

# CRITERIA QUESTIONNAIRE FOR CONSOLIDATION

## 191 PA 1968

(The term "unit" is used throughout this questionnaire and is intended to mean either your township or city)

### I. POPULATION

A. Total population of your unit for each of the following dates:

1990 954      2000 1065      2010 925

### II. POPULATION DENSITY AND LAND AREA

A. Give the total number of acres or square miles and density for your entire unit.

(1) Total number of acres 770.603 or square miles \_\_\_\_\_.

(2) Density for 2010 1.2 popu/acre or \_\_\_\_\_ popu/sq.mile.

### III. LAND USE

A. Enclose a copy of the long range plan for your unit or larger area (e.g. comprehensive Master Plan, Land Use Plan, Growth Management Plan). If there is not one for your unit of government, include county plan or other. Please list enclosures:

Tri Community Plan (see ATTACHED)

#### B. Development

1. Does your unit provide special incentives (tax-abatement, low interest rates) to homeowners, builders, or developers to locate in your area?

Yes \_\_\_\_\_ No X

2. If yes, describe: \_\_\_\_\_  
\_\_\_\_\_.

3. Give the quantity and location of any of the following types of development either planned, under construction, or completed within your unit during the last three years.

	PLANNED	UNDER CONSTRUCTION	DATE COMPLETED	SECTION OR EXACT LOCATION	# DWELLING UNITS AT BUILD OUT
Apartment Bldgs.	0				
Standard Housing Subdivisions	0				
Condominium Subdivisions	0				
Mobile Home Parks	0				
Commercial Centers	0				
Industrial Parks	0				
Other:					

C. Zoning

1. Does your unit have a zoning board or commission? Yes  No .

If yes, under what public act? Public Act 285 of 1931 (local ord. Section 31.30)

If yes, enclose a copy of the zoning ordinance and map.

If yes, describe the stage to which this has progressed?

Full acting Planning Commission in accordance with PA 33 of 2008

If no, enclose the governing county zoning map and ordinance.

Is your unit in the process of initiating a zoning ordinance? Yes  No .

2. Is any portion of your unit being considered for rezoning? Yes  No .

If yes, describe the proposed change.

3. List below the acreage of the land zoned in your unit:

<u>USE</u>	<u>NUMBER OF ACRES ZONED</u>	<u>NUMBER OF ACRES USED AS ZONED</u>
RESIDENTIAL	487.28	436.801
COMMERCIAL	50.745	45.367
INDUSTRIAL	1.105	1.105
AGRICULTURAL	0	0
OTHER <i>Rec/Preservation</i>	231.473	231.473

**IV. STATE EQUALIZED VALUATION**

Give the S.E.V. of your unit for the last three years. Start with present year:

**A. REAL PROPERTY**

	20 <u>12</u>	20 <u>11</u>	20 <u>10</u>
Residential	\$ 120,307,400	\$ 132,117,200	\$ 134,733,100
Commercial	\$ 38,333,300	\$ 39,880,700	\$ 41,439,000
Industrial	\$ —	\$ —	\$ —
Agricultural	\$ —	\$ —	\$ —
Developmental	\$ —	\$ —	\$ —
Timber Cutover	\$ —	\$ —	\$ —
Utilities	\$ —	\$ —	\$ —
<b>TOTAL</b>	\$ 158,640,700	\$ 176,997,900	\$ 176,162,100

**B. PERSONAL PROPERTY**

	20 <u>12</u>	20 <u>11</u>	20 <u>10</u>
Residential	\$ —	\$ —	\$ —
Commercial	\$ 1,382,100	\$ 1,365,700	\$ 1,292,300
Industrial	\$ —	\$ —	\$ —
Agricultural	\$ —	\$ —	\$ —
Developmental	\$ —	\$ —	\$ —
Timber Cutover	\$ —	\$ —	\$ —
Utilities	\$ 723,000	\$ 708,100	\$ 650,400
<b>TOTAL</b>	\$ 2,105,100	\$ 1,708,100	\$ 1,942,700

C. Give the current equalization factor for your unit: 1.00

**V. ALLOCATED AND VOTED MILLAGE RATES FOR THE LAST 3 YEARS**

Example:	General Fund	1.00 Mills
	Debt Retirement	2.00 Mills
	Pension Fund	.50 Mills
	<b>TOTAL</b>	<b>3.50 Mills</b>

Start with the present or previous year

20 17

<u>Unit Millage</u>	
Purpose	Amount
Charter	12.0
Rd Debt	1.616
Sewer Debt	.5670
Local Rds	1.000
<b>TOTAL</b>	<b>15.183</b>

