



# Saugatuck Township

## Parks Commission Agenda

Wednesday, May 1, 2024, at 5 PM

Saugatuck Township Hall

3461 Blue Star Hwy

Saugatuck, MI 49453

### **1. Call to Order**

### **2. Roll Call**

### **3. Public Comments:**

*The Commission requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the Township Parks Commission. Public comments using video equipment should be approved by the Clerk at least two days prior to the meeting.*

### **4. Approval of Agenda**

### **5. Consent Agenda**

- a) April 3, 2024, Meeting Minutes approval
- b) Financial Reports
- c) Bills
- d) Donation Report
- e) Correspondence

### **6. Old Business:**

- a) Pine Trail camp update - Daniel
- b) Dump site update - Ken
- c) River Bluff camera estimate - Elliott
- d) Water trail map and airport property update - Ken
- e) GEI River Bluff Park update - Dana
- f) Parks 24-25 budget, direction on Dog park master plan, parks budget for June approval by board.

### **7. New Business:**

### **8. Reports:**

- a) Chairman report.
- b) Manager report.
- c) Commissioner's reports.

### **9. Public Comments**

*Previous Rules apply.*

### **10. Next meeting:** June 5<sup>th</sup>, 2024 at 5pm at the township hall.

### **11. Adjourn**

Individuals with disabilities requiring auxiliary aids or services can contact Saugatuck Township for reasonable accommodations. If you require accommodations, please contact Township Clerk as soon as practically possible prior to the meeting in writing or by calling the Township Hall at (269) 857-7721 as some accommodations may require 48-hours to provide.

Saugatuck Township Parks Commission  
Wednesday, April 3rd, 2024 – **DRAFT MINUTES**  
Saugatuck Township Hall  
3461 Blue Star Hwy  
Saugatuck, MI 49453

1. Call to Order – Jim called mtg to order 5:02pm
2. Roll Call
  - a. Present: Jim Searing, Dana Burd, Jane Dickie, Ken Butler, Elliot Sturm
  - b. Township Manager, Daniel DeFranco also in attendance
3. Public Comments
  - a. none
4. Approval of Agenda
  - a. Jim motioned to approve as amended, Jane Support, Approved by all.
    - i. Add new business Water Trail Map and Airport Property Update
5. Consent Agenda – Jane Dickie motion approve as presented, 2<sup>nd</sup> by Jim, Approved by all.
  - a. 3/6/24 minutes
  - b. Financial reports
  - c. Bills
  - d. Donation report
6. Old Business:
  - a. Kalamazoo River Greenway
    - i. Dan Callum with Outdoor Discovery Center was invited by Township Manager Daniel DeFranco to present on the Kalamazoo River Greenway plan's shared vision and goals. Outdoor Discovery Center created the first Kalamazoo River Greenway Plan in 2018 focused on conservation, restoration, educational opportunities along the River. The plan involved stakeholder engagement throughout Allegan County and is separate from any EPA efforts for Kalamazoo River Clean up. Dan noted that Outdoor Discovery center operates two nature preserves: one along Rabbit River and another called River Junction Preserve. They have also been working on habitat and other preservation efforts along the Kalamazoo River with various stakeholders. The 2018 plan is due to be updated this coming year and will be a living document to reflect accomplishments and other updates. Saugatuck Township see's overlap with the Township goals and objectives to be a key stakeholder in the Greenway plan and desires to continue the partnership. Township is interested in leading partnerships with ODC on Greenway Plan updates. A few suggests were made to incorporate water trails and recreation into the Greenway Plan update and reach out to ODC as a key

stakeholder in the Township's ongoing efforts on Recreation/Land Conservation/Preservation study.

- b. Pine Trail Camp offer – Daniel DeFranco gave an update that the Township DNR grant application for acquisition was submitted. Next step is to meet with DNR Grant Coordinator to further develop application amendments between now and August. For example incorporate material on water trail connections, develop a conceptual site plan, conduct public envisioning, etc. The Township Board approved a letter of intent to acquire the property and submitted it to the current owner.
- c. Dump site update – Ken Butler has been working with History Center to review past ownership of the landfill site which has been ca closed site for 30 years. Ken is researching working agreements for future management of the site that will be reviewed City/Township managers as an opportunity to coordinate. The property is suitable for trails, but the existing cap has digging prohibitions.
- d. Dog Park camera – item tabled.
- e. River Bluff tree removal – Jim reported on recent hazard tree removals.
- f. River Bluff park dock and shore access
  - i. Dana Burd gave an update on recent meetings with the Kalamazoo River Trustees including consultant GEI and NOAA. The Parks Commission was asked to give direction to GEI on the future dock portion of the project. The Trustees are likely to fund design of this to fit within the shoreline restoration work, but the Township will need to provide construction funding. Discussion was had and determined to give GEI direction that a wider platform extending out into the water surrounded by railing with seating areas was the primary vision. This would be a destination for trail users from shore to experience the views out on the water. A photo of Dunton Park in Holland Township was shared. Another important feature is a kayak shore landing area with step access. This would not be a launch, but would allow a small landing area to pull up a kayak and steps up the bank to create a stable landing. Motor boat access and a traditional boat dock were not preferred uses.

