES/PUBLICATIONS	1,500.00	1,310.26	219.00	189.74	87.35	844.00
101-260.000-977.000	EQUIPMENT	1,000.00	211.99	0.00	788.01	21.20	0.00
101-260.000-977.005	COMPUTER HARDWARE/SOFTWARE	8,985.00	8,984.78	0.00	0.22	100.00	4,684.70
Total Dept 260.000 - CLERK/TREASURER		309,663.00	204,315.33	22,985.42	105,347.67	65.98	212,835.37
Dept 265.000 - BUILDING & GROUNDS							
101-265.000-703.000	WAGES	27,200.00	15,359.37	1,916.35	11,840.63	56.47	16,481.20
101-265.000-719.000	INSURANCE BENEFITS	8,500.00	3,310.90	379.39	5,189.10	38.95	3,853.17
101-265.000-720.000	PAYROLL TAXES	2,275.00	1,350.48	200.26	924.52	59.36	1,398.60
101-265.000-721.000	MERS BENEFITS	2,800.00	1,556.97	184.19	1,243.03	55.61	1,341.51
101-265.000-722.000	WORKERS COMPENSATION	283.00	282.36	53.50	0.64	99.77	403.64
101-265.000-740.000	SUPPLIES	21,087.00	14,292.86	807.70	6,794.14	67.78	5,229.92
101-265.000-802.000	CONTRACTUAL	21,720.00	12,425.43	590.30	9,294.57	57.21	25,869.21
101-265.000-851.000	TELEPHONE	5,915.00	3,573.02	369.40	2,341.98	60.41	1,902.17
101-265.000-922.000	UTILITIES	19,000.00	11,907.88	3,128.43	7,092.12	62.67	6,585.95
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	12,342.00	7,859.93	875.43	4,482.07	63.68	2,751.19
101-265.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	35,000.00	18,163.07	263.03	16,836.93	51.89	14,793.44
101-265.000-942.000	LEASE- COPIER	0.00	0.00	0.00	0.00	0.00	359.42
101-265.000-979.000	CAPITAL OUTLAY	205,000.00	22,091.26	823.50	182,908.74	10.78	53,937.70
Total Dept 265.000 - BUILDING & GROUNDS		361,122.00	112,173.53	9,591.48	248,948.47	31.06	134,907.12
Dept 301.000 - POLICE							
101-301.000-702.000	SALARIES	75,655.00	49,504.05	5,857.20	26,150.95	65.43	46,205.51
101-301.000-703.000	WAGES	218,324.00	141,092.55	15,136.80	77,231.45	64.63	121,041.17
101-301.000-704.000	WAGES - PARTTIME	51,246.00	31,258.82	1,694.06	19,987.18	61.00	17,937.48
101-301.000-705.000	WAGES - OVERTIME	3,734.00	2,667.75	513.35	1,066.25	71.44	11,125.30
101-301.000-709.000	WAGES - OFFICE	40,636.00	26,602.84	3,158.45	14,033.16	65.47	24,651.47
101-301.000-713.000	HOLIDAY/SICK PAY REIMB	22,572.00	22,572.00	0.00	0.00	100.00	38,921.57
101-301.000-719.000	INSURANCE BENEFITS	107,447.00	79,799.75	8,931.38	27,647.25	74.27	66,171.40
101-301.000-720.000	PAYROLL TAXES	29,500.00	22,433.43	2,499.46	7,066.57	76.05	21,439.06
101-301.000-721.000	MERS BENEFITS	25,950.00	19,086.04	2,080.08	6,863.96	73.55	20,542.53