<u>County Millage</u>	
Purpose	Amount
Operating	4.6577
Roads	.9998
Senior	.2400
<b>TOTAL</b>	<b>5.8975</b>

<u>School Millage</u>	
Purpose	Amount
Operating	16.8542
Debt	2.90
Supplement	1.1458
Other	.2500
<b>TOTAL</b>	<b>21.15</b>

20 10

<u>Unit Millage</u>	
Purpose	Amount
Charter	12.0
Rd Debt	1.616
Sewer Debt	.5670
Local Rds	1.00
<b>TOTAL</b>	<b>15.183</b>

<u>County Millage</u>	
Purpose	Amount
Operating	4.6577
Roads	.9998
Senior	.2400
<b>TOTAL</b>	<b>5.8975</b>

<u>School Millage</u>	
Purpose	Amount
Operating	16.8592
Debt	2.60
Supplemental	1.1408
Other	.2500
<b>TOTAL</b>	<b>20.8500</b>

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<u>Unit Millage</u>	
Purpose	Amount
Charter	12.000
Rd Debt	1.2137
Sewer Debt	.4600
Local Rds	1.000
<b>TOTAL</b>	<b>14.6737</b>

<u>County Millage</u>	
Purpose	Amount
Operating	4.6577
Roads	.9998
Senior	.2399
<b>TOTAL</b>	<b>5.8974</b>

<u>School Millage</u>	
Purpose	Amount
Operating	16.9584
Debt	2.600
Supplemental	1.0416
Other	.2305
<b>TOTAL</b>	<b>20.8305</b>

### VI. TOPOGRAPHY / NATURAL BOUNDARIES / DRAINAGE BASINS

A. Check any unusual or restrictive topographic features which could inhibit the use or development of the area proposed to be consolidated.

- Extreme changes in elevation
- Wetlands
- Perk test failure
- Bedrock near the surface
- Flood plain
- Prime agricultural land
- Drainage basin
- Other Protected Dunes

B. How does this proposed consolidation relate to natural boundaries and drainage basins? (Include aerial map if available)

N/A

### VII. BOUNDARY HISTORY

A. 1. During the past 10 years, has your unit been involved in any proposed detachments, annexations, incorporations, or consolidations?

Yes \_\_\_\_\_ No

2. If yes, list the following for each case (attach extra sheets if necessary):

TYPE OF ADJUSTMENT PROPOSED: \_\_\_\_\_  
(detachment, annexation, incorporation, consolidation)

REQUEST INITIATED BY: \_\_\_\_\_  
(registered electors, property owners, city council, township board)

DATE REQUEST FILED: \_\_\_\_\_

DATE OF DECISION: \_\_\_\_\_

DECIDED BY: \_\_\_\_\_  
(referendum, County Commission resolution, City Council resolution, City/Township mutual resolutions, State Boundary Commission action, Circuit Court, other court)

FINAL DECISION: \_\_\_\_\_

- B. Of those annexations accomplished, are these areas receiving all the cities services? Yes \_\_\_ No \_\_\_  
No annexations in past 10 years X

If no, list the areas not receiving services and the services they lack:

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- C. Does your unit have any joint policies or agreements with adjacent units of government? Yes X No \_\_\_

If yes, explain: POLICE SERVICES - CITY OF DOUGLAS / FIRE SERVICES SAUGATUCK TWP FIRE DISTRICT.

### VIII. PAST AND PROBABLE FUTURE GROWTH & DEVELOPMENT

- A. How many building permits for the following categories have been issued by your unit of government within the last 3 years? New Construction

0 Industrial                      8 Single Residential Units  
0 Commercial                    1 Multiple Housing Structures

- B. Business development

1. How many new businesses opened in the last 5 years? N/A

How many new jobs were created? N/A

2. How many businesses expanded their operations in the last 5 years? N/A

How many new jobs were added? N/A

3. How many businesses reduced their operations in the last 5 years? N/A

How many jobs were lost? N/A

4. How many businesses moved or closed their operations in the last 5 years? N/A

How many jobs were lost? N/A

- C. Have any special studies been conducted in your area regarding the general economic situation? Yes \_\_\_ No X In Process \_\_\_  
If yes, enclose copy.

