



**CITY COUNCIL AGENDA  
FEBRUARY 11, 2019 – 7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES  
**A. Regular City Council Meeting of January 28, 2019**
5. MAYOR'S COMMENTS
6. CITY MANAGER'S COMMENTS
7. AGENDA CHANGES (ADDITIONS/DELETIONS)
8. GUEST SPEAKERS:  
**A. Lt. Brett Ensfield – Allegan Co. Sheriff Department**
9. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
10. REQUESTS FOR PAYMENT  
**A. Approval of Accounts Payable**
11. INTRODUCTION OF ORDINANCES:
12. PUBLIC HEARINGS: **None**
13. UNFINISHED BUSINESS: **None**
14. NEW BUSINESS  
**A. Change Order No. 3 – 2018 Street Improvement Park Street Sheet Piling Project *VOICE VOTE***  
**B. Professional Services – Design Engineering for Park Street Resurfacing *VOICE VOTE***  
**C. Professional Services - Street Capital Improvement Plan Update *VOICE VOTE***  
**D. Professional Services – Mt. Baldhead Park Lower Level Improvements *VOICE VOTE***  
**E. Signs in Right-of-Way *VOICE VOTE***
15. CONSENT AGENDA: **None**
16. PUBLIC COMMENTS *(Limit 3 minutes)*
17. COMMUNICATIONS:  
**A. Letter of Communication Regarding Firework Displays – *Accept as information***
18. BOARDS, COMMISSIONS & COMMITTEE REPORTS: **None**
19. COUNCIL COMMENTS
20. ADJOURN

**NOTICE**

This facility is wheelchair accessible with accessible parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or [monica@saugatuckcity.com](mailto:monica@saugatuckcity.com) for further information.

**Proposed Minutes**  
**Saugatuck City Council Meeting**  
**Saugatuck, Michigan, January 28, 2019**

The City Council met in regular session at 7:00 p.m. at City Hall, 102 Butler Street, Saugatuck, Michigan.

1. **Call to Order** by Mayor Pro-Tem Spangler at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Attendance:**  
Present: Spangler, Bekken, Johnson, Hess, Verplank  
Absent: Trester, Peterson  
Others Present: City Manager Harrier

A motion was made by Hess 2<sup>nd</sup> by Johnson, to excuse Mayor Trester and Council Member Peterson with prior notification. Upon voice vote the motion carried unanimously.

4. **Approval of Minutes:** A motion was made by Johnson, 2<sup>nd</sup> by Hess, to approve the January 14, 2019 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.

5. **Mayor's Comments:** None

6. **City Manager's Report:** None

7. **Agenda Changes:** None

8. **Guest Speakers:**

**A. Lt. Brett Ensfield – Allegan County Sheriff's Department:** Lt. Brett Ensfield presented the following: Incident Analysis Report from January 14 – January 28, 2019; Suicide Prevention film to be held at the SCA on February 7, 2019; new and improved safety vests for deputies.

9. **Public Comment:** None

10. **Request for Payment:** A motion was made by Hess, 2<sup>nd</sup> by Johnson, to approve the accounts payable in the amount of \$524,483.49. Upon voice vote the motion carried unanimously.

11. **Introductions of Ordinances:** None

12. **Public Hearings:**

**A. 2019-2023 City of Saugatuck Parks & Recreation Plan:** A public hearing was scheduled on this date to hear comments regarding the 2019-2023 City of Saugatuck Parks & Recreation Plan.

Mayor Pro-Tem Spangler opened the public hearing at 7:13 p.m.

There being no further comments, Mayor Pro-Tem Spangler closed the hearing at 7:16 p.m.

13. **Unfinished Business:** None

14. **New Business:**

**A. Resolution No. 190128-A – Cost Sharing for Master Meter Project:** A motion was made by Hess, 2<sup>nd</sup> by Verplank, to approve Resolution No. 190128-A agreeing to participate with the constituent municipalities of KLSWA in the Master Meter Project as presented. Upon roll call the motion carried unanimously.

**B. Resolution No. 190128-B -2019-2023 City of Saugatuck Parks & Recreation Master Plan:** A motion was made by Verplank, 2<sup>nd</sup> by Bekken, to approve Resolution No. 190128-B adopting the 2019 – 2023 City of Saugatuck Parks and Recreation Plan as presented. Upon voice vote the motion carried unanimously.

**C. MML Classification and Compensation Study:** A motion was made by Hess, 2<sup>nd</sup> by Johnson, to approve the professional services proposal from the Michigan Municipal League to complete a classification and compensation study for the City of Saugatuck as presented. Upon voice vote the motion carried unanimously.

**D. Municipal License Renewals:** A motion was made by Verplank, 2<sup>nd</sup> by Johnson, to approve the 2019 Municipal License Agreement rates as presented on Attachment A and authorize the Mayor and City Clerk to sign such Agreements for 2019 as presented. Upon voice vote the motion carried unanimously.

**E. 2019 Boat Slip Management Agreement:** A motion was made by Johnson, 2<sup>nd</sup> by Hess, to postpone indefinitely the 2019 Boat Slip Management Agreement to obtain financial statement from Sergeants Marina. Upon voice vote the motion carried unanimously.

**F. Engineering Services for 700 Manchester Drainage Improvements:** A motion was made by Hess, 2<sup>nd</sup> by Verplank, to approve the Fleis & Vandenbrink Engineering Services Proposal for 700 Manchester Drainage Improvements dated January 21, 2019 as presented. Upon voice vote the motion carried unanimously.

15. **Consent Agenda:** None

16. **Public Comment:** Michael McGuigan (*non-resident*) presented Council with a handout outlining reasons why Council should support the Blue Star Trail.

17. **Communications:**  
A. **Board of Review Vacancy** – *Accepted as information*  
B. **Non-Traffic Fire Hydrants** – *Accepted as information*

18. **Boards, Commissions & Committee Reports:** Council received reports from the following committee(s): KLSWA & Fire Board

19. **Council Comments:** None

20. **Adjournment:** Mayor Pro-Tem Spangler adjourned the meeting at 8:20 p.m.

Respectfully Submitted,

Monica Nagel, CMC  
City Clerk

10A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
2. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	37,560.19
3. AT&T MOBILITY	CELL PHONES	85.70
4. BS&A SOFTWARE	SOFTWARE UPDATES	459.00
5. BURNETT & KASTRAN PC	LEGAL FEES	240.00
6. COMCAST	TELEPHONES & INTERNET	284.60
7. CONSUMERS ENERGY	ELECTRIC	3,323.92
8. FASTENAL	TOOLS	22.90
9. FIRST BANK CARD	PLANNING & OFFICE	971.72
10. FRIS OFFICE OUTFITTERS	OFFICE SUPPLIES	57.94
11. HOLLAND MEDI-CENTER	MDOT TESTING	33.00
12. IHLE AUTO PARTS	PARTS & SUPPLIES	148.56
13. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	12,422.45
14. K & R	TRUCK REPAIR	504.10
15. KAECHELE PUBLICATIONS	PRINTING	158.00
16. KALAMAZOO LAKE SEWER & WATER	WATER	888.43
17. MICHIGAN GAS UTILITIES	DPW GARAGE	300.32
	CITY HALL	117.25
	BUTLER ST BATHROOM	136.30
	TOTAL	553.87
18. MICHIGAN OFFICE SOLUTIONS	COPIER USE	11.61
19. MONICA NAGEL	TRAINING	30.10
20. OVERISEL LUMBER COMPANY	PICNIC TABLES & SUPPLIES	898.74
21. PRIORITY HEALTH	INSURANCE	8,166.05
22. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	10,278.91
23. SAUGATUCK FIRE	PROPERTY TAXES	48,459.71
24. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	189,021.63
25. SHELL	GASOLINE & DIESEL	78.80
26. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	486.00
27. STU'S WELDING & FAB., INC.	SNOW PLOW PARTS	96.00
28. TRUCK & TRAILER SPECIALTIES	PLOW BLADES	2,947.88
29. VALLEY CITY LINEN INC	SHOP TOWELS	77.50
30. XEROX FINANCIAL SERVICES		