7. New Business:

- a. 2024-2025 Budget (July 1, 2024 – June 30, 2025)
  - i. Jim Searing introduced the draft budget with plans to review with the group and present to the Township Board next month. The basis is operations and maintenance.
  - ii. Other budget priorities discussed include scoping for future grant applications including getting consultant estimates (River Bluff Park upper area with pickleball). Adding steps to the current dock at River Bluff in the current fiscal year. A trailhead area at Amelanchier park with integration to the Blue Star Trail was supported as a future fiscal year item to coincide with trail construction. Also noted was planning for additional support of the outcomes from the Township's current land conservation/preservation study. Daniel requested

some further direction on elements to the Dog Park Master Plan to include in next year's budget.

- b. Proposed Water Trial Map – Ken Butler presented a draft map
- c. Airport Property Update – Ken Butler attended additional meetings with City of Saugatuck. Discussion on potential maintenance agreements between Township and City. Recommended deferring to manager's future discussion and recommendations.

8. Reports:

- a. Chairman - Jim Searing – no additional report
- b. Manager - Daniel DeFranco – no additional report
- c. Commissioner's Reports
  - i. Elliot – Dog Park gazebo needs repairs/paint that he will spearhead. Also tree needs trimming at Dog Park near power line and near fencing issue.

9. Public Comments

- a. Holly Anderson (City of Saugatuck Council Member) – very excited on possibilities for Old Airport property. Thanked Parks Commission for collaboration and support of goals.
- b. Bobby Gaunt (City of Saugatuck resident, planning commission and Dunes Coastal Alliance member) – pleased to send letter of support to DNR for acquisition of Pine Trail Camp. Thank Parks Commission for service and support of trails at Old Airport Property. Noted out tri-community goals define us.
- c. Abby Bigford (Saugatuck Township Supervisor 2753 Blue Star) – thanked the Parks Commission for work done this year and over the years. Supports the vision presented for the Township.
- d. Bill Kay (Township resident) – concerned about the long-term implications of the proposed Pine Trial Camp acquisition. Urged more planning prior to purchase.

10. Next Meeting: May 1st, 2024 at 5:00PM at the Township Hall

11. Adjourn – Jim Searing adjourned the meeting at 6:45pm.

REVENUE REPORT FOR SAUGATUCK TOWNSHIP  
PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	04/30/2024 NORMAL (ABNORMAL)	MONTH 04/30/2024 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 208 - PARK/RECREATION FUND								
Revenues								
Dept 000 - OTHER FUNCTIONS								
208-000-403.000	CURRENT PROP TAX	218,000.00	217,844.23	12,515.72		155.77	99.93	
208-000-412.000	DELINQUENT TAX	0.00	0.00	0.00		0.00	0.00	
208-000-523.000	STATE GRANT	15,000.00	0.00	0.00		15,000.00	0.00	
208-000-524.000	FEDERAL GRANT	55,500.00	585.00	0.00		54,915.00	1.05	
208-000-665.000	INTEREST EARNED	0.00	0.00	0.00		0.00	0.00	
208-000-675.000	MISCELLANEOUS	0.00	0.00	0.00		0.00	0.00	
208-000-677.000	DONATIONS	0.00	0.00	0.00		0.00	0.00	
208-000-699.000	APPROPRIATION TRANSFERS IN	41,250.00	0.00	0.00		41,250.00	0.00	
208-000-699.100	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00		0.00	0.00	
Total Dept 000 - OTHER FUNCTIONS		329,750.00	218,429.23	12,515.72		111,320.77	66.24	
TOTAL REVENUES		329,750.00	218,429.23	12,515.72		111,320.77	66.24	
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Fund 208 - PARK/RECREATION FUND:								
TOTAL REVENUES		329,750.00	218,429.23	12,515.72		111,320.77	66.24	

PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	04/30/2024	MONTH 04/30/2024	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 208 - PARK/RECREATION FUND							
Expenditures							
Dept 751 - PARKS							
208-751-701.000	ELECTED OFFICIAL SALARIES	10,850.00	7,575.00		0.00	3,275.00	69.82
208-751-709.000	SUBCONTRACTED LABOR	8,250.00	7,887.00		0.00	363.00	95.60
208-751-801.000	ENGINEERING	3,000.00	0.00		0.00	3,000.00	0.00
208-751-802.000	ATTORNEY FEES	3,000.00	374.00		266.00	2,626.00	12.47
208-751-807.000	CONSULTING SERVICES	155,000.00	30,251.29		0.00	124,748.71	19.52
208-751-809.000	PROFESSIONAL SERVICES	0.00	0.00		0.00	0.00	0.00
208-751-810.000	FEDERAL GRANT PROJECT	0.00	0.00		0.00	0.00	0.00
208-751-811.000	STATE GRANT PROJECT	0.00	0.00		0.00	0.00	0.00
208-751-901.000	PRINTING & PUBLISHING	0.00	0.00		0.00	0.00	0.00
208-751-920.000	GAS & ELECTRIC & INTERNET	1,200.00	1,231.68		140.12	(31.68)	102.64
208-751-930.000	REPAIRS & MAINTENANCE	32,500.00	2,447.19		0.00	30,052.81	7.53
208-751-955.000	MISCELLANEOUS	3,000.00	581.25		0.00	2,418.75	19.38
208-751-961.000	TRAINING & SEMINARS	2,000.00	0.00		0.00	2,000.00	0.00
208-751-971.000	CAPITAL OUTLAY	25,000.00	0.00		0.00	25,000.00	0.00
208-751-995.000	APPROPRIATION TRANSFER OUT	85,000.00	0.00		0.00	85,000.00	0.00
208-751-998.000	TRANSFER TO FUND BALANCE	0.00	0.00		0.00	0.00	0.00
Total Dept 751 - PARKS		328,800.00	50,347.41		406.12	278,452.59	15.31
TOTAL EXPENDITURES		328,800.00	50,347.41		406.12	278,452.59	15.31
Fund 208 - PARK/RECREATION FUND:							
TOTAL REVENUES		0.00	0.00		0.00	0.00	0.00
TOTAL EXPENDITURES		328,800.00	50,347.41		406.12	278,452.59	15.31
NET OF REVENUES & EXPENDITURES		(328,800.00)	(50,347.41)		(406.12)	(278,452.59)	15.31

