



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 20, 2023 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

AGENDA

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/85421942811>

Join by phone by dialing: +1 (312) 626-6799 | Then enter "Meeting ID": 8542 194 2811

1. **CALL TO ORDER - Mayor**
2. **ROLL CALL - City Clerk**
3. **PLEDGE OF ALLEGIANCE - Led by Mayor**
4. **CONSENT CALENDAR**
 - A. Approval of the March 6, 2023 Regular Meeting Minutes
 - B. Approve the March 6, 2023 Workshop Meeting Minutes
 - C. Approval of Invoices in the amount of \$60,975.85

Motion to approve the March 20, 2023 Consent Calendar as presented. - roll call vote

5. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES)**
6. **PUBLIC COMMUNICATION - WRITTEN**
 - A. Letter Dated Feb. 23, 2023 - Ronna Alexander
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
 - A. Presentation - Playground Status

B. Special Event - National MS Society, Michigan Chapter

Motion to approve the Special Event request for the Bike MS Great Lakes West Michigan Breakaway Ride. - roll call vote

C. Special Event Permit - Oktoberfest 2023

Motion to approve the Special Event Permit request by Community Pride for Oktoberfest 2023, contingent upon the applicant meeting with Chief of Police and Dept. of Public Works Director at least twice prior to the event for the purpose of discussing how the event is proceeding. - roll call vote

D. Res. 04-2023 Appoint Ricky Zoet to Director of Public Works

Motion to adopt Resolution 04-2023 appointing Mr. Ricky L. Zoet to the position of Director of Public Works for the City of the Village of Douglas. - roll call vote

E. Res. 08-2023 Resolution to Continue the Social District

Motion to approve Resolution 08-2023 a resolution to continue the social district. - roll call vote

F. DDA Holiday Lighting On Structures

Motion to allow holiday lighting to remain in place on municipal structures pursuant to the DDA's proposal and request City Council consider paying the added cost of electric incurred by the timed lighting display at the gazebo and gateway sign. - roll call vote

9. 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

B. Staff Written Reports

1. City Manager

10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES)

11. COUNCIL COMMENTS

12. MAYOR’S REPORT/COMMENTS

13. CLOSED SESSION

- A.** Motion that City Council meet in closed session under section 8(d) to consider the purchase of real property up to the time an option to purchase real property is obtained. - roll call vote

Motion that City Council exit closed session and enter into the regular meeting session. - roll call vote

14. ADJOURNMENT - Motion to adjourn

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@douglasmi.gov to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 6, 2023, AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. **Call to order** by Mayor at 7:00 pm
2. **Roll call:** Present – O’Malley, Naumann, Freeman, Seabert, Walker, Donovan
Absent – North
3. **Pledge of Allegiance** led by Mayor Donovan
4. **Consent Calendar**
 - A. Approval of the March 6, 2023, Agenda
 - B. Approval of the February 21, 2023 Meeting Minutes
 - C. Approval of Water Street Workshop Minutes
 - D. Approval of Invoices in the amount of \$122,499.37

Motion by Seabert, with support from Naumann, to approve the Consent Calendar of March 6, 2023. Motion carried by unanimous vote of those members present.

5. **Public Communication** – Non
6. **Written Communication**
 - A. Letter received from John Thomas
7. **Unfinished Business** – None
8. **New Business**
 - A. Community Pride Event
Seabert reported they are requesting two different options for vendors, one that vendors would be in the field or two, vendors would line up on Center St. They are currently working to locate vendors with food trucks.

Motion by Walker, with support from Freeman, to approve the Community Pride Event Application for Saturday, June 3, 2023, and Sunday, June 4, 2023, contingent upon the applicant scheduling two (2) meetings with the Chief of Police and Director of Public Works to discuss progress, concerns and return to City Council to discuss closing the roads for vendors. Motion carried by unanimous roll call vote of those members present.
 - B. 12th Annual Lakeshore Harvest Bike Ride
Motion by Walker, with support from Freeman, to approve the Special Event Application for the 12th Annual Lakeshore Harvest Bike Ride contingent upon the Douglas Police being notified of any changes to the event route. Motion carried by unanimous vote of those present.

C. Erin Go Bark People & Pet Parade

Motion by Seabert, with support from Freeman, to approve the Special Event Application request for The Erin Go Bark People & Pet Parade event on Saturday, March 18, 2023. Motion carried by unanimous roll call vote of those present.

D. 2022-23 Mill & Overlay Road Projects

Two bids were received, council questioned if MDOT would be doing the bridge. Motion by Seabert, with support from O'Malley to award Michigan Paving and Materials Company of Comstock Park the 22-23 mill and overlay road projects for \$137,383 and amend the budget by \$7,383. Motion carried by unanimous vote of those present.

E. Water Street Workshop Results –

City Manager LaBombard explained to those who did not attend the workshop, that paper had been hung on the wall for residents to write down their concerns, these would then be given to the city engineer. O'Mally would like to have a no large trucks allowed on the street. Seabert approves of a weight limit on the road. City Manager LaBombard stated there were some in house things that could be accomplished first, first add pavement markings, reduce trucks by establishing a truck route, better signage, and maybe paint "SLOW" on the street.

F. Baker Tilly US, LLP Drinking Water Asset Management Grant

Motion by Naumann, with support from O'Malley, to approve the engagement letter provided by Baker Tilly US, LLP of East Lansing, Michigan for \$10,500 plus all reasonable out-of-pocket expenses incurred in connection with the water rate study defined in the Drinking Water Asset Management grant. Motion carried by unanimous roll call vote of those present.

9. Reports

A. Planning – Next meeting on March 9th, 485 Ferry St. request traffic review, will look at the sign ordinance and bylaws, talking about updating them.

DDA – Working on updating the TIFF Plan and discussing the gateway sign

B. City Manager Report – Army Corp of Engineers have received \$895,000 to dredge the channel , City of Saugatuck would like to join back into the Recreation Plan, at the last meeting council charged the manager to work with Dave Barker on the 11' easement, the information is currently at the City Attorney's office.

10. Public Communications

Paul Buszka requested Seabert add looking at the Planning bylaws to his report.

11. Council Comments

- Freeman Nice to be back
- O'Malley Looking forward to workshops
- Seabert Good to be involved with Water St., thanked council for approving Community Pride, appreciates all DPW does, and the new members of council are picking up on the workshop well.
- Naumann Looking forward to out-door activities again
- Walker Will be holding office hours again, time and place to be determined.

12. Mayor Comments

Thanked Seabert for Workshop support, thanked the CVB for their work, and attended the Saugatuck Police meet and greet.

13. Motion by Walker, with support from Naumann, to adjourn.



**THE CITY OF THE VILLAGE OF DOUGLAS
WORKSHOP MEETING OF THE CITY
COUNCIL**

**MONDAY, MARCH 06, 2023 AT 6:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER

Councilmember Seabert called the meeting to order at 6:00 p.m.

2. ROLL CALL

PRESENT

Councilmember Neal Seabert
Councilmember Robert Naumann
Councilmember John OMalley
Councilmember Randy Walker
Councilmember Gregory Freeman

ABSENT

Mayor Pro-Tem Cathy North
Mayor Jerome Donovan

A. Strategic Planning

City Manager: FY 23-24 Strategic Planning Workshop #1

Strategic planning sessions are meant to provide guidance for the upcoming fiscal year development and to establish priorities for the next five years based on information obtained from asset management plans, master plans, development plans, the master project list and general observations.

The first item of discussion was underground Utilities.

This item includes municipal owned underground utilities such as water, sanitary sewer, and storm sewer. the municipality uses KLSWA to operate and maintain the water and sanitary system, and the Department of Public Works operates and maintains the storm water system which includes catch basins, culverts, underground main, and storm water outfall structures. Cost factors in this discussion included abandoning the water main behind Pines Motel (Design \$50,000)(Construction \$xxxx), Hydrant flow testing (\$x,xxx), Lead water service 5% replacement (\$100,000), Miss Dig Contract (\$x,xxx), 319 Union St. storm water flow to residents drive, Maintenance cover adjustments (\$x,xxx).

The second discussion was Water Street Utilities (Public)

The municipality has made improvements on Water Street to manage storm water; however, there are opportunities still available to properly manage storm runoff on this section of street. Storm water leaving DPW goes north on Water Street and falls east into private property (design, construction, and inspection \$xx,xxx).

Third is Crest Street Utilities (Public)

This private street has been identified as having a sanitary sewer issue that may require the municipality to resolve through a special assessment. The home is built over sanitary force main, easement in place to the City.

Fourth is Felkers Utilities (Public)

This subdivision has multiple utility issues that the municipality has begun to resolve with new water main on Whittier and First Streets. Will need to address storm sewer easements with O'Connor and Jenks (\$xx,xxx), design engineering costs for easement for storm water to Garandana bowl (\$xx,xxx), and construction costs for easement for storm water to Garandana bowl \$xx,xxx).

Fifth is Fremont Street Utilities (Public)

This public street was identified as one with illicit water connections from various sources. An illicit water connection has a service that crosses private property without recorded easements or a service that serves multiple residents off one tap. SAD and construction for illicit water connections across private property or connected to undersized main.

Sixth and final, Main/Washington/Gerber Water Main (Public)

Public water main exists on private property at this location. SAD and construction, easement concerns. Work will be required to relocate the water main into the public right-of-way.

Council: Does the Manager give suggestions on where to begin? Where did the funds go that were being held by Kalamazoo Lake Sewer Water? How does the Union St. house differ that those on Harbor Lake?

City Manager LaBombard stated council should begin with the bulleted items, the funds from KLSWA have been used, the city cannot spend public money on private drives.

3. ADJOURNMENT

Motion by Walker, with support from Naumann, to adjourn.
Meeting adjourned by voice vote.

Approved on this ____ day of March, 2023

Signed: _____ Date: _____
Jerome Donovan, Mayor

Signed: _____ Date: _____
Pamela Aalderink, City Clerk

03/16/2023

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS
 EXP CHECK RUN DATES 03/20/2023 - 03/20/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt
2-28-23				
45480	ABSOPURE WATER COMPANY POLICE WATER 101-301.000-740.000 SUPPLIES	02/28/2023	03/20/2023	10.60 10.60
88770614				
45540	ABSOPURE WATER COMPANY CITY WATER 101-265.000-740.000 SUPPLIES	03/16/2023	03/20/2023	15.90 15.90
3-14-23				
45479	ALLEGAN CO CLERKS ASSOC. 2023 MEMBERSHIP DUES 101-215.000-908.000 DUES/FEES/PUBLICATIONS	03/14/2023	03/20/2023	30.00 30.00
FEB23				
45481	ALLEGAN CO TREASURER MOBILE HOME TAX 101-000.000-230.000 DUE TO OTHER GOVERNMENTS	03/13/2023	03/20/2023	230.00 230.00
3-7-23				
45512	ALLEGAN CO TREASURER PRE DENIAL INTEREST 703-000.000-275.000 DUE TO TAX PAYERS	03/07/2023	03/20/2023	5.66 5.66
3-5-23				
45478	COMCAST 486 WATER 101-463.000-851.000 TELEPHONE	03/05/2023	03/20/2023	312.91 312.91
3-13-23				
45532	COMCAST CITY HALL 101-265.000-851.000 TELEPHONE	03/13/2023	03/20/2023	399.51 399.51
4192				
45539	COMMERCIAL RECORD EMPLOYMENT ADS, BOR ADS 101-463.000-900.000 PRINTING & PUBLISHING 101-701.000-900.000 PRINTING & PUBLISHING 101-257.000-900.000 PRINTING & PUBLISHING	02/23/2023	03/20/2023	756.00 231.00 231.00 294.00
601013224043				
45468	CONSUMERS ENERGY STREET LIGHTS 101-463.000-925.000 STREET LIGHTS	03/01/2023	03/20/2023	1,533.66 1,533.66
601013224045				
45469	CONSUMERS ENERGY 49406 LED LIGHT RD 101-463.000-925.000 STREET LIGHTS	03/01/2023	03/20/2023	675.39 675.39
206880723048				
45470	CONSUMERS ENERGY	03/01/2023	03/20/2023	13.65

	TRAFFIC LIGHTS				
	101-463.000-925.000	STREET LIGHTS			13.65
202164710470					
45471	CONSUMERS ENERGY		03/09/2023	03/20/2023	156.05
	26 BAYOU DR				
	101-751.000-922.000	UTILITIES			156.05
205190399224					
45472	CONSUMERS ENERGY		03/09/2023	03/20/2023	131.59
	86 CENTER ROW				
	101-463.000-922.000	UTILITIES			131.59
205190399225					
45473	CONSUMERS ENERGY		03/09/2023	03/20/2023	122.79
	198 WASHINGTON - BRIDGE LIGHTING				
	101-463.000-922.000	UTILITIES			122.79
205190399227					
45474	CONSUMERS ENERGY		03/09/2023	03/20/2023	30.32
	50 LAKE SHORE DOUGLAS BEACH				
	101-751.000-922.000	UTILITIES			30.32
202876604386					
45475	CONSUMERS ENERGY		02/21/2023	03/20/2023	40.32
	PRIDE GARDEN				
	101-751.000-922.000	UTILITIES			40.32
205190399226					
45476	CONSUMERS ENERGY		03/09/2023	03/20/2023	31.01
	11 BLUESTAR HWY SIGN NORTH ENTERANCE				
	101-463.000-922.000	UTILITIES			31.01
205190399223					
45477	CONSUMERS ENERGY		03/09/2023	03/20/2023	37.48
	251 CENTER ST SIGN WEST ENTRANCE				
	101-463.000-922.000	UTILITIES			37.48
13856					
45506	D & L TRUCK AND TRAILER, LLC		03/07/2023	03/20/2023	1,035.50
	TRUCK 2 REPAIRS				
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			1,035.50
SI23-20345					
45507	DETROIT SALT COMPANY		03/08/2023	03/20/2023	3,340.69
	FINAL SALT DELIVERY				
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,670.35
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,670.34
277204					
45513	IHLE AUTO PARTS		03/03/2023	03/20/2023	37.98
	BLUE DEF EXHAUST CLEANER				
	660-903.000-860.000	GAS & OIL			37.98
486WATERFEB23					
45521	KALAMAZOO LAKE SEWER & WATER		03/15/2023	03/20/2023	56.08
	486 WATER NEW BARN				
	101-265.000-922.000	UTILITIES			56.08
201WASHFEB22					
45522	KALAMAZOO LAKE SEWER & WATER		03/15/2023	03/20/2023	46.75
	201 WASHINGTON				
	594-597.000-922.000	UTILITIES			46.75
37WASHFEB23					

45523	KALAMAZOO LAKE SEWER & WATER 37 WASHINGTON BATHROOMS 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	123.82

3100SCHLTZFEB23				
45524	KALAMAZOO LAKE SEWER & WATER 3100 SCHULTZ PARK DR 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	16.98

25MAINIRRFEB23				
45525	KALAMAZOO LAKE SEWER & WATER 25 MAIN ST IRRIGATION 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	33.95

25MAINFEB23				
45526	KALAMAZOO LAKE SEWER & WATER 25 MAIN DRINKING FOUNTAIN 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	6.79

50LKSHRFEB23				
45527	KALAMAZOO LAKE SEWER & WATER 50 LAKESHORE DR BATHROOMS 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	46.75

47CENTERFEB23				
45528	KALAMAZOO LAKE SEWER & WATER 47 CENTER 101-301.000-922.000 UTILITIES	03/15/2023	03/20/2023	121.10

86CENTERFEB23				
45529	KALAMAZOO LAKE SEWER & WATER 86 W CENTER 101-265.000-922.000 UTILITIES	03/15/2023	03/20/2023	58.49

147CENTERFEB23				
45530	KALAMAZOO LAKE SEWER & WATER 147 CENTER -PRIDE GARDEN 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	6.79

455CENTERFEB23				
45531	KALAMAZOO LAKE SEWER & WATER ROOT BEER BARREL 101-751.000-922.000 UTILITIES	03/15/2023	03/20/2023	33.93

2237				
45508	LAKESHORE OUTDOORS LLC BRUSH DUMPING 101-463.000-802.000 CONTRACTUAL	03/03/2023	03/20/2023	50.00

34322153				
45498	LINDE GAS & EQUIPMENT HI-LO GAS 660-903.000-860.000 GAS & OIL	02/22/2023	03/20/2023	41.49

108449				
45493	MARK'S BODY SHOP REPAIRS TO CAR 1 101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS	03/08/2023	03/20/2023	1,492.70

108451				
45494	MARK'S BODY SHOP CAR 1 REPAIRS 101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS	03/08/2023	03/20/2023	194.90

52167				

45534	MENARDS - SOUTH HAVEN BATHROOM WORK AT DPW 101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/15/2023	03/20/2023	104.99
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02875					
45518	MENARDS-HOLLAND GARDEN RAKES, MISC PARK SUPPLIES 101-751.000-977.000	EQUIPMENT	03/06/2023	03/20/2023	146.91
	101-751.000-740.000	SUPPLIES			74.97
-----					71.94
3-6-23					
45442	MICHIGAN DOWNTOWN ASSOCIATION MICHIGAN DOWNTOWN ASSOCIATION MEMBERSHIP - WALKER 248-728.000-908.000	DUES/FEES/PUBLICATIONS	03/06/2023	03/20/2023	125.00
-----					125.00
19578					
45447	NEW DAWN LINEN SERVICE COMMERICAL CLEANING 101-265.000-802.000	COMMERCIAL CLEANING	02/20/2023	03/20/2023	42.78
	101-301.000-802.000	COMMERCIAL CLEANING			15.01
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20208					
45482	NEW DAWN LINEN SERVICE COMMERICAL CLEANING 101-265.000-802.000	COMMERCIAL CLEANING	03/06/2023	03/20/2023	42.78
	101-301.000-802.000	COMMERCIAL CLEANING			15.01
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1482					
45509	OVERISEL ELECTRIC LLC DPW GARAGE REPAIRS - OSHA COMPLIANCE 101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/08/2023	03/20/2023	900.00
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1483					
45510	OVERISEL ELECTRIC LLC HOT WATER HEATER REPAIRS DPW 101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/08/2023	03/20/2023	190.00
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2303-640313					
45499	OVERISEL LUMBER CO. HOT WATER HEATER REPAIRS DPW 101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/02/2023	03/20/2023	16.68
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2303-640278					
45500	OVERISEL LUMBER CO. HOT WATER HEATER REPAIRS DPW 101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/02/2023	03/20/2023	15.26
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2303-641789					
45501	OVERISEL LUMBER CO. REPAIR STRAPS ON HOT BOX TRAILER 660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	03/09/2023	03/20/2023	11.16
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2303-641467					
45502	OVERISEL LUMBER CO. BOAT DOCK REPAIRS 213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/08/2023	03/20/2023	15.16
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2303-641756					
45503	OVERISEL LUMBER CO. BOAT DOCK REPAIRS 213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL	03/09/2023	03/20/2023	9.16
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2303-641305					
45504	OVERISEL LUMBER CO.		03/07/2023	03/20/2023	18.80

	BOAT DOCK REPAIRS 213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL		18.80
2303-641167				
45505	OVERISEL LUMBER CO. BOAT DOCK REPAIRS 213-753.000-930.000		03/07/2023 03/20/2023	21.49
		REPAIRS & MAINTENANCE: GENERAL		21.49
2303-643126				
45536	OVERISEL LUMBER CO. FIXED GARDEN HOSE NOZZLE/SUPPLIES 101-265.000-930.000		03/15/2023 03/20/2023	18.98
	101-265.000-740.000	REPAIRS & MAINTENANCE: GENERAL SUPPLIES		7.99 10.99
3-3-23				
45452	JENNIFER PEARSON VISION REIMBURSE 101-172.000-719.000		03/03/2023 03/20/2023	300.00
	101-701.000-719.000	INSURANCE BENEFITS		75.00
	101-463.000-719.000	INSURANCE BENEFITS		150.00
		INSURANCE BENEFITS		75.00
3317080511				
45489	PITNEY BOWES INC POSTAGE MACHINE LEASE 101-215.000-802.000		02/24/2023 03/20/2023	167.52
		CONTRACTUAL		167.52
10876336				
45483	PLUNKETT COONEY GENERAL LEGAL SERVICES 101-701.000-801.000		03/09/2023 03/20/2023	1,715.00
	101-266.000-801.000	CONTRACTUAL ATTORNEY		735.00
		CONTRACTUAL ATTORNEY		980.00
10876617				
45484	PLUNKETT COONEY LEGAL SERVICES - SPECIALTY 101-701.000-801.000		03/13/2023 03/20/2023	4,320.00
	101-266.000-801.000	CONTRACTUAL ATTORNEY		3,037.50
		CONTRACTUAL ATTORNEY		1,282.50
73297				
45485	PREIN & NEWHOF GENERAL CONSULTING 202-463.000-806.000		03/09/2023 03/20/2023	8,665.50
	450-000.000-806.000	WATER ST REVIEW AND MEETING		2,838.00
	450-000.000-806.000	WATER MAIN ABANDONMENT		370.00
	450-000.000-806.000	LEAD SERVICE LINE REPLACEMENT		2,363.75
	450-000.000-806.000	UTILITY REVIEW		620.00
	101-463.000-806.000	MISC ROW REVIEWS		486.25
	101-701.000-806.000	MISC PLANNING		1,832.50
	203-463.000-806.000	MISC TRANSPORTATION		155.00
73298				
45486	PREIN & NEWHOF 333 BLUESTAR HIGHWAY SIDEWALK PLANNING 403-463.000-806.000		03/09/2023 03/20/2023	4,073.36
		CONTRACTUAL ENGINEERING		4,073.36
73240				
45487	PREIN & NEWHOF DWAM-AMP 450-000.000-806.000		03/08/2023 03/20/2023	4,217.50
		CONTRACTUAL ENGINEERING		4,217.50
73230				
45488	PREIN & NEWHOF 2023 ROAD IMPROVEMENTS		03/08/2023 03/20/2023	3,314.50

	203-463.000-806.000	CONTRACTUAL ENGINEERING			3,314.50
73242					
45491	PREIN & NEWHOF DWAM-DSMI		03/08/2023	03/20/2023	533.00
	450-000.000-806.000	CONTRACTUAL ENGINEERING			533.00
0240-009121064					
45450	REPUBLIC SERVICES #240 REFUSE SERVICES		02/28/2023	03/20/2023	252.10
	101-463.000-802.003	CONTRACTUAL- REFUSE			200.35
	101-301.000-802.000	CONTRACTUAL			51.75
60844624					
45514	ROSE PEST SOLUTIONS PEST CONTROL POLICE		02/22/2023	03/20/2023	44.00
	101-301.000-802.000	CONTRACTUAL			44.00
60844597					
45515	ROSE PEST SOLUTIONS PEST CONTROL POINT PLEASANT		02/24/2023	03/20/2023	148.00
	594-597.000-820.000	MARINA OPERATIONS			148.00
60844596					
45516	ROSE PEST SOLUTIONS PEST CONTROL CITY HALL		02/24/2023	03/20/2023	148.00
	101-265.000-802.000	CONTRACTUAL			148.00
23-576					
45448	SAUGATUCK TWP FIRE DISTRICT RENTAL HOME INSPECTIONS		02/28/2023	03/20/2023	275.00
	101-701.000-802.000	CONTRACTUAL			275.00
23-580					
45449	SAUGATUCK TWP FIRE DISTRICT RENTAL HOME INSPECTIONS		03/01/2023	03/20/2023	275.00
	101-701.000-802.000	CONTRACTUAL			275.00
23-581					
45535	SAUGATUCK TWP FIRE DISTRICT RENTAL HOME INSPECTIONS		03/08/2023	03/20/2023	75.00
	101-701.000-802.000	CONTRACTUAL			75.00
12675					
45497	SCOTT'S LANDSCAPE MANAGMENT INC SNOW REMOVAL CONTRACT		03/03/2023	03/20/2023	4,270.75
	202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			2,135.38
	203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			2,135.37
12712					
45520	SCOTT'S LANDSCAPE MANAGMENT INC SNOW REMOVAL CONTRACT		03/14/2023	03/20/2023	1,708.30
	203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			854.15
	202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			854.15
87753822					
45454	SHELL FLEET PLUS SHELL DPW		03/06/2023	03/20/2023	2,305.90
	660-903.000-860.000	GAS & OIL			2,305.90
87759503					
45455	SHELL FLEET PLUS SHELL POLICE		03/06/2023	03/20/2023	1,016.19
	101-301.000-860.000	GAS & OIL			1,016.19

