



Parks Commission Agenda

Wednesday, March 4, 2026, 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) February 4th, 2026, Meeting Minutes approval
- b) Financial Reports
- c) Bills
- d) Donation Report

6. New Business:

- a) River Bluff Construction schedule and revised ODC maps.

7. Old Business:

- a) LCWM – fund raising agreement. Planning fund raising events.
- b) Land fill testing update - Daniel
- c) Land acquisition update - Jane
- d) Kalamazoo River Green Way report – Glenna
- e) Sustainable Landscape policy discussion and vote.

8. Reports:

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

9. Public Comments

Previous Rules apply.

10. Next meeting: April 1st, 2026, 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, February 4, 2026– DRAFT MINUTES
Saugatuck Township Hall
3461 Blue Star Hwy
Saugatuck, MI 49453

1. Call to Order – Jim Searing called the meeting to order at 5:01
2. Roll Call
 - a. Present: Jim Searing, Jame Dickie, Elliot Strum. Absent: Dana Burd, Ken Bulter
3. Public Comments:

None
4. Approval of Agenda
 - a. Jane Dickie moved to approve the agenda as written, seconded by Elliott Strum.
Approved by all.
5. Consent Agenda – Jim Dickie moved to approve the consent agenda with amendments to the January minutes, seconded by Jim Searing.

Approved by all.

 - a. January 7th 2026 Meeting Minutes
 - b. Financial Reports
 - c. Bills
 - d. Donation Report
6. New Business
 - a. Land Conservancy of West Michigan - There was a general discussion of how the LCWM will assist the Township and Park Commission in raising funds for the purchase of Riverside Park property. We reviewed their web site and noted how they had already received over \$750 in donations. We also discussed the 2026-2027 Parks budget and the impact of funding the Riverside Park purchase.
7. Old Business
 - a. Land Fill testing - no new information.
 - b. Land acquisition update - there was no new information.
 - c. Kalamazoo River Green Way report - The next meeting is scheduled for February 17th. Glenna will attend.
 - d. Sustainable Landscape Policy - tabled until March meeting.
9. Public Comments

Chris Clark showed us a draft map of the Kalamazoo River water trail which was Prepared by the ODC.

10. Next Meeting: March,4th, 2026 at 5:00 pm at Township Hall

11. Adjourn – Jim Searing adjourned the meeting at 5:24 p.m.

User: LORI

PERIOD ENDING 02/28/2026

DB: Saugatuck

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE 02/28/2026	ACTIVITY FOR MONTH 02/28/2026	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	BALANCE	
Fund 208 - PARK/RECREATION FUND								
Revenues								
Dept 000								
208-000-403.000	CURRENT PROP TAX	250,000.00		135,481.19	18,780.15		114,518.81	54.19
208-000-412.000	DELINQUENT TAX	0.00		0.00	0.00		0.00	0.00
208-000-523.000	STATE GRANT	29,000.00		0.00	0.00		29,000.00	0.00
208-000-524.000	FEDERAL GRANT	0.00		0.00	0.00		0.00	0.00
208-000-665.000	INTEREST EARNED	2,000.00		669.35	0.00		1,330.65	33.47
208-000-675.000	MISCELLANEOUS	0.00		0.00	0.00		0.00	0.00
208-000-677.000	DONATIONS	0.00		320.00	0.00		(320.00)	100.00
208-000-699.000	APPROPRIATION TRANSFERS IN	62,000.00		0.00	0.00		62,000.00	0.00
208-000-699.100	TRANSFER FROM FUND BALANCE	0.00		0.00	0.00		0.00	0.00
Total Dept 000		343,000.00		136,470.54	18,780.15		206,529.46	39.79
TOTAL REVENUES		343,000.00		136,470.54	18,780.15		206,529.46	39.79
Expenditures								
Dept 751 - PARKS								
208-751-701.000	ELECTED OFFICIAL SALARIES	10,000.00		5,700.00	0.00		4,300.00	57.00
208-751-709.000	SUBCONTRACTED LABOR	10,000.00		12,118.65	2,905.00		(2,118.65)	121.19
208-751-801.000	ENGINEERING	10,000.00		15,860.30	1,657.50		(5,860.30)	158.60
208-751-802.000	ATTORNEY FEES	3,500.00		0.00	0.00		3,500.00	0.00
208-751-807.000	CONSULTING SERVICES	17,000.00		12,000.00	0.00		5,000.00	70.59
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	29,000.00		10,878.55	0.00		18,121.45	37.51
208-751-901.000	PRINTING & PUBLISHING	1,000.00		1,900.00	0.00		(900.00)	190.00
208-751-920.000	GAS & ELECTRIC & INTERNET	2,000.00		1,088.50	87.66		911.50	54.43
208-751-930.000	REPAIRS & MAINTENANCE	5,000.00		613.19	0.00		4,386.81	12.26
208-751-955.000	MISCELLANEOUS	0.00		38.98	0.00		(38.98)	100.00
208-751-961.000	TRAINING & SEMINARS	0.00		0.00	0.00		0.00	0.00
208-751-971.000	CAPITAL OUTLAY	250,000.00		169,943.10	0.00		80,056.90	67.98
208-751-995.000	APPROPRIATION TRANSFER OUT	5,000.00		0.00	0.00		5,000.00	0.00
208-751-998.000	TRANSFER TO FUND BALANCE	0.00		0.00	0.00		0.00	0.00
Total Dept 751 - PARKS		342,500.00		230,141.27	4,650.16		112,358.73	67.19
TOTAL EXPENDITURES		342,500.00		230,141.27	4,650.16		112,358.73	67.19
Fund 208 - PARK/RECREATION FUND:								
TOTAL REVENUES		343,000.00		136,470.54	18,780.15		206,529.46	39.79
TOTAL EXPENDITURES		342,500.00		230,141.27	4,650.16		112,358.73	67.19
NET OF REVENUES & EXPENDITURES		500.00		(93,670.73)	14,129.99		94,170.73	8,734.15