Vendor Name	Description	Amount
	COPIER LEASE	430.36
TOTAL - ALL VENDORS		344,423.39
<b>FUND TOTALS:</b>		
Fund 101 - GENERAL FUND		40,539.36
Fund 202 - MAJOR STREETS		2,150.00
Fund 203 - LOCAL STREETS		2,097.88
Fund 661 - MOTOR POOL FUND		1,821.52
Fund 701 - CURRENT TAX FUND		297,742.89
Fund 715 - ROSE GARDEN		71.74

02/08/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 01/01/2019 - 01/31/2019				
Check Date	Check	Vendor Name	Description	Amount
<b>Bank GEN GENERAL POOLED CASH</b>				
01/11/2019	DD3878(A)	BULTMAN, LINDA	PAYROLL	1,142.04
01/11/2019	DD3879(A)	HALLGREN, JON	PAYROLL	872.00
01/11/2019	DD3880(A)	HARRIER, KIRK	PAYROLL	2,466.56
01/11/2019	DD3881(A)	HERBERT, SCOTT	PAYROLL	1,856.52
01/11/2019	DD3882(A)	KAZDA, NATHAN	PAYROLL	1,225.42
01/11/2019	DD3883(A)	NAGEL, MONICA	PAYROLL	1,580.39
01/11/2019	DD3884(A)	OSMAN, CINDY	PAYROLL	1,365.61
01/11/2019	DD3885(A)	STANISLAWSKI, PETER	PAYROLL	1,399.97
01/11/2019	DD3886(A)	WENDT, MICHAEL	PAYROLL	1,184.35
01/11/2019	EFT1112(E)	457-VALIC	PAYROLL	3,593.66
01/11/2019	EFT1113(E)	STATE OF MICHIGAN	PAYROLL	64.37
01/11/2019	EFT1114(E)	MERS HYBRID	PAYROLL	1,054.44
01/11/2019	EFT1115(E)	FEDERAL TAX DEPOSIT	PAYROLL	4,582.90
01/11/2019	16105	MML UNEMPLOYMENT COMPENSATION	PAYROLL	1.01
01/14/2019	16108	IHLE AUTO PARTS	SUPPLIES	48.00
01/14/2019	16109	IHLE SERVICE	TIRE REPAIR	20.00
01/14/2019	16111	OVERISEL LUMBER COMPANY	SUPPLIES	46.55
01/14/2019	16112	PETTY CASH	FRAMES	4.00
01/14/2019	16113	SAUGATUCK DRUG	SUPPLIES	9.78
01/14/2019	2229(E)	AT&T MOBILITY	CELL PHONES	75.70
01/14/2019	2230(E)	BARTLETT TREE EXPERTS	TREE REMOVALS	10,070.00
01/14/2019	2231(E)	CHEMICAL BANK	BANKING FEES	100.00
01/14/2019	2232(E)	COMCAST	INTERNET & TELEPHONES	284.60
01/14/2019	2233(E)	CONSUMERS ENERGY	ELECTRIC	3,297.04
01/14/2019	2234(E)	FIRST BANK CARD	POSTAGE, HOLIDAY & SUPPLIES	1,300.48
01/14/2019	2235(E)	FRONTIER	DPW GARAGE	185.77
01/14/2019	2236(E)	FRONTIER	911 OVAL BEACH PHONE	69.87
01/14/2019	2237(E)	FRONTIER	OVAL BEACH	131.38
01/14/2019	2238(E)	MICHIGAN GAS UTILITIES	BUTLER BATHROOMS	138.66
01/14/2019	2239(E)	MICHIGAN GAS UTILITIES	CITY HALL	86.18
01/14/2019	2240(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	345.29
01/14/2019	2242(E)	VALLEY CITY LINEN INC	SHOP TOWELS	31.00
01/14/2019	2243(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	411.32
01/14/2019	2244(A)	MARK'S BODY SHOP	SHERIFF VEHICLES	1,455.00
01/14/2019	2245(A)	ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	26,960.13
01/14/2019	2246(A)	APPROVED FIRE PROTECTION	DPW FIRE ALARM INSPECTION	997.10
01/14/2019	2247(A)	BLOOM SLUGGETT PC	LEGAL FES	3,235.00
01/14/2019	2248(A)	BURNETT & KASTRAN PC	LEGAL FEES	150.00
01/14/2019	2249(A)	MICHIGAN CAT	LOADER PARTS	78.24
01/14/2019	2250(A)	FRIS OFFICE OUTFITTERS	SUPPLIES	133.26
01/14/2019	2251(A)	POMP'S TIRE SERVICE INC	2009 INTERNATIONAL TIRES	2,146.96

02/08/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 01/01/2019 - 01/31/2019				
Check Date	Check	Vendor Name	Description	Amount
01/14/2019	2252(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	486.00
01/14/2019	2253(A)	STINGERS PEST CONTROL	PEST CONTROL	184.00
01/14/2019	2254(A)	TRUCK & TRAILER SPECIALTIES	REPAIR 2017 INTERNATIONAL	417.05
01/14/2019	16106	BERTHIAUME & COMPANY	AUDIT	9,850.00
01/14/2019	16107	HOLLAND MEDI-CENTER	DOT PHYSICALS	92.00
01/14/2019	16110	LAKE VISTA VALU	SUPPLIES	9.98
01/14/2019	2241(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	182.70
01/25/2019	DD3887(A)	BULTMAN, LINDA	PAYROLL	1,207.05
01/25/2019	DD3888(A)	HARRIER, KIRK	PAYROLL	2,117.75
01/25/2019	DD3889(A)	HERBERT, SCOTT	PAYROLL	1,684.20
01/25/2019	DD3890(A)	KAZDA, NATHAN	PAYROLL	1,284.50
01/25/2019	DD3891(A)	NAGEL, MONICA	PAYROLL	1,526.39
01/25/2019	DD3892(A)	OSMAN, CINDY	PAYROLL	1,365.60
01/25/2019	DD3893(A)	STANISLAWSKI, PETER	PAYROLL	1,399.98
01/25/2019	DD3894(A)	WENDT, MICHAEL	PAYROLL	1,143.43
01/25/2019	EFT1116(E)	457-VALIC	PAYROLL	3,476.81
01/25/2019	EFT1117(E)	STATE OF MICHIGAN	PAYROLL	64.37
01/25/2019	EFT1118(E)	MERS HYBRID	PAYROLL	1,054.44
01/25/2019	EFT1119(E)	FEDERAL TAX DEPOSIT	PAYROLL	4,282.94
01/25/2019	EFT1120(E)	MERS	PAYROLL	5,468.94
01/25/2019	EFT1121(E)	MI DEPT OF TREASURY	PAYROLL	1,349.96
01/28/2019	16116	PETTY CASH	TRASH DRUMS	225.00
01/28/2019	2255(E)	SHELL	GASOLINE & DIESEL	1,362.08
01/28/2019	2256(A)	ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	26,119.72
01/28/2019	2257(A)	ALLEGAN COUNTY TREASURER	TAX TRIBUNALS	64,526.62
01/28/2019	2258(A)	DIANNA MC GREW	ASSESSING SERVICES	2,535.08
01/28/2019	2259(A)	FLEIS & VANDENBRINK ENGINEERING INC	5 YEAR PARK PLAN	8,910.56
01/28/2019	2260(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	19,237.38
01/28/2019	2261(A)	OTTAWA AREA INTERMEDIATE SCHOOL	PROPERTY TAXES	3,216.77
01/28/2019	2262(A)	SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	15,917.93
01/28/2019	2263(A)	SAUGATUCK FIRE	PROPERTY TAXES	77,050.17
01/28/2019	16114	COMPASS MINERALS AMERICA	ROAD SALT	7,202.88
01/28/2019	16115	HIGH POINT ELECTRIC	ELECTRIC ISSUES	465.20
01/28/2019	16117	R SMITH & SONS INC	ROAD GRAVEL	1,354.05
01/28/2019	16118	RATHCO SAFETY SUPPLY CO	SIGNS	700.26
01/28/2019	16119	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	295,347.80
01/28/2019	16120	STANDARD INSURANCE COMPANY	INSURANCE	311.99
01/31/2019	16121	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN	1,240.00
<b>Total of 79 Checks:</b>				<b>638,572.13</b>
<b>Less 0 Void Checks:</b>				<b>0.00</b>
<b>Total of 79 Disbursements:</b>				<b>638,572.13</b>



# City Council Agenda Item Report

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City of Saugatuck

**FROM:** Kirk Harrier, City Manager

**MEETING DATE:** February 11, 2019

**SUBJECT:** Change Order No.3 (2018 Street Improvements Project (Park Street Sheet Pile))

## DESCRIPTION

Attached is a proposed Change Order No. 3 to the 2018 Street Improvements Project. The City awarded a construction contract for the 2018 Street Improvements project to Kamminga & Roodvoets (K&R) in the amount of \$788,849.10. Briefly, the 2018 project included the following scope of work:

- Road and water main reconstruction on Allegan Street from Lake Street to Elizabeth Street
- Road improvements and guardrail replacement on Perryman Street
- Storm sewer / sink hole repair on Water Street at Francis Street
- Slope repair on Park Street north of Perryman Street
- Storm sewer repair on Mason Street near Takken Street

Change order #3 involves substituting sheet pile along the east side of Park Street, north of Perryman, instead of the reinforced slope concept for a more secure slope and longer lasting repair.