3-7-23					
45511	STATE OF MI	03/07/2023	03/20/2023		2.81
	PRE DENIAL INTEREST				
	703-000.000-275.000	DUE TO TAX PAYERS			2.81
58115-00					
45445	TELE-RAD INC.	03/01/2023	03/20/2023		195.00
	UNIFORM STEVE KENT				
	101-301.000-750.000	UNIFORMS			195.00
26776-00					
45517	TERMINAL SUPPLY CO	03/13/2023	03/20/2023		103.40
	CEHICLE ELECTRICAL REPAIRS				
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			103.40
161071058					
45519	ULINE	03/13/2023	03/20/2023		587.57
	FORK EXTENSIONS AND SUPPLIES				
	101-751.000-977.000	EQUIPMENT			495.00
	101-265.000-740.000	SUPPLIES			92.57
9930000010					
45533	VERIZON WIRELESS	03/12/2023	03/20/2023		349.60
	CITY ISSUED PHONES				
	101-215.000-851.000	TELEPHONE			43.70
	101-301.000-851.000	TELEPHONE			43.70
	101-463.000-851.000	TELEPHONE			218.50
	101-101.000-851.000	TELEPHONE			43.70
96045					
45537	WILLIAMS AND WORKS	02/25/2023	03/20/2023		6,595.00
	PLANNING CONSULTATION SERVICES				
	101-701.000-803.000	CONTRACTUAL CONSULTANT			6,595.00
96064					
45538	WILLIAMS AND WORKS	02/25/2023	03/20/2023		950.00
	DDA DEVELOPMENT PLAN UPDATE				
	248-728.000-806.000	CONTRACTUAL ENGINEERING			950.00
Purchase Card Vendor: 10071 CARDMEMBER SERVICE					
2403529054					
45492	ADOBE ACROBAT PRO	03/13/2023	03/20/2023		265.94
	ADOBE PRO SUBS				
	101-172.000-740.000	SUPPLIES			45.24
	101-215.000-740.000	SUPPLIES			132.97
	101-701.000-740.000	SUPPLIES			66.49
	101-463.000-740.000	SUPPLIES			21.24
112-2557131-9769821					
45446	AMAZON MARKETPLACE	03/03/2023	03/20/2023		19.99
	CLERK SUPPLIES				
	101-215.000-740.000	SUPPLIES			19.99
112-5250795-7463422					
45451	AMAZON MARKETPLACE	03/03/2023	03/20/2023		45.03
	CITY HALL/ELECTION SUPPLIES				
	101-215.000-740.000	SUPPLIES			28.31
	101-262.000-740.000	SUPPLIES			16.72
112-8061736-1056251					
45453	AMAZON MARKETPLACE	02/28/2023	03/20/2023		42.12
	CITY HALL SUPPLIES				

	101-265.000-740.000	SUPPLIES			42.12

112-5566960-2131465					
45456	AMAZON MARKETPLACE		02/28/2023	03/20/2023	8.00
	CITY HALL SUPPLIES				
	101-301.000-740.000	SUPPLIES			8.00

40630211					
45496	BELLE TIRE		03/08/2023	03/20/2023	880.00
	TRUCK 8 NEW TIRES DOR DOT COMPLIANCE				
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			880.00

3-1-23					
45444	DUNES VIEW KWIK SHOP, INC		03/01/2023	03/20/2023	9.00
	CAR WASH				
	101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS			9.00

3-7-23					
45495	DUNES VIEW KWIK SHOP, INC		03/07/2023	03/20/2023	9.00
	CAR WASH				
	101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS			9.00

1632					
45443	LERMA		03/01/2023	03/20/2023	60.00
	ANNUAL MEMBERSHIP				
	101-301.000-908.000	DUES/FEES/PUBLICATIONS			60.00

3-5-23					
45490	MEIJERS		03/05/2023	03/20/2023	72.09
	WORKSHOP MEALS				
	101-101.000-958.000	MISCELLANEOUS			72.09

Total Purchase Card Vendor: 10071 CARDMEMBER SERVICE					1,411.17

# of Invoices:	88	# Due:	87	Totals:	60,975.85
# of Credit Memos:	0	# Due:	0	Totals:	0.00
Net of Invoices and Credit Memos:					60,975.85

--- TOTALS BY FUND ---

101 - GENERAL FUND	27,412.74
202 - MAJOR STREET FUND	7,497.87
203 - LOCAL STREETS FUND	8,129.37
213 - SCHULTZ PARK LAUNCH RAMP	64.61
248 - DOWNTOWN DEVELOPMENT AUTHORITY	1,075.00
403 - BLUE STAR CORRIDOR IMPROVEMENT FUND	4,073.36
450 - WATER SEWER FUND	8,104.25
594 - DOUGLAS MARINA	194.75
660 - EQUIPMENT RENTAL FUND	4,415.43
703 - CURRENT TAX FUND	8.47

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	8,342.72
101.000 - LEGISLATIVE	115.79
172.000 - MANAGER	120.24
215.000 - CLERK/TREASURER	422.49
257.000 - ASSESSING	294.00
262.000 - ELECTION	16.72
265.000 - BUILDING & GROUNDS	2,088.60
266.000 - ATTORNEY	2,262.50
301.000 - POLICE	3,311.48
463.000 - GENERAL STREETS & ROW	14,521.68
464.000 - GENERAL STREETS WINTER & ROW	9,319.74
597.000 - POINT PLEASANT	194.75
701.000 - PLANNING & ZONING	13,272.49
728.000 - DOWNTOWN DEVELOPMENT AUTHORITY	1,075.00
751.000 - PARKS & RECREATION	1,137.61
753.000 - LAUNCH RAMPS	64.61
903.000 - EQUIP. REPAIRS & MAINTENANCE	4,415.43

Date: February 23, 2023
 To: City Council Members
 From: Ronna Alexander and Water Street Residents
 RE: Water Street Workshop Follow Up

To Douglas City Council Members,

Thank you for making the time to hold the workshop on February 21, 2023 to brainstorm ideas that would help mitigate ongoing safety concerns along Water Street. As long time residents, we are grateful for the attention and input and hopeful for action prior to the upcoming tourist season.

We have taken the time to connect with other residents on Water Street to get input on ideas that were suggested at Tuesday's workshop. We thought it would be most efficient to offer a prioritized list of short and long term solutions based on our experiences living day to day with this problem that were synthesized from everyone's input at the workshop. Some would be relatively easy changes, the longer term, would surely require a harder look and discussion around feasibility.

SHORT TERM

1. Effective Signage:

- * Place 2 permanent solar, illuminated 'on-approach' speed signs on Water Street. One located going north on Water Street between 265 and 271 Water Street, the second, heading south where there is one currently located.

- * Sign Removal - Given that there are currently 7 signs on 6/10ths of a mile of road indicating a 25MPH speed limit, remove 3 of them currently placed in front of South & Water Street, in front of 271 Water Street and at 344 Water Street.

- * Replace current crashing cars sign going south bound with a 'Dangerous Curve Ahead' sign, perhaps farther north than it is currently located so there is time for drivers to prepare.

2. Weight and length limit for trucks - post sign at Wiley/Water. Allow for recycling/garbage and delivery truck exceptions.

3. Agree to have lines painted when worn in spring and pucks installed by April 15 or as weather allows each year.

LONG TERM

1. Asphalt walk way / improved shoulder
2. Increase Wiley to 30 MPH
3. Add traffic light or roundabout to Wiley/Blue Star and another at Blue Star/Main

Those residents that have contributed to and are in support of this prioritized list have been noted below our signature. We are all looking forward to the follow-up workshop once the City Engineers have a chance to propose a way forward.

Thank you for your continuing partnership on this to make our street safer for everyone!



Ronna & Brian Alexander
265 Water Street

Joseph D'Ambrosio and Elizabeth Eckhardt
65 Randolph

Jim Schmeichen and Ken Carls
144 Water St

Chuck Arida and Chris Lehmann
254 and 244 Water Street

Tracey Shafroth
271 Water Street

Missy and Marlene Rininger
274 Water Street

John Rice and Jenny Schmeissing
294 Water Street

Greg Plowe & Steve Debbink
325 Water Street

Ben Saukas and David Loomis
327 Water Street

Continued next page:
Continued from previous page:

Steve Nutting
343 Water Street

Ralph Hamilton and Jorge Partida
344 Water Street

Freya Seacrest and Jeremy Berg
390 Water Street

Chris Johnson & Rich Denardis
416 Water Street

John O'Malley
421 Water Street

Michael and Rachel Maxwell
426 Water Street



MEMORANDUM
REGULAR CITY COUNCIL MEETING
March 20, 2023 at 7:00 PM

TO: City Council

FROM: City Manager

DATE: March 20, 2023

SUBJECT: National MS Society, Michigan Chapter

The Michigan Chapter of the National MS Society will be biking through our area on Saturday, June 10th and Sunday, June 11th, 2023 for their Bike MS Great Lakes West Michigan Breakaway Ride. This is a two day event that hosts 300 cyclists that will ride between 30 and 200 miles to raise money to help fund research, facilitate programs, and provide services to Michigan residents with Multiple Sclerosis.

Medical support will be provided by volunteer First Responders. As always, the holder of this event has a crisis communication plan developed and in place to address situations that may arise.

It is recommended that City Council approve the Special Event request for the Bike MS Great Lakes West Michigan Breakaway Ride.

Pam Aalderink

From: Kelly Sakorafos <Kelly.Sakorafos@nmss.org>
Sent: Friday, March 3, 2023 5:11 PM
To: Pam Aalderink
Subject: Bike MS: West Michigan June 10-11, 2023
Attachments: 2022 day1 BikeMS_Map_WestMichigan.pdf; 2022 day 2 BikeMS_Map_WestMichigan.pdf; county confirmation letter.doc

Dear City/ Township Supervisor,

We are excited to inform you that the National MS Society, Michigan Chapter will once again be in your area on Saturday June 10th and Sunday June 11th, 2023 for our Bike MS Great Lakes West Michigan Breakaway Ride. 2023 marks the 37th year the Bike MS Ride has taken place. It is a two-day event that hosts 300 cyclists that will ride between 30 and 200 miles to raise money to help fund cutting edge research, facilitate programs, and provide services to the more than 18,000 people living in Michigan with Multiple Sclerosis.

Event Schedule

7:00 AM – (Saturday and Sunday) – Riders depart Hope College and will ride between 30 and 100 miles before they finish at the Hope College campus.

5:00 PM - The route will be closed to all riders.

Medical support will be provided by volunteer First Responders. In addition, Amateur Radio Operators provide our communications during the event and keep us apprised of any critical situations. A crisis communication plan has been developed and is in place to address situations that may occur during the event. **To make this plan as comprehensive as possible, we are asking you to fill out the attached form and return it to us indicating any emergency shelters near our route that may be used by our participants and volunteers in the case of severe weather or other hazardous situations. In addition, we ask that you pass this information along to the Fire and Police Departments. I have attached a copy of last year's route map for your records, as we hope to keep the same route, pending any construction.**

Regardless of whether emergency shelter is available in your township, please sign and email to Kelly.Sakorafos@nmss.org.

Should you have any questions or need additional information please contact me at 248-936-0352.

Regards,

Kelly Sakorafos

Sr. Specialist, Event Production
 Pronouns: She/Her

National Multiple Sclerosis Society
 248-936-0352 | Kelly.Sakorafos@nmss.org
 Onyx Building
 29777 Telegraph Rd., Suite 1651
 Southfield, MI 48034

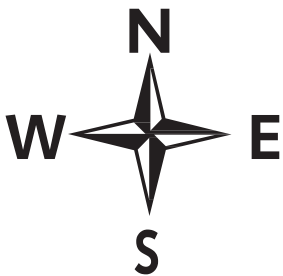
nationalMSSociety.org



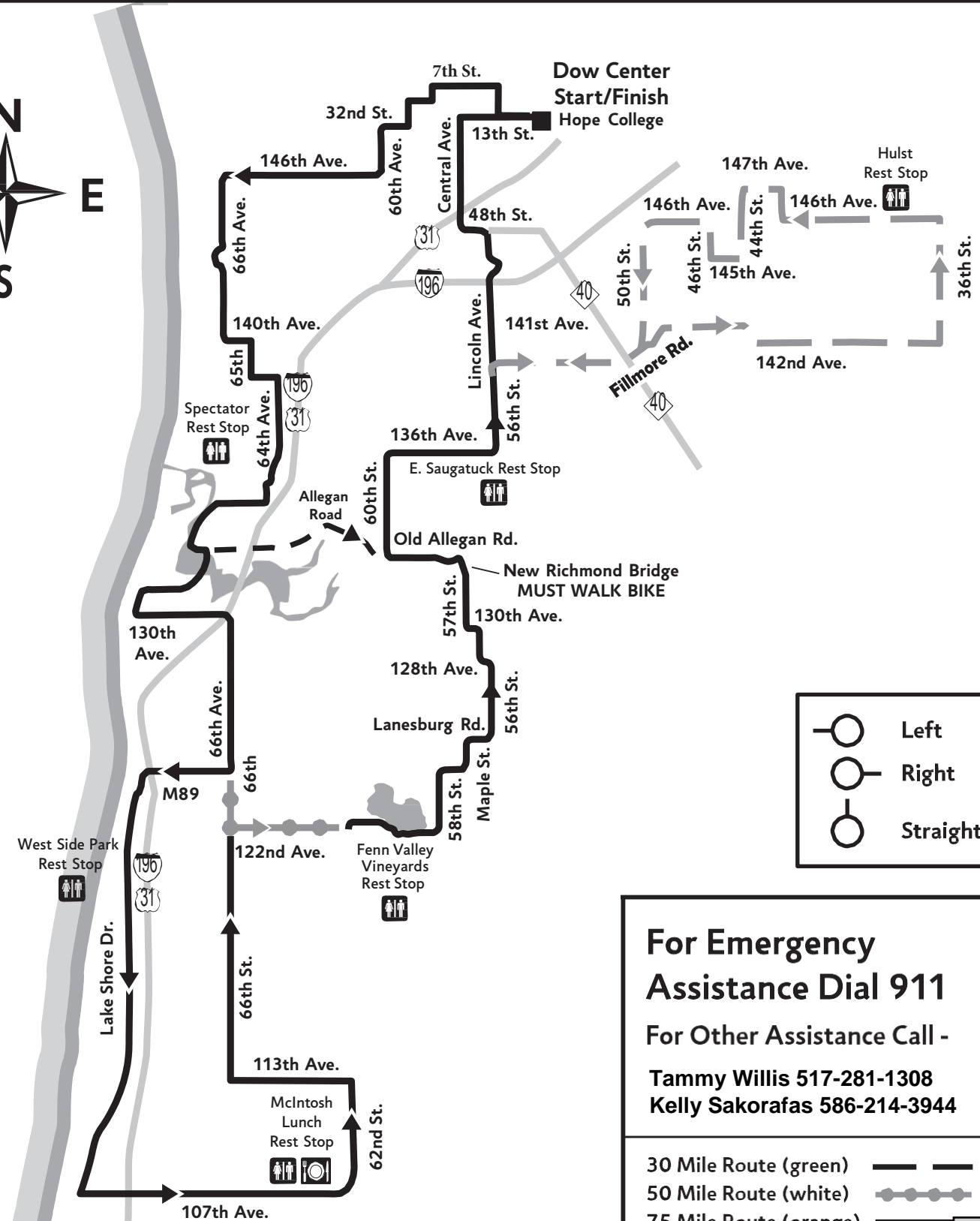
BIKE MS 2022 - West Michigan Day 1-June 11, 2022 - 30, 50, 75 & 100 mile routes

Great Lakes
Breakaway
Ride 2022

*Bike MS Route will be CLOSED at 5:00 p.m.
*Century Loop will be CLOSED at 1:30 p.m.



LAKE MICHIGAN



	Left
	Right
	Straight

For Emergency Assistance Dial 911
For Other Assistance Call -
Tammy Willis 517-281-1308
Kelly Sakorafas 586-214-3944

30 Mile Route (green)	
50 Mile Route (white)	
75 Mile Route (orange)	
Century Route (yellow)	



West Michigan

Day 1 - June 11, 2022
30, 50, 75 mile &
Century Routes

Premier National Sponsors: Local Sponsors:



Item 8B.



75 Mile Route - Orange - (74.67 actual miles)	75 / 30 / 50 / 100
START - Hope College, Dow Center 168 13th St., Holland	
Straight on 13th to College	0.0
Right on College to E 7th St.....	0.2
Left on E 7th St. to W 8th	0.6
Right on 8th to Kollen Park	1.2
Continue on Kollen to Van Raalte.....	1.5
Left on Van Raalte to 28th	1.5
Right on W. 28th St to Ottawa.....	2.7
Left on Ottawa Ave. to 32nd.....	3.0
Right on W. 32nd St. to 60th.....	3.2
Left on 60th St. (Graafschap Rd.) to 146th.....	3.8
Right on 146th to 66th	4.8
Left on 66th St.....	7.8
Becomes 140th Ave. to 65th	11.0
Right on 65th St to Island Lake.....	11.5
Left on Island lake to 64th.....	13.2
Right on 64th St. to Blue Star Hwy	13.7
Right on Blue Star Highway -Get in Left Lane to 64th.....	14.1
Immediate Left on 64th St. to Rest Stop.....	14.2
Rest Stop - Spectators Bar, 6432 Washington Ave., Saugatuck	
(next rest stop 13.8m)	14.2
Right out of Rest stop on to 64th St. to 135th	14.2
Right on 135th Ave. to 64th	14.4
Left on 64th St. to 134th	14.5
Right on 134th St.....	15.2
Cross Blue Star Highway (134th becomes North St.) to Washington.....	15.9
Left on Washington to Lucy	16.2
Right on Lucy St. to Water	16.6
Left on Water St. to Culver.....	17.2
Left on Culver St. to Lake.....	17.4
Right on Lake St. to Blue Star Hwy.....	17.9
* 30 Mile (Green) Turns left on Allegan St.*	
All others straight	17.9
Right on Blue Star Highway to Center.....	17.9
Cross Bridge	17.9
Left on Main to Center.....	18.2
Right on Center St to Lakeshore	18.4
Left on Lakeshore Dr. to Wiley	19.7
Left on Wiley Rd. (Becomes 130th Ave.)	20.2
Cross Blue Star Highway	20.6
Cross 196 to 66th	21.9
Right on 66th St. to M89	22.2
50 Mile (White) continue straight	
Right on M89 to Lakeshore.....	24.6
Left on Lakeshore Dr. to 123rd.....	26.2
Right on 123rd Ave. to Lakeshore	26.6
Left on Lakeshore Dr. to Rest Stop	26.7
Rest Stop - West Side Park-2152 Lakeshore Dr. Fennville	
(next rest stop 11.4m)	27.5
Right out of Rest Stop on Lakeshore Dr. to 70 th St/ Adams	27.5
Right on 70 th St/ Adams to 107 th Ave.....	31.1
Left on 107th to rest stop.....	35.2
Lunch - McIntosh Orchard/Winery 6431 107th Ave., South Haven	
(next rest stop 12.9m)	39.1
Left out of lunch stop on 107 th St. to 62nd	39.1
Left on 62nd St. to 113 th Ave	40.2
Left on 113th Ave. to 66 th St.....	43.3
Right on 66 th St. to 122 nd Ave.....	45.3
Right on 122 nd Ave. to Rest Stop.....	49.7
50 Mile Route Rejoins	
Rest Stop - Fenn Valley Vineyards- 6130 122nd Ave, Fennville	
(next rest stop 15.2m)	52.1
Right out of rest stop on 122nd.....	52.1 / - / 27.7

Slight Left on 58th St. to W. Fennville.....	53.7 / - / 29.4
Right on W. Fennville St. to Maple.....	55.1 / - / 30.6
Left on S. Maple St. to Landsburg.....	55.6 / - / 31.2
Right on Landsburg Rd. to 56th	56.1 / - / 31.8
Left on 56th St. to 128th.....	56.6 / - / 32.2
Left on 128th Ave. to 56th.....	58.1 / - / 33.7
Slight Right on 56th St. to 130th.....	58.3 / - / 33.9
Left on 130th Ave. to 57th.....	59.0 / - / 34.5
Slight Right on 57th St.	60.0 / - / 35.1
Cross New Richmond Bridge	62.2 / - / 37.2
(Becomes Old Allegan Rd. after bridge)	
Cross 58th St. to 60th.....	62.8 / - / 37.8
Right on 60th St. to 136th.....	62.1 / 20.7 / 38.7
*30 Mile Route Rejoins	
Right on 136th Ave.....	64.1 / 22.6 / 40.8
Cross 58th St. to rest stop	66.3 / 23.9 / 41.9
Rest Stop - East Saugatuck Park-56th St. & 136th Ave. Manlius	
(Finish line 8.3m)	66.3 / 24.9 / 42.9
Left out of Rest Stop on to 136th Ave	66.3 / 24.9 / 42.9
Immediate Right on 56th St.....	66.3 / 24.9 / 43.1
Stay on 56th St. (Lincoln) to 48th	66.3 / 28.7 / 46.9
***Century riders turn right on 141st Ave.	
Cross I-196	71.6 / 29.0 / 47.2
Left on 48th St. to Central.....	71.6 / 30.0 / 48.1 / 98.0
Right on Central Ave. to 13th.....	72.1 / 30.5 / 48.6 / 98.5
Right on 13th St. to Finish	74.2 / 32.7 / 50.8 / 100.6
FINISH - Hope College, Dow Center	
168 13th St., Holland	74.67 / 33.1 / 51.3 / 101.1
*30 Mile Route - Orange to Green - (33.1 actual miles)	
Left on Allegan St. in Downtown Saugatuck	17.0
Cross Blue Star Highway	17.4
Allegan St. Becomes 132nd Ave/Old Allegan Rd. to 60th.....	17.4
Left on 60th St. (Rejoin 75 Mile Route Here)	20.7
**50 Mile Route - Orange to White - (51.3 actual miles)	
Continue Straight on 66th St. to 122nd	24.5
Left on 122nd.....	25.7
Cross 62nd (Rejoin 75 Mile Route Here)	27.7
***Century Route - Orange to Yellow - (100.0 actual miles) Closes at 1:30pm.	
Right on 141st Ave. to Fillmore	68.9
CAUTION- Cross M40.....	71.3
Becomes Fillmore to 142nd	71.5
Right on 142nd Ave to 46th St	72.5
Right on 46th and immediate left to stay on 142nd.....	74.1
Immediate Left to stay on 142nd Ave to 40th St.....	74.3
Left on 40th St. to 144th Ave.....	77.3
Right on 144th Ave. to 36th St.....	78.3
Left on 36th St. to 146th Ave.....	80.3
Left on 146th Ave to Rest stop.....	81.3
Rest Stop - Hulst Residence,	
A3809 146th Street, Holland (Finish line 16.7m)	82.4
Right out of rest stop to 43rd St	82.4
Right on 43rd St to 147th Ave.....	84.8
Left on 147th Ave to 44th St	85.4
Left on 44th Ave to 145th Ave.....	86.1
Right on 145th Ave to 46th St.....	87.1
Right on 46th St to 146th	87.8
Left on 146th Ave to 50th St.....	87.9
Right on 48th St to 146th	89.0
Left on 146th St to 50th St	89.2
Left on 50th St. to Fillmore/142nd Ave	90.3
Right on Fillmore to 56th St/ Lincoln.....	92.1
Right on 56th St (becomes Lincoln Ave.) to 48th St.	
(rejoin other riders here)	95.1