Balances as of 02/28/2026
 % Fiscal Year Completed: 66.58
 Fund 208 - PARK/RECREATION FUND

GL Number	Description	2025-26 Orig Budget	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Revenues						
Department 000:						
208-000-403.000	CURRENT PROP TAX					
12/17/2025	CR PARKS FUND CURRENT TAX 12/17/2025		129666	24,639.69	PARKS FUND CURRENT TAX 12/17/2025	
01/08/2026	CR PARKS FUND CURRENT TAX 01/08/2026		130087	51,910.69	PARKS FUND CURRENT TAX 01/08/2026	
01/22/2026	CR PARKS FUND CURRENT TAX 01/22/2026		130447	40,150.66	PARKS FUND CURRENT TAX 01/22/2026	
02/11/2026	CR PARKS FUND CURRENT TAX 02/11/2026		131260	18,780.15	PARKS FUND CURRENT TAX 02/11/2026	
208-000-403.000	CURRENT PROP TAX	250,000.00	250,000.00	135,481.19	114,518.81	54.19
208-000-523.000	STATE GRANT	29,000.00	29,000.00	0.00	29,000.00	0.00
208-000-665.000	INTEREST EARNED					
07/31/2025	GJ MONTHLY INTEREST EARNING		126156	519.82	JE# 2573	
08/31/2025	GJ MONTHLY EARNINGS		128398	555.00	JE# 2575	
09/30/2025	GJ MONTHLY EARNINGS		128756	(171.84)	JE# 2584	
10/31/2025	GJ EARNINGS		128954	18,899.16	JE# 2591	
10/31/2025	GJ EARNINGS		128954	(18,899.16)	JE# 2591	
11/30/2025	GJ EARNINGS		129288	196.07	JE# 2594	
11/30/2025	GJ TRANSFER EARNINGS		129289	10.09	JE# 2595	
12/31/2025	GJ EARNINGS & INTEREST		130049	(313.31)	JE# 2603	
01/31/2026	GJ EARNINGS & INTEREST		130915	(126.48)	JE# 2604	
208-000-665.000	INTEREST EARNED	2,000.00	2,000.00	669.35	1,330.65	33.47
208-000-677.000	DONATIONS					
08/13/2025	CR DOG PARK DONATIONS		126407	250.00	Receipt #: 73504	
08/25/2025	CR DOG PARK DONATIONS		126668	39.00	Receipt #: 73817	
10/07/2025	CR DOG PARK DONATIONS		128684	31.00	Receipt #: 75361	
208-000-677.000	DONATIONS	0.00	0.00	320.00	(320.00)	100.00
208-000-699.000	APPROPRIATION TRANSFERS IN	62,000.00	62,000.00	0.00	62,000.00	0.00
Total - Dept 000		343,000.00	343,000.00	136,470.54	206,529.46	39.79
Total Revenues		343,000.00	343,000.00	136,470.54	206,529.46	39.79
Expenditures						
Department 751: PARKS						
208-751-701.000	ELECTED OFFICIAL SALARIES					
07/18/2025	PRAW SUMMARY PRAW 07/18/2025		125495	(1,575.00)	15	
07/18/2025	PR SUMMARY PR 07/18/2025		125493	1,575.00	15	
09/25/2025	PR SUMMARY PR 09/25/2025		128472	2,025.00	21	
11/20/2025	PR SUMMARY PR 11/20/2025		129102	1,500.00	25	
12/18/2025	PR SUMMARY PR 12/18/2025		129653	2,175.00	27	
208-751-701.000	ELECTED OFFICIAL SALARIES	10,000.00	10,000.00	5,700.00	4,300.00	57.00
208-751-709.000	SUBCONTRACTED LABOR					
07/11/2025	AP DOG PARK PORTABLE RESTROOM 7/3-8/1		125445	125.00	Inv #: '72465' Vendor '901'	
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	88.00	Inv #: '16852' Vendor '418'	
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	88.00	Inv #: '16852' Vendor '418'	
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	94.00	Inv #: '16852' Vendor '418'	
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	404.25	Inv #: '16852' Vendor '418'	

