



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: info@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – March 3rd, 2025

WORKSHOP AGENDA

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):
6. Public Comment on Agenda Items Only: (*The Fire Board 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 Fire Board.*)
7. Fire Chief Comments:
 - A. Douglas Elementary – Home Escape Plan Contest – Pizza Party Celebration**
8. Unfinished Business:
 - A. MDOT Update**
 - B. Allegan County Emergency Management – Emergency Operational Plan**
 - C. Incident #250109 – Ice Storm – ACCD / ACRC Update**
9. New Business:
 - A. Funding Approval Discussion – Card Access System Replacement - [Page 2](#)**
 - B. At-Large Fire Board Member – Scott Phelps Term expires 3/18/2025**
 - C. Lakeshore Dr / 69th Street Addition - [Page 4](#)**
10. Correspondence:
 - A. None**
11. Public Comments: (*The Fire Board 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 Fire Board.*)
12. Fire Board Comments:
13. Adjournment:

NOTICE

Requests for accommodation or interpretive services must be made 48 hours prior to this meeting.
Please contact Saugatuck Township Fire District at 269-857-3000 for further information.



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Item #9A



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February 27th, 2025

Funding Approval Form

ITEM DESCRIPTION:

Replacement of Obsolete Card Access System

PRIORITY:

High

FUNDING REQUEST:

Our current card access system installed in 2016 has become obsolete, creating significant challenges in managing facility security. Due to upgrades in Windows operating systems over 9 years, programming new access cards and revoking access has become increasingly difficult, leading to potential security vulnerabilities. The aging system is no longer supported by modern technology, increasing the risk of failure and limiting our ability to maintain secure access control. With the planned obsolescence of Windows 10 in November 2025, our vendor anticipates that we will lose the ability to access the system all together.

Replacing the outdated system with a modern, scalable solution will not only resolve these issues but also ensure seamless integration with future facility expansions. Whether we add to our current building or construct a new fire station, the upgraded system will be adaptable, allowing for streamlined security management across all locations.

Investing in a new card access system is a necessary step to enhance operational efficiency, improve security, and future-proof our infrastructure. We appreciate your support in approving this critical upgrade.

BUDGETED:

\$17,500.00 – Capital Plan – 2024/25 FY

FUNDING SOURCE(S):

FY 2024/25 Budget

COST:

\$17,500.00

REQUESTERS:

Deputy Chief Chris Mantels

SAMPLE MOTION:

Motion to authorize Fire District staff purchase the replacement Unifi Card Access system with a not to exceed amount of \$17,500.00. I _____ 2nd the Motion. (Roll Call Vote)



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Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

From: Craig Atwood

Sent: Thursday, January 30, 2025 1:24:31 PM

Subject: Lakeshore Drive update

Good Afternoon,

As you know, we've been working on trying to find funding for the new road to replace Lakeshore Drive, which we are naming 69th Street to coincide with our typical road naming system.

After looking at options for a few years and working with the Michigan Infrastructure Office – Technical Assistance Center (MIO-TAC) to review available grant options last summer we decided that the federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant (now renamed Better Utilizing Investments to Leverage Development (BUILD)) was the best option available for the project. We applied for and were awarded a grant from the MIO-TAC last year for grant writing and putting together all the associated parts of a federal grant application and that process began in September of 2024 with a consultant.

I was able to submit the completed application package late yesterday afternoon to meet the deadline of today for this grant program. Now we wait and hope it is selected for funding.

The MIO-TAC came through on Tuesday this week with a letter of commitment to provide \$1,000,000 in match funding towards the project and Saugatuck Township has also generously committed \$250,000. We are asking for \$7,200,000 in federal funds with a total estimated project cost of \$9,000,000 which includes right of way acquisition, engineering, construction and contingency.

I've created a page on our website with all the information submitted as part of the grant application as well as two previous studies done in 2022 and 2023 through the Michigan Coastal Management Program which helped us develop this plan to where we are today. We will continue working on the project while we wait to see if it is selected for funding as there are still many steps that need to be taken on a project of this type and scale. The required Environmental Assessment (EA) will be the biggest part of that process and that is anticipated to be completed by fall of 2026. Following approval of the EA we can begin right of way acquisition with the hope of construction in 2027-2028.

Thank you to all who helped throughout this process, and we appreciate your continued support as we continue working towards the goal of reconnecting Lakeshore Drive.

Here's the link to the webpage with all the information. <https://www.alleganroads.org/2025-raise-grant.html>

Please let me know if you have any questions.

Craig Atwood, P.E.
Managing Director
Allegan County Road Commission
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Allegan, MI 49010
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Fx. 269-673-5922