BIKE MS 2022- West Michigan Day 2-June 12, 2022 - 30, 50, 75 & 100 mile route

Great Lakes
Breakaway
Ride 2022

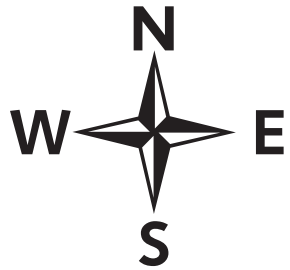
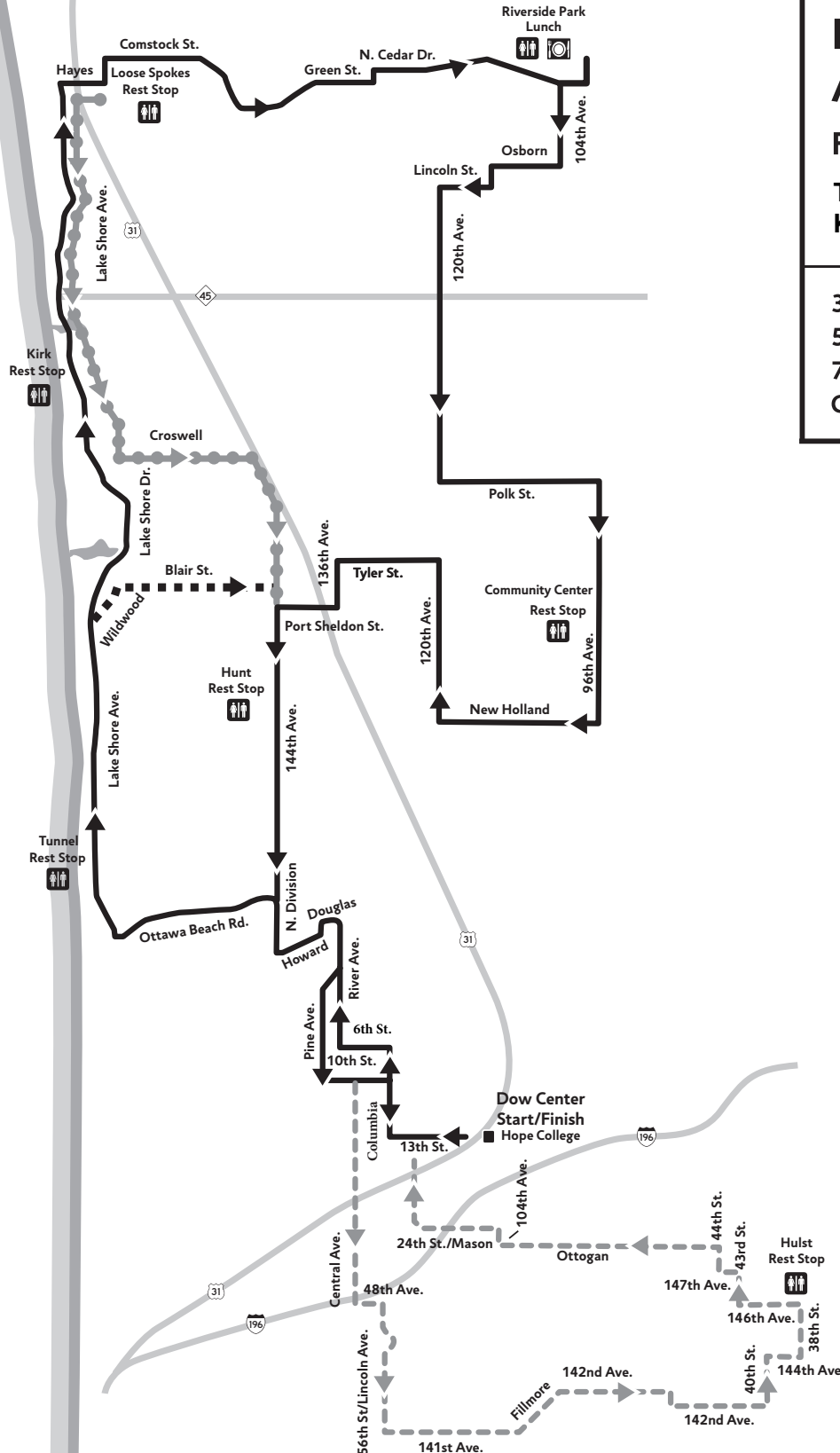
*Bike MS Route will be CLOSED at 5:00 p.m.
*Century Loop will be CLOSED at 1:30 p.m.

For Emergency Assistance Dial 911
For Other Assistance Call -
Tammy Willis 517-281-1308
Kelly Sakorafas 586-214-3944

30 Mile Route (green)	-----
50 Mile Route (white)
75 Mile Route (orange)	————
Century Route (yellow)	- - - - -

	Left
	Right
	Straight

LAKE MICHIGAN





West Michigan

Day 2 - June 12, 2022
30, 50, 75, 100 Mile
Routes

National Sponsors:



POPSOCKETS

Local Sponsors:



Item 8B.

75 Mile Route - Orange - (75.8 actual miles) 75 / 30 / 50 / 100

START - Hope College, Dow Center 168 13th St., Holland

Straight on 13th to Columbia Ave.....	0.0
Right on Columbia to 6th	0.1
Left on 6th to River	0.5
Right on River to Douglas.....	0.9
Left on Jefferson to Howard	1.8
Right on Howard Ave. to Division	1.9
Right on S. Division to Ottawa Beach	3.3
Left on Ottawa Beach Rd. to Lake	3.9
Right on Lake St. to 168th	7.3
Right on 168th Ave. to Lakeshore	7.5
Immediate Left on Lakeshore Dr. to rest stop	7.5

Rest Stop - Tunnel Park, 66 Lakeshore Dr., Park (next rest stop 10.9m)8.8

Left out of rest stop on Lakeshore Dr

***30 Mile (Green) turn right on Wildwood Dr.**

All others continue on Lakeshore	15.1
Left to continue on Lakeshore Dr. to rest stop	16.2

Rest Stop - Kirk Park -9791 Lakeshore Dr., Grand Haven (next rest stop 6.8m) 19.6

Left out of rest stop on Lakeshore Dr	19.6
Cross Lake Michigan Dr. to Hayes	21.7
Right on Hayes St	25.5
Cross US 31 to rest stop	25.9

Rest Stop - Loose Spokes-16780 Hayes St. Grand Haven (next rest stop 10m) 26.5

****50 Mile (White) return on Hayes back towards Lakeshore all others right**

Right (North) on 168th St. to Comstock	26.6
Right on Comstock Rd. to Mercury	27.1
Right on Mercury Dr. (Becomes Green St.).....	28.8
Green becomes 128th Ave. then N. Cedar to Riverside Park	30.5
Cross 120th	32.0
Left into Riverside Park	36.3
Immediate left inside park to rest stop	36.4

Lunch - Riverside Park-10317 N Cedar Dr., Grand Haven (next rest stop 15.2m) 36.4

Right out of Lunch Stop on Cedar to 104th	36.4
Left on 104th to Osborn	37.0
Right on Osborn to 112th Ave	38.5
Left on 112th Ave to Lincoln	39.5
Right on Lincoln to 120th Ave	39.7
Left on 120th Ave. to Polk St	40.7
Left on Polk to 96th Ave	46.7
Right on 96th Ave to rest stop	49.7

Rest Stop - Borculo Community Center, 6520 96th Ave, Zeeland (next rest stop 13.8m) 51.1

Left out of rest stop on 96th to New Holland	51.1
Right on New Holland to 120th Ave	53.7
Right on 120th to Tyler St	56.7
Left on Tyler St. to 136th Ave	59.8
Left on 136th Ave. to Port Sheldon	61.9
Right on Port Sheldon St. to 144th Ave	62.9
Left on 144th Ave. *30 and 50 mile route rejoins to rest stop	63.9

Rest Stop - Hunt Residence, 5185 144th Street (Finish 8.5m / Century 24.5m)..... 65.4 / 20.8 / 41.9

Right out of rest stop on 144th St.....	65.4 / 20.8 / 41.9
144th becomes N. Division	69.1 / 24.3 / 45.5
Left on North Shore (becomes Howard) to River	70.5 / 25.9 / 47.0
Right on N. River Ave.	72.1 / 27.5 / 48.6
Slight Right on Pine	72.4 / 27.8 / 48.8
Left on 9th Street to College *Century turn right on Central.....	73.1 / 28.4 / 49.6

Right on College to 13th	73.5 / 28.8 / 49.9
Left on 13th to Finish	73.7 / 29.0 / 50.1

FINISH - Dow Center, Hope College 168 13th St., Holland73.9 / 29.3 / 50.4 / 101.2

***30 Mile Route - Orange to Green - (29.3 actual miles)**

Turn right on Wildwood St. to Blair	14.9
Stay to the right on to Blair St	15.7
Cross 152nd to 144th	17.7
Right on 144th	18.7
Cross Port Sheldon (rejoin 75 mile route) to rest stop	19.2

****50 Mile Route - Orange to White - (50.4 actual miles)**

Straight out of rest stop on Hayes back to Lakeshore Dr	26.4
Cross 31	26.8
Left on Lakeshore Dr. to Hiawatha	27.4
Left on Hiawatha to Crosswell	32.8
Left On Crosswell to West Olive	35.5
Right on West Olive to 144th	37.7
Right on on 144th to (rejoin 75 mile route) to rest stop	38.6

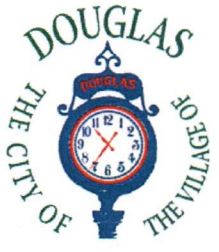
*****Century Route - Orange to Yellow - (101.7 actual miles) Closes at 1:30pm**

Right on Central Ave. to 48th St	73.3
Left on 48th St. to 56th St. (Lincoln Ave.)	75.7
Right on 56th St (Lincoln Ave.) to 141st Ave	76.2
Left on 141st Ave. to Fillmore	78.9
Becomes Fillmore to 142nd	81.5
Right on 46th and immediate left to stay on 142nd	84.1
Immediate Left to stay on 142nd Ave to 40th St	84.4
Left on 40th St to 144th Ave	87.4
Right on 144th Ave to 38th St	88.4
Left on 38th St. to 146th Ave	89.4
Left on 146th Ave. to Rest stop on right	90.4

Rest Stop - Hulst Residence, A3809 146th Street, Holland (Finish line 11.3m)90.4

Right out of rest stop to 43rd St	90.5
Right on 43rd St to 147th Ave	92.9
Left on 147th Ave to 44th St	93.4
Right on 44th St to Ottagan	94.1
Left on Ottagan St to 104th Ave	94.7
Right on 104th Ave to Mason/24th St	97.4
Left on Mason/24th St to Columbia	98.8
Right on Columbia to 13th St	101.0
Right on 13th to join 75 route and Finish	101.7
Finish	101.7

RECEIVED
OCT 14 2022



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.douglasmi.gov
info@douglasmi.gov

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: Community Pride PH: 269-857-8142
 Contact Name: Neal Seabert PH: 269-857-8142
 Street Address/P.O. Box: PO Box 441
 City/State/Zip Code: Douglas, MI, 49406
 E-mail: ddbear60@gmail.com
 CONTACT PERSON ON DAY OF EVENT: Neal Seabert PH: 269-857-8142

EVENT INFORMATION

Name of Event: OKtoberfest
 Event Date(s): Oct 5 - 8 2023 Anticipated Number of Attendees: 1500
 Purpose of Event: Promote Douglas, surrounding area, downtown shopping district.
 Location of Event: Beery Field
 Event Start & End Hours: Sat Oct 14 - Noon til 5pm
 Estimated Date/Time for Set-Up: Oct 12-13 THURS & FRI - full day
 Estimated Date/Time for Clean-Up: Oct 18 Sun an hour after event
 Estimated Number of Volunteers: 30

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: 12pm end: 5pm

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: ID Check

at Entrance

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' 3 banners
(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): Informational Signs, Sponsor Banners
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 _____
 Awnings – Quantity _____
 Portable Toilets – Quantity 5

Tents – Quantity 1
 Tables – Quantity 30

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

MARKETING:

How do you plan to market your event? (Example: Saugatuck/Douglas Area Convention & Visitors Bureau, Local Businesses, etc.) CVB, local paper, Social Media

REQUIRED AUTHORIZING PERSONNEL SIGNATURES:

If your event requires City services, please seek proper authorization. Applicable fees may apply depending upon the assistance required by the City.

DEPARTMENT OF PUBLIC WORKS:

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

Trash Receptacles – Quantity 10 Barricades – Quantity _____
 Traffic Cones – Quantity _____ No Parking Signs – Quantity _____
 Fencing – Quantity front of Beery Field Electric
 Water Restroom Cleaning

Approved Denied

Approved with Conditions _____

Authorized Personnel Signature Ricky L. Zoet Date: 3/6/23

DOUGLAS POLICE DEPARTMENT:

Will this event require additional officers & equipment? Yes No

If yes, please describe & include times: Will need police for parade with Street being block off and security at the event

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

Street closure date/time: 11:30 - 12:30 Street re-open date/time: 12:30


Parade Type: Pedestrian Vehicle

Parade Route: (Use attached map to outline route)

Parade start time: 12pm Parade finish time: 12:30pm

Approved Denied

Approved with Conditions _____

Authorized Personnel Signature  Date: 03/02/23

001/09

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 – see sample provided)
- 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)
- Department of Public Works Authorized Personnel Signature (if applicable)
- Police Department Authorized Personnel Signature (if applicable)

If document(s) are missing, please explain: _____

The Applicant/Organization understand and agrees to the following:

1. 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.
2. 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.
3. 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.
4. 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.
5. 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.
6. Prohibit its organization and guests from engaging in profane or inappropriate language or actions.
7. Abide by City of Douglas Ordinance Chapter 95.01 regarding Noise Nuisances.

- 8. 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.

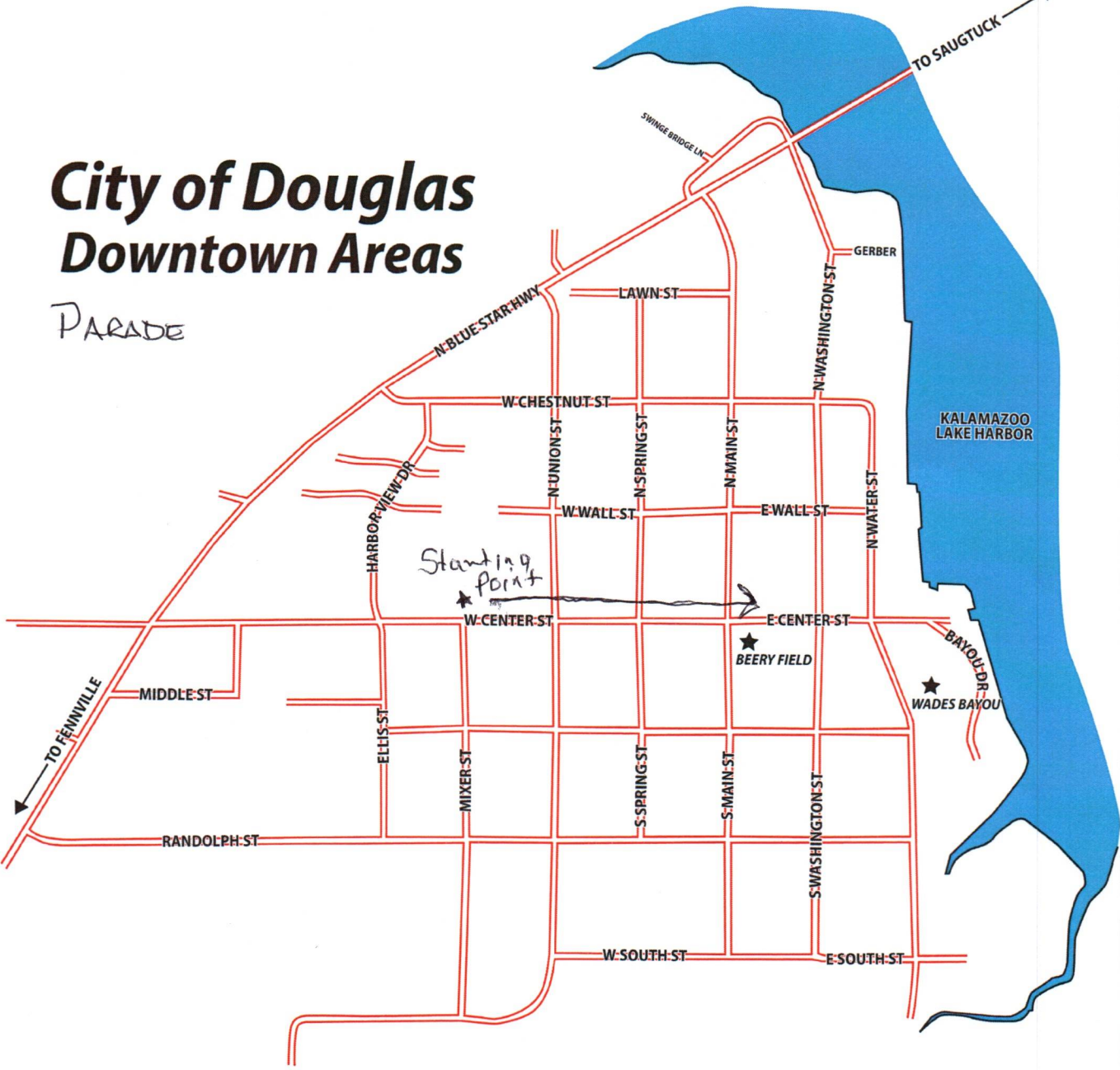
Printed Name of Applicant: Neal Seabert Date: 10-14-22