User: LORI
DB: Saugatuck

Balances as of 02/28/2026
% Fiscal Year Completed: 66.58
Fund 208 - PARK/RECREATION FUND

GL Number	Description	2025-26 Orig Budget	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Expenditures						
Department 751: PARKS						
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	412.00	Inv #: '16852' Vendor '418'	
08/07/2025	AP AUG CEMETERY CONTRACT, JULY MOWINGS, RID		126309	900.00	Inv #: '16852' Vendor '418'	
08/11/2025	AP PORTABLE RESTROOM 8/1-8/29 FOR DOG PARK		126340	125.00	Inv #: '72692' Vendor '901'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	88.00	Inv #: '16896' Vendor '418'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	88.00	Inv #: '16896' Vendor '418'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	115.14	Inv #: '16896' Vendor '418'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	188.00	Inv #: '16896' Vendor '418'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	412.00	Inv #: '16896' Vendor '418'	
09/02/2025	AP SEPT CEM. CONT., REPAIR TREE RUTS & SOIL		127674	981.75	Inv #: '16896' Vendor '418'	
09/02/2025	AP PORTABLE RESTROOM AT DOGPARK 8/29-9/26		127697	125.00	Inv #: '72837' Vendor '901'	
09/23/2025	AP PORTABLE RESTROOM FOR DOGPARK 9/26-10/24		128633	125.00	Inv #: '73011' Vendor '901'	
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	88.00	Inv #: '16937' Vendor '418'	
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	88.00	Inv #: '16937' Vendor '418'	
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	94.00	Inv #: '16937' Vendor '418'	
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	433.13	Inv #: '16937' Vendor '418'	
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	515.00	Inv #: '16937' Vendor '418'	
10/24/2025	AP PORTABLE RESTROOM 10/24-11/21 FOR DOG PA		129031	125.00	Inv #: '73165' Vendor '901'	
10/31/2025	AP OCTOBER MOWING, NOV. CEMETERY CONTRACT,		129001	44.00	Inv #: '16965' Vendor '418'	
10/31/2025	AP OCTOBER MOWING, NOV. CEMETERY CONTRACT,		129001	88.00	Inv #: '16965' Vendor '418'	
10/31/2025	AP OCTOBER MOWING, NOV. CEMETERY CONTRACT,		129001	94.00	Inv #: '16965' Vendor '418'	
10/31/2025	AP OCTOBER MOWING, NOV. CEMETERY CONTRACT,		129001	412.00	Inv #: '16965' Vendor '418'	
10/31/2025	AP OCTOBER MOWING, NOV. CEMETERY CONTRACT,		129001	779.63	Inv #: '16965' Vendor '418'	
11/25/2025	AP PORTABLE RESTROOM 11/21-12/19 FOR DOG PA		129384	125.00	Inv #: '73299' Vendor '901'	