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of the City of Saugatuck, City of the Village of Douglas and Saugatuck Township, Allegan County

- D. Which of the following development tools serve your unit?
- \_\_\_ Economic Development Corporation (PA 338, 1974)
  - \_\_\_ Tax Increment Finance Authority (PA 450, 1980)
  - \_\_\_ Downtown Development Authority (PA197, 1975)
  - \_\_\_ Shopping Center Redevelopment Area (PA 120, 1961)
  - \_\_\_ Empowerment Zone/Enterprise Community/Enterprise Zone
  - \_\_\_ Local Revolving Loan Fund
  - \_\_\_ Other \_\_\_\_\_

**IX. NEED FOR ADDITIONAL PUBLIC SERVICES**

- A. What additional services not presently available in your unit, do residents and/or property owners feel are necessary?

	SERVICE	DATE IT CAN BE AVAILABLE
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

- B. Of the services listed above, which ones will be difficult to provide?

\_\_\_\_\_

\_\_\_\_\_

Why? \_\_\_\_\_

\_\_\_\_\_

**X. PROBABLE EFFECTS OF PROPOSED CONSOLIDATION ON THE COST AND ADEQUACY OF SERVICES**

- A. If consolidation takes place, how will the change of boundaries affect the new consolidated government?

B. If consolidation takes place, and public services are improved, what additional cost will the affected area incur and how adequate will those services be?

PUBLIC SERVICES WILL NOT BE IMPROVED IF AREA IS CONSOLIDATED.

C. If consolidation takes place, what will be the financial effect on the consolidated area?

TAXES WILL INCREASE, SERVICES WILL DECREASE.

XI. PUBLIC SERVICES

A. Public Water

1. Does your unit provide public water service? Yes  No

2. If yes, who owns the water treatment plant(s)? Kalamazoo Lake

3. If the water treatment plant does not belong to your unit, has your unit purchased a utility equity in the water system? Yes  No

4. How many public water customers does your unit have? 2453 per 2012/13 Budget

5. Give the number of homes and also the section numbers in which public water is not available: No. of homes \_\_\_\_\_ Section No. N/A UNAVAILABLE

6. Maximum capacity of your public water system is 2,694,240 gallons per day.

Average present usage is 602,208 gallons per day; 23 % of capacity.

7. Is your unit under orders or has it been cited by the Michigan Department of Community Health, the Michigan Department of Environmental Quality, the Michigan Water Resources Commission, or any other state or federal agency? Yes  No

8. If yes, give the nature of the orders or citations and what actions have been taken NA

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9. Have the issues been addressed or resolved satisfactorily? N/A  
Yes \_\_\_ No \_\_\_

10. Does your unit serve public water to any portion of the area proposed for consolidation?  
Yes X No \_\_\_ If yes, what areas? (Provide map if necessary) All

11. How is your public water system financed?  
\_\_\_ General obligation bonds      \_\_\_ Tap-in fees (amount:\$\_\_\_)  
\_\_\_ Special assessments      X Other Direct Service Fee  
\_\_\_ Revenue Bonds

12. What is the cost per linear foot to install water lines in the street?  
\$ \_\_\_\_\_ Industry Standards  
What is the cost per linear foot to extend lines on site? \$ \_\_\_\_\_

13. If public water service is not available, what other types of water services are available to residents?  
Private Wells

14. Have any governmental agencies placed any restrictions on adding new customers to your public water system?  
Yes \_\_\_ No X  
If yes, describe these restrictions: \_\_\_\_\_

15. Are there any plans to expand your water system? Yes \_\_\_ No X

16. If yes, what sections or areas will receive services? N/A

17. How many new customers are expected to be served? N/A

18. What is the estimated total number of customers who will ultimately be served following this expansion? N/A

19. This expansion is: N/A  
\_\_\_ under study      \_\_\_ under contract      \_\_\_ under construction

20. Estimated date service will be available: N/A

21. What charges do customers within your unit pay to receive public water?

\$ \_\_\_\_\_ connection fee \$ 1.55 per 1000 gals

22. If water is purchased under contract, do customers outside the unit pay the same rate as those within the unit providing the service? Yes  No

If no, what charges do customers outside the unit pay to receive public water? \$ \_\_\_\_\_

23. Are special charges made in lieu of an assessment? Yes  No

If yes, what is the amount? \$ \_\_\_\_\_ No Assessments charged

24. What must customers, outside the providing unit do to receive this public water?

Construct infrastructure and provide financing along with any associated connection fees.