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Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-722.000	WORKERS COMPENSATION	2,830.00	2,828.45	544.06	1.55	99.95	4,110.54
101-301.000-725.000	TRAINING FUNDS	1,000.00	59.87	33.62	940.13	5.99	0.00
101-301.000-725.001	TRAINING FUNDS - ACT 302	1,000.00	87.50	0.00	912.50	8.75	87.50
101-301.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	250.00	0.00	0.00	250.00	0.00	0.00
101-301.000-740.000	SUPPLIES	1,000.00	698.27	0.00	301.73	69.83	533.48
101-301.000-750.000	UNIFORMS	3,600.00	499.86	0.00	3,100.14	13.89	1,004.33
101-301.000-801.000	CONTRACTUAL ATTORNEY	2,000.00	0.00	0.00	2,000.00	0.00	990.00
101-301.000-801.003	CONTRACTUAL ATTORNEY PROSECUTE	6,000.00	1,884.00	0.00	4,116.00	31.40	1,566.00
101-301.000-802.000	CONTRACTUAL	6,000.00	4,575.93	303.67	1,424.07	76.27	8,012.90
101-301.000-851.000	TELEPHONE	3,500.00	2,746.86	410.72	753.14	78.48	1,886.94
101-301.000-860.000	GAS & OIL	10,000.00	5,832.84	834.06	4,167.16	58.33	6,485.20
101-301.000-864.000	POSTAGE	500.00	0.00	0.00	500.00	0.00	20.81
101-301.000-900.000	PRINTING & PUBLISHING	250.00	0.00	0.00	250.00	0.00	0.00
101-301.000-908.000	DUES/FEES/PUBLICATIONS	500.00	77.27	0.00	422.73	15.45	0.00
101-301.000-913.000	INSURANCE (LIABILITY/AUTO)	12,000.00	11,078.00	0.00	922.00	92.32	11,697.00
101-301.000-922.000	UTILITIES	6,000.00	4,057.32	488.52	1,942.68	67.62	3,215.77
101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL	5,000.00	335.77	149.00	4,664.23	6.72	512.70
101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS	5,500.00	1,990.99	0.00	3,509.01	36.20	4,061.29
101-301.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	16,700.00	11,133.36	1,391.67	5,566.64	66.67	0.00
101-301.000-942.000	LEASE- COPIER	2,450.00	1,624.80	203.10	825.20	66.32	1,624.80
101-301.000-977.000	EQUIPMENT	1,000.00	937.12	0.00	62.88	93.71	0.00
101-301.000-977.005	COMPUTER HARDWARE/SOFTWARE	1,000.00	0.00	0.00	1,000.00	0.00	6,852.00
101-301.000-979.000	CAPITAL OUTLAY	3,300.00	3,300.00	0.00	0.00	100.00	0.00
Total Dept 301.000 - POLICE		666,444.00	448,765.44	44,229.20	217,678.56	67.34	420,696.75
Dept 401.000 - PLANNING & ZONING							
101-401.000-702.000	SALARIES	65,114.00	41,444.91	5,033.04	23,669.09	63.65	41,495.49
101-401.000-703.000	WAGES	5,300.00	2,650.00	0.00	2,650.00	50.00	10,695.50
101-401.000-719.000	INSURANCE BENEFITS	8,789.00	6,707.37	955.79	2,081.63	76.32	12,042.36
101-401.000-720.000	PAYROLL TAXES	5,060.00	3,444.49	525.96	1,615.51	68.07	4,236.85
101-401.000-721.000	MERS BENEFITS	10,413.00	6,896.65	822.45	3,516.35	66.23	5,473.84
101-401.000-722.000	WORKERS COMPENSATION	120.00	119.58	23.00	0.42	99.65	122.47
101-401.000-725.000	TRAINING FUNDS	3,159.00	1,711.36	0.00	1,447.64	54.17	390.00
101-401.000-725.002	MISCELLANEOUS TRAVEL EXPENSES	600.00	0.00	0.00	600.00	0.00	166.40
101-401.000-740.000	SUPPLIES	1,449.00	994.16	209.18	454.84	68.61	1,014.13
101-401.000-801.000	CONTRACTUAL ATTORNEY	12,000.00	8,758.75	777.50	3,241.25	72.99	17,565.99
101-401.000-802.000	CONTRACTUAL	4,000.00	2,086.66	605.00	1,913.34	52.17	2,141.74
101-401.000-802.005	WEB SITE- BS&A	750.00	0.00	0.00	750.00	0.00	0.00
101-401.000-803.000	CONTRACTUAL CONSULTANT	30,000.00	1,612.58	0.00	28,387.42	5.38	0.00
101-401.000-804.000	CONTRACTUAL BUILDING INSPECTIO	65,000.00	38,865.30	0.00	26,134.70	59.79	37,808.00
101-401.000-806.000	CONTRACTUAL ENGINEERING	100,000.00	13,966.40	0.00	86,033.60	13.97	183,819.20
101-401.000-851.000	TELEPHONE	578.00	417.18	59.38	160.82	72.18	0.00
101-401.000-861.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	0.00
101-401.000-862.000	RECORDING CLERK	1,200.00	600.00	0.00	600.00	50.00	800.00
101-401.000-864.000	POSTAGE	50.00	257.25	216.00	(207.25)	514.50	16.20
101-401.000-900.000	PRINTING & PUBLISHING	1,250.00	2,992.55	1,792.35	(1,742.55)	239.40	1,941.28
101-401.000-908.000	DUES/FEES/PUBLICATIONS	250.00	377.00	0.00	(127.00)	150.80	25.00
101-401.000-977.000	EQUIPMENT	1,000.00	36.99	0.00	963.01	3.70	0.00
101-401.000-977.005	COMPUTER HARDWARE/SOFTWARE	5,000.00	169.00	0.00	4,831.00	3.38	4,373.88
Total Dept 401.000 - PLANNING & ZONING		321,582.00	134,108.18	11,019.65	187,473.82	41.70	324,128.33
Dept 463.000 - GENERAL STREETS & ROW							