11/26/2025	AP INSTALL ROCKS AND PLANT NEW TREE AT DOG		129364	143.75	Inv #: '16999' Vendor '418'	
11/26/2025	AP INSTALL ROCKS AND PLANT NEW TREE AT DOG		129364	375.00	Inv #: '16999' Vendor '418'	
12/11/2025	AP WINTERIZE DOG PARK		129617	160.00	Inv #: '9419' Vendor '289'	
12/22/2025	AP DOG PARK PORTABLE RESTROOM RENTAL/SERVIC		130239	125.00	Inv #: '73388' Vendor '901'	
01/02/2026	AP JAN CEMETERY CONTRACT, DEC. SNOWPLOWING,		130220	140.00	Inv #: '17022' Vendor '418'	
01/02/2026	AP JAN CEMETERY CONTRACT, DEC. SNOWPLOWING,		130220	450.00	Inv #: '17022' Vendor '418'	
01/02/2026	AP JAN CEMETERY CONTRACT, DEC. SNOWPLOWING,		130220	450.00	Inv #: '17022' Vendor '418'	
01/28/2026	AP DOG PARK PORTABLE JAN 16-FEB12		131372	125.00	Inv #: '181' Vendor '901'	
02/02/2026	AP FEB. CEMETERY CONTRACT, JANUARY SNOWFLOW		131354	280.00	Inv #: '17108' Vendor '418'	
02/02/2026	AP FEB. CEMETERY CONTRACT, JANUARY SNOWFLOW		131354	500.00	Inv #: '17108' Vendor '418'	
02/02/2026	AP FEB. CEMETERY CONTRACT, JANUARY SNOWFLOW		131354	500.00	Inv #: '17108' Vendor '418'	
02/03/2026	AP MANAGEMENT OF INVASIVE PHRAGMITES AND AS		130753	1,500.00	Inv #: '118930' Vendor '891'	
02/10/2026	AP DOG PARK PORTABLE 2/13-3/12		131373	125.00	Inv #: '1106' Vendor '901'	
208-751-709.000	SUBCONTRACTED LABOR	10,000.00	10,000.00	12,118.65	(2,118.65)	121.19
208-751-801.000	ENGINEERING					
08/11/2025	AP TAILS AND TRAILS PARK		126327	637.50	Inv #: '90515' Vendor '190'	
09/09/2025	AP TAILS AND TRAILS PARK		127684	2,032.70	Inv #: '91062' Vendor '190'	
10/06/2025	AP SUNDOWN PARK CA		128639	1,000.00	Inv #: '2541-1' Vendor '957'	
10/06/2025	AP TAILS AND TRAILS PARK		128617	4,747.05	Inv #: '91644' Vendor '190'	
11/07/2025	AP SUNDOWN PARK CA		129038	1,000.00	Inv #: '2541-2' Vendor '957'	
11/07/2025	AP TAILS AND TRAILS PARK		129019	2,256.50	Inv #: '92321' Vendor '190'	
12/04/2025	AP SUNDOWN PARK CA		129388	1,000.00	Inv #: '2541-3' Vendor '957'	
12/09/2025	AP TAILS AND TRAILS PARK		129374	1,231.55	Inv #: '92869' Vendor '190'	
01/12/2026	AP GENERAL CONSULTING - 2025-2029 - TWP		130230	297.50	Inv #: '93616' Vendor '190'	
02/10/2026	AP SUNDOWN PARK CA		131377	1,000.00	Inv #: '2541-4' Vendor '957'	
02/11/2026	AP TAILS AND TRAILS PARK		131362	657.50	Inv #: '94202' Vendor '190'	
208-751-801.000	ENGINEERING	10,000.00	10,000.00	15,860.30	(5,860.30)	158.60
208-751-802.000	ATTORNEY FEES	3,500.00	3,500.00	0.00	3,500.00	0.00

Balances as of 02/28/2026
% Fiscal Year Completed: 66.58
Fund 208 - PARK/RECREATION FUND