Balances as of 04/30/2024

% Fiscal Year Completed: 83.33

Fund 208 - PARK/RECREATION FUND

GL Number	Description	2023-24 Orig Budget	2023-24 Amended Budget	YEAR-TO-DATE THRU 04/30/24	Available Balance	% Used
Expenditures						
Department 751: PARKS						
208-751-701.000	ELECTED OFFICIAL SALARIES					
07/06/2023	GJ MOVE PARKS P/R TO FUND 208		108646	1,200.00 JE# 2229		
10/12/2023	PR SUMMARY PR 10/12/2023		111630	2,175.00 298		
01/04/2024	PR SUMMARY PR 01/04/2024		113235	2,325.00 304		
03/28/2024	PR SUMMARY PR 03/28/2024		116242	1,875.00 311		
208-751-701.000	ELECTED OFFICIAL SALARIES	10,850.00	10,850.00	7,575.00	3,275.00	69.82
208-751-709.000	SUBCONTRACTED LABOR					
07/06/2023	AP DOG PARK PORTABLE RESTROOM		108171	125.00 Inv #: '69179' Vendor '901'		
07/18/2023	AP PORTABLE RESTROOM-RIVER BLUFF		108417	125.00 Inv #: '69255' Vendor '901'		
07/24/2023	AP DOG PARK PORTABLE RESTROOM		108876	125.00 Inv #: '69364' Vendor '901'		
07/31/2023	AP CHIPS & LABOR ON WALKING TRAIL		108840	212.50 Inv #: '15696' Vendor '418'		
07/31/2023	AP JULY MOWING		108841	380.00 Inv #: '15698' Vendor '418'		
07/31/2023	AP JULY MOWING		108841	40.00 Inv #: '15698' Vendor '418'		
07/31/2023	AP JULY MOWING		108841	80.00 Inv #: '15698' Vendor '418'		
07/31/2023	AP JULY MOWING		108841	170.00 Inv #: '15698' Vendor '418'		
07/31/2023	GJ MOVE FROM SUBCONTRACTED TO REPAIRS		116292	(2,141.00) JE# 2360		
07/31/2023	AP LABOR AND MATERIALS TO REPAIR CHAIN LINK		108832	2,141.00 Inv #: '56697' Vendor '955'		
08/14/2023	AP CUT TREES DOWN AT DOG PARK, TRIM TREES A		110716	300.00 Inv #: '15734' Vendor '418'		
08/29/2023	AP AUGUST MOWING		110718	80.00 Inv #: '15750' Vendor '418'		
08/29/2023	AP AUGUST MOWING		110718	80.00 Inv #: '15750' Vendor '418'		
08/29/2023	AP AUGUST MOWING		110718	170.00 Inv #: '15750' Vendor '418'		
08/29/2023	AP AUGUST MOWING		110718	380.00 Inv #: '15750' Vendor '418'		
09/05/2023	AP DOG PARK PORTABLE RESTROOM		110766	125.00 Inv #: '69563' Vendor '901'		
10/02/2023	AP DOG PARK PORTABLE RESTROOM 9/26-10/24		111688	125.00 Inv #: '69746' Vendor '901'		
10/06/2023	AP SEPTEMBER MOWING		111660	40.00 Inv #: '15786' Vendor '418'		
10/06/2023	AP SEPTEMBER MOWING		111660	80.00 Inv #: '15786' Vendor '418'		
10/06/2023	AP SEPTEMBER MOWING		111660	170.00 Inv #: '15786' Vendor '418'		
10/06/2023	AP SEPTEMBER MOWING		111660	380.00 Inv #: '15786' Vendor '418'		
10/18/2023	AP CRUSHED CONCRETE FOR BIKE TRAIL BY POWER		111989	175.00 Inv #: '15814' Vendor '418'		
10/23/2023	AP DOG PARK PORTABLE RESTROOM 10/24-11/21		112025	125.00 Inv #: '69911' Vendor '901'		
10/27/2023	AP OCTOBER MOWING		111992	40.00 Inv #: '15827' Vendor '418'		
10/27/2023	AP OCTOBER MOWING		111992	80.00 Inv #: '15827' Vendor '418'		
10/27/2023	AP OCTOBER MOWING		111992	170.00 Inv #: '15827' Vendor '418'		
10/27/2023	AP OCTOBER MOWING		111992	380.00 Inv #: '15827' Vendor '418'		
11/16/2023	AP CLEAN UP LEAVES AT DOG PARK		112540	300.00 Inv #: '15864' Vendor '418'		
11/27/2023	AP DOG PARK PORTABLE RESTROOM 11/21-12/19		112582	125.00 Inv #: '70030' Vendor '901'		
12/04/2023	AP NOVEMBER PLOWING		112541	44.00 Inv #: '15889' Vendor '418'		
12/04/2023	AP NOVEMBER PLOWING		112541	44.00 Inv #: '15889' Vendor '418'		
12/05/2023	AP DOG PARK-CLOSE FOR SEASON		112549	90.00 Inv #: '8285' Vendor '289'		
12/11/2023	AP DOG PARK PORTABLE RESTROOM 12/19-1/16		112583	125.00 Inv #: '70095' Vendor '901'		
12/18/2023	AP REPAIR CEMETERY SHED DOOR, BOARDS ON BRI		113945	212.50 Inv #: '15897' Vendor '418'		
01/25/2024	AP SNOWPLOWING FOR PARKS AND BIKE TRAIL		115350	212.50 Inv #: '15917' Vendor '418'		
01/25/2024	AP SNOWPLOWING FOR PARKS AND BIKE TRAIL		115350	212.50 Inv #: '15917' Vendor '418'		
01/25/2024	AP DOG PARK PORTABLE RESTROOM 1/16-2/13		115391	125.00 Inv #: '70171' Vendor '901'		
02/05/2024	AP JANUARY SNOW PLOWING		115351	42.00 Inv #: '15983' Vendor '418'		
02/05/2024	AP JANUARY SNOW PLOWING		115351	42.00 Inv #: '15983' Vendor '418'		
02/05/2024	AP JANUARY SNOW PLOWING		115351	65.00 Inv #: '15983' Vendor '418'		
02/29/2024	AP DOG PARK PORTABLE RESTROOM 2/13-3/12		115963	125.00 Inv #: '70241' Vendor '901'		
03/15/2024	AP REMOVE FENCE AT RIVER BLUFF/FILL IN POST		116114	440.00 Inv #: '16020' Vendor '418'		
03/29/2024	AP RIVERBLUFF PARK TREE REMOVALS		116321	1,525.00 Inv #: '2410' Vendor '980'		
208-751-709.000	SUBCONTRACTED LABOR	8,250.00	8,250.00	7,887.00	363.00	95.60