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-463.000-703.000	WAGES	105,900.00	52,769.81	1,927.94	53,130.19	49.83	56,820.71
101-463.000-706.000	WAGES - SEASONAL	100.00	0.00	0.00	100.00	0.00	0.00
101-463.000-719.000	INSURANCE BENEFITS	34,750.00	25,294.83	3,008.89	9,455.17	72.79	18,032.82
101-463.000-720.000	PAYROLL TAXES	8,850.00	4,319.13	201.48	4,530.87	48.80	5,362.10
101-463.000-721.000	MERS BENEFITS	10,550.00	6,490.98	257.53	4,059.02	61.53	5,697.78
101-463.000-722.000	WORKERS COMPENSATION	1,835.00	1,834.01	352.74	0.99	99.95	3,131.95
101-463.000-725.000	TRAINING FUNDS	0.00	210.00	130.00	(210.00)	100.00	0.00
101-463.000-740.000	SUPPLIES	20,574.00	11,605.91	251.36	8,968.09	56.41	23,398.48
101-463.000-740.002	EXTERIOR SUPPLIES	1,000.00	167.17	0.00	832.83	16.72	440.38
101-463.000-740.003	BANNERS	0.00	0.00	0.00	0.00	0.00	3,358.50
101-463.000-740.004	BENCHES	2,202.00	1,192.71	0.00	1,009.29	54.16	0.00
101-463.000-741.000	PLANTING MATERIALS	0.00	0.00	0.00	0.00	0.00	142.92
101-463.000-750.000	UNIFORMS	3,000.00	2,173.20	619.55	826.80	72.44	1,722.87
101-463.000-802.000	CONTRACTUAL	62,000.00	24,143.37	398.05	37,856.63	38.94	14,090.68
101-463.000-802.003	CONTRACTUAL- REFUSE	4,807.00	2,603.85	0.00	2,203.15	54.17	0.00
101-463.000-802.007	LANDSCAPING SERVICES	2,601.00	1,409.00	0.00	1,192.00	54.17	0.00
101-463.000-802.010	CONTRACTUAL FORESTRY	15,000.00	12,150.00	0.00	2,850.00	81.00	13,450.00
101-463.000-806.000	CONTRACTUAL ENGINEERING	6,500.00	6,165.10	0.00	334.90	94.85	2,230.00
101-463.000-851.000	TELEPHONE	5,500.00	5,465.06	716.47	34.94	99.36	3,940.75
101-463.000-861.000	MILEAGE REIMBURSEMENT	150.00	0.00	0.00	150.00	0.00	0.00
101-463.000-900.000	PRINTING & PUBLISHING	400.00	0.00	0.00	400.00	0.00	65.00
101-463.000-908.000	DUES/FEES/PUBLICATIONS	500.00	547.27	0.00	(47.27)	109.45	375.00
101-463.000-922.000	UTILITIES	7,500.00	2,832.72	209.68	4,667.28	37.77	5,192.06
101-463.000-925.000	STREET LIGHTS	25,000.00	16,460.45	2,174.01	8,539.55	65.84	16,251.30
101-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	4,730.00	4,730.24	0.00	(0.24)	100.01	81.00
101-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	75,000.00	32,321.10	307.20	42,678.90	43.09	58,814.23
101-463.000-979.000	CAPITAL OUTLAY	17,698.00	15,194.25	991.09	2,503.75	85.85	18,309.27
101-463.000-979.011	CAPITAL OUTLAY-DRAINS	36,057.00	0.00	0.00	36,057.00	0.00	0.00
Total Dept 463.000 - GENERAL STREETS & ROW		452,204.00	230,080.16	11,545.99	222,123.84	50.88	250,907.80
Dept 536.000 - WATER AND SEWER SYSTEMS							
101-536.000-974.000	CONSTRUCTION	523,040.00	450,690.93	0.00	72,349.07	86.17	0.00
Total Dept 536.000 - WATER AND SEWER SYSTEMS		523,040.00	450,690.93	0.00	72,349.07	86.17	0.00
Dept 751.000 - PARKS & RECREATION							
101-751.000-703.000	WAGES	18,150.00	11,511.28	174.39	6,638.72	63.42	13,712.66
101-751.000-706.000	WAGES - SEASONAL	100.00	0.00	0.00	100.00	0.00	0.00
101-751.000-719.000	INSURANCE BENEFITS	5,650.00	4,520.77	286.07	1,129.23	80.01	7,015.57
101-751.000-720.000	PAYROLL TAXES	1,525.00	899.59	18.22	625.41	58.99	1,108.70
101-751.000-721.000	MERS BENEFITS	1,900.00	1,176.07	16.76	723.93	61.90	1,357.11
101-751.000-722.000	WORKERS COMPENSATION	307.00	306.76	59.00	0.24	99.92	436.93
101-751.000-740.000	SUPPLIES	10,000.00	2,393.69	0.00	7,606.31	23.94	6,800.89
101-751.000-741.000	PLANTING MATERIALS	600.00	55.12	0.00	544.88	9.19	0.00
101-751.000-802.000	CONTRACTUAL	12,000.00	9,254.39	310.00	2,745.61	77.12	12,363.30
101-751.000-802.007	LANDSCAPING SERVICES	2,500.00	3,308.25	0.00	(808.25)	132.33	2,285.50
101-751.000-809.000	SAUGATUCK TWP CEMETERY MAINT	7,500.00	0.00	0.00	7,500.00	0.00	(7,353.68)
101-751.000-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00	0.00
101-751.000-922.000	UTILITIES	11,000.00	4,828.06	165.43	6,171.94	43.89	7,340.22
101-751.000-929.000	UNION REPAIRS & MAINTENANCE	750.00	74.78	0.00	675.22	9.97	0.00
101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL	8,040.00	1,123.94	0.00	6,916.06	13.98	748.65
101-751.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	26,000.00	14,141.22	11.73	11,858.78	54.39	16,153.83
101-751.000-960.000	MISCELLANEOUS	3,401.00	3,400.92	0.00	0.08	100.00	0.00

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	02/28/2021 NORM (ABNORM)	MONTH 02/28/21 INCR (DECR)	BALANCE NORM (ABNORM)		02/29/2020 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-751.000-977.000	EQUIPMENT	982.00	982.38	0.00	(0.38)	100.04	0.00
101-751.000-979.000	CAPITAL OUTLAY	240,000.00	110,338.71	0.00	129,661.29	45.97	0.00
Total Dept 751.000 - PARKS & RECREATION		350,905.00	168,315.93	1,041.60	182,589.07	47.97	61,969.68
Dept 850.000 - INSURANCE & BONDS							
101-850.000-958.000	MISCELLANEOUS	28,762.00	28,762.00	0.00	0.00	100.00	26,893.00
Total Dept 850.000 - INSURANCE & BONDS		28,762.00	28,762.00	0.00	0.00	100.00	26,893.00
Dept 880.000 - COMMUNITY PROMOTIONS							
101-880.000-960.000	MISCELLANEOUS	43,000.00	8,619.54	0.00	34,380.46	20.05	6,552.34
Total Dept 880.000 - COMMUNITY PROMOTIONS		43,000.00	8,619.54	0.00	34,380.46	20.05	6,552.34
Dept 966.000 - TRANSFERS OUT							
101-966.000-999.202	TRANSFER TO MAJOR STREET	132,500.00	0.00	0.00	132,500.00	0.00	132,500.00
101-966.000-999.203	TRANSFER TO LOCAL STREET	137,500.00	137,500.00	0.00	0.00	100.00	137,500.00
101-966.000-999.225	TRANSFER TO DDA	0.00	0.00	0.00	0.00	0.00	2,717.00
101-966.000-999.243	TRANSFER TO BROWNFIELD AUTHORITY	150,600.00	100,000.00	0.00	50,600.00	66.40	18,331.75
101-966.000-999.244	HARBOR AUTHORITY	500.00	0.00	0.00	500.00	0.00	0.00
101-966.000-999.594	TRANSFER OUT-DOUGLAS MARINA	376,250.00	376,250.00	0.00	0.00	100.00	99,856.10
Total Dept 966.000 - TRANSFERS OUT		797,350.00	613,750.00	0.00	183,600.00	76.97	390,904.85
TOTAL EXPENDITURES		4,160,749.00	2,579,866.57	119,350.96	1,580,882.43	62.00	2,010,140.59
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		3,184,326.00	2,742,304.98	36,917.71	442,021.02	86.12	2,695,464.43
TOTAL EXPENDITURES		4,160,749.00	2,579,866.57	119,350.96	1,580,882.43	62.00	2,010,140.59
NET OF REVENUES & EXPENDITURES		(976,423.00)	162,438.41	(82,433.25)	(1,138,861.41)	16.64	685,323.84