Signature of Applicant: Neal Seabert Date: 10-14-22



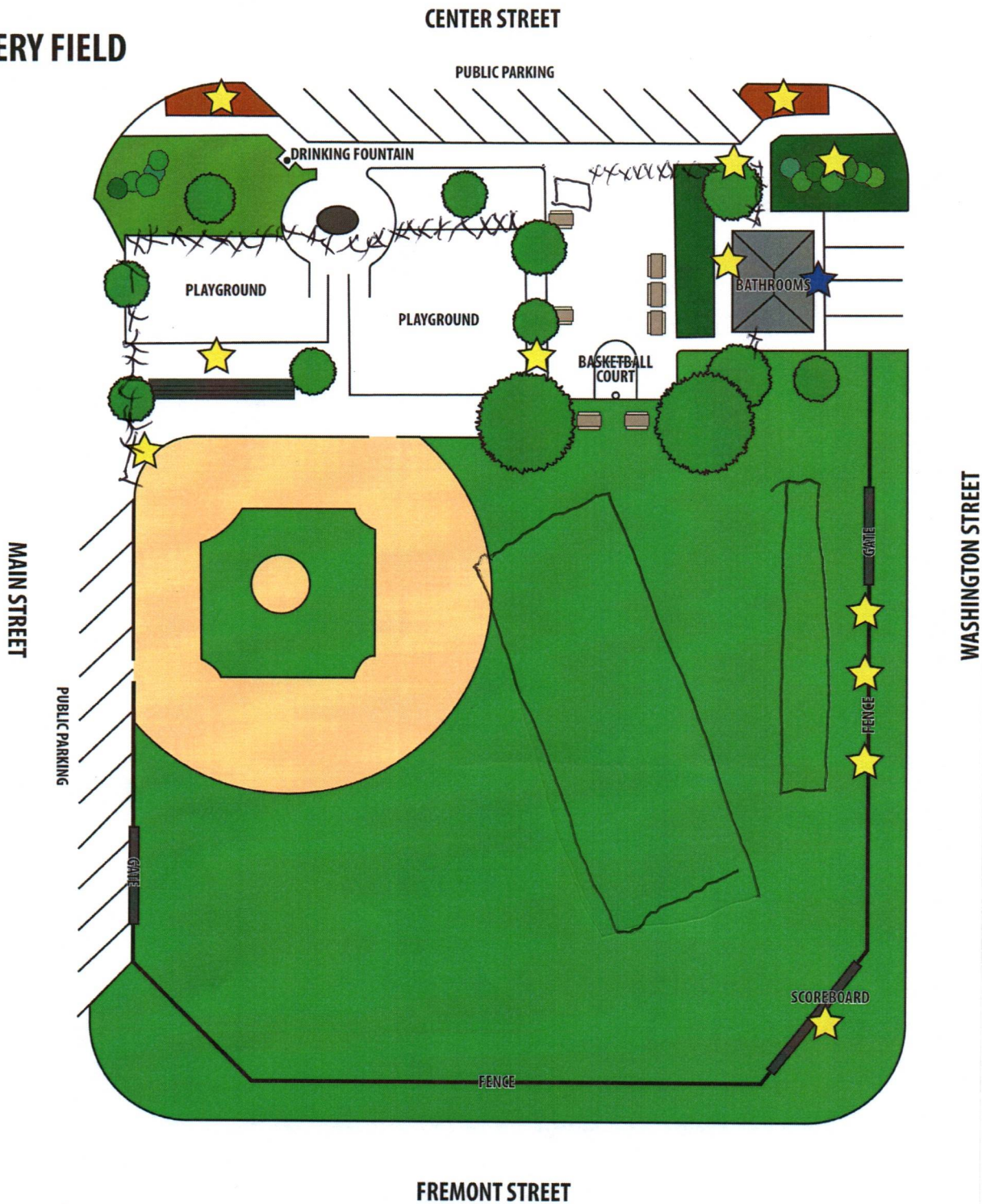
City of Douglas Downtown Areas



PARADE





BEERY FIELD

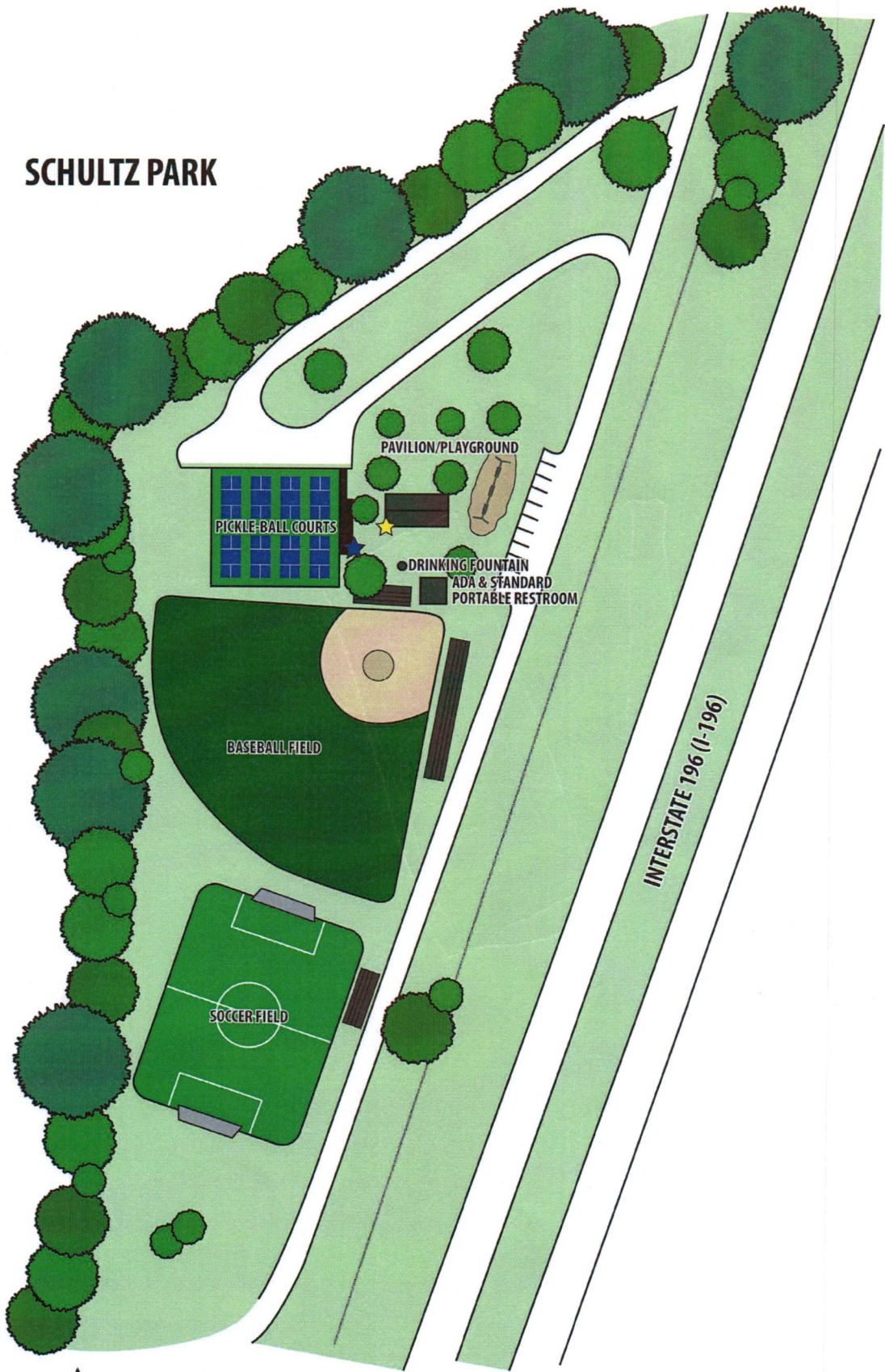


-  Water Hose Hookup
-  Electrical Outlet

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



SCHULTZ PARK

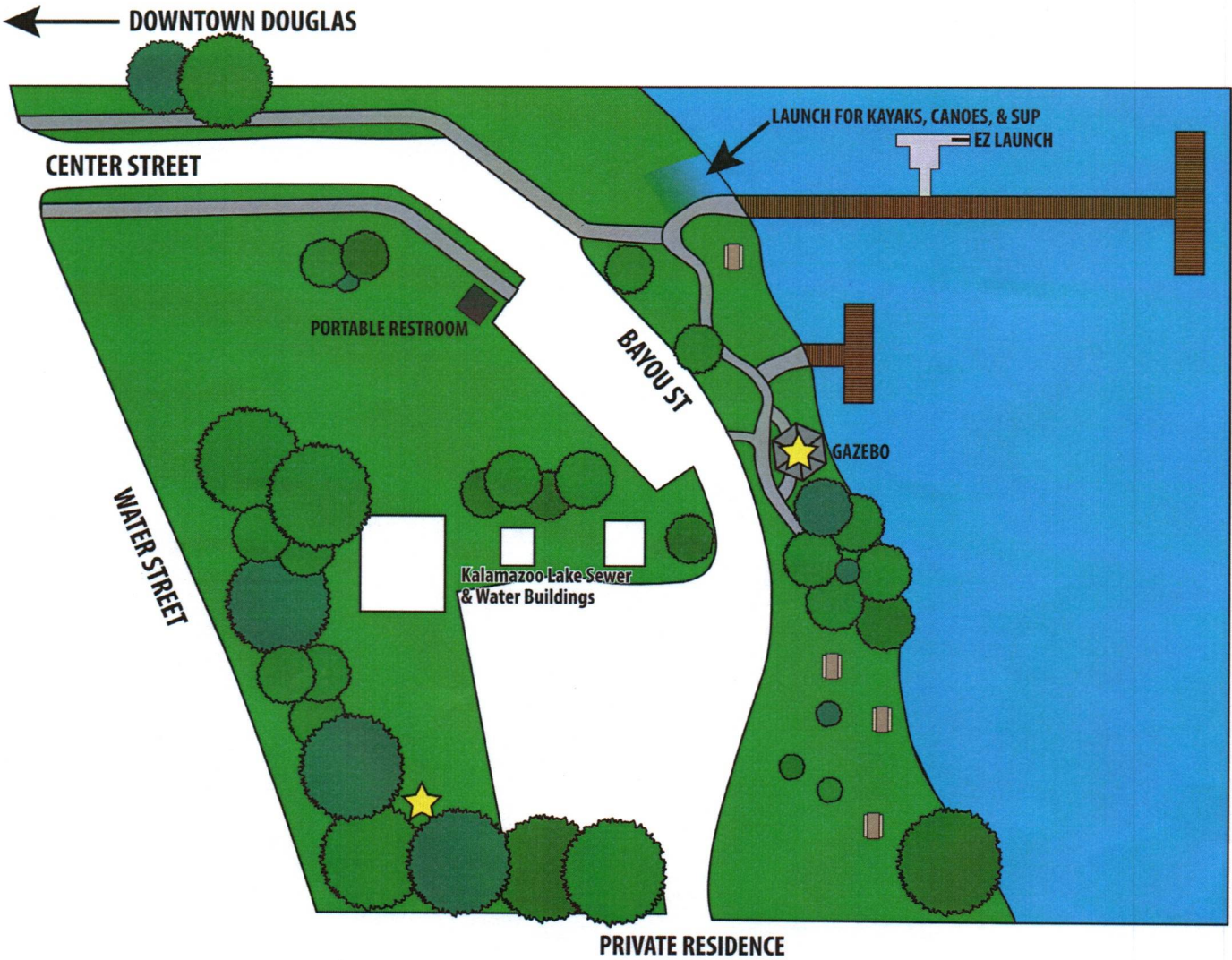


★ Electrical Outlet ★ Water Spigot

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



WADES BAYOU



 Electrical Outlet

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



MEMORANDUM

REGULAR CITY COUNCIL MEETING

TO: City Council

FROM: Rich LaBombard, City Manager

DATE: March 6, 2023

SUBJECT: Appoint Director of Public Works – Resolution 04-2023

With the vacancy of the Director of Public Works position in November 2022, the City published notices to recruit a replacement for the Director of Public Works position. The City appointed Mr. Ricky Zoet as the Interim Department of Public Works Director in December 2022 to fill the role until a replacement was identified. The interview panel interviewed three qualified candidates for the role and found Mr. Ricky Zoet to be the best qualified candidate to assume the full-time role of Director of Public Works.

Mr. Zoet joined the City in June 2019 and was promoted to the Department of Public Works Supervisor position in September 2020. Mr. Zoet has performed the interim role successfully since December, and I have received many positive comments from the community about his nature, communication skills, collaborative management style, and willingness to learn.

As a department head position, it is necessary for City Council to approve an appointment of the director. City Council's authority to approve appointments of administrative officers is defined in the City's Code of Ordinances (Title III: Administration, Chapter 31, "City Officials and Employees", (§ 31.19 – City Manager Duties)), "The manager shall...appoint, suspend, or remove all appointed administrative offices and department heads, subject to Council approval. The Manager shall recommend to the Council the salary or wages to be paid each such official..."

Approval of the appointment will move Mr. Zoet from the interim director position to the regular full-time salaried position. Mr. Zoet's benefits will remain unchanged. The recommended salary for the Director of Public Works position is \$74,196.60 per year. A job study was completed for the position and the recommended salary falls within the appropriate starting salary range of \$68,000 to \$76,000. The Director of Public Works job description is attached.

I recommend City Council adopt Resolution 04-2023 and appoint Mr. Ricky Zoet as the Director of Public Works for the City of Douglas.



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City of the Village of Douglas

Job Description

Department of Public Works Director

Position Summary: The Department of Public Works Director is a department head position in the City organization, and receives supervision, evaluation, and direction from the City Manager. The individual assigned to this position leads assigned personnel and oversees areas of responsibility related, but not limited to, the daily operations and long range projects related to the Department of Public Works, streets, storm water management, parks maintenance, equipment, fleet, facilities, grounds, rights-of-way, trees in public parks, and infrastructure. Works closely with municipal administrative officers to develop capital budgets, policies, procedures, training, supervision, and evaluation of assigned personnel. The Director of Public Works is a customer focused individual who works collaboratively to respond to the needs of the community.

Supervises: Oversees assigned personnel and works closely with contractors and vendors assisting on matters such as: facilities maintenance, snow removal, buoy maintenance, equipment repair and maintenance, storm sewer maintenance, utility contractors, bulk waste collection, and others.

Essential Job Functions: An employee in this position will be required to do any or all, but not limited to, the following essential job function examples. To perform this job successfully, an individual must be able to perform the functions competently. The essential jobs functions include:

1. Plans, organizes, directs, and coordinates, in general, all aspects of departmental operations, including policies, recordkeeping, community relations, infrastructure and equipment maintenance, personnel, budgeting, capital needs assessment, and related activities. Makes recommendations related to department operations.
2. Supervises the repair and maintenance of City infrastructure, parks, rights-of-way, parking lots, and sidewalks, such as sweeping, snow removal, construction, repair and cleaning of storm sewers and catch basins, bulk waste / brush / leaf collection and disposal.
3. Conducts visual inspections throughout the City for potential hazards and liabilities, addresses concerns or makes recommendations for the repair or correction of the deficiency.
4. Directs assigned personnel performing manual and semi-skilled labor. Operates hand tools, power tools and equipment, drives vehicles, and works with field crew as needed.
5. Participates in preparing and administering the annual department budget. Makes recommendations for capital purchases. Prepares specification documents for the purchase and maintenance of street, equipment, facilities, grounds, and vehicles.
6. Reviews and recommends for approval all department expenditures per the City's purchasing policy guidelines.

7. Develops, implements, and enforces City and department policies and procedures in accordance with City, State, and Federal regulations, and periodically reviews department policies, safety plans, and operation procedures and recommends improvements.
8. Within the limits of delegated authority, participates in interviews to evaluate candidates for positions, recruits personnel, schedules work assignments, conducts performance reviews, recommends promotions, provides training and professional development, safety, and discipline and corrective action for department personnel according to established procedures.
9. Reviews and approves department personnel timesheets.
10. Prepares and reviews operational and administrative reports.
11. Responds to inquiries and resolves concerns and complaints.
12. Maintains cooperative relations and coordinates department activities with other departments, the City Engineer, Road Commission, special event organizers, and the Downtown Development Authority.
13. Aligns department objectives with the five-year road plan, recreation master plan, community master plan, equipment plan, facility master plan, and others.
14. Ability to prepare written specifications and oversee development and completion of contracted work and projects assigned to the department. Make recommendations for contracting specific public services.
15. Reviews and approves permit applications related to the department.
16. Attends meetings and/or serves on committees, commissions, boards, and authorities related to department issues and concerns.
17. Through the City Manager, acts as department spokesperson, establishing and maintaining effective relationships with citizens, news media, community groups, City officials, employees, and other interests.
18. Keeps abreast of policies, new administrative techniques, and current issues through continued education and professional growth by attending conferences, workshops, and seminars as budgeted and appropriate.
19. Works with the City Manager, to develop proactive community relation programs and strategies, and identifies and addresses community priorities and concerns.
20. Performs other related duties as assigned by the City Manager.

This list may not be inclusive of the total scope of the job functions to be performed. Duties and responsibilities may be added, deleted, or modified at any time.

Required Education, Knowledge, Skills, Abilities, and Minimum Qualifications:

The requirements listed below are representative of the minimum education, skills, abilities, qualifications, and experience necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job. The qualifications should not be viewed as all-inclusive or expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection and promotional criteria.

Education requirements include the following:

- An Associate degree in Public Administration, skilled trades, or closely related field from an accredited college, university, or trade school. May consider substituting experience for degree / course work requirements.
- Member of the American Public Works Association preferred.

Experience requirements include the following:

- Five or more years of progressively responsible municipal or other relevant experience, including both supervisory and administrative duties.
- Experience with electrical, plumbing, carpentry, landscaping, paving, and drainage construction and repair.
- Methods, materials, and equipment used in the maintenance, repair, operation, and construction of various public works projects, including facilities, streets, parks, storm sewers and drains.
- Professional public management techniques including budget management, personnel administration, labor relations, and department operations.
- State and Federal laws, local ordinances, safety, and other regulations governing department administration.
- Operating vehicles and trucks, hand tools, power tools, and large and small equipment operation and maintenance.
- Interpreting construction plans and specifications, conducting research, analyzing problems, presenting recommendations, and implementing appropriate action.
- Diplomacy dealing with contentious and confrontational situations.
- Efficiently using a computer, create reports, and make presentations in a public setting.
- Supervising and maintaining discipline, plan, assign, and review the work of employees who may be performing varied functions in standard and emergency situations.
- Establishing effective working relationships and use good judgement, take initiative and be resourceful when dealing with the media, the public, other employees, and governmental units.
- Effectively communicating with and establishing effective working relationships with assigned staff, co-workers, public officials, the City Manager, State and Federal authorities, and citizens.
- Understanding and following directions, coordinating multiple tasks, having attention for detail, and carrying out assigned projects to their completion and completing tasks set forth in this job description.

Other General Requirements:

- Must hold a State of Michigan Vehicle Operator's License with a CDL Class B with air brake endorsement.
- Computer skills including Microsoft products, BS&A, and work order. Knowledge of GIS data mapping, data collection principles and practices is preferred.
- Required to attend meetings at times other than regular business hours, and training sessions, to remain current with job requirements, regulations, etc.

Physical Demands and Work Environment:

The physical demands and work environment characteristically described here are representative of those an employee encounters while performing the essential function of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee's environment can range from an office setting to extremely dangerous outside conditions. Physical demands, therefore, range from sitting in an office or vehicle to potential physical exertion associated with being a laborer.

- Ability to access and input information into a computer.
- Ability to lift and transport equipment weighing 45 pounds.
- Ability to climb ladders.
- Ability to sit, talk, hear, stand, and walk for extended periods of time.
- Ability to use manual dexterity to type or write; use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop kneel, crouch, or crawl; taste or smell.
- Ability to visually review written documents and illustrations; color vision; peripheral vision; depth perception and ability to adjust focus.
- Possession of the necessary physical capabilities to safely perform duties.
- Ability to maneuver rough terrain, work with arms extended above head for long periods of time and work in a biological atmosphere, confined space or close quarters.
- Ability to remain outdoors in the field for extended periods of time.

Working Conditions:

- Works in strenuous physical conditions to include extreme cold or heat, inclement weather and night conditions for periods in excess of 8 hours.
- Exposure to material and equipment that requires specific and detailed safety use to prevent physical injury to self and others as provided in safety rules and regulations.
- The noise level is usually moderate to loud, ranging from quiet to moderate in the office to potentially loud and volatile situations.
- Exposure to high, precarious places, fumes or airborne particles, toxic or caustic chemicals, risk of electric shock, explosives, risk of radiation, and vibration.

Approved:


Rich LaBombard
City Manager

1-24-23

Date

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

RESOLUTION NO. 04-2023

**A RESOLUTION TO APPOINT RICKY L. ZOET AS DIRECTOR OF DOUGLAS PUBLIC
WORKS**

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 day of Monday, March 20, 2023, at 7:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilmember _____ and supported by Councilmember _____.

RESOLUTION

WHEREAS, The position of Director of Public Works for the City of Douglas has been published in the local paper and on the Michigan Municipal League website, and

WHEREAS, Ricky L. Zoet has acted as interim Director since the month of December, and

WHEREAS, The City's Code of Ordinances (Title III: Administration, Chapter 31 §31.19 – City Manager Duties) "The manager shall.....appoint, suspend, or remove all appointed administrative offices and department heads, subject to Council approval, and

WHEREAS, The City Manager shall recommend to the City Council the salary or wages to be paid each such official....", and

WHEREAS, The City Manager requests the appointment of Mr. Ricky L. Zoet, the current interim Director of Public Works, to the position of Director of Public Works, and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: The City Council does hereby adopt Resolution 04-2023 and appoint Mr. Ricky L. Zoet as Director of Public Works for the City of the Village of Douglas.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this day of

CITY OF THE VILLAGE OF DOUGLAS

BY: _____ Date: _____
Jerome Donovan, Mayor

BY: _____ Date: _____
Pamela Aalderink, City Clerk

CERTIFICATION

I, Pamela Alderink, 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 on Monday, March 20, 2023, 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

BY: _____
Pamela Alderink, City Clerk



MEMORANDUM

REGULAR CITY COUNCIL MEETING

March 20, 2023, at 7:00 PM

TO: City Council

FROM: Rich LaBombard, City Manager

SUBJECT: Resolution 08-2023, A Resolution to Continue a Social District

Due to the COVID pandemic, businesses in the downtown sought an alternative to indoor dining and retail space and increased social distancing. In 2021 and 2022 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 beneficial and well received. Visitors and residents provided complimentary feedback to the businesses that participated. With the 2023 season approaching, the City Administration is again seeking City Council support prior to proceeding with the application process. The application gives businesses guidelines on the expansion and requires that the applicant submit a Certificate of Insurance listing the City as additional insured.

The State of Michigan Public Act 124 of 2020 enabling the local governmental units to create a social district also states an expiration date of December 31, 2024. Due to the success, we recommend adopting resolution 08-2023 to continue the social district until the state's expiration date.

Businesses typically start utilizing the right-of-way space in April and end after the Halloween Parade is wrapped up. This timing allows our DPW to complete fall clean up and snow removal activities.

Sample Motion: I recommend that City Council approve resolution 08-2023 and authorize City Administration to continue with the social district to allow downtown business use of the City's right-of-way to expand their business from April 14, 2023, through October 30, 2023, and April 12, 2024, through October 28, 2024.

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

RESOLUTION NO. 08-2023

A RESOLUTION TO CONTINUE A SOCIAL DISTRICT THROUGH OCTOBER 28, 2024

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 20th day of March 2023, at 7:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson _____ and supported by Councilperson _____.

RESOLUTION

WHEREAS, Social Districts were created by the State of Michigan with Public Act 124 of 2020 as an economic tool available to local municipalities to help businesses endure the impacts of the COVID-19 Pandemic, and

WHEREAS, In Social District's, qualified liquor licensees with licensed premises that are contiguous to the commons area within the Social District may sell alcoholic liquor (beer, wine, mixed spirit drink, mixed drinks, or spirits) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District, and

WHEREAS, A resolution to consider a Social District (resolution 15-2021) was adopted in 2021 to create the boundaries, common area, and develop the requirements of the social district, and

WHEREAS, Due to the success of the social district, City Council recommends continuing the social district until the State of Michigan Public Act 124 of 2020 expires on December 31, 2024, and

WHEREAS, the City asks for Social District amenities to be removed from the right-of-way after the annual Halloween parade event.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: The City Council authorizes City Administration to continue with the Social District to allow downtown business use of the City’s right-of-way to expand their business from April 14, 2023, through October 30, 2023 and April 12, 2024 through October 28, 2024.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 20th day of March 2023

CITY OF THE VILLAGE OF DOUGLAS

BY: _____
Jerome Donovan, Mayor Date

BY: _____
Pamela Aalderink, City Clerk Date

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 on Monday, March 20, 2023 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

BY: _____
Pamela Aalderink, City Clerk



MEMORANDUM
REGULAR CITY COUNCIL MEETING
March 20, 2023, at 7:00 PM

TO: City Council

FROM: Rich LaBombard, City Manager

SUBJECT: DDA Structure Lighting Request

Regarding the past holiday season lighting in the downtown, the DDA received numerous positive remarks about the improved lighting display this year. However, City Hall did receive one concern about the added electric cost incurred by the long duration of operational holiday lighting display on City facilities and trees.

New this year was the lighting of municipal structures in the downtown. A few residents even suggested that the structure lighting on City Hall, Police Department, Beery Field bathrooms, and the gateway sign stay lit all year because they felt it added charm to the downtown. City staff working with the lighting vendor found a savings opportunity for the DDA by keeping the structure lighting in place rather than remove and replace it next year. Chips Groundcover is able to offer this reduced price because they will not need to rent skylift equipment to install and remove the roofline lights. The DDA could realize a cost savings of over \$4,000 over the remaining two-year period of the Chips Groundcover contract. However, if the lights need to be replaced for some reason, additional costs will need to be incurred for labor and equipment rental.

The municipality owns the facilities and therefore pays the electric costs associated with the holiday lighting. In a recommendation to City Council, the DDA is requesting permission from City Council to keep holiday lighting on City owned structures, but not keep the display lit at City Hall, Police Department, and Beery Field Restrooms until the beginning of the holiday lighting season in 2023. However, the DDA is requesting permission from City Council to continue to light the gazebo at Wades Bayou year-round with the installation of a timer to reduce energy costs; and is requesting permission to keep the gateway sign located at Blue Star Highway and Center lit with the installation of a timer.

There was significant discussion in the DDA about lighting trees throughout the year; however, City ordinances restrict the ability to keep lighting displays in the crown of public trees. Per the Ordinance (below), one cannot leave lights in the crown of the tree. The Tree Board (now Planning Commission) is the appeal entity that can allow lights to be left on the trunk of the tree.

Moving lights from the crown of the tree to the trunk of the tree may not have the desired effect the DDA is seeking for the downtown. While the ordinance isn't specific about the reasons to restrict lighting in the crown of public trees, one can only assume lighting left in trees damages the tree, inhibits pruning, inhibits growth, could be detrimental health of the tree, and may cause damage to the lighting.

There are no ordinances that restrict holiday lighting displays other than on trees located in the right-of-way. Municipal ordinance 98.08 "Limited Lighting of Trees on Public Rights-of-Way" requires "trees located in the public street rights-of-way or otherwise on public property shall not be decorated with strings of lights placed or maintained on or within them, nor shall such trees otherwise be lighted by other types of lighting placed on or within the trees; provided, however, that during the annual holiday season lights in observance of the season may be placed on such trees, in a manner that will not harm or damage the trees, but they shall not be placed on the trees earlier than November 1 and they shall be removed from the trees not later than the following March 31; but provided further, that such lights placed on trees in the public street rights-of-way in observance of the annual holiday season may remain on the trees after March 31 if approved by the Tree Board, subject to terms and conditions imposed by the Tree Board, and if the lights are placed only on or around the tree trunk, not the crown of the tree, and if the tree will not be harmed or damaged thereby." Therefore, tree lighting in the right of way is not viable without permission from the Planning Commission (acting Tree Board).

Sample Motion: I recommend the City Council allow holiday lighting to remain in place on municipal structures pursuant to the DDA's proposal and request City Council consider paying the added cost of electric incurred by the timed lighting display at the gazebo and gateway sign.



To: City Council

From: Rich LaBombard
City Manager

Date: March 20, 2023

Subject: Monthly Department Activity Report
March 2023

Assessor:

March Board of Review - (MBOR) is in session this week to hear appeals for 2023 assessments. It has been a quiet year with a few more calls than usual, but only a couple of appointments as of this report. I hope to wrap up all the paperwork and settle with Allegan County on Tuesday (3/21).

Continuing work on many projects:

- Reappraisal using aerial maps – ongoing
- Processing incoming Property Transfer Affidavits
- Processing deeds monthly
- Processing monthly building permits
- Processing incoming Personal Statements

City Manager:

Blue Star Bridge Navigation Lighting – The design is completed for the Blue Star Bridge navigation lighting project being coordinated among the three communities of Douglas, Saugatuck, and Saugatuck Township. The bids are being advertised and we anticipate the selected bidder will go to the Douglas City Council on April 17th for acceptance. The Saugatuck City Council and Saugatuck Township Board will have to accept the bid as well before the project can be officially awarded. Once awarded, the contractor will provide us all a schedule to complete the work.