Balances as of 04/30/2024

% Fiscal Year Completed: 83.33

Fund 208 - PARK/RECREATION FUND

GL Number	Description	2023-24 Orig Budget	2023-24 Amended Budget	YEAR-TO-DATE THRU 04/30/24	Available Balance	% Used
Expenditures						
Department 751: PARKS						
208-751-801.000	ENGINEERING	3,000.00	3,000.00	0.00	3,000.00	0.00
208-751-802.000	ATTORNEY FEES					
10/02/2023	AP ZBA, GEI, EARLY VOTING, TOP GRADE LEGAL		111648	108.00	Inv #: '678' Vendor '822'	
04/03/2024	AP RIVERSIDE EASEMENTS, MORATORIUM, MNRTF,		116328	266.00	Inv #: '773' Vendor '822'	
208-751-802.000	ATTORNEY FEES	3,000.00	3,000.00	374.00	2,626.00	12.47
208-751-807.000	CONSULTING SERVICES					
07/06/2023	AP PARKS PLANNING: FINAL RFQ & DISTRIBUTION		108109	300.00	Inv #: 'JULY 2023' Vendor '833'	
07/20/2023	AP RIVER BLUFF PARK NOZZ GRANT SUPPORT		108861	170.00	Inv #: '75596' Vendor '190'	
08/03/2023	GJ MOVE M/R REVENUE TO EXPENSE		111853	(750.00)	JE# 2245	
08/03/2023	AP TRI-COMMUNITY 5-YEAR REC PLAN-PROFESSION		108886	1,500.00	Inv #: '2334-1' Vendor '957'	
08/07/2023	GJ MOVE M/R REVENUE TO EXPENSE		111854	(375.00)	JE# 2246	
08/09/2023	AP PUBLIC ACCURACY, CORRECTED NOTICE, BOARD		108826	28.00	Inv #: '4386' Vendor '817'	
08/16/2023	AP RIVER BLUFF PARK NOAA GRANT SUPPORT		110737	255.00	Inv #: '76269' Vendor '190'	
08/17/2023	AP ECOLOGICAL EVALUATION AND REPORT OF PROP		110731	3,000.00	Inv #: '116545' Vendor '891'	
09/08/2023	AP TRI-COMMUNITY 5-YR REC PLAN		110778	4,750.00	Inv #: '2334-2' Vendor '957'	
09/13/2023	GJ MOVE M/R REVENUE TO EXPENSE		111855	(3,375.00)	JE# 2247	
09/14/2023	AP RIVER BLUFF PARK GRANT SUPPORT		110751	85.00	Inv #: '76939' Vendor '190'	
10/03/2023	GJ MOVE M/R REVENUE TO EXPENSE		111857	(3,450.00)	JE# 2249	
10/03/2023	AP TRI-COMMUNITY 5-YEAR REC PLAN		111699	4,600.00	Inv #: '2334-3' Vendor '957'	
10/10/2023	AP RIVER BLUFF PARK NOAA GRANT SUPPORT		111676	340.00	Inv #: '77370' Vendor '190'	
10/31/2023	GJ MOVE M/R REVENUE TO EXPENSE		111882	(1,150.00)	JE# 2258	
10/31/2023	GJ To Reverse Manual Journal Entry: 2258		112278	1,150.00	JE# 2280	
11/07/2023	MRB SUMMARY MRB 11/07/2023		111958	(1,500.00)		