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 130 - CURRENT TAX RECEIVING							
Revenues							
Dept 000.000							
130-000.000-447.000	TAX COLLECTION FEES	0.00	2,180.66	(303.77)	(2,180.66)	100.00	1,908.37
130-000.000-664.000	INTEREST INCOME	0.00	2,035.66	2,035.66	(2,035.66)	100.00	2,128.18
Total Dept 000.000		0.00	4,216.32	1,731.89	(4,216.32)	100.00	4,036.55
TOTAL REVENUES		0.00	4,216.32	1,731.89	(4,216.32)	100.00	4,036.55
Fund 130 - CURRENT TAX RECEIVING:							
TOTAL REVENUES		0.00	4,216.32	1,731.89	(4,216.32)	100.00	4,036.55
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,216.32	1,731.89	(4,216.32)	100.00	4,036.55

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000.000							
202-000.000-540.000	STATE GRANTS - WILEY ROAD	490,000.00	0.00	0.00	490,000.00	0.00	0.00
202-000.000-546.000	STATE GRANT: ACT 51	143,094.00	80,026.66	12,910.72	63,067.34	55.93	75,804.13
202-000.000-546.001	SNOW REMOVAL	25,000.00	0.00	0.00	25,000.00	0.00	0.00
202-000.000-664.000	INTEREST INCOME	1,800.00	0.00	0.00	1,800.00	0.00	0.00
202-000.000-699.101	TRANSFER IN - GENERAL FUND	132,500.00	0.00	0.00	132,500.00	0.00	132,500.00
202-000.000-699.204	TRANSFER IN- ROAD MIL.	82,500.00	0.00	0.00	82,500.00	0.00	82,500.00
Total Dept 000.000		874,894.00	80,026.66	12,910.72	794,867.34	9.15	290,804.13
TOTAL REVENUES		874,894.00	80,026.66	12,910.72	794,867.34	9.15	290,804.13
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
202-463.000-703.000	WAGES	60,450.00	58,061.52	11,835.72	2,388.48	96.05	58,088.64
202-463.000-706.000	WAGES - SEASONAL	300.00	0.00	0.00	300.00	0.00	0.00
202-463.000-719.000	INSURANCE BENEFITS	18,850.00	12,261.35	1,907.38	6,588.65	65.05	12,394.08
202-463.000-720.000	PAYROLL TAXES	5,050.00	5,066.19	1,236.83	(16.19)	100.32	5,063.23
202-463.000-721.000	MERS BENEFITS	6,200.00	5,531.21	1,137.60	668.79	89.21	4,467.07
202-463.000-722.000	WORKERS COMPENSATION	1,126.00	1,125.45	216.46	0.55	99.95	1,707.67
202-463.000-727.000	TRAFFIC SIGNS & SERVICES	1,500.00	1,962.13	0.00	(462.13)	130.81	0.00
202-463.000-740.000	SUPPLIES	4,000.00	31.92	0.00	3,968.08	0.80	682.94
202-463.000-802.000	CONTRACTUAL	13,567.00	6,844.86	0.00	6,722.14	50.45	0.00
202-463.000-806.000	CONTRACTUAL ENGINEERING	65,843.00	50,001.50	0.00	15,841.50	75.94	0.00
202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	125,000.00	3,808.78	(886.09)	121,191.22	3.05	11,129.73
202-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	30,000.00	46,217.35	0.00	(16,217.35)	154.06	27,762.41
202-463.000-979.000	CAPITAL OUTLAY	280,000.00	6,967.04	0.00	273,032.96	2.49	0.00
Total Dept 463.000 - GENERAL STREETS & ROW		611,886.00	197,879.30	15,447.90	414,006.70	32.34	121,295.77
Dept 464.000 - GENERAL STREETS WINTER & ROW							
202-464.000-703.000	WAGES	30,250.00	0.00	0.00	30,250.00	0.00	0.00
202-464.000-719.000	INSURANCE BENEFITS	9,425.00	51.19	0.00	9,373.81	0.54	0.00
202-464.000-720.000	PAYROLL TAXES	2,550.00	0.00	0.00	2,550.00	0.00	0.00
202-464.000-721.000	MERS BENEFITS	3,100.00	0.00	0.00	3,100.00	0.00	0.00
202-464.000-722.000	WORKERS COMPENSATION	560.00	559.97	107.70	0.03	99.99	447.00
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	12,000.00	4,516.03	776.28	7,483.97	37.63	11,722.11
202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	22,000.00	45,006.51	26,766.25	(23,006.51)	204.58	22,179.90
202-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	40,000.00	20,468.19	10,212.28	19,531.81	51.17	38,633.96
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		119,885.00	70,601.89	37,862.51	49,283.11	58.89	72,982.97
TOTAL EXPENDITURES		731,771.00	268,481.19	53,310.41	463,289.81	36.69	194,278.74
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		874,894.00	80,026.66	12,910.72	794,867.34	9.15	290,804.13
TOTAL EXPENDITURES		731,771.00	268,481.19	53,310.41	463,289.81	36.69	194,278.74
NET OF REVENUES & EXPENDITURES		143,123.00	(188,454.53)	(40,399.69)	331,577.53	131.67	96,525.39