GL Number	Description	2025-26 Orig Budget	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Expenditures						
Department 751: PARKS						
208-751-807.000 CONSULTING SERVICES						
09/11/2025	AP		128611	5,000.00	Inv #: '118819' Vendor '891'	
11/06/2025	AP		129011	7,000.00	Inv #: '118874' Vendor '891'	
208-751-807.000	CONSULTING SERVICES	17,000.00	17,000.00	12,000.00	5,000.00	70.59
208-751-811.000 STATE GRANT PROJECT						
08/01/2025	AP		126301	1,204.25	Inv #: '025025811' Vendor '974'	
08/01/2025	AP		126302	214.00	Inv #: '02525973' Vendor '974'	
10/06/2025	AP		128591	1,667.50	Inv #: '025026473' Vendor '974'	
10/06/2025	AP		128590	7,792.80	Inv #: '025026571' Vendor '974'	
208-751-811.000	STATE GRANT PROJECT	29,000.00	29,000.00	10,878.55	18,121.45	37.51
208-751-901.000 PRINTING & PUBLISHING						
10/06/2025	AP		128638	1,900.00	Inv #: '2444-3' Vendor '957'	
208-751-901.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,900.00	(900.00)	190.00
208-751-920.000 GAS & ELECTRIC & INTERNET						
07/01/2025	CD		125529	77.79	Check #: '1756 (E) CHEM' Vendor '120'.	
07/14/2025	CD		125544	28.69	Check #: '1771 (E) CHEM' Vendor '112'.	
07/16/2025	CD		125547	81.90	Check #: '1774 (E) CHEM' Vendor '876'.	
07/24/2025	CD		125761	12.22	Check #: '1779 (E) CHEM' Vendor '112'.	
08/01/2025	CD		126004	40.46	Check #: '1786 (E) CHEM' Vendor '120'.	
08/12/2025	CD		126265	28.69	Check #: '1796 (E) CHEM' Vendor '112'.	
08/26/2025	CD		126779	11.85	Check #: '1826 (E) CHEM' Vendor '112'.	
09/02/2025	CD		126885	44.96	Check #: '1830 (E) CHEM' Vendor '120'.	
09/11/2025	CD		127721	28.69	Check #: '1854 (E) CHEM' Vendor '112'.	
09/16/2025	CD		128213	67.32	Check #: '1855 (E) CHEM' Vendor '876'.	
09/25/2025	CD		128501	11.51	Check #: '1862 (E) CHEM' Vendor '112'.	
10/02/2025	CD		128555	44.15	Check #: '1867 (E) CHEM' Vendor '120'.	
10/10/2025	CD		128722	29.07	Check #: '1901 (E) CHEM' Vendor '112'.	
10/16/2025	CD		128764	83.48	Check #: '1903 (E) CHEM' Vendor '876'.	
10/27/2025	CD		128835	11.11	Check #: '1908 (E) CHEM' Vendor '112'.	
11/03/2025	CD		128912	43.62	Check #: '1914 (E) CHEM' Vendor '120'.	
11/12/2025	CD		128961	31.77	Check #: '1923 (E) CHEM' Vendor '112'.	
11/26/2025	CD		129155	11.17	Check #: '1954 (E) CHEM' Vendor '112'.	
12/01/2025	CD		129163	44.03	Check #: '1957 (E) CHEM' Vendor '120'.	
12/11/2025	CD		129410	33.32	Check #: '1983 (E) CHEM' Vendor '112'.	
12/16/2025	CD		129621	67.32	Check #: '1985 (E) CHEM' Vendor '876'.	
12/24/2025	CD		129931	10.56	Check #: '1997 (E) CHEM' Vendor '112'.	
01/05/2026	CD		129925	42.26	Check #: '1992 (E) CHEM' Vendor '120'.	
01/08/2026	CD		130079	31.42	Check #: '2004 (E) CHEM' Vendor '112'.	
01/16/2026	CD		130307	83.48	Check #: '2027 (E) CHEM' Vendor '876'.	
02/02/2026	CD		130674	42.00	Check #: '2036 (E) CHEM' Vendor '120'.	
02/11/2026	CD		131263	27.74	Check #: '2047 (E) CHEM' Vendor '112'.	
02/11/2026	CD		131264	9.11	Check #: '2048 (E) CHEM' Vendor '112'.	
02/25/2026	CD		131791	8.81	Check #: '2068 (E) CHEM' Vendor '112'.	
208-751-920.000	GAS & ELECTRIC & INTERNET	2,000.00	2,000.00	1,088.50	911.50	54.43
208-751-930.000 REPAIRS & MAINTENANCE						
09/02/2025	AP		127674	160.00	Inv #: '16896' Vendor '418'	

Balances as of 02/28/2026
% Fiscal Year Completed: 66.58
Fund 208 - PARK/RECREATION FUND