## BUDGET ACTION REQUIRED

A budget adjustment to the FY 18/19 budget will need to be executed.

## COMMITTEE/COMMISSION REVIEW

N/A

## LEGAL REVIEW

N/A

## SAMPLE MOTION:

Motion to **approve/deny** Change Order No. 3 to the 2018 Street Improvements Project as presented in the amount of \$45,170 and instruct the City Treasurer to prepare a budget adjustment to amend the FY 18/19 budget.



**CHANGE ORDER**

No. 3

OWNER City of Saugatuck  
 CONTRACTOR Kamminga & Roodvoets, Inc.  
 Contract: N/A  
 Project: 2018 Street Improvements  
 OWNER's Contract No. N/A ENGINEER's Project No. 831450  
 ENGINEER Fleis & VandenBrink

The Contract is modified as follows upon execution of this Change Order:


Description: Balance selected items completed to date and incorporate additional items of work.

Attachments: Description of Additional Items of Work, Change Order Summary

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>788,849.10</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>2</u> : \$ <u>8,589.10</u>
Contract Price prior to this Change Order: \$ <u>797,438.20</u>
Increase (Decrease) of this Change Order: \$ <u>45,170.00</u>
Contract Price incorporating this Change Order: \$ <u>842,608.20</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>11/15/18</u> Ready for Final Payment: <u>5/24/19</u> (days or dates)
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>2</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>11/15/18</u> Ready for Final Payment: <u>5/24/19</u> (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>11/15/18</u> Ready for Final Payment: <u>5/24/19</u> (days or dates)


**RECOMMENDED:**

By:  Jonathan W. Moxey  
Jan 22 2019 8:10 AM  
 ENGINEER (Authorized Signature)  
 Project Manager  
 Title: Project Manager  
 Date: 1/22/19

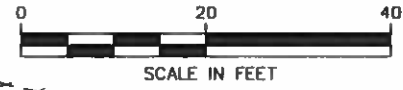
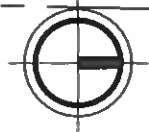
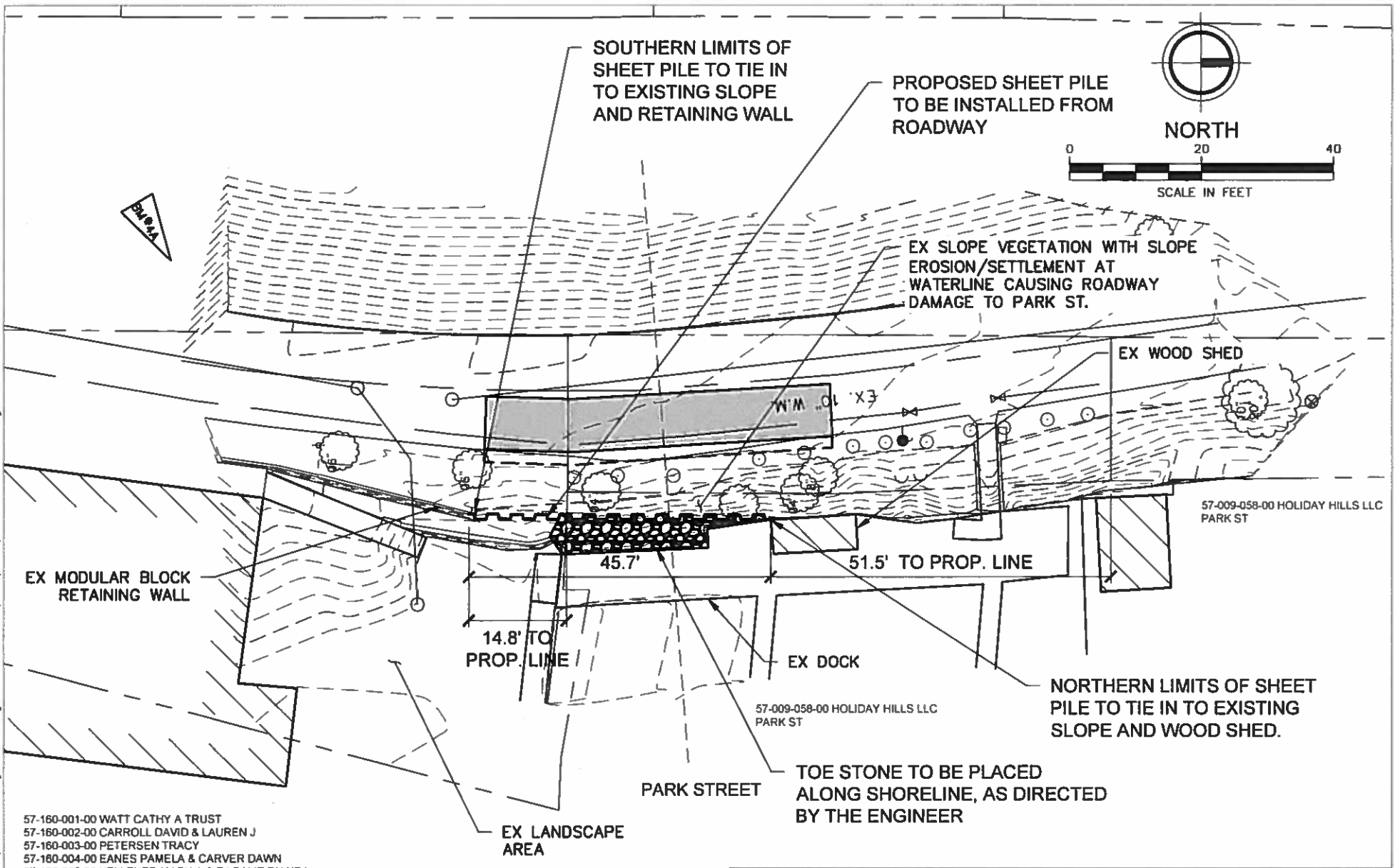
**APPROVED:**

By: \_\_\_\_\_  
 OWNER (Authorized Signature)  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

**ACCEPTED:**

By:   
 CONTRACTOR (Authorized Signature)  
 Title: Project Manager  
 Date: 1/21/19

indocsys/mt/Proj/31001-833000/831450 Saugatuck Allegan Street Imps/Cod/Wisc/Park St Sea Wall.dwg



- 57-160-001-00 WATT CATHY A TRUST
  - 57-160-002-00 CARROLL DAVID & LAUREN J
  - 57-160-003-00 PETERSEN TRACY
  - 57-160-004-00 EANES PAMELA & CARVER DAWN
  - 57-160-005-00 KELLEHER MARY A & RAGALIE DIANE L
  - 57-160-006-00 FAIRCHILD FELICIA
  - 57-160-007-00 KAMINSKI CYNTHIA
  - 57-160-008-00 FOULKES STEVEN J
  - 57-160-009-00 WHISPERING CREEK INVESTMENTS LLC
  - 57-160-010-00 LODENSTEIN AMY & ORWIG DRUE M
  - 57-160-011-00 KOEPPEN KARIN
  - 57-160-012-00 BODINE-WILSON TAMARA
- ALL ADDRESSES LISTED AS 615 PARK ST.  
HOLIDAY HILLS YACHT CLUB RESORT CONDOMINIUM

**CITY OF SAUGATUCK**  
**ALLEGAN COUNTY, MI**  
**2018 STREET IMPROVEMENTS**  
**PARK STREET SEAWALL**

F&V PROJECT NO. 831450



**CITY OF SAUGATUCK  
2018 STREET IMPROVEMENTS  
DESCRIPTION OF ADDITIONAL ITEMS OF WORK**

Change Order 1

**Allegan Street Sheet Pile Mobilization:** This item compensates the Contractor for mobilizing equipment to install sheet pile to stabilize the slope on Allegan Street. The original contract included a vegetated reinforced slope, as sheet pile was originally envisioned but was not anticipated to be feasible due to timing for pole relocation. When the timeframe for construction was adjusted, sheet pile became feasible. The sheet pile pay items are offset by elimination of the items associated with the reinforced slope. The reinforced slope items applied to slope stabilization work on Park Street as well, where a sheet pile solution is also being developed. Costs for the solution on Park Street will be added at a later date.