Gateway Signage – I met with a gentleman interested in working with the DDA on a solution for the gateway signage located at Blue Star Highway and Center Streets. The gateway sign may need some modification to incorporate more design elements to direct visitors to the downtown. The DDA is working on relocating the sign out of the public right of way.

Employee Healthcare – The City's benefit provider met with City staff about healthcare options for the upcoming fiscal year. Every year at this time, staff meet to learn about new products and pricing for benefits. City staff are investigating the opportunity to get into a healthcare pool made up of municipalities and school districts to help reduce the cost of employee benefits.

Interviews – Interviews were held for candidates who applied for the Director of Public Works position as well as the Planning and Zoning Administrator positions.

Blue Star Trail Meeting – The Blue Star Trail engineering firm C2AE held a meeting to go over initial conversations about design of the trail extension starting in Douglas and extending into Saugatuck Township.

Planning Commission – The PC met this month and discussed revisions to the sign ordinance and bylaws. They also directed staff to engage consultants to complete a traffic study review and review of an environmental study for the Forest Gate project. The next Planning Commission meeting is on April 20th.

Community Energy Management Grant – Staff was successful in their application to EGLE for an energy grant to make improvements to the HVAC and interior and exterior lighting at the Police Department. The grant in the amount of \$19,650 requires no match.

MDOT Bridge Work – In a meeting this month with MDOT, we learned that upcoming bridge work at exit 36 and exit 41 will impact traffic this summer. The exit 36 bridge will be completely redecked starting in April and lasting through October. While we didn't get an opportunity to review the detour plan, those in attendance had concerns about how traffic would be managed while the work is in progress. MDOT stated that the detour would be complex. I took the opportunity to ask for a temporary traffic signal to be placed at the Blue Star and Wiley intersection based on our last experience with MDOT work and traffic using Blue Star. Their suggestion back to me was a four way stop at the intersection. The exit 41 bridge will be resurfaced and shouldn't have a long term impact on traffic, in the sense I got from the meeting. Another meeting will be held in the coming weeks to review the detour plan and safety concerns.

Forest Gate – The Planning and Zoning Administrator held a site plan review committee meeting to look at updates to the Forest Gate condominium plan. The meeting is necessary to gather input about the plan from the Developer, City Engineer, Public Works, KLSWA, Police and Fire.

Law Enforcement – A committee met last week to discuss policing and out of jurisdiction calls. We received a copy of the department policy that guides out of jurisdiction priorities. The Police Department was asked to continue with data gathering and reporting of out of jurisdiction calls and assists.

Budget Workshop #1 – Staff and City Council met to go over the first of at least four budget workshops to start the capital budget planning for the next fiscal year. This workshop focused on utility projects and public infrastructure. The feedback received by City Council will be incorporated into a project ranking system at the end of the workshops with the highest priority projects receiving funds allocated to complete. We've used this process for the last several years and it seems to work well for the City Council and staff to have organized discussions.

Budget Workshop #2 – At the upcoming budget workshop, City Council will take a closer look at budget priorities related to facilities, property, and parks. The budget workshops are beneficial to City Council and staff to determine where to allocate funds for the upcoming fiscal year.

City Engineer – Staff met with the City Engineer to go over projects in progress and requested quotes for projects proposed in the next fiscal year.

Manager's Lunch – Last week I was invited to attend lunch with the Holland and Saugatuck City Managers. The meeting was beneficial to talk about collective projects and opportunities to collaborate when possible.

Clerk:

Clerk's Office - Concentrating heavily on training for the Deputy Clerk. We have gone over how to put together an Ordinance/Resolution, how to post public hearing to the paper, and more importantly how to manage the timing of these postings to the press. Other completed work has been interviews for the DPW Director and Planning, updating internal working of Human Resource, and gathering information for the budget.

Cyber Securities - As you may know the Clerk's office is dedicated to protecting the City from external hackers to the City's data, and most recently the Clerk has attended a course on the legalities of Social Media postings. This is an area the City and Police Department must address to protect against legal matters. In the future this department will be making suggestions and requests centered around the legalities of Social Media.

Elections - The city will not have a May election this year. Per the passing of Proposal 2 of 2022 the City must now comply with the following amendments to the election law:

- Require Military or overseas ballots be counted if *postmarked* by election day.
- Provide voter right to single application to vote absentee in *all* elections.
- Require state-funded absentee-ballot drop boxes, *and* postage for absentee applications and ballots.
- Require nine days of early in-person voting (which means processing through the machines)
- Allow donations to fund elections, which must be disclosed.
- Require canvass boards certify election results based only on the official records of votes cast.

The office of the Clerk will be very busy this year training and implementing these new laws into the City elections.

Deputy Clerk:

Clerks Meetings - I attended the Allegan County Clerks Association (ACCA) meeting on March 15. This was a terrific opportunity to connect with area Clerks and gather the latest information from the County. The West Michigan Regional Clerks Association (WMRCA) will be holding a workshop event in May with guest speakers and a presentation from the Ottawa County Clerk, Justin Roebuck. The Clerk and I are looking forward to attending.

City Meetings Training – Continued training with the Clerk on meeting procedures, bylaws, minutes, resolutions, and ordinances. I have been attending our City's Board and Commission meetings and have conducted a couple as well. This has been very helpful for me with learning Douglas's meetings process.

Business Licenses- Annual Business License Applications were sent out to area businesses last month. We have been receiving several daily and anticipate continued returns throughout the next few weeks. They are due by April 1st.

MAMC Institute- March 19th – 24th I will be attending the Michigan Association of Municipal Clerks Institute. This weeklong course is the first step in the three-year institute program for clerk certification. This week I have received my updated class roster and there will be 118 others attending from municipalities throughout our state. It will be a great chance to network with Clerks statewide. I am excited for all the direct training, and I am looking forward to learning and understanding the duties of City Clerk.

Police Department:

	February	Fiscal Year	YTD
<u>Complaints Answered/Investigated:</u>	157	1,326	306
<u>Criminal Arrests/Filings:</u>			
Felony:	04	11	05
Misdemeanor:	02	25	05
<u>Warrant Arrests:</u>	01	05	01
<u>Traffic Enforcement:</u>			
OWI/OUID/Impaired Driving Arrests:	00	06	01
OWI High Blood Alcohol Content:	00	02	00
OWI 3 rd Offense:	00	01	00
Traffic Stops:	58	428	110
Civil Infraction:	09	379	61
<u>Community Contacts:</u>			
Personal Contacts:	861	8,428	1,956
Business Contacts:	149	1,693	340
Property Security Checks:	762	8,051	1,580
<u>Foot Patrol: (February)</u>			
1,307 Minutes (21 Hours & 47 min.)			
<u>Felony Cases: (February)</u>			
Possession of Meth Amphetamines			
Receiving & Conceiving a Stolen Vehicle			
Carrying a Concealed Weapon			
Fleeing & Eluding a Police Officer 3 rd			
<u>Misdemeanor Charges: (February)</u>			
No Valid Operator's License.			
Driving while License Suspended.			
<u>Activity Time on Follow Up Complaint Investigations: (February)</u>			
1,110 Minutes (18 Hrs. & 30 Minutes)			
Number of February Follow Up Investigations: 34			
<u>Investigation of Felony Cases:</u>			
Larceny (22-1742): Open.			
Larceny (22-1793): Open.			

Fraudulent Checks (22-1496): Open.

Stolen Watercraft (#21-1420): Open.

Robbery-Armed Huntington ATM (#20-1827): Open.

Fraud (22-0091). Open.

Fraud (22-0133). Open.

Fraud (22-1261): Open.

Out of Jurisdiction Responses: (February)

Saugatuck Township:

- 23-0223: Back up Sheriff's Office @ Jars on Stop with Vehicle Search Conducted.
- 23-0272: Assist MSP & Sheriff's Office blocking entrance onto I-196 regarding a Traffic Crash requiring I-196 closure.

Saugatuck City:

23-0263: Back up Sheriff's Office on a Disorderly Subject Trespassing.

Filmore Township:

- 23-0299: Back up Sheriff's Office on Domestic Violence Complaint.
- 23-0251: Back up Sheriff's Office on Threats/Domestic Complaint.

Total Out of Jurisdiction Responses for February: 05

Total Complaints Handled within Douglas City for February: 152

Noteworthy Incidents: (February)

23-0171: On Saturday 02/04/23 at 11:33 pm Officer Brown observed a vehicle speeding on Bluestar Hwy. near 129th Ave. and upon stopping the vehicle found that two minors had been drinking in the vehicle. Both minors were cited for Minor in Possession of Intoxicants. The minors were released due to their ages.

23-0174: On Sunday 02/05/23 at 10:27 pm Officer Brown observed a vehicle with motor vehicle code violations and the passenger was ducking down to conceal her identity. Officer Brown stopped the vehicle on Bluestar Hwy. near Enterprise Dr. Officer Brown stepped out of the patrol vehicle and the suspect vehicle sped away Southbound at a high rate of speed. The suspect vehicle fled South on Bluestar Hwy. failing to stop at the intersection of M-89 Hwy. At this point the suspect vehicle's tires left the ground and upon landing the suspect vehicle lost control leaving the roadway into the West Side Ditch and striking a private driveway, sending the vehicle into the air. The Suspect vehicle came to rest on the next driveway South along Bluestar Hwy. in Ganges Twp. where Officer Brown caught up and stopped to begin rendering aid. The driver was transported by ambulance to Holland E.R. and then transferred to Spectrum Butterworth in Grand Rapids. He has since been released. The passenger was flown by W.M. Air Care to Bronson E.R. and has recently been transferred to a rehabilitation facility. The driver and passenger were travelling in a stolen vehicle during the incident and the driver has been charged with Fleeing and Eluding a Police Officer 3rd, Possession of Meth Amphetamines, Receiving and Concealing a Stolen Vehicle, and Carrying a Concealed Weapon. The driver has a valid warrant for Probation Violation from this incident and an additional Felony Charge of OUID Causing Injury is being sought. The driver is being sought on the described charges after he was released from the Hospital without notice given to our Department.

23-0221: On Tuesday 02/14/23 at 2:25 pm Officer Giles was dispatched to check the welfare of a male subject threatening suicide in the 00 block of Fremont Street. Officer Giles was able to contact the male subject and assess his situation. The male subject refused any assistance and was determined to not be a threat to himself.

23-0231: On Thursday 02/16/23 at 6:05 am I was dispatched to a priority 1 Medical with CPR being instructed on the phone in the 100 block of St. Peters Drive. Upon arrival the patient was assessed, and CPR was not started. I then conducted a death investigation along with the Medical Examiner and the death was determined to be of natural causes.

23-0255: On Monday 02/20/23 at 10:41 pm Officer Dyer was requested to attempt to locate a vehicle which was fleeing a Sheriff’s Unit North on I-196 and had extinguished its lights near the Douglas (Exit 36) Exit. Officer Dyer observed the suspect vehicle Northbound on Bluestar Hwy. near Wiley Road and upon attempting to stop the suspect vehicle it fled North on Bluestar Hwy. to Exit 41 and then turned around, now fleeing South on Bluestar Hwy from Officer Dyer to Exit 36, where the suspect vehicle entered back onto I-196 and spike strips were deployed. The spike strips were successful on all four of the suspect vehicle’s tires and unfortunately on two of the tires on our patrol vehicle. The suspect was taken into custody by the Sheriff’s Office and our Department is seeking restitution to replace our equipment.

23-0292: On Sunday 02/26/23 at 9:09 am Officer Dyer was dispatched to the 400 block of Harbor Lake Drive for a priority 1 Medical possibly deceased subject. Upon arrival Officer Dyer determined the subject was deceased and Officer Dyer then completed the death investigation along with the Medical Examiner. The subject was determined to have passed by natural causes.

The Department also responded to the following types of calls during February: Assault Investigations, Weapons/Shots Fired Complaint, Noise Complaints, Malicious Destruction of Property Complaints, Medical Emergencies, Suspicious Person/Vehicle/Situation Complaints, Threats/Harassment Complaints, Driving while License Suspended Complaint, Property Damage Vehicle Crashes, Motorist Assists, Fire Investigations, Residential & Business Alarms, Delinquent Juvenile Complaints, Peace Officer Complaints, Conservation and Animal Complaints, Reckless Driving Complaints, Traffic Hazards/Trees Down, Welfare Checks, and General Non-Criminal Assists.

Events: (February)

Douglas Elementary School Safe Kids Classroom Training with STFD.

Training: (February)

Non-Discrimination and Harassment Training at City Hall.

Project Management:

Planning and Zoning Assistance - Continue to meet with and assist Williams and Works as the interim Planning and Zoning contact. Receive zoning review applications, sign applications, and fence applications and process them with either Williams and Works or Michigan Township Services. Continually learn the procedure of flow for each application and filing them accordingly. Assisted residents with application submittals and directed them to Williams and Works with questions I’m unable to answer. Arranged and published the agenda packets and answered questions by Commissioners.

EGLE Grant – In February I applied for a zero match Community Energy Management Grant from the Michigan Department of Environmental, Great Lakes, and Energy (EGLE). The grant request

was to replace the Police Departments two outdated furnaces with a single high efficiency furnace, replace the two outdated air conditioning units and replace them with a single high efficiency furnace, and to replace the fluorescent / incandescent lighting fixtures with new LED lights, all of which should reduce utility costs. In March I received an email awarding the City of Douglas grant funding for \$19,650 with no match required. An agreement is yet to be signed but I hope to get the updates started shortly after.

Refuse Agreement – Continue to work on the final agreement with Republic. The legal team at Republic is now reviewing it.

Permit Applications – Continue to improve and recreate outdated forms for Planning and Zoning needs. Update the fees according to the new schedule of fees and add an online payment link. Created a new rezoning application and I’m in the process of doing a major revamp of the planned unit development application with Williams & Works.

Budget & Capital Planning – Scheduling of various capital improvement projects. Received bid proposals on the mill and overlay road resurfacing work and the 333 Blue Star Highway storm drain project. Updated the budget worksheets for the City Council workshops and followed up on quotes still needed.

DPW – Assist with ordering supplies, permit requirements, and updating list of various DPW items.

Social District – Started the process for the 2023 social district. A new resolution will seek approval from City Council to allow the social district through the state’s expiration date of December 31, 2024.

DWAM & Service Line Replacement – Continue to meet regarding the DWAM grant and the lead and copper state rule of five percent lead service line replacement each year for 20 years.

Leaf and Brush Pickup Guidelines and Schedule – Worked with the DPW Interim Director to revise the leaf and brush guidelines along with the 2023 schedule. Pictures were added for further clarification and to provide examples. The revised information is posted on our website and was emailed via our bulk emailing system.

Public Works Department:

Downtown - DPW employees used their telescoping loader and safety cage to switch 36 banners on both sides of Center Street from winter to spring. Next on the list is to switch out the banners on Blue Star Highway and Center Street from Blue Star Highway to Lakeshore Dr.

Road Maintenance - Using the heated asphalt trailer, DPW staff members were able to pothole patch on several streets by taking advantage of the warm days and clear roads. The twisted road sign along Blue Star Highway was straightened. Miss Dig was called in so that ditch work along Ferry Street near Campbell Rd. could be cleaned and reshaped with the mini excavator. Any excess dirt was then loaded and removed. Similar work was done on West Shore Dr. near St. Peters Dr. after large rain events the roads with gravel and dirt washed onto them and were broom cleaned with the loader using the hydraulic powered sweeper. After hours, on-call staff responded to a call from the Police Department stating there was an underground water leak at the corner of Wall St. and Water St. DPW blocked roads while the Kalamazoo Lake Sewer and Water Authority got the problem under control until major work could start the following day.

Budgeting - DPW continues to work on getting quotes for the upcoming FY 23/24 capital expense workshops.

Schultz Boat Launch - Two docks at the boat launch were in need of repair. Several 4x4 boat bumpers were either broken off or severely cracked. Leg adjustments were also worn out so new holes needed to be drilled, and rusted hardware was replaced with new. DPW employees used the loader with drag harrow to loosen and smooth parking areas for vehicles and boat trailers.

Pickle Ball Court - DPW staff noticed that the plywood backboard used for practice was leaning away from fencing with very few fixtures left keeping the whole wall from collapsing. New securement fixtures were purchased and installed.

Equipment - Plow trucks with movable scraper blades, apron chains, and augers were all greased, as required, to extend the life of the parts that are exposed to salt for prolonged periods of time. Warranty work on the tele loader, skid steer, and mini excavator was scheduled and completed by a certified technician. New tires were ordered and installed on one of the DPWs' pickup trucks.

Brush - Crews have been out picking up brush due to heavy snow events and an ice storm that brought down trees and branches.

Buildings - Staff installed a gutter on a back section of the DPW facility to prevent water from entering the bathroom during heavy rains. Staff then applied a slip resistant epoxy paint to the bathroom floor for safety. Water entering the building has been a persistent problem.

Miss Dig Training - Another DPW staff member has passed the Miss Dig exam and now has full access to the Miss Dig online portal. An emergency Miss Dig was placed by Kalamazoo Lake Sewer and Water Authority for storm drain repairs located near the intersection of Wall St. and Washington St. The utility flagging was completed by DPW in the required time frame.

Leaf & Brush - Staff assisted with the revised 2023 Leaf and Brush Guidelines and Schedule. The schedule will start in April and is now posted on the City website.

Treasurer:

Taxes - On March 1st any unpaid tax bills will be turned over to the Allegan County Treasurer for collection. They can be reached at 269-673-0260. This month I worked with the County through a process called settlement. During that process we confirm proper amounts were distributed and the County will pay the City any outstanding tax balances on real property.

Budget - City staff have been busy getting quotes for potential capital purchases for next year as well as starting to think about their operating and staffing needs for next year. I have been pushing our health, dental, life/short-term disability, and workers comp insurance providers for quotes, as well as working with potential new providers to get quotes. Council will be busy with workshops scheduled before every meeting until the public hearing for the budget on June 5th.

Comcast bills - I reached out to Comcast to discuss if there was any way to decrease our monthly bills. The representative I spoke with mentioned they were running a promotion on internet that would increase our internet speeds 10X. Upon receiving the quote, it showed the cost to the City would increase approximately \$70/month during the promotional period. I will work with department heads during the operational budget discussions to see if there are any services being provided that aren't being utilized in a manner that is cost efficient.

Investments - In March, two banks failed and were taken over by Federal regulators. The City through its investment policy and in accordance with State law is very limited in what it can invest in, with a focus on security and liquidity. When the City purchases CD's it is mindful of FDIC insurance limits and limits the overall time to maturity.

Inflation - In January, the monthly inflation report came in higher than expected leading to concerns that inflation might be headed back up. The February report was in line with expectations, but still came in at six percent year over year.

Cash Balances - The City's cash balances were down slightly from last month. This was primarily related to the payment of standard bills.

City Revenues and Expenses - Revenues and expenditures were generally consistent with where we would expect for this point of the year.

**City of the Village of Douglas
Financial Holdings Summary
Feb 28, 2023**

	<u>Identifier</u>	<u>Matures</u>	<u>Rate</u>	<u>Market Value</u>
<u>Cash</u>				
Huntington Bank - Common Checking				117,875.83
Huntington Bank - Tax & Trust				174,491.29
D.A. Davidson			2.00%	1,533.10
<u>CD's</u>				
D.A. Davidson:				
NorthPoint Bank	666613KX1	3/6/2023	4.20%	200,000.00
Capital One	14042RUM1	3/31/2023	3.95%	250,000.00
American Expr Natl Bk	02589AA28	12/4/2023	3.55%	191,885.40
Morgan Stanley Bank	61690UCK4	12/13/2023	3.50%	243,121.80
Wells Fargo Bank	949763WAO	12/28/2023	3.50%	<u>98,758.00</u>
MBS:				
Michigan Legacy Credit Union	59452WADo	5/9/2023	5.00%	249,457.50
Fifth Third	316777XV8	6/30/2023	2.95%	248,462.50
Michigan Legacy Credit Union	59452WAE8	11/9/2023	3.45%	<u>82,136.80</u>

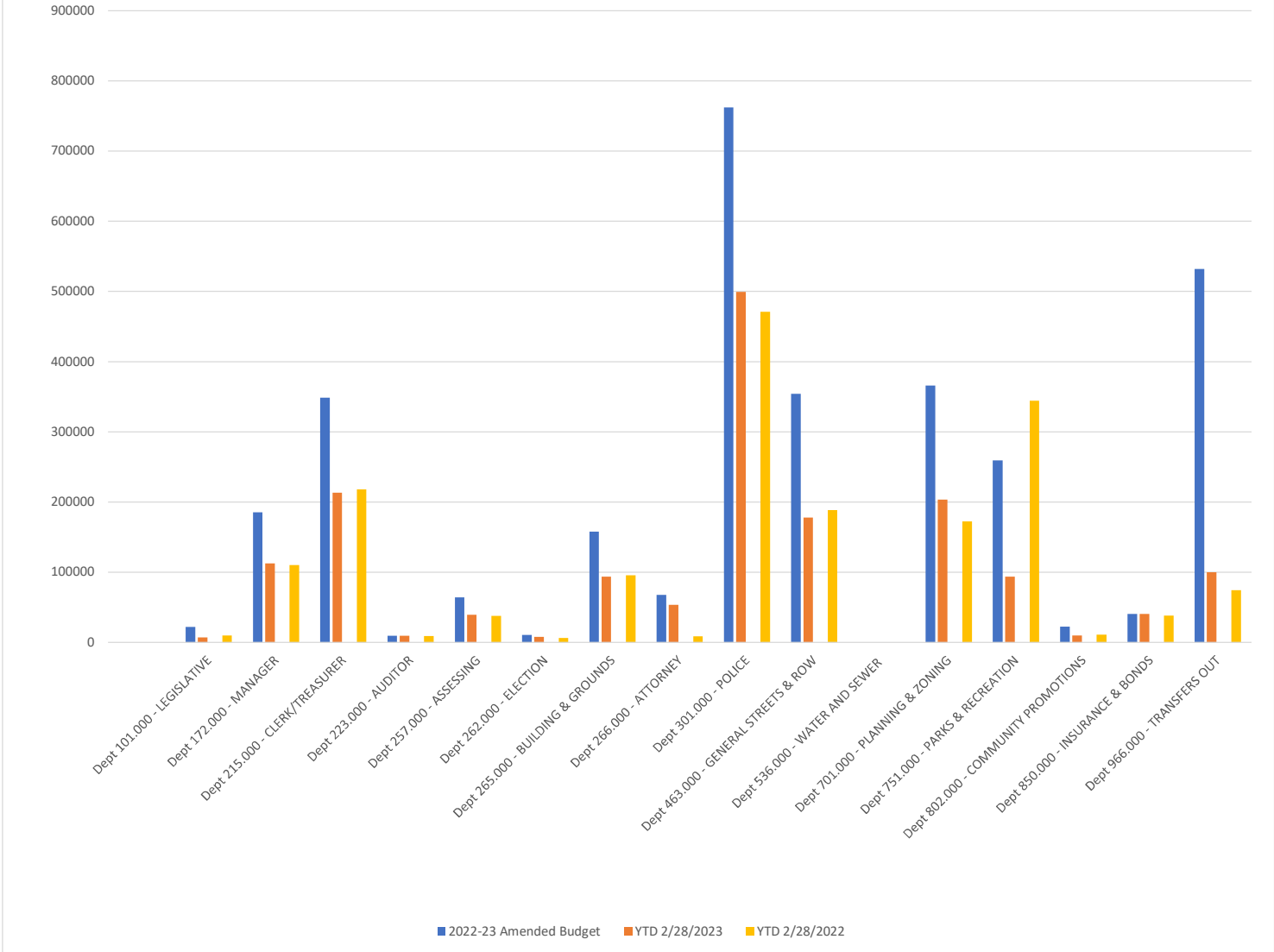
<u>Bonds</u>				
D.A. Davidson:				
Fedl Farm Credit Bank Bond	3133EMCQ3	10/13/2023	0.28%	242,365.00
Fedl Farm Credit Bank Bond	3133EJ5H8	1/16/2025	2.85%	144,291.00
Fedl Home loan Mtg Corp	3134GXKR4	7/15/2025	0.40%	270,159.00
Fedl Home loan Mtg Corp	3134GWUC8	12/30/2025	0.50%	177,330.00
Fed Home Loan Bank Bond Step	3130AKSV9	1/28/2026	0.75%	224,405.00
Fedl Farm Credit Bank Bond	3133ELEN0	12/18/2029	2.25%	<u>134,315.80</u>
MBS:				
Toyota Mtr Commerical Paper	8923A1Q2	3/10/2023	4.08%	249,683.34
Fed Home Loan Bank Bond Step	3130ATD38	9/28/2023	4.00%	297,720.00
Fed Home Loan Bank Bond Step	3130ASVW6	11/17/2023	3.25%	247,290.00
Fed Home Loan Bank Bond Step	3130amfn7	5/26/2026	0.75%	134,992.50
Pinckney mich commnity schools	722205NW7	5/1/2028	1.84%	<u>86,158.00</u>