GL Number	Description	2025-26 Orig Budget	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Expenditures						
Department 751: PARKS						
10/03/2025	AP OCTOBER CEMETERY CONTRACT, MOWINGS, DOG		128594	144.38	Inv #: '16937' Vendor '418'	
10/07/2025	AP PAINT SAMPLE AND BRUSH FOR RIVERBLUFF PA		128613	16.76	Inv #: '2510-904536' Vendor '111'	
10/09/2025	AP CLEANER, PAINT, BRUSH FOR RIVER BLUFF P		128614	264.48	Inv #: '2510-905108' Vendor '111'	
10/22/2025	AP GRAVEL MIX FOR DOG PARK		129014	27.57	Inv #: '2510-908963' Vendor '111'	
208-751-930.000	REPAIRS & MAINTENANCE	5,000.00	5,000.00	613.19	4,386.81	12.26
208-751-955.000	MISCELLANEOUS					
08/01/2025	AP SIGNS FOR PARK		126321	23.99	Inv #: '2508-884819' Vendor '111'	
11/25/2025	AP TREATED WOOD FOR SIGN FOR DOG PARK		129370	14.99	Inv #: '2511-919869' Vendor '111'	
208-751-955.000	MISCELLANEOUS	0.00	0.00	38.98	(38.98)	100.00
208-751-971.000	CAPITAL OUTLAY					
09/05/2025	AP SUNDOWN PARK DOCUMENTATION PROFESSIONAL		127699	3,350.00	Inv #: '2444-2' Vendor '957'	
09/15/2025	AP TAILS AND TRAILS AND SUNDOWN PARK IMPROV		128636	104.00	Inv #: '14428' Vendor '699'	
10/03/2025	AP TAILS AND TRAILS DRIVE & PARKING IMPROVE		128610	73,808.09	Inv #: '2240769' Vendor '3009'	
10/03/2025	GJ MOVE HYDRANT RELOCATION TO WATER PROJECT		130019	(4,375.00)	JE# 2599	
10/06/2025	AP TAILS AND TRAILS SIGN		128587	1,225.00	Inv #: '1743' Vendor '3010'	
10/27/2025	AP DOG PARK SIGN		128872	1,225.00	Inv #: '1743' Vendor '3010'	
10/29/2025	AP SIGNS FOR PARKS AND ROADS		129034	137.50	Inv #: '14503' Vendor '699'	
11/07/2025	AP RIVER BLUFF SIGN FOR RENOVATIONS		129035	104.00	Inv #: '14532' Vendor '699'	
11/07/2025	AP TAILS AND TRAILS: DRIVE & PARKING IMPROV		129010	52,641.79	Inv #: '2240769' Vendor '3009'	
12/04/2025	AP SUNDOWN PARK IMPROVEMENTS		129355	13,950.00	Inv #: 'APP. 1' Vendor '3002'	
12/04/2025	AP SUNDOWN PARK IMPROVEMENTS		129356	13,950.00	Inv #: 'APP. 2' Vendor '3002'	
12/23/2025	CD TREE FOR DOG PARK		129779	95.40	Check #: '1987(E) CHEM' Vendor '972'	
01/06/2026	AP APPLICATION 3 TAILS AND TRAILS: DRIVE &		130224	13,727.32	Inv #: '2240769' Vendor '3009'	
208-751-971.000	CAPITAL OUTLAY	250,000.00	250,000.00	169,943.10	80,056.90	67.98
208-751-995.000	APPROPRIATION TRANSFER OUT	5,000.00	5,000.00	0.00	5,000.00	0.00
Total - Dept 751		342,500.00	342,500.00	230,141.27	112,358.73	67.19
Total Expenditures		342,500.00	342,500.00	230,141.27	112,358.73	67.19
NET OF REVENUES AND EXPENDITURES		500.00	500.00	(93,670.73)	94,170.73	