**Allegan Street SLZ-7 Sheet Pile Retaining Wall:** This item compensates the Contractor for furnishing and installing the sheet pile on Allegan Street as described above.

**Perryman Additional Guardrail Mobilization:** This item compensates the Contractor for remobilizing to install an additional section of guardrail on the north side of Perryman Street near the west end to provide a buffer for the new rustic path. Increases in the guardrail quantities compensate the Contractor for the work itself.

**Guardrail Reflector:** Guardrail reflectors were not included in the original contract but were deemed to be appropriate, as Perryman Street is open to traffic 24 hours per day.

**Perryman Foot Bridge Modifications:** This item compensates the Contractor for removal of the existing timber foot bridge and salvaging portions of it to support grading work to construct the path at grade behind the new guardrail.

Change Order 2

**Lighted Arrow, Type C, Furn / Oper:** These items compensate the Contractor for providing traffic control not included in the original contract but deemed appropriate for safely completing work that encroached on Lake Street at Allegan Street. The unit price includes furnishing and operating the traffic control devices, as indicated.

**Francis & Water Street Structure Repairs:** The original plans contemplated pipe replacement at one manhole structure in the intersection of Francis & Water Street, based on the sink hole issue taking place at the surface (elevated water level prevented a specific diagnosis during design). Prior to construction, a second sink hole developed in the area. After the storm water system in the area was dewatered, it was discovered that the pipes in the intersection were in good condition, however, the joints between the pipes and manhole/catch basin structures had deteriorated and were allowing road base materials to wash into the structures. This item compensates the Contractor for excavating around the two structures, pouring concrete collars to seal the exterior of the pipe/structure joints, and tuck pointing the interior of all structures in the intersection. The cost for this item is partially offset by a reduction in the pipe replacement quantities.

**Water Service Work at 514 Culver Street:** 514 Culver Street is a property with three cottage buildings located west of Bayview Condominiums with access from the dead end of Culver Street off Mason Street. During design, the configuration of the water service for these cottages was not known. During construction, it was discovered that the water service was located on a portion of the old water main proposed to be abandoned. Leaving the service in place would have required leaving roughly 100 feet of deteriorated and undersized main in service. This item compensates the Contractor for investigating the existing conditions and installing a new service from the portion of the main left in service.

**Change Order 3**

**Park Street Sheet Pile:** This item compensates the Contractor for installing a sheet pile wall along the east side of Park Street, north of Perryman Street, per the MDEQ/USACoE permit. The wall shall be installed from the land side with flagging of traffic for the roadway. This item does not include any restoration required at this location once the wall is in place. This item replaces the original contract item for Reinforced Slope, which was eliminated in Change Order 2.

**CITY OF SAUGATUCK  
2018 STREET IMPROVEMENTS  
CHANGE ORDER SUMMARY**

Item No.	Description	Unit	Original Contract			Change Order 1		Change Order 2		Change Order 3		Current Contract	
			Plan Quantity	Bid Unit Price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
1	General Conditions, Bonds & Insurances (5% Max)	LS	1	\$ 39,000.00	\$ 39,000.00		\$ -		\$ -		\$ -	1.00	\$ 39,000.00
2	Erosion Control, Silt Fence	FT	400	\$ 3.00	\$ 1,200.00		\$ -	182.00	\$ 546.00		\$ -	582.00	\$ 1,746.00
3	Erosion Control, Inlet Protection, Fabric Drop	EA	12	\$ 155.00	\$ 1,860.00		\$ -	-5.00	\$ (775.00)		\$ -	7.00	\$ 1,085.00
4	Plastic Drum, High Intensity, Furn	EA	600	\$ 5.00	\$ 3,000.00		\$ -	-480.00	\$ (2,400.00)		\$ -	120.00	\$ 600.00
5	Plastic Drum, High Intensity, Oper	EA	600	\$ 0.10	\$ 60.00		\$ -	-480.00	\$ (48.00)		\$ -	120.00	\$ 12.00
6	Channelizing Device, 42 inch, Furn	EA	500	\$ 3.00	\$ 1,500.00		\$ -	-315.00	\$ (945.00)		\$ -	185.00	\$ 555.00
7	Channelizing Device, 42 inch, Oper	EA	500	\$ 0.10	\$ 50.00		\$ -	-315.00	\$ (31.50)		\$ -	185.00	\$ 18.50
8	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	EA	8	\$ 75.00	\$ 450.00	5.00	\$ 375.00	15.00	\$ 1,125.00		\$ -	26.00	\$ 1,950.00
9	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	EA	8	\$ 1.00	\$ 8.00	5.00	\$ 5.00	15.00	\$ 15.00		\$ -	26.00	\$ 26.00
10	Sign, Type B, Temp, Prismatic, Furn	SFT	650.00	\$ 5.00	\$ 3,250.00		\$ -	262.00	\$ 1,310.00		\$ -	912.00	\$ 4,560.00
11	Sign, Type B, Temp, Prismatic, Oper	SFT	650.00	\$ 0.10	\$ 65.00		\$ -	262.00	\$ 26.20		\$ -	912.00	\$ 91.20
12	Sign, Type B, Temp, Prismatic, Special, Furn	SFT	20.00	\$ 15.00	\$ 300.00	35.00	\$ 525.00		\$ -		\$ -	55.00	\$ 825.00
13	Sign, Type B, Temp, Prismatic, , Special, Oper	SFT	20.00	\$ 0.10	\$ 2.00	35.00	\$ 3.50		\$ -		\$ -	55.00	\$ 5.50
14	Sign Cover	EA	25.00	\$ 10.00	\$ 250.00		\$ -	-25.00	\$ (250.00)		\$ -	0.00	\$ -
15	Minor Traf Devices	LS	1.00	\$ 125,500.00	\$ 125,500.00		\$ -		\$ -		\$ -	1.00	\$ 125,500.00
16	Traf Regulator Control	LS	1.00	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -		\$ -	1.00	\$ 5,000.00
17	Exploratory Digging	HR	8.00	\$ 300.00	\$ 2,400.00		\$ -	31.75	\$ 9,525.00		\$ -	39.75	\$ 11,925.00
18	Dewatering Water Street Storm Sewer	LS	1.00	\$ 14,000.00	\$ 14,000.00		\$ -		\$ -		\$ -	1.00	\$ 14,000.00
19	Video Taping Sewer and Culy Pipe	FT	500.00	\$ 2.00	\$ 1,000.00		\$ -	-250.00	\$ (500.00)		\$ -	250.00	\$ 500.00
20	Roadway Grading	STA	4.50	\$ 5,500.00	\$ 24,750.00		\$ -	0.07	\$ 385.00		\$ -	4.57	\$ 25,135.00
21	Rustic Path Grading	FT	330.00	\$ 30.00	\$ 9,900.00	39.00	\$ 1,170.00		\$ -		\$ -	369.00	\$ 11,070.00
22	Excavation, Earth	CYD	400.00	\$ 16.00	\$ 6,400.00	-400.00	\$ (6,400.00)		\$ -		\$ -	0.00	\$ -
23	Underdrain, Subbase, 6 inch	FT	800.00	\$ 6.00	\$ 4,800.00		\$ -	-183.50	\$ (881.00)		\$ -	636.50	\$ 3,819.00
24	Dr Structure, Rem	EA	8.00	\$ 295.00	\$ 2,380.00		\$ -		\$ -		\$ -	8.00	\$ 2,380.00
25	Pavt, Rem	SYD	25.00	\$ 30.00	\$ 750.00		\$ -	122.11	\$ 3,663.30		\$ -	147.11	\$ 4,413.30
26	Sidewalk, Rem	SYD	225.00	\$ 6.00	\$ 1,350.00		\$ -	-10.82	\$ (84.92)		\$ -	214.18	\$ 1,285.08
27	Curb and Gutter, Rem	FT	820.00	\$ 4.00	\$ 3,280.00		\$ -	-3.00	\$ (12.00)		\$ -	817.00	\$ 3,268.00
28	Guardrail, Rem	FT	2,450.00	\$ 1.60	\$ 3,920.00		\$ -	-50.00	\$ (80.00)		\$ -	2,400.00	\$ 3,840.00
29	Sewer, Rem, Less than 24 inch	FT	148.00	\$ 10.00	\$ 1,480.00		\$ -	404.60	\$ 4,046.00		\$ -	552.60	\$ 5,526.00
30	Sewer, Reinstall, 10 inch	FT	16.00	\$ 100.00	\$ 1,600.00		\$ -	-8.00	\$ (800.00)		\$ -	8.00	\$ 800.00
31	Aggregate, 8A	CYD	35.00	\$ 100.00	\$ 3,500.00	-35.00	\$ (3,500.00)		\$ -		\$ -	0.00	\$ -
32	Pavt, Rubbliza	SYD	6,300.00	\$ 10.00	\$ 63,000.00		\$ -	-1052.00	\$ (10,520.00)		\$ -	5,248.00	\$ 52,480.00
33	HMA Base Crushing and Shaping	SYD	7,250.00	\$ 3.00	\$ 21,750.00		\$ -	-180.30	\$ (540.90)		\$ -	7,069.70	\$ 21,209.10
34	Crushed Stone Drive Approach, 6 inch	SYD	25.00	\$ 28.00	\$ 700.00	3.88	\$ 108.64		\$ -		\$ -	28.88	\$ 808.64
35	Subbase, CIP	CYD	520.00	\$ 16.00	\$ 8,320.00		\$ -	-78.32	\$ (1,221.12)		\$ -	443.88	\$ 7,098.88
36	Aggregate Base, 8 inch	SYD	1,385.00	\$ 15.00	\$ 20,775.00		\$ -	-270.22	\$ (4,053.30)		\$ -	1,114.78	\$ 16,721.70
37	Curb and Gutter, Conc, Det F4	FT	820.00	\$ 19.00	\$ 15,580.00		\$ -	57.95	\$ 1,101.05		\$ -	877.95	\$ 16,681.05
38	HMA, 13A	TON	1,550.00	\$ 74.00	\$ 114,700.00		\$ -		\$ -		\$ -	1,550.00	\$ 114,700.00
39	HMA Approach	TON	125.00	\$ 120.00	\$ 15,000.00		\$ -		\$ -		\$ -	125.00	\$ 15,000.00
40	Hand Patching	TON	15.00	\$ 150.00	\$ 2,250.00		\$ -		\$ -		\$ -	15.00	\$ 2,250.00
41	HMA Spillway	EA	3.00	\$ 160.00	\$ 480.00		\$ -		\$ -		\$ -	3.00	\$ 480.00
42	HMA Valley Gutter	FT	5,700.00	\$ 0.66	\$ 3,762.00		\$ -		\$ -		\$ -	5,700.00	\$ 3,762.00
43	Sidewalk, Conc, 4 inch	SFT	1,800.00	\$ 3.50	\$ 6,300.00		\$ -	-20.11	\$ (70.39)		\$ -	1,779.89	\$ 6,229.62
44	Sidewalk Ramp, Conc, 6 inch	SFT	300.00	\$ 6.20	\$ 1,860.00		\$ -	-42.73	\$ (264.83)		\$ -	257.27	\$ 1,595.07
45	Detectable Warning Surface	FT	22.00	\$ 45.00	\$ 990.00		\$ -	5.50	\$ 247.50		\$ -	27.50	\$ 1,237.50