<u>Other Investments</u>				
Michigan Class			4.73%	<u>767,721.94</u>
Michigan Edge			4.73%	<u>50,294.23</u>

Total Cash & Investments **4,884,448.03**

<u>Fund</u>	<u>Cash & Investments</u>	<u>Prior Month</u>	<u>Prior Year</u>
	Feb 28, 2023		
101 - General Fund	3,343,120.37	5,069,555.88	5,516,488.46
202 - Major Street	212,289.92		
203 - Local Streets	91,916.21		
204 - Road Millage	0.00		
213 - Schultz Park Launch Ramp	110,051.35		
243 - Brownfield Redevelopment Authority	23,536.63		
244 - Harbor Authority	5,152.21		
248 - DDA	108,998.39		
403 - Blue Star Corridor Improvement Fund	127,245.86		
450 - Water & Sewer Fund	47,608.24		
594 - Douglas Marina	43,845.82		
660 - Equipment Rental Fund	621,661.24		
701 - Trust and Agency	0.00		
703 - Current Tax Receiving	<u>149,021.79</u>		
	<u>4,884,448.03</u>		

City of the Village of Douglas
 General Fund Expenditures
 February 28, 2023



Department	2022-23 Amended Budget	YTD 2/28/2023	% Budget Used	YTD 2/28/2022
Dept 101.000 - LEGISLATIVE	22,366.00	7,016.55	31.37	10,094.85
Dept 172.000 - MANAGER	185,502.00	112,535.38	60.67	110,119.74
Dept 215.000 - CLERK/TREASURER	348,867.00	213,238.95	61.12	218,276.94
Dept 223.000 - AUDITOR	9,400.00	9,400.00	100.00	9,300.00
Dept 257.000 - ASSESSING	64,160.00	39,355.02	61.34	38,080.39
Dept 262.000 - ELECTION	10,978.00	8,014.24	73.00	6,587.56
Dept 265.000 - BUILDING & GROUNDS	157,710.00	93,546.26	59.32	95,479.65
Dept 266.000 - ATTORNEY	67,500.00	53,530.04	79.30	9,064.21
Dept 301.000 - POLICE	762,295.00	499,613.58	65.54	471,074.11
Dept 463.000 - GENERAL STREETS & ROW	354,270.00	177,675.15	50.15	188,744.66
Dept 536.000 - WATER AND SEWER	0.00	0.00	0.00	0.00
Dept 701.000 - PLANNING & ZONING	365,859.00	203,623.03	55.66	172,296.28
Dept 751.000 - PARKS & RECREATION	259,242.00	93,995.53	36.26	344,164.01
Dept 802.000 - COMMUNITY PROMOTIONS	22,500.00	9,691.22	43.07	11,001.72
Dept 850.000 - INSURANCE & BONDS	40,772.00	40,771.65	100.00	38,315.00
Dept 966.000 - TRANSFERS OUT	532,000.00	100,000.00	18.80	74,500.00
TOTALS	3,203,421.00	1,662,006.60	51.88%	1,797,099.12

Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-402.000	CURRENT REAL PROPERTY TAX	2,589,781.00	2,542,285.91	2,616.28	47,495.09	98.17	2,370,288.66
101-000.000-434.000	MOBILE HOME TAX	500.00	366.50	46.00	133.50	73.30	364.50
101-000.000-445.000	INTEREST & PENALTIES: DELQ TAX	5,000.00	1,702.10	131.53	3,297.90	34.04	2,701.22
101-000.000-447.000	TAX COLLECTION FEES	100,539.00	96,664.32	8,286.83	3,874.68	96.15	89,635.71
101-000.000-453.000	SPECIAL ASSESSMENT REVENUE	16,898.00	16,897.98	5,432.57	0.02	100.00	0.00
101-000.000-474.000	INTEREST ON SPECIAL ASSESSMENTS	1,308.00	1,307.68	1,204.48	0.32	99.98	0.00
101-000.000-476.000	BUSINESS LICENSE FEES	11,000.00	5,275.00	25.00	5,725.00	47.95	585.00
101-000.000-477.000	FRANCHISE FEES	16,000.00	9,054.18	4,413.86	6,945.82	56.59	8,566.82
101-000.000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	3,952.65
101-000.000-543.001	LAW ENFORCEMENT TRAINING	1,000.00	250.00	0.00	750.00	25.00	277.68
101-000.000-543.100	STATE REVENUE: LIQUOR LICENSE	8,167.00	8,166.95	0.00	0.05	100.00	7,912.85
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	45,000.00	29,716.30	0.00	15,283.70	66.04	30,618.35
101-000.000-573.001	METRO ACT	7,000.00	0.00	0.00	7,000.00	0.00	0.00
101-000.000-574.000	STATE REVENUE: SALES TAX	156,069.00	81,680.00	26,202.00	74,389.00	52.34	68,979.00
101-000.000-581.000	COUNTY ROAD MILLAGE CNTRB	175,000.00	78.89	0.00	174,921.11	0.05	3,275.97
101-000.000-603.000	POLICE ADMINISTRATION FEE	2,000.00	359.44	0.00	1,640.56	17.97	838.41
101-000.000-626.001	ROAD CUT FEES	3,000.00	2,600.00	300.00	400.00	86.67	700.00
101-000.000-627.000	BUILDING FEES	65,000.00	38,538.50	3,517.00	26,461.50	59.29	31,639.00
101-000.000-627.001	RENTAL INSPECTION FEE	10,500.00	9,850.00	2,950.00	650.00	93.81	5,460.00
101-000.000-628.000	PLANNING & ZONING FEES	39,500.00	37,787.50	150.00	1,712.50	95.66	6,426.70
101-000.000-651.000	LAUNCH FEES	7,250.00	6,009.00	75.00	1,241.00	82.88	3,588.25
101-000.000-657.000	ORDINANCE FINES - POLICE	3,500.00	2,401.34	312.60	1,098.66	68.61	2,764.44
101-000.000-657.001	ORDINANCE FINES - CIVIC	500.00	0.00	0.00	500.00	0.00	100.00
101-000.000-665.000	INTEREST INCOME	0.00	11,668.17	(14,493.04)	(11,668.17)	100.00	(48,591.03)
101-000.000-667.000	RENT	14,000.00	9,600.00	1,200.00	4,400.00	68.57	0.00
101-000.000-667.001	WADE'S BAYOU PARK RENTAL	0.00	0.00	0.00	0.00	0.00	2,850.00
101-000.000-674.000	DONATIONS	50,000.00	45,961.10	(10.00)	4,038.90	91.92	81,352.73
101-000.000-675.000	OTHER REVENUE	9,064.00	9,064.04	749.64	(0.04)	100.00	7,713.99
101-000.000-675.001	REIMBURSEMENTS LOCAL GOV	7,200.00	3,720.75	3,720.75	3,479.25	51.68	5,940.98
101-000.000-698.000	INSURANCE REIMBURSEMENTS	7,090.00	7,089.95	0.00	0.05	100.00	12,357.49
101-000.000-699.213	TRANSFER IN SCHULTZ PARK LAUNCH	4,500.00	4,500.00	0.00	0.00	100.00	4,500.00
Total Dept 000.000		3,356,366.00	2,982,595.60	46,830.50	373,770.40	88.86	2,704,799.37
TOTAL REVENUES		3,356,366.00	2,982,595.60	46,830.50	373,770.40	88.86	2,704,799.37
Expenditures							
Dept 101.000 - LEGISLATIVE							
101-101.000-703.000	WAGES	9,000.00	3,800.00	0.00	5,200.00	42.22	4,100.00
101-101.000-718.000	TRAINING FUNDS	4,500.00	1,340.00	650.00	3,160.00	29.78	1,792.00
101-101.000-718.002	MISC TRAVEL EXPENSES-TRAINING	4,000.00	0.00	0.00	4,000.00	0.00	741.89
101-101.000-722.000	WORKERS COMPENSATION	32.00	31.25	7.25	0.75	97.66	40.27
101-101.000-740.000	SUPPLIES	400.00	0.00	0.00	400.00	0.00	928.86
101-101.000-812.000	RECORDING CLERK	200.00	0.00	0.00	200.00	0.00	0.00
101-101.000-851.000	TELEPHONE	540.00	349.96	87.40	190.04	64.81	0.00
101-101.000-861.000	MILEAGE REIMBURSEMENT	644.00	187.50	0.00	456.50	29.11	635.15
101-101.000-900.000	PRINTING & PUBLISHING	1,000.00	56.00	56.00	944.00	5.60	539.00
101-101.000-908.000	DUES/FEES/PUBLICATIONS	1,050.00	1,012.00	95.00	38.00	96.38	973.00
101-101.000-958.000	MISCELLANEOUS	1,000.00	239.84	29.98	760.16	23.98	344.68
Total Dept 101.000 - LEGISLATIVE		22,366.00	7,016.55	925.63	15,349.45	31.37	10,0
Dept 172.000 - MANAGER							

PERIOD ENDING 02/28/2023

Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-172.000-702.000	SALARIES	108,445.00	69,151.85	8,349.12	39,293.15	63.77	67,846.85
101-172.000-718.000	TRAINING FUNDS	1,500.00	1,240.00	350.00	260.00	82.67	449.00
101-172.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,000.00	48.95	48.95	951.05	4.90	195.00
101-172.000-719.000	INSURANCE BENEFITS	15,395.00	10,390.60	1,384.72	5,004.40	67.49	10,926.67
101-172.000-720.000	PAYROLL TAXES	8,605.00	5,747.87	688.43	2,857.13	66.80	5,706.62
101-172.000-721.000	MERS BENEFITS	18,420.00	12,095.93	1,455.01	6,324.07	65.67	11,096.35
101-172.000-721.001	457 CONTRIBUTION	13,500.00	8,305.85	1,000.00	5,194.15	61.52	8,359.11
101-172.000-722.000	WORKERS COMPENSATION	185.00	182.10	42.24	2.90	98.43	220.99
101-172.000-740.000	SUPPLIES	534.00	312.39	90.48	221.61	58.50	558.92
101-172.000-802.000	CONTRACTUAL	10,000.00	0.00	0.00	10,000.00	0.00	0.00
101-172.000-813.000	MEETINGS	750.00	127.69	0.00	622.31	17.03	39.87
101-172.000-851.000	TELEPHONE	1,290.00	800.00	100.00	490.00	62.02	860.02
101-172.000-861.000	MILEAGE REIMBURSEMENT	4,200.00	2,887.00	350.00	1,313.00	68.74	2,800.00
101-172.000-900.000	PRINTING & PUBLISHING	100.00	0.00	0.00	100.00	0.00	0.00
101-172.000-908.000	DUES/FEES/PUBLICATIONS	1,090.00	757.55	0.00	332.45	69.50	1,060.34
101-172.000-977.005	COMPUTER HARDWARE/SOFTWARE	488.00	487.60	0.00	0.40	99.92	0.00
Total Dept 172.000 - MANAGER		185,502.00	112,535.38	13,858.95	72,966.62	60.67	110,119.74
Dept 215.000 - CLERK/TREASURER							
101-215.000-702.000	SALARIES	185,760.00	107,024.54	14,081.71	78,735.46	57.61	121,814.80
101-215.000-718.000	TRAINING FUNDS	2,500.00	1,727.00	678.00	773.00	69.08	1,077.00
101-215.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,500.00	374.39	40.62	1,125.61	24.96	238.28
101-215.000-719.000	INSURANCE BENEFITS	54,275.00	33,503.45	4,943.25	20,771.55	61.73	41,960.93
101-215.000-720.000	PAYROLL TAXES	14,915.00	8,831.97	1,213.67	6,083.03	59.22	9,943.74
101-215.000-721.000	MERS BENEFITS	36,575.00	22,216.14	2,796.01	14,358.86	60.74	23,654.12
101-215.000-722.000	WORKERS COMPENSATION	327.00	326.42	74.22	0.58	99.82	308.10
101-215.000-740.000	SUPPLIES	2,500.00	2,254.88	1,798.53	245.12	90.20	1,036.20
101-215.000-802.000	CONTRACTUAL	32,000.00	26,777.78	3,217.68	5,222.22	83.68	10,067.11
101-215.000-806.006	WEBSITE	3,600.00	690.00	0.00	2,910.00	19.17	2,240.00
101-215.000-851.000	TELEPHONE	570.00	349.96	87.40	220.04	61.40	402.32
101-215.000-861.000	MILEAGE REIMBURSEMENT	250.00	143.70	111.22	106.30	57.48	0.00
101-215.000-900.000	PRINTING & PUBLISHING	4,500.00	1,430.00	0.00	3,070.00	31.78	2,608.00
101-215.000-901.000	POSTAGE	3,500.00	2,630.23	0.00	869.77	75.15	1,509.39
101-215.000-908.000	DUES/FEES/PUBLICATIONS	1,500.00	1,463.49	0.00	36.51	97.57	1,416.95
101-215.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	1,640.00	1,640.00	0.00	0.00	100.00	0.00
101-215.000-977.005	COMPUTER HARDWARE/SOFTWARE	2,955.00	1,855.00	0.00	1,100.00	62.77	0.00
Total Dept 215.000 - CLERK/TREASURER		348,867.00	213,238.95	29,042.31	135,628.05	61.12	218,276.94
Dept 223.000 - AUDITOR							
101-223.000-802.000	CONTRACTUAL	9,400.00	9,400.00	0.00	0.00	100.00	9,300.00
Total Dept 223.000 - AUDITOR		9,400.00	9,400.00	0.00	0.00	100.00	9,300.00
Dept 257.000 - ASSESSING							
101-257.000-703.000	WAGES	52,740.00	33,641.48	4,056.68	19,098.52	63.79	32,260.39
101-257.000-718.000	TRAINING FUNDS	350.00	250.00	0.00	100.00	71.43	0.00
101-257.000-718.002	MISC TRAVEL EXPENSES-TRAINING	550.00	529.19	0.00	20.81	96.22	0.00
101-257.000-720.000	PAYROLL TAXES	4,285.00	2,719.61	375.24	1,565.39	63.47	2,653.36
101-257.000-722.000	WORKERS COMPENSATION	150.00	149.46	34.67	0.54	99.64	1,000.00
101-257.000-740.000	SUPPLIES	250.00	0.00	0.00	250.00	0.00	0.00
101-257.000-802.000	CONTRACTUAL	1,000.00	915.00	680.00	85.00	91.50	850.00

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED	YTD BALANCE
		AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)		02/28/2022 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-257.000-806.006	WEBSITE	1,350.00	0.00	0.00	1,350.00	0.00	0.00
101-257.000-807.000	BOARD OF REVIEW	750.00	100.00	100.00	650.00	13.33	263.00
101-257.000-813.000	MEETINGS	100.00	0.00	0.00	100.00	0.00	0.00
101-257.000-861.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	0.00
101-257.000-900.000	PRINTING & PUBLISHING	900.00	0.00	0.00	900.00	0.00	0.00
101-257.000-901.000	POSTAGE	685.00	682.50	0.00	2.50	99.64	639.00
101-257.000-908.000	DUES/FEES/PUBLICATIONS	450.00	272.38	0.00	177.62	60.53	175.00
101-257.000-977.005	COMPUTER HARDWARE/SOFTWARE	100.00	95.40	0.00	4.60	95.40	1,072.03
Total Dept 257.000 - ASSESSING		64,160.00	39,355.02	5,246.59	24,804.98	61.34	38,080.39
Dept 262.000 - ELECTION							
101-262.000-703.000	WAGES	3,325.00	3,325.00	0.00	0.00	100.00	1,900.00
101-262.000-740.000	SUPPLIES	985.00	446.55	0.00	538.45	45.34	340.02
101-262.000-900.000	PRINTING & PUBLISHING	850.00	839.00	0.00	11.00	98.71	130.26
101-262.000-901.000	POSTAGE	2,000.00	585.69	0.00	1,414.31	29.28	1,021.44
101-262.000-930.000	REPAIRS & MAINTENANCE: GENERAL	615.00	615.00	0.00	0.00	100.00	0.00
101-262.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	2,203.00	2,203.00	0.00	0.00	100.00	2,203.00
101-262.000-958.000	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00	992.84
Total Dept 262.000 - ELECTION		10,978.00	8,014.24	0.00	2,963.76	73.00	6,587.56
Dept 265.000 - BUILDING & GROUNDS							
101-265.000-703.000	WAGES	27,390.00	20,258.33	3,068.11	7,131.67	73.96	16,963.25
101-265.000-705.000	WAGES - SEASONAL	9,917.00	1,875.09	0.00	8,041.91	18.91	4,923.21
101-265.000-719.000	INSURANCE BENEFITS	6,630.00	3,552.71	719.58	3,077.29	53.59	5,282.28
101-265.000-720.000	PAYROLL TAXES	3,225.00	1,848.07	268.13	1,376.93	57.30	1,879.98
101-265.000-721.000	MERS BENEFITS	3,560.00	2,100.90	313.86	1,459.10	59.01	1,641.74
101-265.000-722.000	WORKERS COMPENSATION	541.00	539.96	125.25	1.04	99.81	474.86
101-265.000-740.000	SUPPLIES	16,289.00	7,521.98	255.50	8,767.02	46.18	5,367.83
101-265.000-802.000	CONTRACTUAL	26,000.00	11,948.80	238.01	14,051.20	45.96	15,804.16
101-265.000-851.000	TELEPHONE	4,800.00	3,193.70	799.01	1,606.30	66.54	3,029.75
101-265.000-922.000	UTILITIES	14,000.00	7,992.80	2,308.06	6,007.20	57.09	9,316.88
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	20,000.00	7,356.42	1,181.23	12,643.58	36.78	13,850.06
101-265.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(2,242.13)	0.00	0.00	15,098.47
101-265.000-979.000	CAPITAL OUTLAY	25,358.00	25,357.50	0.00	0.50	100.00	1,847.18
Total Dept 265.000 - BUILDING & GROUNDS		157,710.00	93,546.26	7,034.61	64,163.74	59.32	95,479.65
Dept 266.000 - ATTORNEY							
101-266.000-801.000	CONTRACTUAL ATTORNEY	67,500.00	53,530.04	7,996.39	13,969.96	79.30	9,064.21
Total Dept 266.000 - ATTORNEY		67,500.00	53,530.04	7,996.39	13,969.96	79.30	9,064.21
Dept 301.000 - POLICE							
101-301.000-702.000	SALARIES	81,950.00	51,194.80	6,303.82	30,755.20	62.47	50,488.84
101-301.000-703.000	WAGES	216,424.00	141,171.97	15,574.75	75,252.03	65.23	129,138.40
101-301.000-704.000	WAGES - PARTTIME	44,015.00	26,378.36	3,140.00	17,636.64	59.93	29,855.81
101-301.000-706.000	WAGES - OVERTIME	32,600.00	25,903.06	899.71	6,696.94	79.46	19,604.48
101-301.000-707.000	SICK PAYOUT	9,972.00	9,971.52	0.00	0.48	100.00	14,300.00
101-301.000-708.000	SPECIAL EVENTS WAGES	7,714.00	3,856.96	0.00	3,857.04	50.00	0.00
101-301.000-709.000	WAGES - OFFICE	40,970.00	23,636.07	1,431.20	17,333.93	57.69	27,324.70

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	02/28/2023	MONTH 02/28/23	BALANCE		02/28/2022
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-718.000	TRAINING FUNDS	500.00	0.00	0.00	500.00	0.00	0.00
101-301.000-718.001	TRAINING FUNDS ACT 302	1,000.00	372.50	0.00	627.50	37.25	194.38
101-301.000-718.002	MISC TRAVEL EXPENSES-TRAINING	430.00	214.56	0.00	215.44	49.90	0.00
101-301.000-719.000	INSURANCE BENEFITS	120,770.00	77,509.83	10,415.09	43,260.17	64.18	85,169.64
101-301.000-720.000	PAYROLL TAXES	35,005.00	23,226.77	2,233.34	11,778.23	66.35	22,067.07
101-301.000-721.000	MERS BENEFITS	55,070.00	36,298.47	3,578.31	18,771.53	65.91	30,274.04
101-301.000-722.000	WORKERS COMPENSATION	4,237.00	4,234.42	982.23	2.58	99.94	4,485.68
101-301.000-740.000	SUPPLIES	2,000.00	1,062.57	288.75	937.43	53.13	1,218.67
101-301.000-750.000	UNIFORMS	3,400.00	2,693.08	41.60	706.92	79.21	983.49
101-301.000-801.003	CONTRACTUAL ATTORNEY PROSECUTER	5,000.00	2,472.00	240.00	2,528.00	49.44	2,424.00
101-301.000-802.000	CONTRACTUAL	4,812.00	2,576.58	777.13	2,235.42	53.54	3,823.66
101-301.000-814.000	INSURANCE (LIABILITY/AUTO)	13,498.00	13,498.35	0.00	(0.35)	100.00	13,656.00
101-301.000-851.000	TELEPHONE	5,525.00	3,594.01	486.88	1,930.99	65.05	3,056.37
101-301.000-860.000	GAS & OIL	17,446.00	9,927.16	1,204.30	7,518.84	56.90	7,947.35
101-301.000-900.000	PRINTING & PUBLISHING	125.00	0.00	0.00	125.00	0.00	18.35
101-301.000-908.000	DUES/FEES/PUBLICATIONS	250.00	151.90	0.00	98.10	60.76	67.95
101-301.000-922.000	UTILITIES	6,850.00	3,988.73	903.03	2,861.27	58.23	3,541.14
101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL	4,000.00	912.13	0.00	3,087.87	22.80	4,754.81
101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS	11,960.00	6,092.07	200.91	5,867.93	50.94	3,747.39
101-301.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	20,000.00	13,333.36	1,666.67	6,666.64	66.67	11,133.04
101-301.000-942.000	LEASE- COPIER	460.00	460.36	0.00	(0.36)	100.08	1,624.80
101-301.000-977.000	EQUIPMENT	2,018.00	2,187.99	169.99	(169.99)	108.42	136.03
101-301.000-979.000	CAPITAL OUTLAY	14,294.00	12,694.00	0.00	1,600.00	88.81	0.00
Total Dept 301.000 - POLICE		762,295.00	499,613.58	50,537.71	262,681.42	65.54	471,074.11
Dept 463.000 - GENERAL STREETS & ROW							
101-463.000-703.000	WAGES	94,807.00	29,653.97	2,571.66	65,153.03	31.28	37,044.01
101-463.000-705.000	WAGES - SEASONAL	9,917.00	1,895.51	0.00	8,021.49	19.11	3,714.50
101-463.000-708.000	SPECIAL EVENTS WAGES	10,138.00	5,068.59	0.00	5,069.41	50.00	0.00
101-463.000-719.000	INSURANCE BENEFITS	27,900.00	11,689.23	1,354.99	16,210.77	41.90	16,491.13
101-463.000-720.000	PAYROLL TAXES	9,505.00	2,938.75	227.14	6,566.25	30.92	3,290.43
101-463.000-721.000	MERS BENEFITS	13,277.00	3,710.88	262.30	9,566.12	27.95	3,702.63
101-463.000-722.000	WORKERS COMPENSATION	2,796.00	2,793.72	648.04	2.28	99.92	2,854.82
101-463.000-740.000	SUPPLIES	17,500.00	4,445.36	186.29	13,054.64	25.40	2,204.80
101-463.000-740.002	EXTERIOR SUPPLIES	360.00	179.00	0.00	181.00	49.72	0.00
101-463.000-740.003	BANNERS	2,390.00	490.04	490.04	1,899.96	20.50	0.00
101-463.000-740.004	BENCHES	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-463.000-750.000	UNIFORMS	5,000.00	2,626.49	626.52	2,373.51	52.53	4,096.66
101-463.000-802.000	CONTRACTUAL	29,868.00	16,473.60	2,440.00	13,394.40	55.15	25,795.57
101-463.000-802.003	CONTRACTUAL- REFUSE	6,100.00	2,965.54	200.35	3,134.46	48.62	4,196.23
101-463.000-802.007	LANDSCAPING SERVICES	2,800.00	1,810.07	0.00	989.93	64.65	2,051.25
101-463.000-802.010	CONTRACTUAL FORESTRY	25,000.00	17,261.98	0.00	7,738.02	69.05	8,975.00
101-463.000-806.000	CONTRACTUAL ENGINEERING	9,528.00	6,182.30	0.00	3,345.70	64.89	965.90
101-463.000-851.000	TELEPHONE	9,400.00	6,930.83	1,221.59	2,469.17	73.73	5,588.14
101-463.000-900.000	PRINTING & PUBLISHING	200.00	150.00	150.00	50.00	75.00	0.00
101-463.000-908.000	DUES/FEES/PUBLICATIONS	1,904.00	951.90	140.00	952.10	49.99	467.95
101-463.000-922.000	UTILITIES	5,838.00	3,345.51	473.19	2,492.49	57.31	4,737.91
101-463.000-925.000	STREET LIGHTS	23,222.00	13,762.28	2,151.42	9,459.72	59.26	14,763.68
101-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	10,000.00	6,529.70	0.00	3,470.30	65.30	4,233.35
101-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(220.88)	0.00	0.00	33,488.59
101-463.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	10,082.11
101-463.000-979.011	CAPITAL OUTLAY-DRAINS	35,820.00	35,819.90	0.00	0.10	100.00	

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Item 9B.