25. If consolidation does occur, what would be the effect on the public water service? None

**B. Sanitary Sewer**

1. Does your unit provide sanitary sewer service? Yes  No

If yes, who services the treatment plant? Kalamazoo Lake

2. If the sewage treatment plant does not belong to your unit, has your unit purchased a utility equity in the sewer system? Yes  No

3. How many sewer customers does your unit serve now? 1754 per 2012/13 budget

4. How many homes in your unit do not have sewer hookups available: \_\_\_\_\_; in what sections or areas: \_\_\_\_\_

Info Unavailable

5. What is the highest level of wastewater treatment being provided:

Primary  Secondary  Tertiary

6. What methods of waste water treatment are being used? (Check all that apply.)

- Activated Sludge
- Lagoons
- Sand Filter
- Trickling Filter
- Rotating Biological Contactors or Disks
- Groundwater Discharge Mound
- Sequencing Batch Reactors
- Other clarifiers

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7. Where does the wastewater treatment plant discharge its effluent?

Surface water (Name/Location) Kalamazoo Lake

Ground infiltration (Name/Location) \_\_\_\_\_

8. Maximum capacity of the sewer system is 1 million gal/day.

9. The average usage is 500,000 gal/day; 50 % capacity.

10. Does your sewer ordinance require residents to hook up? Yes X No \_\_\_

If yes, how near does the sewer line have to be? 200 feet.

11. Does your unit provide sanitary sewer service to any portion of the area proposed for consolidation?

Yes X No \_\_\_ If yes, what areas? (Provide map if necessary) All

12. How is your sewer system financed?

\_\_\_ General obligation bonds

\_\_\_ Tap-in fees (amount \$ \_\_\_\_\_)

\_\_\_ Special assessments

X Other: Direct Service Fees

\_\_\_ Revenue bonds

13. What is the cost per foot for installation of sewer lines in the street?

\$ ?

What is the cost per foot for extension on site? \$ ?

14. Are you under orders to improve your wastewater treatment?

Yes \_\_\_ No X

If yes, describe: \_\_\_\_\_

15. Are there plans to expand the sewer system? Yes \_\_\_ No X

16. If yes, what sections or areas will receive services? N.A.

17. Have you received approval from the involved state agencies for expansion of the sewer system? Yes \_\_\_ No X

18. What is the estimated total number of customers who will ultimately be served by this expansion? N/A

19. This expansion is \_\_\_ under study \_\_\_ under contract \_\_\_ under construction N/A

20. Estimated date service will be available: N/A

21. What do customers within your unit pay to receive sewer service?  
\$ \_\_\_\_\_ connection fee \$ 2.40 per 1000 gal.

22. If sewer service is purchased under contract, do customers outside the unit pay the same rate as those within the unit providing the services?  
Yes X No \_\_\_\_\_

If no, what charges do customers outside the unit pay to receive sewer service?  
\$ \_\_\_\_\_

23. Are special charges made in lieu of an assessment? Yes \_\_\_ No \_\_\_

If yes, what is the amount? \$ \_\_\_\_\_ Kal Lake does not charge assessments

24. What must customers outside the providing unit do to receive this sewer service? finance the construction of infrastructure + pay connection fees

25. If consolidation does occur, what would be the effect on the sewer service?  
None

**C. Fire Protection**

1. Fire protection for your unit is provided: Saugatuck Township Fire Authority  
 by your own department  
\_\_\_ under contract from another unit: \_\_\_\_\_  
by the SAUG TWP Fire District which serves the following units:  
SAUGATUCK, DOUGLAS, SAUGATUCK TOWNSHIP

2. Underwriters rating: 5

3. What is the composition of the fire department that provides fire protection to your unit?

Number of fire fighters on force: Full-time 4 Volunteer 25

4. How is the fire department financed?

Special Assessment  
\_\_\_ General obligation bonds  
\_\_\_ Other \_\_\_\_\_  
\_\_\_ Charge for each fire run  
\_\_\_ General operating funds

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5. If the consolidation is approved, who would provide fire protection?

SAUGATUCK TOWNSHIP FIRE

6. If the consolidation is approved, how would the fire protection services be affected? NO CHANGE

**D. Police Protection**

1. Police protection for your unit of government is provided:

by your own department

by the county sheriff

under contract from another unit: City of Douglas

from the \_\_\_\_\_ Joint Service District which serves the following units: \_\_\_\_\_

2. What is the composition of the police department?

Full-time officers

Part-time officers

3. How is the police department financed?

Special Assessment

Charge for each police run

General obligation bonds

General operating funds

Other \_\_\_\_\_

4. If the consolidation is approved, who would provide police protection?

NOT SURE

5. If the consolidation is approved, how would the police protection be affected?

CURRENT STAFFING COULD NOT POLICE THE LARGER AREA.

**E. Garbage Collection**

1. Does your unit provide garbage collection service?  YES  NO

This service is provided by:

your unit via contract with private firm.

your unit via an intergovernmental or regional contract.