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 203 - LOCAL STREETS FUND							
Revenues							
Dept 000.000							
203-000.000-546.000	STATE GRANT: ACT 51	61,538.00	34,062.57	5,495.21	27,475.43	55.35	32,266.59
203-000.000-546.001	SNOW REMOVAL	6,111.00	0.00	0.00	6,111.00	0.00	0.00
203-000.000-664.000	INTEREST INCOME	2,000.00	0.00	0.00	2,000.00	0.00	0.00
203-000.000-699.203	TRANSFER IN-GENERAL FUND	137,500.00	137,500.00	0.00	0.00	100.00	137,500.00
203-000.000-699.204	TRANSFER IN- ROAD MIL.	82,500.00	82,500.00	0.00	0.00	100.00	82,500.00
Total Dept 000.000		289,649.00	254,062.57	5,495.21	35,586.43	87.71	252,266.59
TOTAL REVENUES		289,649.00	254,062.57	5,495.21	35,586.43	87.71	252,266.59
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
203-463.000-703.000	WAGES	57,500.00	62,591.96	11,542.70	(5,091.96)	108.86	45,032.53
203-463.000-706.000	WAGES - SEASONAL	500.00	0.00	0.00	500.00	0.00	0.00
203-463.000-719.000	INSURANCE BENEFITS	17,900.00	15,617.82	2,200.05	2,282.18	87.25	9,632.62
203-463.000-720.000	PAYROLL TAXES	4,800.00	5,395.15	1,168.70	(595.15)	112.40	3,908.02
203-463.000-721.000	MERS BENEFITS	5,900.00	6,326.26	1,109.44	(426.26)	107.22	3,522.58
203-463.000-722.000	WORKERS COMPENSATION	1,075.00	1,074.45	206.65	0.55	99.95	1,534.97
203-463.000-727.000	TRAFFIC SIGNS & SERVICES	1,000.00	833.66	0.00	166.34	83.37	900.00
203-463.000-740.000	SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	240.00
203-463.000-802.000	CONTRACTUAL	5,298.00	2,870.10	0.00	2,427.90	54.17	0.00
203-463.000-806.000	CONTRACTUAL ENGINEERING	9,000.00	10,518.27	0.00	(1,518.27)	116.87	0.00
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	8,000.00	3,866.95	0.00	4,133.05	48.34	4,512.24
203-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	25,000.00	53,858.36	307.20	(28,858.36)	215.43	26,915.11
203-463.000-979.000	CAPITAL OUTLAY	407,300.00	257,963.40	0.00	149,336.60	63.33	0.00
Total Dept 463.000 - GENERAL STREETS & ROW		544,273.00	420,916.38	16,534.74	123,356.62	77.34	96,198.07
Dept 464.000 - GENERAL STREETS WINTER & ROW							
203-464.000-703.000	WAGES	15,125.00	0.00	0.00	15,125.00	0.00	0.00
203-464.000-719.000	INSURANCE BENEFITS	4,725.00	0.00	0.00	4,725.00	0.00	0.00
203-464.000-720.000	PAYROLL TAXES	1,275.00	0.00	0.00	1,275.00	0.00	0.00
203-464.000-721.000	MERS BENEFITS	1,550.00	0.00	0.00	1,550.00	0.00	0.00
203-464.000-722.000	WORKERS COMPENSATION	281.00	280.55	53.96	0.45	99.84	268.19
203-464.000-740.000	SUPPLIES	300.00	0.00	0.00	300.00	0.00	0.00
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	8,000.00	3,350.94	224.50	4,649.06	41.89	11,093.61
203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	10,000.00	0.00	0.00	10,000.00	0.00	0.00
203-464.000-931.000	REPAIRS & MAINTENANCE: WINTER	0.00	235.29	0.00	(235.29)	100.00	0.00
203-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	40,000.00	20,051.52	10,251.95	19,948.48	50.13	37,029.26
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		81,256.00	23,918.30	10,530.41	57,337.70	29.44	48,391.06
TOTAL EXPENDITURES		625,529.00	444,834.68	27,065.15	180,694.32	71.11	144,589.13
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		289,649.00	254,062.57	5,495.21	35,586.43	87.71	252,266.59
TOTAL EXPENDITURES		625,529.00	444,834.68	27,065.15	180,694.32	71.11	144,589.13
NET OF REVENUES & EXPENDITURES		(335,880.00)	(190,772.11)	(21,569.94)	(145,107.89)	56.80	107,677.46

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REVENUE AND EXPENDITURE REPORT FOR CITY OF THE VILLAGE OF DOUGLAS

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	02/28/2021	MONTH 02/28/21	BALANCE		02/29/2020
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	NORM (ABNORM)

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 204 - ROAD MILLAGE							
Expenditures							
Dept 966.000 - TRANSFERS OUT							
204-966.000-999.202	TRANSFER TO MAJOR STREET	82,500.00	0.00	0.00	82,500.00	0.00	82,500.00
204-966.000-999.203	TRANSFER TO LOCAL STREET	82,500.00	82,500.00	0.00	0.00	100.00	82,500.00
Total Dept 966.000 - TRANSFERS OUT		165,000.00	82,500.00	0.00	82,500.00	50.00	165,000.00
TOTAL EXPENDITURES		165,000.00	82,500.00	0.00	82,500.00	50.00	165,000.00
Fund 204 - ROAD MILLAGE:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		165,000.00	82,500.00	0.00	82,500.00	50.00	165,000.00
NET OF REVENUES & EXPENDITURES		(165,000.00)	(82,500.00)	0.00	(82,500.00)	50.00	(165,000.00)