Bank CHEM HUNTINGTON BANK GENERAL

Check Type: EFT Transfer

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/02/2026	CHEM	2035 (E)	945	INTEGRITY TECH PARTNERS	ASSESSING SUPPORT	21.25
02/02/2026	CHEM	2036 (E)	120	K.L.S.W.A.	DOG PARK WATER	42.00
02/02/2026	CHEM	2037 (E)	120	K.L.S.W.A.	TWP HALL WATER AND SEWER	91.88
02/02/2026	CHEM	2038 (E)	156	PRIORITY HEALTH	HEALTH INSURANCE	6,204.52
02/03/2026	CHEM	2039 (E)	958	EPS SECURITY	TWP HALL SECURITY	168.48
02/03/2026	CHEM	2040 (E)	675	STANDARD INSURANCE CO.	LIFE INSURANCE	185.25
02/04/2026	CHEM	2041 (E)	128	SEMCO ENERGY	TWP HALL	431.61
02/06/2026	CHEM	2042 (E)	112	CONSUMERS ENERGY	RIVERSIDE CEMETERY	32.96
02/06/2026	CHEM	2043 (E)	112	CONSUMERS ENERGY	TWP HALL	365.32
02/09/2026	CHEM	2044 (E)	112	CONSUMERS ENERGY	DOUGLAS CEMETERY	30.22
02/10/2026	CHEM	2045 (E)	872	VERIZON WIRELESS	MANAGERS PHONE	52.95
02/10/2026	CHEM	2046 (E)	603	COMCAST CABLE COMMUNICATIONS	GAS & ELECTRIC & INTERNET	276.96
02/11/2026	CHEM	2047 (E)	112	CONSUMERS ENERGY	DOG PARK	27.74
02/11/2026	CHEM	2048 (E)	112	CONSUMERS ENERGY	DOG PARK	9.11
					STREET LIGHTS	847.30
						856.41
02/12/2026	CHEM	2061 (E)	112	CONSUMERS ENERGY	ROUNDAABOUT	39.35
02/12/2026	CHEM	2062 (E)	112	CONSUMERS ENERGY	LED LIGHTS	681.98
02/17/2026	CHEM	2063 (E)	945	INTEGRITY TECH PARTNERS	PHONE AND TECH SUPPORT	1,565.40
02/18/2026	CHEM	2064 (E)	124	MERS OF MICHIGAN	MARCH SURPLUS	5,000.00
02/23/2026	CHEM	2065 (E)	972	HUNTINGTON	MATCHIMP SUBSCRIPTION	60.00
					RECORD DEED	31.50
					LORI'S TONER	76.99
					COPY PAPER	70.19
					RECEIVED STAMPER	114.55
					PAID STAMPER	114.55
					FURNACE FILTERS	52.21
					BOARD OF REVIEW BINDER	33.69
					PAPERTOWEL/BATHROOM	39.97
					DATE STAMPER	22.46
					ZOOM SUBSCRIPTION	112.47
					ZOOM TAX EXEMPT	122.95
					RECORD DEED	(6.96)
					TREASURERS MEETING LUNCHEON	31.50
					FURNACE FILTERS	24.18
					CHATGPT SUBSCRIPTION	62.94
						20.00
						983.19
02/25/2026	CHEM	2066 (E)	112	CONSUMERS ENERGY	STREET LIGHT	33.92
02/25/2026	CHEM	2067 (E)	112	CONSUMERS ENERGY	LED LIGHTS	717.08
02/25/2026	CHEM	2068 (E)	112	CONSUMERS ENERGY	DOG PARK	8.81
					STREET LIGHTS	898.97
						907.78

Total EFT Transfer:

18,716.25

CHEM TOTALS:

2 - 2025 Additional Services

Rate Labor

<i>Class / Employee</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
GIS/CAD Support			
Erin M. White	10.25	136.000	1,394.00
Project Professional - Grade 3			
David A Kolkema	33.50	126.000	4,221.00
Senior Consultant - Grade 8			
Denise M Jurich	1.50	294.000	441.00
Senior Professional - Grade 6			
Jennifer M Sanka	17.25	206.000	3,553.50
Staff Professional - Grade 1			
Abigail G White	11.50	107.000	1,230.50
Staff Professional - Grade 2			
Ashley D Hurd	8.75	120.000	1,050.00
Gideon L Hoekstra	20.00	120.000	2,400.00
Total Staff Professional - Grade 2	28.75		3,450.00
Total Rate Labor			14,290.00

Expenses

<i>Account / Vendor</i>	<i>Cost</i>	<i>Multiplier</i>	<i>Amount</i>
Outside Services			
ROSENDALL WELL DRILLING LLC	1,200.00	1.0000	1,200.00
Total Expenses			1,200.00

Unit Rate Expenses

<i>Account / Unit</i>	<i>Quantity</i>	<i>Rate</i>	<i>Amount</i>
Travel			
Mileage	368.00	0.700	257.60
Total Unit Rate Expenses			257.60