If **No**: this service is provided by private arrangements between residents and property owners with individual haulers.

If **No**: this service is not available.

If the answer to 1 was "Yes" respond to the following (2 - 5):

- 2. How many homes are served? \_\_\_\_\_
- 3. Does this service include the entire area of your unit?  
Yes\_\_\_ No\_\_\_
- 4. How often is the pickup made? \_\_\_\_\_
- 5. How is the service financed?  
 Special Assessment  
 Each homeowner billed for service by governmental unit  
 General operating funds  
 Paid by resident to individual hauler

**F. Street Lights**

- 1. Does your unit have a street light program? Yes \_\_\_ No   
 If yes, how is the program financed? \_\_\_\_\_

- 2. Approximately what percentage of the area of your unit is served?  
 \_\_\_\_\_

NOTE - THE CITY HAS STREET LIGHTS IN TOWN AND PAID FOR OUT OF THE GENERAL FUND.

**G. Library Service**

- 1. Does your unit provide library service? Yes \_\_\_ No
- 2. If yes, it is: \_\_\_unit operated \_\_\_county wide \_\_\_area wide.

H. Name of School District(s): Saugatuck

**I. Other services available to your unit's residents:**

TYPE OF SERVICE	FURNISHED BY UNIT OR ON CONTRACT?	METHOD OF FINANCING
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

## XII. FINANCIAL ABILITY TO PROVIDE AND MAINTAIN SERVICES TO YOUR UNIT

A. What major capital improvements have taken place in your unit in the last five years, and how were they financed?

IMPROVEMENT	FINANCED
1. <u>Roads</u>	<u>Bonded General</u>
2. _____	_____
3. _____	_____
4. _____	_____

B. Does your unit of government have application for bonds before the Michigan Municipal Finance Authority? Yes \_\_\_ No

If yes, state the kind of bond, purpose, total amount of bonded indebtedness and the maturity date:

KIND	PURPOSE	AMOUNT	MATURITY DATE
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____

C. Indebtedness

1. Does your unit of government have any bonded indebtedness in place or in process?  
Yes  No \_\_\_

a. If yes, state the following about the debt:

TYPE	PURPOSE	AMOUNT	MATURITY DATE
<u>Sewer</u>	<u>sewer</u>	\$ <u>925,000</u>	<u>2014</u>
<u>Roads</u>	<u>Roads</u>	<u>3,570,000</u>	<u>2028</u>

b. If yes, attach copies of any "Order of Approval" issued to your unit by the Municipal Finance Authority that relate to bonds for sewer or water facilities serving the consolidation area and include copies of maps describing the physical location of the sewer and water lines.

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- 2. Has your unit  incurred any other financial liabilities?  
Yes \_\_\_ No \_\_\_

If yes, describe the liabilities and their value (\$).

- 3. Has your unit signed any other contractual agreements that would affect the proposed consolidation? Yes \_\_\_ No \_\_\_

If yes, list the agreements and include copies.

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- 4. Has your unit accumulated any assets that would affect the proposed consolidation? Yes \_\_\_ No \_\_\_

If yes, describe the assets and their values (\$).

**XIII. GENERAL EFFECT UPON COMMUNITY OF PROPOSED ACTION**

- A. What is the position of your government officials on this proposed consolidation?

GOVERNMENT OFFICIALS ARE NOT IN FAVOR OF THE PROPOSED CONSOLIDATION

- B. What is the position of your constituents on this proposed consolidation?

CONSTITUENTS ARE GENERALLY NOT IN FAVOR OF PROPOSED CONSOLIDATION.

**XIV. WHAT IS THE RELATIONSHIP OF THE PROPOSED CONSOLIDATION TO ANY ESTABLISHED TOWNSHIP, VILLAGE, CITY, AND COUNTY**

**OR REGIONAL LAND USE PLAN? NONE THAT WE ARE AWARE OF.**

List the people who completed this questionnaire:

Name	Title	Telephone (include area code)
<u>DARYL VANDYKE</u>	<u>WATER/SEWER DIRECTOR</u>	<u>269-857-2709</u>
<u>BRIAN FLOREY</u>	<u>FIRE CHIEF</u>	<u>269-857-2000</u>
<u>KIRK HARRIER</u>	<u>CITY MANAGER</u>	<u>269-857-2603</u>
<u>PETER STANISLAWSKI</u>	<u>CITY TREASURER</u>	<u>269-857-2603</u>
<u>MIKE CLARK</u>	<u>ZONING ADMINISTRATOR</u>	<u>269-857-2603</u>

Date Completed 5/15/2012