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	02/28/2021 NORM (ABNORM)	MONTH 02/28/21 INCR (DECR)	BALANCE NORM (ABNORM)		02/29/2020 NORM (ABNORM)
Fund 209 - TRAIL FUND							
Revenues							
Dept 000.000							
209-000.000-674.000	DONATIONS	0.00	200.00	0.00	(200.00)	100.00	250.00
Total Dept 000.000		0.00	200.00	0.00	(200.00)	100.00	250.00
TOTAL REVENUES		0.00	200.00	0.00	(200.00)	100.00	250.00
Fund 209 - TRAIL FUND:							
TOTAL REVENUES		0.00	200.00	0.00	(200.00)	100.00	250.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	200.00	0.00	(200.00)	100.00	250.00

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 225 - DDA FUND							
Revenues							
Dept 000.000							
225-000.000-417.000	TAX INCREMENT RECAPTURE	31,303.00	31,302.81	0.00	0.19	100.00	26,738.09
225-000.000-588.002	SOCIALS DONATIONS	6,000.00	0.00	0.00	6,000.00	0.00	7,614.50
225-000.000-664.000	INTEREST INCOME	1,500.00	0.00	0.00	1,500.00	0.00	0.00
225-000.000-674.000	DONATIONS	6,500.00	705.00	0.00	5,795.00	10.85	4,360.00
225-000.000-675.000	OTHER REVENUE	2,100.00	2,100.00	0.00	0.00	100.00	3,000.00
225-000.000-699.101	TRANSFER IN - GENERAL FUND	0.00	0.00	0.00	0.00	0.00	2,717.00
Total Dept 000.000		47,403.00	34,107.81	0.00	13,295.19	71.95	44,429.59
TOTAL REVENUES		47,403.00	34,107.81	0.00	13,295.19	71.95	44,429.59
Expenditures							
Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY							
225-728.000-725.000	TRAINING FUNDS	500.00	500.00	0.00	0.00	100.00	0.00
225-728.000-725.003	DDA ADMINISTRATION	7,800.00	5,287.50	737.50	2,512.50	67.79	3,287.19
225-728.000-726.002	SOCIALS	4,000.00	0.00	0.00	4,000.00	0.00	1,709.13
225-728.000-726.005	WEBSITE	550.00	0.00	0.00	550.00	0.00	252.00
225-728.000-726.006	PROMOTIONS/MARKETING	3,130.00	1,407.47	0.00	1,722.53	44.97	1,133.70
225-728.000-726.020	PROMOTIONS/EVENTS	1,750.00	1,399.37	0.00	350.63	79.96	910.00
225-728.000-726.021	PROMOTIONS/ MERCHANTS	2,620.00	0.00	0.00	2,620.00	0.00	1,700.00
225-728.000-726.022	PRIDE EVENTS	6,500.00	0.00	0.00	6,500.00	0.00	0.00
225-728.000-732.000	HOLIDAY PREVIEW/ LIGHT EVENT	750.00	0.00	0.00	750.00	0.00	600.00
225-728.000-802.001	CONTRACTUAL-PLANNING STUDY	6,000.00	0.00	0.00	6,000.00	0.00	2,500.00
225-728.000-802.100	BUSINESS INCENTIVE PROGRAM	5,000.00	0.00	0.00	5,000.00	0.00	0.00
225-728.000-900.000	PRINTING & PUBLISHING	0.00	220.50	0.00	(220.50)	100.00	0.00
225-728.000-908.000	DUES/FEES/PUBLICATIONS	450.00	324.00	0.00	126.00	72.00	100.00
225-728.000-979.000	CAPITAL OUTLAY	80,000.00	0.00	0.00	80,000.00	0.00	0.00
Total Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY		119,050.00	9,138.84	737.50	109,911.16	7.68	12,192.02
TOTAL EXPENDITURES		119,050.00	9,138.84	737.50	109,911.16	7.68	12,192.02
Fund 225 - DDA FUND:							
TOTAL REVENUES		47,403.00	34,107.81	0.00	13,295.19	71.95	44,429.59
TOTAL EXPENDITURES		119,050.00	9,138.84	737.50	109,911.16	7.68	12,192.02
NET OF REVENUES & EXPENDITURES		(71,647.00)	24,968.97	(737.50)	(96,615.97)	34.85	32,237.57

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND							
Revenues							
Dept 000.000							
243-000.000-699.101	TRANSFER IN - GENERAL FUND	150,600.00	100,000.00	0.00	50,600.00	66.40	18,331.75
Total Dept 000.000		150,600.00	100,000.00	0.00	50,600.00	66.40	18,331.75
TOTAL REVENUES		150,600.00	100,000.00	0.00	50,600.00	66.40	18,331.75
Expenditures							
Dept 000.000							
243-000.000-732.001	BLIGHT REMOVAL	75,000.00	0.00	0.00	75,000.00	0.00	0.00
243-000.000-740.000	SUPPLIES	0.00	63.00	0.00	(63.00)	100.00	0.00
243-000.000-803.000	CONTRACTUAL CONSULTANT	25,000.00	4,035.00	1,505.00	20,965.00	16.14	17,533.75
243-000.000-806.000	CONTRACTUAL ENGINEERING	50,000.00	15,816.25	0.00	34,183.75	31.63	498.00
243-000.000-862.000	RECORDING CLERK	600.00	0.00	0.00	600.00	0.00	300.00
Total Dept 000.000		150,600.00	19,914.25	1,505.00	130,685.75	13.22	18,331.75
TOTAL EXPENDITURES		150,600.00	19,914.25	1,505.00	130,685.75	13.22	18,331.75
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:							
TOTAL REVENUES		150,600.00	100,000.00	0.00	50,600.00	66.40	18,331.75
TOTAL EXPENDITURES		150,600.00	19,914.25	1,505.00	130,685.75	13.22	18,331.75
NET OF REVENUES & EXPENDITURES		0.00	80,085.75	(1,505.00)	(80,085.75)	100.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 244 - TRI-COMMUNITY HARBOR AUTHORITY							
Revenues							
Dept 000.000							
244-000.000-657.244	SAUGATUCK CONTRIBUTION HARBOR	500.00	0.00	0.00	500.00	0.00	0.00
244-000.000-699.244	TRANSFER IN FROM GF	500.00	0.00	0.00	500.00	0.00	0.00
Total Dept 000.000		1,000.00	0.00	0.00	1,000.00	0.00	0.00
TOTAL REVENUES		1,000.00	0.00	0.00	1,000.00	0.00	0.00
Expenditures							
Dept 790.000 - HARBOR							
244-790.000-862.000	RECORDING CLERK	1,000.00	300.00	0.00	700.00	30.00	500.00
Total Dept 790.000 - HARBOR		1,000.00	300.00	0.00	700.00	30.00	500.00
TOTAL EXPENDITURES		1,000.00	300.00	0.00	700.00	30.00	500.00
Fund 244 - TRI-COMMUNITY HARBOR AUTHORITY:							
TOTAL REVENUES		1,000.00	0.00	0.00	1,000.00	0.00	0.00
TOTAL EXPENDITURES		1,000.00	300.00	0.00	700.00	30.00	500.00
NET OF REVENUES & EXPENDITURES		0.00	(300.00)	0.00	300.00	100.00	(500.00)