**CITY OF SAUGATUCK  
2018 STREET IMPROVEMENTS  
CHANGE ORDER SUMMARY**

Item No.	Description	Unit	Plan Quantity	Original Contract		Change Order 1		Change Order 2		Change Order 3		Current Contract	
				Bid Unit Price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
46	Sewer Tap, 4 inch	EA	3.00	\$ 305.00	\$ 915.00		\$ -	0.50	\$ 152.50		\$ -	3.50	\$ 1,067.50
47	Sewer Tap, 12 inch	EA	2.00	\$ 395.00	\$ 790.00		\$ -	-1.00	\$ (395.00)		\$ -	1.00	\$ 395.00
48	Dr Structure Tap, 12 inch	EA	1.00	\$ 870.00	\$ 870.00		\$ -		\$ -		\$ -	1.00	\$ 870.00
49	Dr Structure Cover, Adj. Case 2	EA	4.00	\$ 360.00	\$ 1,440.00		\$ -		\$ -		\$ -	4.00	\$ 1,440.00
50	Dr Structure, 24 inch dia	EA	3.00	\$ 1,600.00	\$ 4,800.00		\$ -		\$ -		\$ -	3.00	\$ 4,800.00
51	Dr Structure, 48 inch dia	EA	4.00	\$ 2,500.00	\$ 10,000.00		\$ -		\$ -		\$ -	4.00	\$ 10,000.00
52	Dr Structure, 60 inch dia	EA	1.00	\$ 4,000.00	\$ 4,000.00		\$ -		\$ -		\$ -	1.00	\$ 4,000.00
53	Storm Sewer, 6 inch	FT	42.00	\$ 55.00	\$ 2,310.00		\$ -	-1.00	\$ (55.00)		\$ -	41.00	\$ 2,255.00
54	Storm Sewer, 12 inch	FT	498.00	\$ 58.00	\$ 28,884.00		\$ -	95.50	\$ 5,539.00		\$ -	593.50	\$ 34,423.00
55	Culv. CI F, 12 inch	FT	90.00	\$ 40.00	\$ 3,600.00		\$ -	-20.50	\$ (820.00)		\$ -	69.50	\$ 2,780.00
56	Culv End Sect, 12 inch	EA	4.00	\$ 500.00	\$ 2,000.00		\$ -	-2.00	\$ (1,000.00)		\$ -	2.00	\$ 1,000.00
57	Dr Structure Cover, Type K	EA	4.00	\$ 500.00	\$ 2,000.00		\$ -		\$ -		\$ -	4.00	\$ 2,000.00
58	Dr Structure Cover, Type KK	EA	4.00	\$ 600.00	\$ 2,400.00		\$ -		\$ -		\$ -	4.00	\$ 2,400.00
59	Valve Box, Adj	EA	8.00	\$ 500.00	\$ 4,000.00		\$ -	-6.00	\$ (3,000.00)		\$ -	2.00	\$ 1,000.00
60	Water Main, 6 inch, Cut and Plug	EA	3.00	\$ 1,900.00	\$ 5,700.00		\$ -	2.00	\$ 3,800.00		\$ -	5.00	\$ 9,500.00
61	Water Main Connect, 8 inch	EA	2.00	\$ 2,200.00	\$ 4,400.00		\$ -	1.00	\$ 2,200.00		\$ -	3.00	\$ 6,600.00
62	Tee, 12 inch x 8 inch	EA	1.00	\$ 1,000.00	\$ 1,000.00		\$ -	-1.00	\$ (1,000.00)		\$ -	0.00	\$ -
63	Bend, 45 Deg, 8 inch	EA	1.00	\$ 460.00	\$ 460.00		\$ -	5.00	\$ 2,300.00		\$ -	6.00	\$ 2,760.00
64	Water Main, DI, 8 inch, Tr Det G	FT	362.00	\$ 105.00	\$ 38,010.00		\$ -	19.70	\$ 2,068.50		\$ -	381.70	\$ 40,078.50
65	Water Main, DI, 12 inch, Tr Det G	FT	5.00	\$ 450.00	\$ 2,250.00		\$ -	4.60	\$ 2,070.00		\$ -	9.60	\$ 4,320.00
66	Gate Valve and Box, 8 inch	EA	1.00	\$ 1,850.00	\$ 1,850.00		\$ -		\$ -		\$ -	1.00	\$ 1,850.00
67	Gate Valve and Box, 12 inch	EA	1.00	\$ 2,850.00	\$ 2,850.00		\$ -		\$ -		\$ -	1.00	\$ 2,850.00
68	Corporation Stop, 2 inch	EA	3.00	\$ 720.00	\$ 2,160.00		\$ -		\$ -		\$ -	3.00	\$ 2,160.00
69	Curb Stop and Box, 2 inch	EA	3.00	\$ 800.00	\$ 1,800.00		\$ -	1.00	\$ 800.00		\$ -	4.00	\$ 2,400.00
70	Water Service, 2 inch	FT	350.00	\$ 45.00	\$ 15,750.00		\$ -	68.00	\$ 3,060.00		\$ -	418.00	\$ 18,810.00
71	Water Service, Reconnect	EA	3.00	\$ 500.00	\$ 1,500.00		\$ -	0.50	\$ 250.00		\$ -	3.50	\$ 1,750.00
72	Reinforced Slope, Vegetated	SFT	1,025.00	\$ 27.00	\$ 27,675.00	-1025.00	\$ (27,675.00)		\$ -		\$ -	0.00	\$ -
73	Slope Restoration	SYD	2,530.00	\$ 3.00	\$ 7,590.00		\$ -		\$ -		\$ -	2,530.00	\$ 7,590.00
74	Slope Restoration, Special	SYD	150.00	\$ 48.04	\$ 6,906.00	-150.00	\$ (6,906.00)		\$ -		\$ -	0.00	\$ -
75	Mulch Blanket	SYD	2,230.00	\$ 0.87	\$ 1,940.10		\$ -		\$ -		\$ -	2,230.00	\$ 1,940.10
76	Riprap, Heavy	TON	5.00	\$ 175.00	\$ 875.00	6.67	\$ 1,167.25	3.00	\$ 525.00		\$ -	14.67	\$ 2,567.25
77	Wood Post, Rem and Replace	EA	6.00	\$ 200.00	\$ 1,200.00		\$ -		\$ -		\$ -	6.00	\$ 1,200.00