11/07/2023	AP TRI-COMMUNITY 5-YEAR REC PLAN		112034	2,000.00	Inv #: '2334-4' Vendor '957'	
11/14/2023	AP RIVER BLUFF PARK NOAA GRANT SUPPORT		112558	85.00	Inv #: '78005' Vendor '190'	
12/08/2023	AP RIVER BLUFF/NOAA GRANT		112537	6,965.04	Inv #: '5020269' Vendor '974'	
01/04/2024	MRB SUMMARY MRB 01/04/2024		113278	(750.00)		
01/04/2024	GJ POSTED DOUGLAS TRI TO WRONG GL NUMBER		113279	(375.00)	JE# 2301	
01/04/2024	AP TRI-COMMUNITY 5 YEAR REC PLAN		113968	1,500.00	Inv #: '2334-5' Vendor '957'	
01/16/2024	AP RIVER BLUFF NOAA GRANT ENGINEERING SERVI		115345	3,041.75	Inv #: '5020553' Vendor '974'	
01/18/2024	AP RIVERBLUFF PARK NOAA GRANT SUPPORT		115368	340.00	Inv #: '79153' Vendor '190'	
02/07/2024	AP RIVER BLUFF PARK FEASIBILITY STUDY		115346	11,099.00	Inv #: '5020810' Vendor '974'	
02/09/2024	MRB SUMMARY MRB 02/09/2024		114925	(862.50)		
02/09/2024	AP TRI-COMMUNITY 5-YR REC PLAN PROFESSIONAL		115400	1,150.00	Inv #: '2334-6' Vendor '957'	
03/15/2024	AP ROUNDABOUT LANDSCAPE PLAN		116128	480.00	Inv #: '2349-3' Vendor '957'	
208-751-807.000	CONSULTING SERVICES	155,000.00	155,000.00	30,251.29	124,748.71	19.52
208-751-920.000	GAS & ELECTRIC & INTERNET					
07/01/2023	CD DOG PARK TRASH		107754	66.00	Check #: '1023(E) CHEM' Vendor '876'.	
07/07/2023	AP RIVERBLUFF QUARTERLY TRASH		108114	74.88	Inv #: '2691108' Vendor '876'	
07/27/2023	CD DOG PARK		108516	13.62	Check #: '1061(E) CHEM' Vendor '112'.	
08/01/2023	CD GAS & ELECTRIC & INTERNET		108676	22.60	Check #: '1064(E) CHEM' Vendor '120'.	
08/14/2023	CD DOG PARK		108985	30.64	Check #: '1080(E) CHEM' Vendor '112'.	
08/24/2023	CD DOG PARK		109256	13.64	Check #: '1083(E) CHEM' Vendor '112'.	
09/01/2023	CD GAS & ELECTRIC & INTERNET		109439	22.60	Check #: '1087(E) CHEM' Vendor '120'.	
09/12/2023	CD DOG PARK		110528	28.81	Check #: '1094(E) CHEM' Vendor '112'.	
09/18/2023	CD DOG PARK TRASH		111065	66.00	Check #: '1103(E) CHEM' Vendor '876'.	
09/27/2023	CD DOG PARK		111501	13.67	Check #: '1107(E) CHEM' Vendor '112'.	
10/02/2023	CD GAS & ELECTRIC & INTERNET		111572	22.60	Check #: '1112(E) CHEM' Vendor '120'.	
10/05/2023	AP QUARTERLY RIVER BLUFF PARK TRASH		111639	74.88	Inv #: '2750138' Vendor '876'	