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED	YTD BALANCE
		AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)		02/28/2022 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 463.000 - GENERAL STREETS & ROW		354,270.00	177,675.15	12,922.65	176,594.85	50.15	188,744.66
Dept 701.000 - PLANNING & ZONING							
101-701.000-702.000	SALARIES	78,600.00	45,624.65	1,983.83	32,975.35	58.05	43,067.45
101-701.000-703.000	WAGES	5,400.00	1,250.00	0.00	4,150.00	23.15	1,900.00
101-701.000-718.000	TRAINING FUNDS	3,000.00	158.46	0.00	2,841.54	5.28	120.00
101-701.000-718.002	MISC TRAVEL EXPENSES-TRAINING	600.00	197.96	197.96	402.04	32.99	0.00
101-701.000-719.000	INSURANCE BENEFITS	17,950.00	9,313.65	1,086.66	8,636.35	51.89	8,706.98
101-701.000-720.000	PAYROLL TAXES	8,550.00	3,552.33	182.36	4,997.67	41.55	3,510.12
101-701.000-721.000	MERS BENEFITS	12,025.00	3,520.41	201.41	8,504.59	29.28	9,020.36
101-701.000-722.000	WORKERS COMPENSATION	186.00	184.21	42.73	1.79	99.04	143.41
101-701.000-740.000	SUPPLIES	2,000.00	1,062.43	132.98	937.57	53.12	1,008.98
101-701.000-801.000	CONTRACTUAL ATTORNEY	29,308.00	15,689.00	4,410.00	13,619.00	53.53	35,350.00
101-701.000-802.000	CONTRACTUAL	7,550.00	2,830.00	930.00	4,720.00	37.48	3,465.80
101-701.000-803.000	CONTRACTUAL CONSULTANT	66,000.00	50,075.10	18,037.00	15,924.90	75.87	14,522.67
101-701.000-804.000	CONTRACTUAL BUILDING INSPECTIO	65,000.00	33,129.25	6,520.30	31,870.75	50.97	27,535.10
101-701.000-806.000	CONTRACTUAL ENGINEERING	57,978.00	30,801.00	5,421.50	27,177.00	53.13	17,264.70
101-701.000-812.000	RECORDING CLERK	200.00	0.00	0.00	200.00	0.00	0.00
101-701.000-851.000	TELEPHONE	570.00	149.58	0.00	420.42	26.24	474.65
101-701.000-861.000	MILEAGE REIMBURSEMENT	250.00	0.00	0.00	250.00	0.00	0.00
101-701.000-900.000	PRINTING & PUBLISHING	5,000.00	813.00	393.00	4,187.00	16.26	2,740.00
101-701.000-901.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	59.25
101-701.000-908.000	DUES/FEES/PUBLICATIONS	450.00	30.00	0.00	420.00	6.67	0.00
101-701.000-977.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	3,406.81
101-701.000-977.005	COMPUTER HARDWARE/SOFTWARE	5,242.00	5,242.00	0.00	0.00	100.00	0.00
Total Dept 701.000 - PLANNING & ZONING		365,859.00	203,623.03	39,539.73	162,235.97	55.66	172,296.28
Dept 751.000 - PARKS & RECREATION							
101-751.000-703.000	WAGES	41,900.00	22,157.01	674.95	19,742.99	52.88	27,858.00
101-751.000-705.000	WAGES - SEASONAL	9,917.00	2,279.70	0.00	7,637.30	22.99	3,548.74
101-751.000-719.000	INSURANCE BENEFITS	10,145.00	7,090.03	383.51	3,054.97	69.89	12,331.70
101-751.000-720.000	PAYROLL TAXES	4,396.00	1,954.58	61.57	2,441.42	44.46	2,534.42
101-751.000-721.000	MERS BENEFITS	5,445.00	2,312.19	69.05	3,132.81	42.46	2,605.47
101-751.000-722.000	WORKERS COMPENSATION	776.00	775.99	180.00	0.01	100.00	271.21
101-751.000-740.000	SUPPLIES	12,000.00	7,052.74	390.08	4,947.26	58.77	4,065.41
101-751.000-802.000	CONTRACTUAL	15,500.00	9,524.00	175.00	5,976.00	61.45	11,904.02
101-751.000-802.007	LANDSCAPING SERVICES	3,662.00	1,831.30	0.00	1,830.70	50.01	2,461.21
101-751.000-809.000	SAUGATUCK TWP CEMETERY MAINT	7,950.00	0.00	0.00	7,950.00	0.00	7,805.33
101-751.000-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	315.00
101-751.000-922.000	UTILITIES	13,500.00	8,683.87	1,367.95	4,816.13	64.32	8,016.21
101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL	5,364.00	2,681.81	0.00	2,682.19	50.00	7,005.05
101-751.000-930.006	UNIONS REPAIRS AND MAINT	1,246.00	622.92	0.00	623.08	49.99	15.80
101-751.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(416.48)	0.00	0.00	33,180.95
101-751.000-958.000	MISCELLANEOUS	2,853.00	2,853.43	0.00	(0.43)	100.02	1,995.00
101-751.000-977.000	EQUIPMENT	7,000.00	4,611.66	35.24	2,388.34	65.88	8,844.38
101-751.000-979.000	CAPITAL OUTLAY	117,588.00	19,564.30	0.00	98,023.70	16.64	209,406.11
Total Dept 751.000 - PARKS & RECREATION		259,242.00	93,995.53	2,920.87	165,246.47	36.26	344,164.01
Dept 802.000 - COMMUNITY PROMOTIONS							
101-802.000-958.000	MISCELLANEOUS	22,500.00	9,691.22	404.80	12,808.78	43.07	11,0

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Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 802.000	- COMMUNITY PROMOTIONS	22,500.00	9,691.22	404.80	12,808.78	43.07	11,001.72
Dept 850.000 - INSURANCE & BONDS							
101-850.000-814.000	INSURANCE (LIABILITY/AUTO)	40,772.00	40,771.65	0.00	0.35	100.00	0.00
101-850.000-958.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	38,315.00
Total Dept 850.000 - INSURANCE & BONDS		40,772.00	40,771.65	0.00	0.35	100.00	38,315.00
Dept 966.000 - TRANSFERS OUT							
101-966.000-995.202	TRANSFER OUT MAJOR ST	110,000.00	0.00	0.00	110,000.00	0.00	0.00
101-966.000-995.203	TRANSFER OUT LOCAL ST	75,000.00	75,000.00	0.00	0.00	100.00	0.00
101-966.000-995.243	TRANSFER OUT BROWNFIELD	75,000.00	25,000.00	0.00	50,000.00	33.33	0.00
101-966.000-995.245	TRANSFER OUT TRI-COMMUNITY HARBOR AUTH	7,000.00	0.00	0.00	7,000.00	0.00	0.00
101-966.000-995.450	TRANSFER OUT WATER/SEWER FUND	250,000.00	0.00	0.00	250,000.00	0.00	0.00
101-966.000-995.594	TRANSFER OUT DOUGLAS MARINA	15,000.00	0.00	0.00	15,000.00	0.00	74,500.00
Total Dept 966.000 - TRANSFERS OUT		532,000.00	100,000.00	0.00	432,000.00	18.80	74,500.00
TOTAL EXPENDITURES		3,203,421.00	1,662,006.60	170,430.24	1,541,414.40	51.88	1,797,099.12
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		3,356,366.00	2,982,595.60	46,830.50	373,770.40	88.86	2,704,799.37
TOTAL EXPENDITURES		3,203,421.00	1,662,006.60	170,430.24	1,541,414.40	51.88	1,797,099.12
NET OF REVENUES & EXPENDITURES		152,945.00	1,320,589.00	(123,599.74)	(1,167,644.00)	863.44	907,700.25

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Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000.000							
202-000.000-546.000	STATE GRANT: ACT 51	186,862.00	93,430.60	19,233.51	93,431.40	50.00	89,008.68
202-000.000-546.001	SNOW REMOVAL	30,000.00	0.00	0.00	30,000.00	0.00	0.00
202-000.000-699.101	TRANSFER IN - GENERAL FUND	110,000.00	0.00	0.00	110,000.00	0.00	0.00
202-000.000-699.204	TRANSFER IN- ROAD MIL.	125,399.00	125,398.58	(60,000.00)	0.42	100.00	177,500.00
202-000.000-699.211	TRANSFER IN TRAIL FUND	0.00	0.00	0.00	0.00	0.00	22,057.10
Total Dept 000.000		452,261.00	218,829.18	(40,766.49)	233,431.82	48.39	288,565.78
TOTAL REVENUES		452,261.00	218,829.18	(40,766.49)	233,431.82	48.39	288,565.78
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
202-463.000-703.000	WAGES	62,150.00	47,869.66	2,032.52	14,280.34	77.02	41,079.95
202-463.000-719.000	INSURANCE BENEFITS	15,050.00	14,227.12	839.58	822.88	94.53	12,214.00
202-463.000-720.000	PAYROLL TAXES	5,030.00	3,765.27	178.72	1,264.73	74.86	3,198.02
202-463.000-721.000	MERS BENEFITS	8,075.00	6,496.42	207.93	1,578.58	80.45	6,109.43
202-463.000-722.000	WORKERS COMPENSATION	1,657.00	1,656.17	384.17	0.83	99.95	2,603.58
202-463.000-740.000	SUPPLIES	2,500.00	41.49	0.00	2,458.51	1.66	153.52
202-463.000-746.000	TRAFFIC SIGNS & SERVICES	4,000.00	391.45	9.78	3,608.55	9.79	2,490.69
202-463.000-802.000	CONTRACTUAL	34,000.00	8,198.94	0.00	25,801.06	24.11	6,918.65
202-463.000-806.000	CONTRACTUAL ENGINEERING	20,000.00	9,011.80	3,258.75	10,988.20	45.06	62,083.83
202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	50,000.00	2,928.77	0.00	47,071.23	5.86	6,628.61
202-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(3,216.30)	0.00	0.00	37,949.08
202-463.000-979.000	CAPITAL OUTLAY	108,000.00	4,236.95	0.00	103,763.05	3.92	241,005.03
Total Dept 463.000 - GENERAL STREETS & ROW		310,462.00	98,824.04	3,695.15	211,637.96	31.83	422,434.39
Dept 464.000 - GENERAL STREETS WINTER & ROW							
202-464.000-703.000	WAGES	28,750.00	17,518.05	5,231.91	11,231.95	60.93	27,993.19
202-464.000-719.000	INSURANCE BENEFITS	6,960.00	1,211.77	904.61	5,748.23	17.41	3,496.77
202-464.000-720.000	PAYROLL TAXES	2,330.00	1,484.60	471.60	845.40	63.72	2,653.29
202-464.000-721.000	MERS BENEFITS	3,735.00	1,823.28	535.24	1,911.72	48.82	3,267.23
202-464.000-722.000	WORKERS COMPENSATION	766.00	766.07	177.70	(0.07)	100.01	1,054.89
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	12,000.00	7,773.71	1,649.85	4,226.29	64.78	11,970.39
202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	40,000.00	16,729.73	6,893.23	23,270.27	41.82	36,196.50
202-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(4,740.26)	0.00	0.00	42,525.72
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		94,541.00	47,307.21	11,123.88	47,233.79	50.04	129,157.98
TOTAL EXPENDITURES		405,003.00	146,131.25	14,819.03	258,871.75	36.08	551,592.37
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		452,261.00	218,829.18	(40,766.49)	233,431.82	48.39	288,565.78
TOTAL EXPENDITURES		405,003.00	146,131.25	14,819.03	258,871.75	36.08	551,592.37
NET OF REVENUES & EXPENDITURES		47,258.00	72,697.93	(55,585.52)	(25,439.93)	153.83	(263,026.59)

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Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 203 - LOCAL STREETS FUND							
Revenues							
Dept 000.000							
203-000.000-546.000	STATE GRANT: ACT 51	78,594.00	39,296.99	8,089.63	39,297.01	50.00	37,667.37
203-000.000-546.001	SNOW REMOVAL	13,000.00	0.00	0.00	13,000.00	0.00	0.00
203-000.000-699.203	TRANSFER IN-LOCAL ST	75,000.00	75,000.00	0.00	0.00	100.00	0.00
203-000.000-699.204	TRANSFER IN- ROAD MIL.	245,398.00	245,398.00	60,000.00	0.00	100.00	97,500.00
Total Dept 000.000		411,992.00	359,694.99	68,089.63	52,297.01	87.31	135,167.37
TOTAL REVENUES		411,992.00	359,694.99	68,089.63	52,297.01	87.31	135,167.37
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
203-463.000-703.000	WAGES	61,700.00	53,898.73	2,988.53	7,801.27	87.36	41,563.67
203-463.000-719.000	INSURANCE BENEFITS	14,940.00	13,443.12	972.64	1,496.88	89.98	11,772.41
203-463.000-720.000	PAYROLL TAXES	4,995.00	4,258.72	270.99	736.28	85.26	3,231.56
203-463.000-721.000	MERS BENEFITS	8,015.00	7,122.55	305.73	892.45	88.87	6,143.40
203-463.000-722.000	WORKERS COMPENSATION	1,645.00	1,644.10	381.37	0.90	99.95	2,448.90
203-463.000-740.000	SUPPLIES	750.00	28.50	0.00	721.50	3.80	153.52
203-463.000-746.000	TRAFFIC SIGNS & SERVICES	5,000.00	391.44	9.77	4,608.56	7.83	2,949.18
203-463.000-802.000	CONTRACTUAL	30,000.00	3,026.32	0.00	26,973.68	10.09	7,848.66
203-463.000-806.000	CONTRACTUAL ENGINEERING	30,000.00	26,778.80	7,928.25	3,221.20	89.26	38,923.05
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	19,850.00	12,486.38	0.00	7,363.62	62.90	4,778.12
203-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(2,109.73)	0.00	0.00	32,351.24
203-463.000-979.000	CAPITAL OUTLAY	286,125.00	215,418.14	0.00	70,706.86	75.29	160,368.83
Total Dept 463.000 - GENERAL STREETS & ROW		463,020.00	338,496.80	10,747.55	124,523.20	73.11	312,532.54
Dept 464.000 - GENERAL STREETS WINTER & ROW							
203-464.000-703.000	WAGES	20,085.00	14,650.91	5,999.84	5,434.09	72.94	19,869.68
203-464.000-719.000	INSURANCE BENEFITS	4,862.00	907.37	685.86	3,954.63	18.66	1,980.95
203-464.000-720.000	PAYROLL TAXES	1,625.00	1,270.03	551.88	354.97	78.16	1,911.57
203-464.000-721.000	MERS BENEFITS	2,610.00	1,519.46	613.77	1,090.54	58.22	2,473.78
203-464.000-722.000	WORKERS COMPENSATION	536.00	535.13	124.13	0.87	99.84	864.68
203-464.000-740.000	SUPPLIES	300.00	0.00	0.00	300.00	0.00	39.78
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	10,000.00	7,434.73	1,649.86	2,565.27	74.35	10,658.34
203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	15,000.00	16,729.72	6,893.22	(1,729.72)	111.53	12,065.50
203-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	(3,477.92)	0.00	0.00	28,876.28
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		55,018.00	43,047.35	13,040.64	11,970.65	78.24	78,740.56
TOTAL EXPENDITURES		518,038.00	381,544.15	23,788.19	136,493.85	73.65	391,273.10
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		411,992.00	359,694.99	68,089.63	52,297.01	87.31	135,167.37
TOTAL EXPENDITURES		518,038.00	381,544.15	23,788.19	136,493.85	73.65	391,273.10
NET OF REVENUES & EXPENDITURES		(106,046.00)	(21,849.16)	44,301.44	(84,196.84)	20.60	(256,105.73)

Item 9B.

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 204 - ROAD MILLAGE							
Expenditures							
Dept 966.000 - TRANSFERS OUT							
204-966.000-995.202	TRANSFER OUT MAJOR ST	125,399.00	125,398.58	(60,000.00)	0.42	100.00	177,500.00
204-966.000-995.203	TRANSFER OUT LOCAL ST	245,398.00	245,398.00	60,000.00	0.00	100.00	97,500.00
Total Dept 966.000 - TRANSFERS OUT		370,797.00	370,796.58	0.00	0.42	100.00	275,000.00
TOTAL EXPENDITURES		370,797.00	370,796.58	0.00	0.42	100.00	275,000.00
Fund 204 - ROAD MILLAGE:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		370,797.00	370,796.58	0.00	0.42	100.00	275,000.00
NET OF REVENUES & EXPENDITURES		(370,797.00)	(370,796.58)	0.00	(0.42)	100.00	(275,000.00)

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 211 - TRAIL FUND							
Expenditures							
Dept 751.000 - PARKS & RECREATION							
211-751.000-995.202	TRANSFER OUT MAJOR ST	0.00	0.00	0.00	0.00	0.00	22,057.10
Total Dept 751.000 - PARKS & RECREATION		0.00	0.00	0.00	0.00	0.00	22,057.10
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	22,057.10
Fund 211 - TRAIL FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	22,057.10
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	(22,057.10)

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 213 - SCHULTZ PARK LAUNCH RAMP							
Revenues							
Dept 000.000							
213-000.000-651.000	LAUNCH FEES	25,100.00	16,308.87	225.00	8,791.13	64.98	15,684.45
Total Dept 000.000		25,100.00	16,308.87	225.00	8,791.13	64.98	15,684.45
TOTAL REVENUES		25,100.00	16,308.87	225.00	8,791.13	64.98	15,684.45
Expenditures							
Dept 753.000 - LAUNCH RAMPS							
213-753.000-922.000	UTILITIES	800.00	353.58	49.28	446.42	44.20	450.07
213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL	1,573.00	1,572.84	929.80	0.16	99.99	0.00
213-753.000-958.000	MISCELLANEOUS	1,876.00	1,575.51	0.00	300.49	83.98	98.73
Total Dept 753.000 - LAUNCH RAMPS		4,249.00	3,501.93	979.08	747.07	82.42	548.80
Dept 966.000 - TRANSFERS OUT							
213-966.000-995.101	TRANSFER OUT GF	4,500.00	4,500.00	0.00	0.00	100.00	4,500.00
Total Dept 966.000 - TRANSFERS OUT		4,500.00	4,500.00	0.00	0.00	100.00	4,500.00
TOTAL EXPENDITURES		8,749.00	8,001.93	979.08	747.07	91.46	5,048.80
Fund 213 - SCHULTZ PARK LAUNCH RAMP:							
TOTAL REVENUES		25,100.00	16,308.87	225.00	8,791.13	64.98	15,684.45
TOTAL EXPENDITURES		8,749.00	8,001.93	979.08	747.07	91.46	5,048.80
NET OF REVENUES & EXPENDITURES		16,351.00	8,306.94	(754.08)	8,044.06	50.80	10,635.65

PERIOD ENDING 02/28/2023

Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND							
Revenues							
Dept 000.000							
243-000.000-528.000	OTHER FEDERAL GRANTS	25,000.00	0.00	0.00	25,000.00	0.00	0.00
243-000.000-699.101	TRANSFER IN - GENERAL FUND	75,000.00	25,000.00	0.00	50,000.00	33.33	0.00
Total Dept 000.000		100,000.00	25,000.00	0.00	75,000.00	25.00	0.00
TOTAL REVENUES		100,000.00	25,000.00	0.00	75,000.00	25.00	0.00
Expenditures							
Dept 000.000							
243-000.000-802.243	BLIGHT REMOVAL	80,000.00	6,582.50	0.00	73,417.50	8.23	48,625.25
243-000.000-803.000	CONTRACTUAL CONSULTANT	3,000.00	1,925.00	1,337.50	1,075.00	64.17	4,852.50
243-000.000-806.000	CONTRACTUAL ENGINEERING	0.00	1,781.25	0.00	(1,781.25)	100.00	23,330.00
Total Dept 000.000		83,000.00	10,288.75	1,337.50	72,711.25	12.40	76,807.75
TOTAL EXPENDITURES		83,000.00	10,288.75	1,337.50	72,711.25	12.40	76,807.75
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:							
TOTAL REVENUES		100,000.00	25,000.00	0.00	75,000.00	25.00	0.00
TOTAL EXPENDITURES		83,000.00	10,288.75	1,337.50	72,711.25	12.40	76,807.75
NET OF REVENUES & EXPENDITURES		17,000.00	14,711.25	(1,337.50)	2,288.75	86.54	(76,807.75)

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY							
Revenues							
Dept 000.000							
245-000.000-626.002	SAUGATUCK CONTRIBUTION	7,000.00	0.00	0.00	7,000.00	0.00	0.00
245-000.000-699.245	TRANSFER IN TRI-HARBOR AUTHORITY	7,000.00	0.00	0.00	7,000.00	0.00	0.00
Total Dept 000.000		14,000.00	0.00	0.00	14,000.00	0.00	0.00
TOTAL REVENUES		14,000.00	0.00	0.00	14,000.00	0.00	0.00
Expenditures							
Dept 754.000 - HARBOR							
245-754.000-812.000	RECORDING CLERK	1,000.00	100.00	0.00	900.00	10.00	500.00
245-754.000-900.000	PRINTING & PUBLISHING	0.00	56.00	0.00	(56.00)	100.00	0.00
245-754.000-979.000	CAPITAL OUTLAY	14,000.00	0.00	0.00	14,000.00	0.00	0.00
Total Dept 754.000 - HARBOR		15,000.00	156.00	0.00	14,844.00	1.04	500.00
TOTAL EXPENDITURES		15,000.00	156.00	0.00	14,844.00	1.04	500.00
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY:							
TOTAL REVENUES		14,000.00	0.00	0.00	14,000.00	0.00	0.00
TOTAL EXPENDITURES		15,000.00	156.00	0.00	14,844.00	1.04	500.00
NET OF REVENUES & EXPENDITURES		(1,000.00)	(156.00)	0.00	(844.00)	15.60	(500.00)