78	Wood Post	EA	5.00	\$ 200.00	\$ 1,000.00		\$ -		\$ -		\$ -	5.00	\$ 1,000.00
79	Guardrail, Type A	FT	2,525.00	\$ 17.80	\$ 44,945.00	200.00	\$ 3,560.00		\$ -		\$ -	2,725.00	\$ 48,505.00
80	Terminal End Shoe	EA	12.00	\$ 40.00	\$ 480.00	2.00	\$ 80.00		\$ -		\$ -	14.00	\$ 560.00
81	Guardrail, Curved, Type A	FT	800.00	\$ 18.00	\$ 10,800.00		\$ -	-587.50	\$ (10,575.00)		\$ -	12.50	\$ 225.00
82	Parv Mrlg, Waterborne, 4 inch, Yellow	FT	6,900.00	\$ 0.15	\$ 1,035.00		\$ -	-1272.00	\$ (190.80)		\$ -	5,628.00	\$ 844.20
83	Parv Mrlg, Waterborne, 18 inch, Stop Bar	FT	40.00	\$ 2.00	\$ 80.00		\$ -		\$ -		\$ -	40.00	\$ 80.00
84	Parv Mrlg, Waterborne, 12 inch, Crosswalk	FT	120.00	\$ 2.00	\$ 240.00		\$ -		\$ -		\$ -	120.00	\$ 240.00
CO1	Allegan Street Sheet Pile Mobilization	LS	0.00	\$ 2,400.00	\$ -	1.00	\$ 2,400.00		\$ -		\$ -	1.00	\$ 2,400.00
CO1	Allegan Street SLZ-7 Sheet Pile Retaining Wall	SFT	0.00	\$ 28.88	\$ -	1020.00	\$ 29,457.60		\$ -		\$ -	1,020.00	\$ 29,457.60
CO1	Penyman Additional Guardrail Mobilization	LS	0.00	\$ 575.00	\$ -	1.00	\$ 575.00		\$ -		\$ -	1.00	\$ 575.00
CO1	Guardrail Reflector	EA	0.00	\$ 95.00	\$ -	10.00	\$ 95.00		\$ -		\$ -	10.00	\$ 95.00
CO1	Penyman Foot Bridge Modifications	LS	0.00	\$ 2,936.91	\$ -	1.00	\$ 2,936.91		\$ -		\$ -	1.00	\$ 2,936.91
CO2	Lighted Arrow, Type C, Furn	EA	0.00	\$ 475.00	\$ -		\$ -	2.00	\$ 950.00		\$ -	2.00	\$ 950.00

**CITY OF SAUGATUCK  
2018 STREET IMPROVEMENTS  
CHANGE ORDER SUMMARY**

Item No.	Description	Unit	Plan Quantity	Original Contract		Change Order 1		Change Order 2		Change Order 3		Current Contract	
				Bid Unit Price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
CO2	Lighted Arrow, Type C, Oper	EA	0.00	\$ 20.00	\$ -		\$ -	2.00	\$ 40.00		\$ -	2.00	\$ 40.00
CO2	Francis & Water St Structure Repairs	LS	0.00	\$ 2,180.00	\$ -		\$ -	1.00	\$ 2,180.00		\$ -	1.00	\$ 2,180.00
CO2	Water Service Work at 514 Culver Street	LS	0.00	\$ 3,480.00	\$ -		\$ -	1.00	\$ 3,480.00		\$ -	1.00	\$ 3,480.00
CO3	Park Street Sheet Pile	LS	0.00	\$ 45,170.00	\$ -		\$ -		\$ -	1.00	\$ 45,170.00	1.00	\$ 45,170.00
<b>Total</b>					<b>\$ 788,849.10</b>		<b>\$ (2,022.10)</b>		<b>\$ 10,611.20</b>		<b>\$ 45,170.00</b>		<b>\$ 842,608.20</b>



# City Council Agenda Item Report

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City of Saugatuck

**FROM:** Kirk Harrier, City Manager

**MEETING DATE:** February 11, 2019

**SUBJECT:** Professional Services: Street Capital Improvement Plan Updates

## **DESCRIPTION**

City Council has identified updating the City's Streets Capital Improvement Plan as a priority project for FY 18/19. The attached proposal, if approved, will engage Fleis and Vandenbrink to proceed with the work needed to update the plan.

## **BUDGET ACTION REQUIRED**

Funds were appropriated in the FY 18/19 budget for this project.

## **COMMITTEE/COMMISSION REVIEW**

N/A

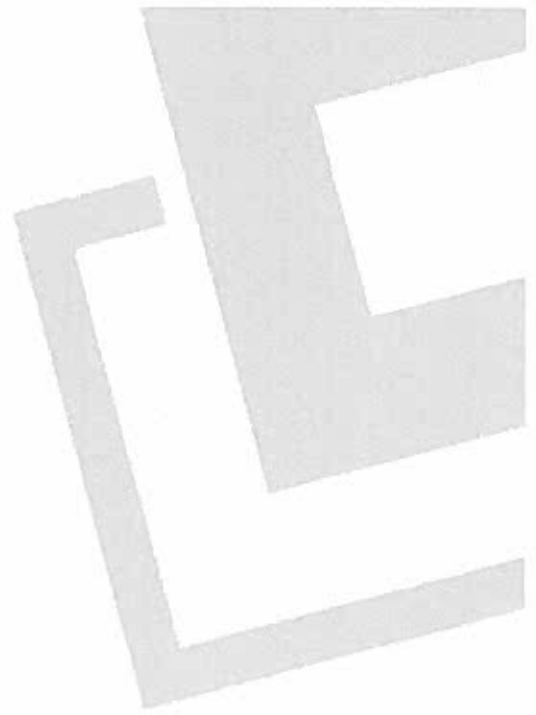
## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION:**

Motion to **approve/deny** the proposal for a streets capital improvement plan update from Fleis and Vandenbrink dated February 7, 2019 in the amount of \$5,800.





February 7, 2019

Kirk Harrier, City Manager  
City of Saugatuck  
102 Butler Street  
Saugatuck, MI 49453

**RE: Streets Capital Improvement Plan Update 2019**

Dear Kirk:

As you are aware, we have updated the Capital Improvement Plan for City Streets (CIP) every few years since it was created in 2007. The CIP was last updated in 2015, though a comprehensive PASER Analysis of the streets has not been completed since 2007.