Balances as of 04/30/2024

% Fiscal Year Completed: 83.33

Fund 208 - PARK/RECREATION FUND

GL Number	Description	2023-24 Orig Budget	2023-24 Amended Budget	YEAR-TO-DATE THRU 04/30/24	Available Balance	% Used
<b>Expenditures</b>						
Department 751: PARKS						
10/12/2023	CD DOG PARK		111746	28.79	Check #: '1124(E) CHEM' Vendor '112'.	
11/01/2023	CD DOG PARK		111898	13.67	Check #: '1131(E) CHEM' Vendor '112'.	
11/01/2023	CD GAS & ELECTRIC & INTERNET		111900	22.60	Check #: '1133(E) CHEM' Vendor '120'.	
11/13/2023	CD DOG PARK		112109	30.90	Check #: '1147(E) CHEM' Vendor '112'.	
11/28/2023	CD DOG PARK		112209	13.48	Check #: '1154(E) CHEM' Vendor '112'.	
12/01/2023	CD GAS & ELECTRIC & INTERNET		112232	82.60	Check #: '1156(E) CHEM' Vendor '120'.	
12/12/2023	CD DOG PARK		112428	30.75	Check #: '1165(E) CHEM' Vendor '112'.	
12/18/2023	CD DOG TRASH		112904	66.00	Check #: '1173(E) CHEM' Vendor '876'.	
12/27/2023	CD DOG PARK		113106	13.52	Check #: '1179(E) CHEM' Vendor '112'.	
01/04/2024	CD DOG PARK		113284	22.60	Check #: '1184(E) CHEM' Vendor '120'.	
01/05/2024	AP QUARTERLY RIVER BLUFF PARK TRASH		113931	74.88	Inv #: '2805189' Vendor '876'	
01/10/2024	CD DOG PARK		113892	28.79	Check #: '1190(E) CHEM' Vendor '112'.	
01/25/2024	CD DOG PARK		114372	13.91	Check #: '1207(E) CHEM' Vendor '112'.	
02/01/2024	CD GAS & ELECTRIC & INTERNET		114579	22.60	Check #: '1213(E) CHEM' Vendor '120'.	
02/15/2024	CD DOG PARK		115605	29.24	Check #: '1229(E) CHEM' Vendor '112'.	
02/26/2024	CD DOG PARK		115871	13.82	Check #: '1232(E) CHEM' Vendor '112'.	
03/01/2024	CD GAS & ELECTRIC & INTERNET		116175	22.60	Check #: '1244(E) CHEM' Vendor '120'.	
03/13/2024	CD DOG PARK		116181	31.08	Check #: '1250(E) CHEM' Vendor '112'.	
03/18/2024	CD DOG TRASH		116182	66.00	Check #: '1251(E) CHEM' Vendor '876'.	
03/26/2024	CD DOG PARK		116248	13.79	Check #: '1253(E) CHEM' Vendor '112'.	
04/01/2024	CD DOG PARK		116268	22.60	Check #: '1259(E) CHEM' Vendor '120'.	
04/01/2024	AP RIVER BLUFF PARK TRASH PICKUP		116317	74.88	Inv #: '2858414' Vendor '876'	
04/10/2024	CD DOG PARK		116314	28.77	Check #: '1267(E) CHEM' Vendor '112'.	
04/25/2024	CD DOG PARK		116506	13.87	Check #: '1275(E) CHEM' Vendor '112'.	
208-751-920.000	GAS & ELECTRIC & INTERNET	1,200.00	1,200.00	1,231.68	(31.68)	102.64
208-751-930.000 REPAIRS & MAINTENANCE						
07/31/2023	AP CHIPS & LABOR ON WALKING TRAIL		108840	150.00	Inv #: '15696' Vendor '418'	
07/31/2023	GJ MOVE FROM SUBCONTRACTED TO REPAIRS		116292	2,141.00	JE# 2360	
09/25/2023	AP DECK SCREWS		111671	11.19	Inv #: '2309-702417' Vendor '111'	
10/23/2023	AP ALUMINUM SIGNBOARD MAP FOR RIVER BLUFF P		112027	45.00	Inv #: '13195' Vendor '699'	
12/18/2023	AP REPAIR CEMETERY SHED DOOR, BOARDS ON BRI		113945	100.00	Inv #: '15897' Vendor '418'	
208-751-930.000	REPAIRS & MAINTENANCE	32,500.00	32,500.00	2,447.19	30,052.81	7.53
208-751-955.000 MISCELLANEOUS						
09/15/2023	AP 25 BUILD THE PLAN, GROW OUR FUTURE TRI-C		111690	377.50	Inv #: '13119' Vendor '699'	
09/15/2023	GJ MOVE M/R REVENUE TO EXPENSE		111856	(283.11)	JE# 2248	
10/16/2023	AP DAFFODIL PLANTING, GROW OUR FUTURE, ZBA		111978	238.00	Inv #: '4455' Vendor '817'	
01/08/2024	AP PARKS & REC, BOR NOTICE, STUDY COLUMN		113971	35.00	Inv #: '4945' Vendor '976'	
01/08/2024	AP PARKS & REC, BOR NOTICE, STUDY COLUMN		113971	98.00	Inv #: '4945' Vendor '976'	
01/29/2024	CD POOP BAGS FOR DOG PARK		114408	17.86	Check #: '1210(E) CHEM' Vendor '126'.	
02/13/2024	AP PARKS, CEMETERY, SYNOPSIS, ZONING		115403	98.00	Inv #: '4945' Vendor '976'	
208-751-955.000	MISCELLANEOUS	3,000.00	3,000.00	581.25	2,418.75	19.38
208-751-961.000	TRAINING & SEMINARS	2,000.00	2,000.00	0.00	2,000.00	0.00
208-751-971.000	CAPITAL OUTLAY	25,000.00	25,000.00	0.00	25,000.00	0.00
208-751-995.000	APPROPRIATION TRANSFER OUT	85,000.00	85,000.00	0.00	85,000.00	0.00
Total - Dept 751		328,800.00	328,800.00	50,347.41	278,452.59	15.31

REVENUE AND EXPENDITURE REPORT FOR SAUGATUCK TOWNSHIP  
Balances as of 04/30/2024  
% Fiscal Year Completed: 83.33  
Fund 208 - PARK/RECREATION FUND