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 509 - SCHULTZ PARK LAUNCH RAMP							
Revenues							
Dept 000.000							
509-000.000-476.000	LAUNCH FEES	25,920.00	20,255.13	300.00	5,664.87	78.14	15,234.28
509-000.000-664.000	INTEREST INCOME	300.00	0.00	0.00	300.00	0.00	0.00
Total Dept 000.000		26,220.00	20,255.13	300.00	5,964.87	77.25	15,234.28
TOTAL REVENUES		26,220.00	20,255.13	300.00	5,964.87	77.25	15,234.28
Expenditures							
Dept 750.000 - LAUNCH RAMPS							
509-750.000-703.000	WAGES	0.00	0.00	0.00	0.00	0.00	126.12
509-750.000-719.000	INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	116.93
509-750.000-720.000	PAYROLL TAXES	0.00	0.00	0.00	0.00	0.00	10.54
509-750.000-721.000	MERS BENEFITS	0.00	0.00	0.00	0.00	0.00	14.74
509-750.000-922.000	UTILITIES	500.00	334.96	49.15	165.04	66.99	251.76
509-750.000-930.000	REPAIRS & MAINTENANCE: GENERAL	1,000.00	286.76	0.00	713.24	28.68	0.00
509-750.000-961.000	MISCELLANEOUS	1,000.00	2,149.65	1,027.71	(1,149.65)	214.97	375.00
509-750.000-979.000	CAPITAL OUTLAY	32,500.00	0.00	0.00	32,500.00	0.00	0.00
Total Dept 750.000 - LAUNCH RAMPS		35,000.00	2,771.37	1,076.86	32,228.63	7.92	895.09
Dept 966.000 - TRANSFERS OUT							
509-966.000-999.101	TRANSFER TO GEN FUND-ADMIN OVH	2,000.00	2,000.00	0.00	0.00	100.00	2,000.00
509-966.000-999.102	TRANSFER OUT-GENERAL FUND PARKS	2,500.00	2,500.00	0.00	0.00	100.00	2,500.00
Total Dept 966.000 - TRANSFERS OUT		4,500.00	4,500.00	0.00	0.00	100.00	4,500.00
TOTAL EXPENDITURES		39,500.00	7,271.37	1,076.86	32,228.63	18.41	5,395.09
Fund 509 - SCHULTZ PARK LAUNCH RAMP:							
TOTAL REVENUES		26,220.00	20,255.13	300.00	5,964.87	77.25	15,234.28
TOTAL EXPENDITURES		39,500.00	7,271.37	1,076.86	32,228.63	18.41	5,395.09
NET OF REVENUES & EXPENDITURES		(13,280.00)	12,983.76	(776.86)	(26,263.76)	97.77	9,839.19

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 594 - DOUGLAS MARINA							
Revenues							
Dept 000.000							
594-000.000-569.000	STATE GRANT: OTHER	660,000.00	0.00	0.00	660,000.00	0.00	0.00
594-000.000-699.101	TRANSFER IN - GENERAL FUND	376,250.00	376,250.00	0.00	0.00	100.00	99,856.10
Total Dept 000.000		1,036,250.00	376,250.00	0.00	660,000.00	36.31	99,856.10
TOTAL REVENUES		1,036,250.00	376,250.00	0.00	660,000.00	36.31	99,856.10
Expenditures							
Dept 597.000 - POINT PLEASANT							
594-597.000-801.000	CONTRACTUAL ATTORNEY	0.00	7,966.25	1,777.50	(7,966.25)	100.00	35.00
594-597.000-802.000	CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	4,500.60
594-597.000-922.000	UTILITIES	12,000.00	0.00	0.00	12,000.00	0.00	0.00
594-597.000-979.000	CAPITAL OUTLAY	265,000.00	219.50	219.50	264,780.50	0.08	23,360.00
Total Dept 597.000 - POINT PLEASANT		277,000.00	8,185.75	1,997.00	268,814.25	2.96	27,895.60
Dept 598.000 - WADES BAYOU							
594-598.000-930.000	REPAIRS & MAINTENANCE: GENERAL	75,250.00	31,099.46	0.00	44,150.54	41.33	430.00
594-598.000-974.000	CONSTRUCTION	12,500.00	7,957.80	0.00	4,542.20	63.66	70,152.00
Total Dept 598.000 - WADES BAYOU		87,750.00	39,057.26	0.00	48,692.74	44.51	70,582.00
Dept 599.000 - DOUGLAS HARBOR AUTHORITY							
594-599.000-750.000	SUPPLIES	4,000.00	2,195.00	2,195.00	1,805.00	54.88	0.00
594-599.000-802.000	CONTRACTUAL	6,500.00	2,625.00	375.00	3,875.00	40.38	0.00
594-599.000-862.000	RECORDING CLERK	1,000.00	300.00	0.00	700.00	30.00	200.00
Total Dept 599.000 - DOUGLAS HARBOR AUTHORITY		11,500.00	5,120.00	2,570.00	6,380.00	44.52	200.00
TOTAL EXPENDITURES		376,250.00	52,363.01	4,567.00	323,886.99	13.92	98,677.60
Fund 594 - DOUGLAS MARINA:							
TOTAL REVENUES		1,036,250.00	376,250.00	0.00	660,000.00	36.31	99,856.10
TOTAL EXPENDITURES		376,250.00	52,363.01	4,567.00	323,886.99	13.92	98,677.60
NET OF REVENUES & EXPENDITURES		660,000.00	323,886.99	(4,567.00)	336,113.01	49.07	1,178.50