Based on the significant infrastructure investments the City has made in the past few years and is contemplating in the coming years, this is a good time for a comprehensive update of the CIP to assist council with prioritizing projects with an objective basis. We propose the following scope of services to assist you:

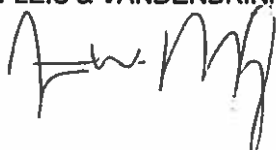
- Perform a PASER analysis of each public street segment within the City.
- Develop an updated spreadsheet based on the one created in 2007 summarizing the PASER ratings, approximate length and width of each pavement segment, Act 51 classification, federal aid eligibility, and observations made during the field work.
- Incorporate known water main (including outdated hydrants), sanitary sewer and storm sewer needs from the KLSWA GIS and the City's ongoing SAW project for the storm sewer system.
- Based on the pavement condition and underground utility needs, identify the anticipated scope for improvements. Prepare budgetary cost estimates for the projects on a per foot basis. Incorporate the information into the draft CIP. Include a draft priority list.
- Meet with City staff/council as appropriate to finalize the project scopes, order of priority and anticipated project year.
- Prepare refined cost estimates for the high priority projects (1-5 year +/-) and finalize the CIP based on City input.

As the City's SAW project is ongoing with a completion deadline of December 31, 2019, we anticipate completing field work in spring 2019 and finalizing the CIP late summer or fall.

We propose to complete the scope of services identified above for a lump sum fee of \$5,800. Authorization to proceed with the work under our existing Professional Services Agreement for general consultation dated November 13, 2018 can be given by returning a copy of this proposal signed below as indicated. We look forward to working with you on this project. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.  
Project Manager



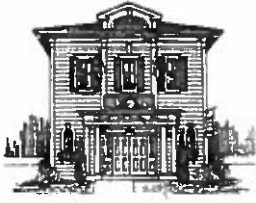
Paul R. Galdes, P.E.  
President

**AUTHORIZATION TO PROCEED WITH  
STREET CIP UPDATE 2019**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# City Council Agenda Item Report

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City of Saugatuck

**FROM:** Kirk Harrier, City Manager

**MEETING DATE:** February 11, 2019

**SUBJECT:** Professional Services: Design Engineering for Park Street Resurfacing

## **DESCRIPTION**

City Council has identified resurfacing the section of Park Street from Mt. Baldhead north to the city limits as a priority project for FY 18/19. The attached proposal, if approved, will engage Fleis and Vandenbrink to proceed with survey work, preliminary design, soil boring, final design, permitting and bidding assistance for the project.

## **BUDGET ACTION REQUIRED**

Funds were appropriated in the FY 18/19 budget for this project.

## **COMMITTEE/COMMISSION REVIEW**

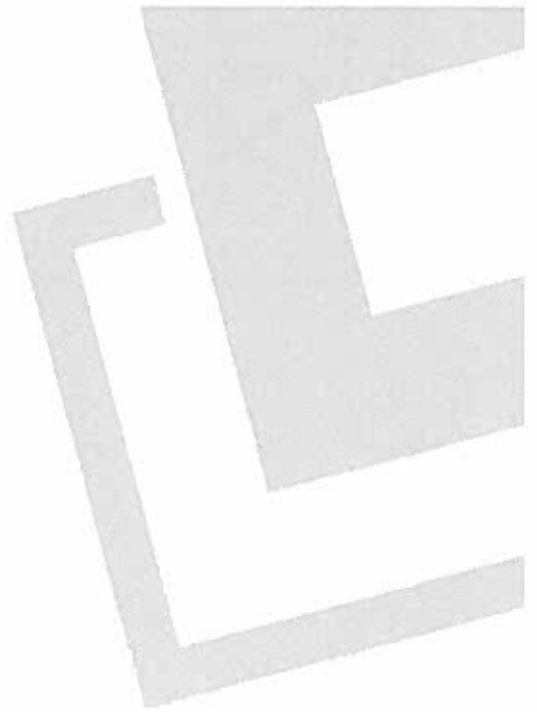
N/A

## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION:**

Motion to **approve/deny** the proposal for design engineering services for Park Street resurfacing from Fleis and Vandenbrink dated February 7, 2019 in the amount of \$25,800.



February 7, 2019

Kirk Harrier, City Manager  
City of Saugatuck  
102 Butler Street  
Saugatuck, MI 49453

**RE: Design Engineering Services for Park Street Resurfacing**

Dear Kirk:

We understand that the City has prioritized the resurfacing of Park Street from Mt. Baldhead Park to the northern City Limits. We understand that the project will involve replacement of the asphalt surface to the same width as existing. Due to the narrow nature of the corridor, we understand that construction is planned to occur in the fall of 2019 or spring of 2020, when traffic volume is lower.

As requested, we have prepared a Work Plan and Engineering Budget for design engineering and bidding assistance for this project. We will provide a Work Plan and Budget for construction engineering once the scope and schedule have been finalized.

Based on our understanding of the project requirements, we propose to complete the scope of work identified in the attached Work Plan at our standard hourly rates plus reimbursable expenses according to the following budget:

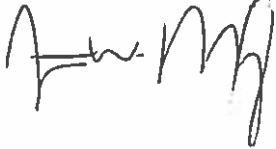
<u>Task</u>	<u>Budget</u>
Topographic Survey & Mapping	\$4,800
Preliminary Design	9,400
Soil Borings	1,600
Final Design	6,600
Permitting	600
<u>Bidding Assistance</u>	<u>2,800</u>
Total Design Engineering Budget	\$25,800

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005  
[www.fveng.com](http://www.fveng.com)

Authorization to proceed with the work under our existing Professional Services Agreement for general consultation dated November 13, 2018 can be given by returning a copy of this proposal signed below as indicated. We look forward to working with you on this project. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.  
Project Manager



Paul R. Galdes, P.E.  
President

**AUTHORIZATION TO PROCEED WITH  
DESIGN ENGINEERING SERVICES FOR PARK  
STREET RESURFACING**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# WORK PLAN

**Project Scope:** Replace the asphalt pavement on Park Street from Mt. Baldhead Park to the north City Limits.

## A. DESIGN ENGINEERING SERVICES

### **Preliminary Design Phase**

1. Meet with City staff to review project requirements, work scope and overall schedule.
2. Obtain utility information for electric, gas, telephone and cable TV.
3. Perform field survey for design and preparation of construction drawings. Collect alignment, topographic information, and cross-section elevations. We have assumed that survey will be completed in early spring after snowmelt but prior to leaf cover to improve efficiency of the field work.
4. Obtain soil borings needed for design. Our budget anticipates 5 borings with a depth of approximately 4 feet.
5. Draft survey information on plan sheets. Plot location of existing utilities.
6. Based on the results of the soil borings, evaluate options for the new pavement section with respect to cost and anticipated life for input by City staff. We anticipate the scope will entail either a "crush and shape" or "mill and fill" process.
7. Complete preliminary design of the proposed road improvements, geometrics, and pavement section. Include details for construction staging as required to maintain access for residents during construction.
8. Review the preliminary design with City staff.
9. Incorporate City comments and draft preliminary design and details on construction drawings.
10. Prepare preliminary specifications, list of bid items, quantities and estimate of probable construction costs.
11. Send plans to private utility companies for their information.
12. Attend a public/council information meeting, if appropriate, to review the proposed project.

### **Final Design Phase**

1. Complete final design and prepare final construction drawings and specifications in accordance with the City's review comments. We anticipate the following drawings:
  - a. Title sheet
  - b. Maintaining traffic plan
  - c. Typical pavement cross sections
  - d. Construction notes and details
  - e. Plan sheets showing the proposed improvements
2. Prepare updated estimate of probable construction cost.
3. Review final plans and specifications with City staff and make final revisions.
4. Prepare applications and assist in obtaining construction permits (Soil Erosion & Sedimentation Control Permit may be required).

### **Bidding Phase**

1. Prepare and submit the advertisement for bids. Advertising costs will be invoiced directly to the City, if any.
2. Prepare bidding documents and distribute to regional plan rooms.
3. Produce and issue bidding documents to prospective bidders out of our Grand Rapids office.
4. Assist during the bid phase by answering questions and providing supplemental information, if necessary.
5. Conduct bid opening held at the City offices.
6. Tabulate and review bids, evaluate references and provide recommendation of award to the City.