GL Number	Description	2023-24 Orig Budget	2023-24 Amended Budget	YEAR-TO-DATE THRU 04/30/24	Available Balance	% Used
<hr/>						
Expenditures						
Total Expenditures		328,800.00	328,800.00	50,347.41	278,452.59	15.31
NET OF REVENUES AND EXPENDITURES		(328,800.00)	(328,800.00)	(50,347.41)	(278,452.59)	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank CHEM HUNTINGTON BANK GENERAL						
Check Type: EFT Transfer						
04/01/2024	CHEM	1257(E)	124	MERS OF MICHIGAN	MARCH DC	501.05
04/01/2024	CHEM	1258(E)	120	K.L.S.W.A.	TWP HALL	64.72
04/01/2024	CHEM	1259(E)	120	K.L.S.W.A.	DOG PARK	22.60
04/01/2024	CHEM	1260(E)	675	STANDARD INSURANCE CO.	LIFE INSURANCE	38.21
04/03/2024	CHEM	1261(E)	128	SEMCO ENERGY	TWP HALL	262.09
04/04/2024	CHEM	1262(E)	149	STATE OF MICHIGAN UIA	1ST QUARTER UNEMPLOYMENT INSURANCE	562.00
04/08/2024	CHEM	1263(E)	112	CONSUMERS ENERGY	TWP HALL	275.49
04/08/2024	CHEM	1264(E)	112	CONSUMERS ENERGY	RIVERSIDE CEMETERY	32.28
04/09/2024	CHEM	1265(E)	603	COMCAST	GAS & ELECTRIC & INTERNET	250.90
04/09/2024	CHEM	1266(E)	112	CONSUMERS ENERGY	DOUGLAS CEMETERY	31.04
04/10/2024	CHEM	1267(E)	112	CONSUMERS ENERGY	DOG PARK	28.77
04/15/2024	CHEM	1274(E)	551	QUADIENT, INC	POSTAGE	100.00
04/25/2024	CHEM	1275(E)	112	CONSUMERS ENERGY	DOG PARK	13.87
					STREET LIGHTS	1,457.37
						1,471.24
04/25/2024	CHEM	1276(E)	112	CONSUMERS ENERGY	STREET LIGHTS	33.12
04/25/2024	CHEM	1277(E)	112	CONSUMERS ENERGY	LED LIGHT	157.34
					Total EFT Transfer:	3,830.85

11

CHEM TOTALS:

Total of 15 Checks:

Less 0 Void Checks:

Total of 15 Disbursements:

3,830.85

0.00

3,830.85

04/25/2024 RECEIPT DISTRIBUTION REPORT FOR SAUGATUCK TOWNSHIP  
Post Date from 07/01/2023 - 04/25/2024 Open And Completed Receipts

Receipt #	Wkstn	Received Of	Item	Reference	Post Date	Amount
Fund: 408 PARK PROJECT FUND						
GL #: 408-000-674.000		DONATIONS				
62005		DOG DONATIONS	DGPK1	DOG PARK DONATIONS	07/14/2023	37.00
62333		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	08/02/2023	32.00
62862		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	08/30/2023	50.00
62863		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	08/30/2023	36.00
63149		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	09/07/2023	15.00
64333		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	10/10/2023	51.00
64400		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	10/24/2023	5.00
64542		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	11/28/2023	35.00
65887		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	01/31/2024	22.00
66667		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	02/15/2024	5.09
67075		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	03/13/2024	14.00
67150		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	04/02/2024	26.00
Total For 408-000-674.000 DONATIONS:						328.09

Total For Fund 408 PARK PROJECT FUND:

Total Distributed Receipts: 328.09  
Grand Total: 328.09

Denise Corkery  
850 West Adams St., #2F  
Chicago, IL 60607  
312.543.0906

April 17, 2024

Mr. Daniel DeFranco, Township Manager  
Mr. Jim Searing, Parks Commissioner  
Saugatuck Township  
3461 Blue Star Highway  
Saugatuck, MI 49453

Dear Mr. DeFranco and Mr. Searing,

I have been a part-time resident of the Saugatuck area for more than 35 years. First, in a residence located in the Township. Currently, my husband John and I own a home in Laketown Township. But we remain frequent year-round visitors to establishments and parks in the Township, as well as in both Saugatuck and Douglas Villages.

About a month ago, our dog Alfie became ill after visiting the Tails & Trails Dog Park and drinking pond water in the fenced "natural area." This past weekend, I learned from other dog owners that their dogs had recently become ill, in one case seriously, after also drinking pond water. This is a serious problem the Township must immediately address in an open and transparent manner.

I believe signage should be posted at all gates advising dog owners that toxic black water is a risk, and that dog owners are advised to keep their dogs leashed in the natural area.

I am seriously concerned about the long-term health risks to Alfie, who has visited the park since April 2022, and to our recently adopted dog Gina. But I am also remorseful about having recommended Tails & Trails to countless area visitors with dogs who might have unwittingly allowed their dog off leash in this area of the park. Frequent visitors to T&T are sharing this information with each other. But there are many who visit this dog-friendly amenity who are unaware of this risk known only to some.

So many dogs enjoy the fenced trail in the woods. Perhaps one long-term solution would be to find another fenced area for our dogs to enjoy.

Thank you in advance for your prompt attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Denise Corkery". The ink is dark and the signature is fluid, with the first and last names being more prominent than the middle name.