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	02/28/2021 NORM (ABNORM)	MONTH 02/28/21 INCR (DECR)	BALANCE NORM (ABNORM)		02/29/2020 NORM (ABNORM)
Fund 650 - WATER & SEWER FUND							
Revenues							
Dept 000.000							
650-000.000-601.000	CONNECTION FEES, SEWER	40,000.00	19,500.00	0.00	20,500.00	48.75	25,000.00
650-000.000-602.000	CONNECTION FEES, WATER	30,000.00	27,500.00	0.00	2,500.00	91.67	20,000.00
650-000.000-664.000	INTEREST INCOME	12,000.00	0.00	0.00	12,000.00	0.00	0.00
Total Dept 000.000		82,000.00	47,000.00	0.00	35,000.00	57.32	45,000.00
TOTAL REVENUES		82,000.00	47,000.00	0.00	35,000.00	57.32	45,000.00
Expenditures							
Dept 000.000							
650-000.000-806.000	CONTRACTUAL ENGINEERING	40,000.00	58,250.76	0.00	(18,250.76)	145.63	19,848.93
650-000.000-922.001	HYDRANT CHARGES	1,000.00	0.00	0.00	1,000.00	0.00	0.00
650-000.000-974.000	CONSTRUCTION	245,500.00	0.00	0.00	245,500.00	0.00	0.00
650-000.000-999.101	TRANSFER OUT - GENERAL FUND	180,000.00	180,000.00	0.00	0.00	100.00	0.00
Total Dept 000.000		466,500.00	238,250.76	0.00	228,249.24	51.07	19,848.93
TOTAL EXPENDITURES		466,500.00	238,250.76	0.00	228,249.24	51.07	19,848.93
Fund 650 - WATER & SEWER FUND:							
TOTAL REVENUES		82,000.00	47,000.00	0.00	35,000.00	57.32	45,000.00
TOTAL EXPENDITURES		466,500.00	238,250.76	0.00	228,249.24	51.07	19,848.93
NET OF REVENUES & EXPENDITURES		(384,500.00)	(191,250.76)	0.00	(193,249.24)	49.74	25,151.07

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/29/2020 NORM (ABNORM)
Fund 660 - EQUIPMENT RENTAL FUND							
Revenues							
Dept 000.000							
660-000.000-664.000	INTEREST INCOME	4,500.00	0.00	0.00	4,500.00	0.00	0.00
660-000.000-673.000	SALE OF EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00	0.00
660-000.000-679.000	REIMBUR: MAJ & LOC ST-EQ RENT	135,000.00	140,595.42	20,771.43	(5,595.42)	104.14	130,340.74
660-000.000-679.101	EQUIP REINBURSE-GENERAL FUND	152,700.00	75,758.75	1,973.63	76,941.25	49.61	89,761.50
Total Dept 000.000		297,200.00	216,354.17	22,745.06	80,845.83	72.80	220,102.24
TOTAL REVENUES		297,200.00	216,354.17	22,745.06	80,845.83	72.80	220,102.24
Expenditures							
Dept 260.000 - CLERK/TREASURER							
660-260.000-977.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	5,763.17
Total Dept 260.000 - CLERK/TREASURER		0.00	0.00	0.00	0.00	0.00	5,763.17
Dept 265.000 - BUILDING & GROUNDS							
660-265.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	14,640.00
Total Dept 265.000 - BUILDING & GROUNDS		0.00	0.00	0.00	0.00	0.00	14,640.00
Dept 902.000 - DPW EQUIPMENT PURCHASES							
660-902.000-979.000	CAPITAL OUTLAY	63,500.00	13,284.54	1,606.35	50,215.46	20.92	70,009.94
Total Dept 902.000 - DPW EQUIPMENT PURCHASES		63,500.00	13,284.54	1,606.35	50,215.46	20.92	70,009.94
Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE							
660-903.000-860.000	GAS & OIL	16,000.00	8,469.16	1,483.09	7,530.84	52.93	8,934.63
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	58,883.00	39,145.73	2,544.30	19,737.27	66.48	21,793.05
Total Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE		74,883.00	47,614.89	4,027.39	27,268.11	63.59	30,727.68
TOTAL EXPENDITURES		138,383.00	60,899.43	5,633.74	77,483.57	44.01	121,140.79
Fund 660 - EQUIPMENT RENTAL FUND:							
TOTAL REVENUES		297,200.00	216,354.17	22,745.06	80,845.83	72.80	220,102.24
TOTAL EXPENDITURES		138,383.00	60,899.43	5,633.74	77,483.57	44.01	121,140.79
NET OF REVENUES & EXPENDITURES		158,817.00	155,454.74	17,111.32	3,362.26	97.88	98,961.45
TOTAL REVENUES - ALL FUNDS		5,989,542.00	3,874,777.64	80,100.59	2,114,764.36	64.69	3,685,775.66
TOTAL EXPENDITURES - ALL FUNDS		6,974,332.00	3,763,820.10	213,246.62	3,210,511.90	53.97	2,790,094.64
NET OF REVENUES & EXPENDITURES		(984,790.00)	110,957.54	(133,146.03)	(1,095,747.54)	11.27	895,681.02