Total Bill Task: 2 - 2025 Additional Services **15,747.60**

Total Project: 2304102 - River Bluff Park **15,747.60**

02/27/2026

RECEIPT DISTRIBUTION REPORT FOR SAUGATUCK TOWNSHIP

Post Date from 07/01/2025 - 02/27/2026 Open And Completed Receipts

Receipt #	Wkstn	Received Of	Item	Reference	Post Date	Amount
Fund: 208 PARK/RECREATION FUND						
GL #: 208-000-677.000						
		DONATIONS				
73504		CHRISTOPER AND LORREE GILLI	DGPK1	DOG PARK DONATIONS	08/13/2025	250.00
73817			DGPK1	DOG PARK DONATIONS	08/25/2025	39.00
75361		DOG PARK DONATION	DGPK1	DOG PARK DONATIONS	10/07/2025	31.00
		Total For 208-000-677.000 DONATIONS:			320.00	-----
		Total For Fund 208 PARK/RECREATION FUND:			320.00	
				Total Distributed Receipts:	320.00	
				Grand Total:	320.00	

Sustainable Landscape Policy DRAFT

Saugatuck Township Parks Commission

1. Purpose

The purpose of the Sustainable Landscape Policy is to guide landscape design, vegetation management, and public space improvement projects on Township-owned parks and open spaces in a manner that protects ecological function, restores native habitat, and reflects the cultural heritage of the region. This policy establishes standards that prioritize native Michigan plant communities, pollinator health, drought resilience, biodiversity, and practices informed by Tribal Nations and traditional ecological knowledge.

This policy also seeks to protect groundwater and surface water resources by reducing the use of toxic chemicals in landscape maintenance, supporting natural stormwater infiltration through the use of native vegetation and rain gardens where appropriate, and preventing erosion and sedimentation that threaten water quality and aquatic ecosystems. These practices are especially critical in environmentally sensitive locations such as bluff and ravine areas, wetlands, and shorelines where disturbance can accelerate degradation.

2. Goals

This policy intends to:

1. Promote sustainable land stewardship and resilient ecological systems.
2. Enhance habitat for pollinators, wildlife, and native plant communities.
3. Reduce long-term maintenance and irrigation demands through climate-appropriate landscape design.
4. Support the cultural history and values of local Tribal Nations through respectful and collaborative design practices.
5. Protect groundwater and surface water quality through sustainable landscape practices and reduced reliance on chemical treatments.
6. Align public landscape projects with community priorities for environmental sustainability, resiliency, and education.

3. Policy Standards

The following standards apply to all landscape improvements, restoration projects, or plant installations on Township parks or public lands:

A. Native Planting Requirements

- Plantings shall prioritize species that are native to Michigan and appropriate to site-specific ecological conditions.
- Pollinator-friendly, non-invasive species are required for all planted areas.
- Drought-resistant species shall be utilized to reduce water consumption and long-term maintenance needs.
- Non-native or ornamental species may only be used when no suitable native equivalent serves the intended ecological or functional purpose, and must be approved by the Parks Commission or its designee.

B. Habitat Restoration Priority

- Improvement projects will prioritize habitat restoration and ecosystem enhancement over decorative or purely ornamental landscaping.
- Projects involving clearing or removal of vegetation must include a restoration plan that improves biodiversity and ecological value relative to existing conditions.
- Invasive species management and ecological restoration shall be incorporated into project planning and budget development.

C. Water Protection & Soil Conservation

- Use of toxic chemical applications (e.g., pesticides, herbicides, synthetic fertilizers) shall be minimized and applied only when necessary and consistent with best management practices.
- Natural stormwater infiltration strategies such as rain gardens, bioswales, and native vegetated buffers should be used where feasible, especially in flood-prone or drainage-sensitive locations.
- Landscape designs shall consider erosion control and soil stabilization through vegetation selection and minimal site disturbance, with special consideration for bluff, ravine, wetland, and shoreline areas.

D. Cultural and Tribal Consultation

- Landscape planning should incorporate plants of cultural significance to regional Tribal Nations when feasible and appropriate to site ecology.
- Consultation or collaboration with local Tribes or Tribal environmental representatives is encouraged during project development.

4. Implementation

- Staff, volunteers, and contractors shall follow the standards outlined in this policy for all new projects and maintenance activities.
- Requests for exceptions must be submitted in writing to the Parks Commission and may be granted only when consistent with the purpose and goals of this policy.
- Educational signage, community programming, and public engagement are encouraged to highlight ecological and cultural landscape values.

5. Review & Evaluation

This policy will be reviewed at least once every five years, or as part of the Township's Parks & Recreation Plan update, to evaluate effectiveness and incorporate emerging best practices in ecological restoration, climate resilience, and landscape stewardship.

Optional Appendices (if adopted)

- Recommended Native Plant Palette / Pollinator-Supportive Species List
- Protocol for Tribal Consultation
- Invasive Species Management Guidelines
- Standard for Rain Garden or Bioswale Design