Denise Corkery

BUDGET REPORT FOR SAUGATUCK TOWNSHIP  
Fund: 208 PARK/RECREATION FUND  
Calculations as of 06/30/2024

		2021-22	2022-23	2023-24	2023-24	2024-25	2024-25
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	APPROVED
				BUDGET	THRU 06/30/24	BUDGET	BUDGET
ESTIMATED REVENUES							
Dept 000 - OTHER FUNCTIONS							
208-000-403.000	CURRENT PROP TAX			218,000	217,844	218,000	
208-000-523.000	STATE GRANT			15,000		190,000	
		FOOTNOTE AMOUNTS:					180,000
	Trust Fund						
		FOOTNOTE AMOUNTS:					10,000
	Coastal Management						
	GL # FOOTNOTE TOTAL:						190,000
208-000-524.000	FEDERAL GRANT			55,500	585	35,000	
		FOOTNOTE AMOUNTS:					35,000
	NOAA River Bluff						
208-000-699.000	APPROPRIATION TRANSFERS IN			41,250		42,000	
208-000-699.100	TRANSFER FROM FUND BALANCE					10,000	
Totals for dept 000 - OTHER FUNCTIONS				329,750	218,429	495,000	
TOTAL ESTIMATED REVENUES				329,750	218,429	495,000	

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 06/30/24	2024-25 REQUESTED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 261 - OTHER FUNCTIONS							
208-261-723.000	EMPLOYEE BENEFITS, FICA				488		
Totals for dept 261 - OTHER FUNCTIONS					488		
Dept 751 - PARKS							
208-751-701.000	ELECTED OFFICIAL SALARIES			10,850	7,575	11,625	
208-751-709.000	SUBCONTRACTED LABOR			8,250	7,887	33,000	
	FOOTNOTE AMOUNTS:					15,000	
	General Support						
	FOOTNOTE AMOUNTS:					3,000	
	Portable Restrooms						
	FOOTNOTE AMOUNTS:					15,000	
	Pine Trail Operational Support						
	GL # FOOTNOTE TOTAL:					33,000	
208-751-801.000	ENGINEERING			3,000		4,000	
208-751-802.000	ATTORNEY FEES			3,000	374	3,000	
208-751-807.000	CONSULTING SERVICES			155,000	30,251	58,000	
	FOOTNOTE AMOUNTS:					20,000	
	Pine Trail Conceptual Site Plan						
	FOOTNOTE AMOUNTS:					10,000	
	Water Trail						
	FOOTNOTE AMOUNTS:					5,000	
	Conservation Outreach						
	FOOTNOTE AMOUNTS:					5,000	
	Strategic Planning						
	FOOTNOTE AMOUNTS:					10,000	
	River Bluff Master Plan						
	FOOTNOTE AMOUNTS:					8,000	
	River Bluff Shoreline Grant Support						
	GL # FOOTNOTE TOTAL:					58,000	
208-751-809.000	PROFESSIONAL SERVICES					8,000	
	FOOTNOTE AMOUNTS:					3,000	
	Pine Trail Appraisal						
	FOOTNOTE AMOUNTS:					5,000	
	Pine Trail Environmental Assessment						
	GL # FOOTNOTE TOTAL:					8,000	
208-751-810.000	FEDERAL GRANT PROJECT					35,000	
	FOOTNOTE AMOUNTS:					35,000	
208-751-811.000	River Bluff Shoreline Sustainability Study (NOAA)						
	STATE GRANT PROJECT					200,000	
	FOOTNOTE AMOUNTS:					180,000	
	Amelanchier Rest Area (Trust Fund)						
	FOOTNOTE AMOUNTS:					20,000	
	Public Access Study (Coastal Management)						
	GL # FOOTNOTE TOTAL:					200,000	
208-751-901.000	PRINTING & PUBLISHING					1,000	
208-751-920.000	GAS & ELECTRIC & INTERNET			1,200	1,232	2,000	
208-751-930.000	REPAIRS & MAINTENANCE			32,500	2,447	17,000	
	FOOTNOTE AMOUNTS:					15,000	
	General Repairs						
	Maintenance						
	FOOTNOTE AMOUNTS:					2,000	
	Small Dog Area						
	GL # FOOTNOTE TOTAL:					17,000	
208-751-955.000	MISCELLANEOUS			3,000	581		
208-751-961.000	TRAINING & SEMINARS			2,000		1,000	
208-751-971.000	CAPITAL OUTLAY			25,000		111,000	

		2021-22	2022-23	2023-24	2023-24	2024-25	2024-25
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 06/30/24	REQUESTED BUDGET	APPROVED BUDGET
APPROPRIATIONS							
Dept 751 - PARKS							
		FOOTNOTE AMOUNTS:				45,000	
	Paved Entry and Parking (Tails 'n Trails)						
		FOOTNOTE AMOUNTS:				15,000	
	New Sign (Tails 'n Trails)						
		FOOTNOTE AMOUNTS:				10,000	
	Landfill Trail Development						
		FOOTNOTE AMOUNTS:				4,000	
	Picnic Tables (2) River Bluff						
		FOOTNOTE AMOUNTS:				20,000	
	River Bluff Sign Installation						
		FOOTNOTE AMOUNTS:				15,000	
	Amelanchier Improvements						
		FOOTNOTE AMOUNTS:				2,000	
	Trail Markers Tails 'n Trails						
		GL # FOOTNOTE TOTAL:				111,000	
208-751-995.000	APPROPRIATION TRANSFER OUT			85,000		10,000	
		FOOTNOTE AMOUNTS:				5,000	
	Administrative Support						
		FOOTNOTE AMOUNTS:				5,000	
	Transfer to Park Project Fund						
		GL # FOOTNOTE TOTAL:				10,000	
Totals for dept 751 - PARKS				328,800	50,347	494,625	
TOTAL APPROPRIATIONS				328,800	50,835	494,625	
NET OF REVENUES/APPROPRIATIONS - FUND 208				950	167,594	375	
BEGINNING FUND BALANCE						167,594	167,594
ENDING FUND BALANCE				950	167,594	167,969	167,594