PERIOD ENDING 02/28/2023

Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
248-000.000-417.000	TAX INCREMENT RECAPTURE	40,424.00	40,423.98	0.00	0.02	100.00	33,916.32
248-000.000-674.000	DONATIONS	1,000.00	1,000.00	1,000.00	0.00	100.00	0.00
248-000.000-675.000	OTHER REVENUE	8,000.00	8,000.00	0.00	0.00	100.00	0.00
Total Dept 000.000		49,424.00	49,423.98	1,000.00	0.02	100.00	33,916.32
TOTAL REVENUES		49,424.00	49,423.98	1,000.00	0.02	100.00	33,916.32
Expenditures							
Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-728.000-703.001	DDA ADMINISTRATION	7,800.00	5,200.00	650.00	2,600.00	66.67	5,200.00
248-728.000-718.000	TRAINING FUNDS	0.00	0.00	0.00	0.00	0.00	83.10
248-728.000-802.001	CONTRACTUAL-PLANNING STUDY	5,851.00	5,851.00	0.00	0.00	100.00	4,472.04
248-728.000-802.100	BUSINESS INCENTIVE PROGRAM	5,000.00	0.00	0.00	5,000.00	0.00	3,808.73
248-728.000-806.000	CONTRACTUAL ENGINEERING	9,800.00	2,061.50	0.00	7,738.50	21.04	0.00
248-728.000-806.006	WEBSITE	550.00	0.00	0.00	550.00	0.00	0.00
248-728.000-880.000	COMMUNITY PROMOTION	18,000.00	10,453.44	750.00	7,546.56	58.07	1,519.30
248-728.000-908.000	DUES/FEES/PUBLICATIONS	450.00	0.00	0.00	450.00	0.00	176.50
248-728.000-979.000	CAPITAL OUTLAY	34,000.00	0.00	0.00	34,000.00	0.00	37,196.93
Total Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY		81,451.00	23,565.94	1,400.00	57,885.06	28.93	52,456.60
TOTAL EXPENDITURES		81,451.00	23,565.94	1,400.00	57,885.06	28.93	52,456.60
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		49,424.00	49,423.98	1,000.00	0.02	100.00	33,916.32
TOTAL EXPENDITURES		81,451.00	23,565.94	1,400.00	57,885.06	28.93	52,456.60
NET OF REVENUES & EXPENDITURES		(32,027.00)	25,858.04	(400.00)	(57,885.04)	80.74	(18,540.28)

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND							
Revenues							
Dept 000.000							
403-000.000-439.000	MRE TAX	112,000.00	552.91	0.00	111,447.09	0.49	0.00
Total Dept 000.000		112,000.00	552.91	0.00	111,447.09	0.49	0.00
TOTAL REVENUES		112,000.00	552.91	0.00	111,447.09	0.49	0.00
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
403-463.000-806.000	CONTRACTUAL ENGINEERING	14,175.00	14,215.25	14,215.25	(40.25)	100.28	0.00
403-463.000-979.000	CAPITAL OUTLAY	104,500.00	0.00	(7,310.50)	104,500.00	0.00	0.00
Total Dept 463.000 - GENERAL STREETS & ROW		118,675.00	14,215.25	6,904.75	104,459.75	11.98	0.00
TOTAL EXPENDITURES		118,675.00	14,215.25	6,904.75	104,459.75	11.98	0.00
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND:							
TOTAL REVENUES		112,000.00	552.91	0.00	111,447.09	0.49	0.00
TOTAL EXPENDITURES		118,675.00	14,215.25	6,904.75	104,459.75	11.98	0.00
NET OF REVENUES & EXPENDITURES		(6,675.00)	(13,662.34)	(6,904.75)	6,987.34	204.68	0.00

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED	YTD BALANCE
		AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)		02/28/2022 NORM (ABNORM)
Fund 450 - WATER SEWER FUND							
Revenues							
Dept 000.000							
450-000.000-602.000	CONNECTION FEES, WATER	30,000.00	25,548.00	0.00	4,452.00	85.16	18,000.00
450-000.000-602.001	CONNECTION FEES, SEWER	40,000.00	26,000.00	0.00	14,000.00	65.00	22,500.00
450-000.000-679.001	REIMBURSE FROM STATE	349,500.00	0.00	0.00	349,500.00	0.00	0.00
450-000.000-699.101	TRANSFER IN - GENERAL FUND	250,000.00	0.00	0.00	250,000.00	0.00	0.00
Total Dept 000.000		669,500.00	51,548.00	0.00	617,952.00	7.70	40,500.00
TOTAL REVENUES		669,500.00	51,548.00	0.00	617,952.00	7.70	40,500.00
Expenditures							
Dept 000.000							
450-000.000-703.000	WAGES	0.00	117.58	0.00	(117.58)	100.00	0.00
450-000.000-720.000	PAYROLL TAXES	0.00	10.83	0.00	(10.83)	100.00	0.00
450-000.000-721.000	MERS BENEFITS	0.00	15.31	0.00	(15.31)	100.00	0.00
450-000.000-721.001	457 CONTRIBUTION	0.00	5.89	0.00	(5.89)	100.00	0.00
450-000.000-806.000	CONTRACTUAL ENGINEERING	88,800.00	27,159.60	13,096.40	61,640.40	30.59	44,730.90
450-000.000-974.000	CONSTRUCTION	540,000.00	13,142.41	1,077.13	526,857.59	2.43	129,798.38
Total Dept 000.000		628,800.00	40,451.62	14,173.53	588,348.38	6.43	174,529.28
TOTAL EXPENDITURES		628,800.00	40,451.62	14,173.53	588,348.38	6.43	174,529.28
Fund 450 - WATER SEWER FUND:							
TOTAL REVENUES		669,500.00	51,548.00	0.00	617,952.00	7.70	40,500.00
TOTAL EXPENDITURES		628,800.00	40,451.62	14,173.53	588,348.38	6.43	174,529.28
NET OF REVENUES & EXPENDITURES		40,700.00	11,096.38	(14,173.53)	29,603.62	27.26	(134,029.28)

PERIOD ENDING 02/28/2023

Item 9B.

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 594 - DOUGLAS MARINA							
Revenues							
Dept 000.000							
594-000.000-654.000	SEASONAL SLIP FEES	25,200.00	7,325.00	(450.00)	17,875.00	29.07	11,213.13
594-000.000-667.001	WADE'S BAYOU PARK RENTAL	4,500.00	6,625.00	525.00	(2,125.00)	147.22	0.00
594-000.000-699.101	TRANSFER IN - GENERAL FUND	15,000.00	0.00	0.00	15,000.00	0.00	74,500.00
Total Dept 000.000		44,700.00	13,950.00	75.00	30,750.00	31.21	85,713.13
TOTAL REVENUES		44,700.00	13,950.00	75.00	30,750.00	31.21	85,713.13
Expenditures							
Dept 597.000 - POINT PLEASANT							
594-597.000-802.000	CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	30.00
594-597.000-820.000	MARINA OPERATIONS	30,000.00	5,960.17	148.00	24,039.83	19.87	18,082.10
594-597.000-922.000	UTILITIES	5,000.00	1,628.79	372.76	3,371.21	32.58	2,507.72
594-597.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	21,557.77
Total Dept 597.000 - POINT PLEASANT		35,000.00	7,588.96	520.76	27,411.04	21.68	42,177.59
Dept 597.001 - WADES BAYOU							
594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL	6,000.00	5,302.42	0.00	697.58	88.37	37,084.34
594-597.001-974.000	CONSTRUCTION	18,145.00	18,145.00	0.00	0.00	100.00	0.00
Total Dept 597.001 - WADES BAYOU		24,145.00	23,447.42	0.00	697.58	97.11	37,084.34
Dept 597.002 - DOUGLAS HARBOR AUTHORITY							
594-597.002-740.000	SUPPLIES	4,000.00	250.07	250.07	3,749.93	6.25	0.00
594-597.002-802.000	CONTRACTUAL	78,500.00	36,432.50	0.00	42,067.50	46.41	5,790.00
594-597.002-812.000	RECORDING CLERK	600.00	100.00	0.00	500.00	16.67	500.00
Total Dept 597.002 - DOUGLAS HARBOR AUTHORITY		83,100.00	36,782.57	250.07	46,317.43	44.26	6,290.00
TOTAL EXPENDITURES		142,245.00	67,818.95	770.83	74,426.05	47.68	85,551.93
Fund 594 - DOUGLAS MARINA:							
TOTAL REVENUES		44,700.00	13,950.00	75.00	30,750.00	31.21	85,713.13
TOTAL EXPENDITURES		142,245.00	67,818.95	770.83	74,426.05	47.68	85,551.93
NET OF REVENUES & EXPENDITURES		(97,545.00)	(53,868.95)	(695.83)	(43,676.05)	55.22	161.20

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 02/28/2022 NORM (ABNORM)
Fund 660 - EQUIPMENT RENTAL FUND							
Revenues							
Dept 000.000							
660-000.000-673.000	SALE OF EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00	0.00
660-000.000-676.000	EQUIPMENT CHARGES - NON DPW	23,843.00	17,176.36	1,666.67	6,666.64	72.04	0.00
660-000.000-676.001	EQUIPMENT CHARGES -DPW	0.00	0.00	(16,423.70)	0.00	0.00	236,806.37
Total Dept 000.000		28,843.00	17,176.36	(14,757.03)	11,666.64	59.55	236,806.37
TOTAL REVENUES		28,843.00	17,176.36	(14,757.03)	11,666.64	59.55	236,806.37
Expenditures							
Dept 265.000 - BUILDING & GROUNDS							
660-265.000-979.000	CAPITAL OUTLAY	8,157.00	8,157.00	0.00	0.00	100.00	0.00
Total Dept 265.000 - BUILDING & GROUNDS		8,157.00	8,157.00	0.00	0.00	100.00	0.00
Dept 301.000 - POLICE							
660-301.000-979.000	CAPITAL OUTLAY	54,315.00	42,815.00	0.00	11,500.00	78.83	0.00
Total Dept 301.000 - POLICE		54,315.00	42,815.00	0.00	11,500.00	78.83	0.00
Dept 902.000 - DPW EQUIPMENT PURCHASES							
660-902.000-979.000	CAPITAL OUTLAY	452,321.00	253,132.00	0.00	199,189.00	55.96	70,381.72
Total Dept 902.000 - DPW EQUIPMENT PURCHASES		452,321.00	253,132.00	0.00	199,189.00	55.96	70,381.72
Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE							
660-903.000-860.000	GAS & OIL	29,414.00	15,741.81	1,194.11	13,672.19	53.52	11,870.46
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	55,000.00	39,128.53	3,240.94	15,871.47	71.14	17,963.91
Total Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE		84,414.00	54,870.34	4,435.05	29,543.66	65.00	29,834.37
TOTAL EXPENDITURES		599,207.00	358,974.34	4,435.05	240,232.66	59.91	100,216.09
Fund 660 - EQUIPMENT RENTAL FUND:							
TOTAL REVENUES		28,843.00	17,176.36	(14,757.03)	11,666.64	59.55	236,806.37
TOTAL EXPENDITURES		599,207.00	358,974.34	4,435.05	240,232.66	59.91	100,216.09
NET OF REVENUES & EXPENDITURES		(570,364.00)	(341,797.98)	(19,192.08)	(228,566.02)	59.93	136,590.28
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		5,264,186.00	3,735,079.89	60,696.61	1,529,106.11	70.95	3,541,152.79
TOTAL EXPENDITURES - ALL FUNDS		6,174,386.00	3,083,951.36	239,038.20	3,090,434.64	49.95	3,532,132.14
NET OF REVENUES & EXPENDITURES		(910,200.00)	651,128.53	(178,341.59)	(1,561,328.53)	71.54	9,020.65

MASTER PROJECT LIST

Item 9B.

	Department Activity	Working Title / Item	Est. Budget Amount	Proposed Budget Year	Rank	Purpose of Project / Project Notes	Notes
FY 22-23							
1	Point Pleasant Municipal Marina / Veterans Park	High Water Grant	\$20,000	22-23		Work with Prein&Newhof on an EGLE High Water Grant for Washington St Planning	Plan only, Resolution 37-2022 approved 11.7.22
3	Placemaking	MDOT Regional Signage		22-23		Saugatuck/Douglas/Fennville or Art Coast Signage	Initial Research
4	Felkers Utilities (Public) WS1	Felkers Utilities (Public) - Storm sewer easements with O'Connor and Janks - Engineering costs for easement for storm water to Garandana bowl - Grant opportunities - Engineering for Felkers	\$50,000 approved for Engineering	22-23	3.9	Garandana Drainage Improvements - \$19,000, Utility Extension \$89,000, Construction Estimate Update - Storm Sewer \$125,000, Water Main \$446,000, Sanitary Sewer \$308,000, Restoration \$455,000, Estimated Engineering \$214,400 Requires complete engineering and cost estimates in the first year to establish a special assessment district. \$1,575,400	Proposal Sent for Engineering \$22,500 January 2023 Presentation
5	Acquisitions / Asset Disposal WS2	Dispose of 66th St. Property (10 acres)	In house activity	22-23	4.0	Dispose of property through the RFP process asset disposal policy	Draft RFP written
7	Harbor Area WS2	Bridge Navigation Lighting	\$7,000	22-23	2.1	\$14,000 total split with Saugatuck	In progress, all 3 municipalities have signed off on, spring completion
8	Harbor Area WS2	Treat Douglas Harbor for Invasive Species (Annual)	\$72,000	22-23	4.0	Treat harbor for invasive aquatic weed species.	Aquatic Dr. contract, hold for 2023, DHA looking into other alternatives, possibly just do around Wades Bayou
	Police Department (47 W. Center St.) WS2	Police Department Upgrades	X	22-23	X		
9		- Upgrade Telephone System	\$1,600		3.8	Current are very old and lack technology	Ordered in Mid October, waiting for installation
10	Public Parking Lot Behind EPC WS2	Public Parking ADA Marking & ADA Signage	\$5,000	22-23	2.9	Comply with ADA guidelines for public parking	
12	Downtown District WS3	Wayfinding Signage in the Downtown	\$34,000	22-23	3.3	Unify signage & remove redundant signs	GIS Map has been developed
	Blue Star Highway Business Corridor (City Limit to Bridge) WS3	Wayfinding Signage along the Blue Star Highway Corridor	\$10,000	22-23	2.1	Unify signage & remove redundant signs	GIS Map has been developed
	Beery Field WS2	Beery Field Upgrades	X	22-23	X		
14		- Concrete work by men's bathroom door	\$1,000		3.8	Miscellaneous concrete	Going to see what happens to it this winter and fix in spring if needed
	Douglas Beach WS2	Douglas Beach Upgrades	X	22-23	X		
15		- Timed locks on restrooms	\$8,000		3.0	Result in labor cost savings / increased safety / compliance with park hours	Order Placed
17		- Sidewalk connection from bathroom to gate entrance	\$5,000		2.9		Layout complete, scheduled for spring installation
	Root Beer Barrel WS2	Root Beer Barrel Property Upgrades	X	22-23	X		
18		- Establish written facility routine maintenance plan	In house activity		3.8	Develop recurring maintenance plan - varnish, caulk, floor drain, power wash concrete, storage behind fence	
19	Schultz Park	Determine Property Ownership		22-23		Resolve ownership/use of property	
	Union Street Boat Launch WS2	Union St. Boat Launch Upgrades	X	22-23	X		

MASTER PROJECT LIST

Item 9B.

	Department Activity	Working Title / Item	Est. Budget Amount	Proposed Budget Year	Rank	Purpose of Project / Project Notes	Notes
20	Union Street Boat Launch WS2	-Fire extinguisher	\$300	22-23	3.9	Fire Extinguishers \$130 each	Install in Spring 2023
	200 Blue Star Highway WS2	200 Blue Star Highway Upgrades	X	22-23	X		
21		- Grant Match & Engineering Oversight	\$30,000		3.9	For environmental consultant work	Using PM Environmental
22		RFQ Environmental Consultant				Develop an RFQ for an environmental consultant for 200 BSH per EPA grant requirements	Issue December 2022
24	Contractual Services WS3	Water Agreement	In house activity	22-23	3.9	Revise water agreement as required by EGLE	
25	Contractual Services WS3	Sewer Agreement	In house activity	22-23	3.9	Revise sewer agreement as required by EGLE	Working with attorney
26	Contractual Services WS3	Downtown Parking Lot Maintenance Agreement	\$5,000	22-23	3.9	For routine striping, signage, and patch	
28	Ordinances WS3	Short Term Rental Ordinance	In house activity	22-23	2.2	Ordinance to limit usage	Waiting for legislative action
29	Ordinances WS3	Golf Cart (amend CURV Ordinance)	In house activity	22-23	1.9	Ordinance to limit usage	Requires Attorney Review and Input
31	Ordinances WS3	Temporary Storage Pods	In house activity	22-23	2.3	Ordinance to limit usage	Requires Attorney Review
32	Placemaking WS3	DDA Gateway Beautification	In house activity	22-23	3.0	Work with the DDA on design concepts	Requires designer or engineering
34	Planning & Zoning / Economic Development WS3	DDA Development / TIF Plan Audit and Amendment	\$0	22-23	3.0	Audit of DDA Development and TIF Plan	Amendment to DDA in December
37	Planning & Zoning / Economic Development WS3	Establish Environmental Protection Standards	In house activity	22-23	3.1	Trees, Shoreline, Waterfront Construction, Sensitive Land, Stormwater	Tree Standards are Complete
38	Policies & Resolutions WS3	Donation Policy for Memorial Trees, Benches and Misc.	In house activity	22-23	2.1	Standardize donation policy	
39	Policies & Resolutions WS3	Beach Gate Policy	In house activity	22-23	3.1	Policy for beach access	
41	Staffing WS3	Annual Evaluations	In house activity	22-23	4.0	Recurring annual evaluations	Annual
	Staffing WS3	Employee Wage & Benefits Study		22-23	2.0	Complete compensation and market comparability study including review of benefits.	50% done
42	Staffing WS3	Summer Seasonal for DPW	\$40,000	22-23	3.0	Three employees/20 weeks/35 hours	
45	Technology WS3	Complete Legal Review of Entire Code of Ordinances & Recodification - Municode	\$20,000	22-23	3.9	Necessary because many municipal ordinances conflict and are outdated	Ongoing with Municode
47	Technology WS3	Remote Learning for BS&A (Annual)	\$3,000	22-23	3.6	2-3 day annual remote learning for BS&A software	Outsource to BS&A
48	Right-of-Way & Sidewalks / Trails Projects WS3	BSH fill in sidewalk gaps from Dunes Resort north to existing sidewalk (Dunes portion \$63,000). Note: City will pay for drain improvements	City Portion \$87,000	22-23	4.0	Note: When a sidewalk or trail project is proposed that requires design engineering, the design engineering shall be budgeted in the first year with construction budgeted the following year. This cost includes engineering and assumes that most of the landscaping at the Dunes remains intact and much of the ditch will be enclosed for storm sewer management.	The City's portion may be able to be reduced if the preliminary survey and design find that extensive storm sewer is not needed. Requires Civil Engineering Topo Survey was done in October
52	Right-of-Way & Sidewalks / Trails Projects WS3	Blue Star Trail Connection to Saugatuck	Grant Activity	22-23	3.9	Coordinated by the Blue Star Trail committee	Grant Conditionally Awarded

MASTER PROJECT LIST

Item 9B.

	Department Activity	Working Title / Item	Est. Budget Amount	Proposed Budget Year	Rank	Purpose of Project / Project Notes	Notes
		Street Resurfacing					
53	Street Projects WS3	- E Wiley Rd. – Pavement change (approx. 1600' W of Schultz Park Dr. to Schultz Park Dr.)	\$116,000	22-23		0.3 miles	Major Rd. - Requires Civil Engineering specs
		- E South St – S Main St. to Water St				was .11 miles - added Water St.	Local Rd. - Requires Civil Engineering specs
		- Randolph – S Spring St. to Water St				was Spring to Main - .05 miles, was Main to Washington .05 miles, added to Water St.	Local Rd. - Requires Civil Engineering specs
		Chip and Fog seal for surface maintenance					
54	Street Projects WS3	- Bayou Drive - E. Center to Dead End	\$37,500 Major, \$20,700 Local = \$58,200	22-23		.12 mile	Local Rd. - use Allegan County Road Commission contractor
		- Blue Star Highway - 129 to approx. 1200' N of Wiley				.73 mile	Major Rd. - use Allegan County Road Commission contractor
		- Center - Blue Star to Ellis				.13 mile	Major Rd. - use Allegan County Road Commission contractor
		- Center - Main to Bayou				.13 mile	Major Rd. - use Allegan County Road Commission contractor
		- Washington - Center to Blue Star Bridge				.28 mile	Local Rd. - use Allegan County Road Commission contractor
		- Washington - Fremont to Center				.07 mile	Local Rd. - use Allegan County Road Commission contractor
		- Center - Ellis to Main				.20 mile	Major Rd. - use Allegan County Road Commission contractor
		- Randolph - Ellis to Spring				.15 mile	Local Rd. - use Allegan County Road Commission contractor
		- Washington - Blue Star Bridge to BSH at grade				.09 mile	Local Rd. - use Allegan County Road Commission contractor
		- (Possible addition) Campbell Rd - McVea to Shorewood					Local Rd. - use Allegan County Road Commission contractor
55	Street Projects WS3	Storm Sewer Jetting and Cleaning	\$40,000	22-23	3.8	\$20,000 Local \$20,000 Major	Continuous 3 year rotation
	Street Projects WS3	Local Streets - Replace traffic signage	\$7,500	22-23		Replace old faded signage with retro reflectivity standard - 1/3 signage per year	Continuous 3 year rotation
	Street Projects WS3	Major Street - Replace traffic signage	\$7,500	22-23		Replace old faded signage with retro reflectivity standard - 1/3 signage per year	Continuous 3 year rotation
	Street Projects WS3	Major Streets - centerline, fog lines, cross walks, stop bars, legend symbols	\$10,000	22-23		Maintain traffic pavement markings in good condition - Ace Striping	Repaint every other year
	Street Projects WS3	Dust Control	\$5,000	22-23		Recurring service needed twice per year (spring, summer) to manage dust Schultz/Union Launch, gravel alleys, 3rd St, Park Dr, Barrel & Veterans Parking Lot,	Routine Item
56	Underground Utilities	Lead service inventory	\$50,000	22-23	3.9	State mandate - Pot holing and service line self inventory mailers	Requires some engineering oversight, surveys have been mailed, DWAM Grant awarded 12.13.22
57	Underground Utilities	Lead Water Service Replacement	\$100,000	22-23	3.9	State mandate - required to replace a minimum of five percent every year with total elimination of lead services in 20 years	Requires some engineering oversight Quoting lead service line replacement

MASTER PROJECT LIST

Item 9B.

	Department Activity	Working Title / Item	Est. Budget Amount	Proposed Budget Year	Rank	Purpose of Project / Project Notes	Notes
58	Underground Utilities	Water & Sewer Rate Study	\$40,000	22-23	3.9	Initiate developing asset management study for water and sewer infrastructure so that a capital improvement rate can be assessed - Will require engineering and expertise of a firm specializing in capital improvement rate studies	DWAM Grant Phase II