# City Council Agenda Item Report

## City of Saugatuck

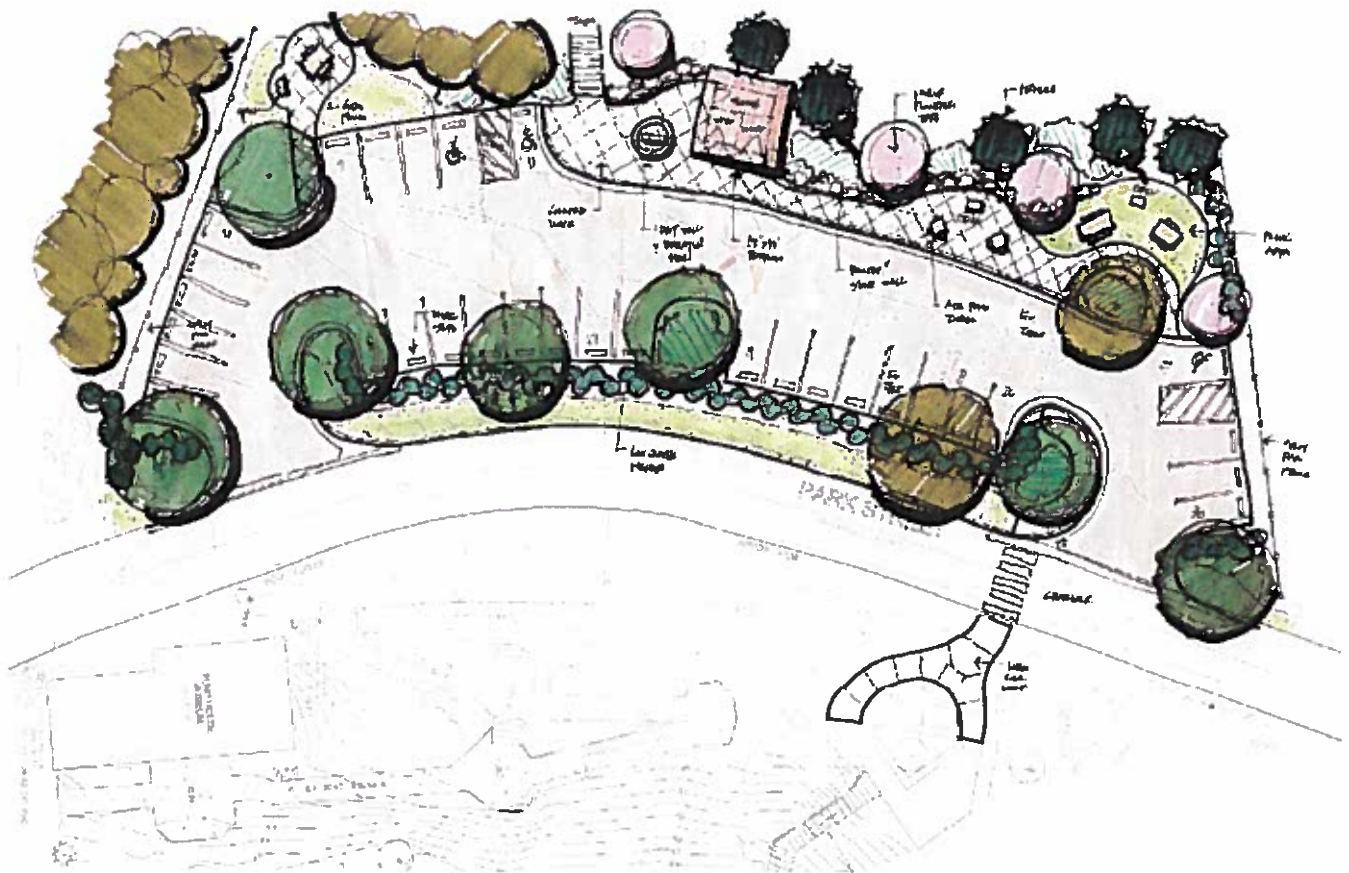
**FROM:** Kirk Harrier, City Manager

**MEETING DATE:** February 11, 2019

**SUBJECT:** Professional Services: Mt. Bladhead Park Lower Level Improvements  
MNRTF Grant Application

### DESCRIPTION

City Council has identified making improvements to the lower level of Mt. Baldhead Park as a priority project for FY 18/19. The City of Saugatuck's 5 Year Parks Master Plan included a conceptual site plan (see below) that can be used to begin discussions on developing a final site plan for the grant application. The site plan below is conceptual and is not the final site plan.



The attached proposal, if approved, will engage Fleis and Vandenbrink to proceed working with City Council to refine a final plan and prepare the necessary grant application to the MNRTF to assist with the funding of the project.



**BUDGET ACTION REQUIRED**

Funds were appropriated in the FY 18/19 budget for this project.

**COMMITTEE/COMMISSION REVIEW**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION:**

Motion to **approve/deny** the proposal for the preparation of a Michigan Department of Natural Resources MNRTF grant application for improvements to the lower level of Mt. Baldhead Park from Fleis and Vandenbrink dated February 7, 2019 in the amount of \$3,100.



February 7, 2019

Mr. Kirk Harrier – City Manager  
City of Saugatuck  
P.O. Box 86  
102 Butler Street  
Saugatuck, MI 49453

**RE: Proposal for Professional Services for the Preparation of a MDNR MNRTF Grant Application**

Dear Kirk:

We are pleased to provide our proposal for preparing a grant application for the Michigan Natural Resources Trust Fund administered by the Michigan Department of Natural Resources (MDNR). This application would be for proposed improvements to the City of Saugatuck's Mt. Baldhead Park.

#### SCOPE OF SERVICES

##### TASK A - MICHIGAN NATURAL RESOURCES TRUSTS FUND (MNRTF) GRANT APPLICATION

Many communities rely on MDNR grant programs to acquire or develop recreational facilities to improve the quality of life for their residents and promote a healthy active lifestyle. The following is an overview of basics and key factors that can lead to a successful grant application.

We can be of assistance in the preparation of the MNRTF Grant Application to the MDNR for either park land acquisition or development. The application must be submitted by the application deadline of April 1, 2019 with the following:

- a. MNRTF Grant Application Form – one copy fully completed by F&V and signed by authorized community representative.
- b. Application narrative prepared by F&V with information and input from community staff.
- c. Revise site master plan for Mt. Baldhead Park based on City comments and labeling proposed elements identified as part of this grant application.
- d. Project location map will be prepared by F&V.
- e. Boundary map – Provided by community and must delineate the legal boundaries of the property identified for park use. F&V will assist in map delineation.
- f. Documentation of Site Control Form (PR1956-1). Completed by community and community's legal counsel.
- g. Certified resolution from the governing body committing to the application. This resolution should be adopted at a public hearing with an advertisement 7 days prior to meeting. F&V will provide a sample ad and resolution. City to provide a copy of affidavit from local paper.
- h. Documentation of local match sources – letters of commitment for match sources.
- i. Prepare elevation and plan view of any proposed structures, if necessary.
- j. City will be tasked with gathering any letters of support from local stakeholders and groups.
- k. Prepare supplemental information, if necessary, after preliminary application scoring in August 2019.

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005  
www.fveng.com

Task	Description	Fee
Task A	Prepare MDNR MNRTF Grant Application	\$3,100

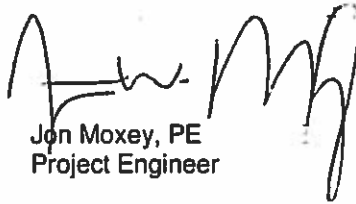
Authorization to proceed with Task A may be given by returning a signed copy of this letter. If there are any questions, please call Jon or I at 616.977.1000.

Sincerely,

FLEIS & VANDENBRINK



Rick Stout, LLA LEED AP  
Landscape Architect



Jon Moxey, PE  
Project Engineer

**AUTHORIZATION TO PROCEED WITH TASK A- PREPARATION OF MDNR MNRTF GRANT APPLICATION UNDER THE TERMS OF OUR EXISTING PROFESSIONAL SERVICES AGREEMENT WITH CITY OF SAUGATUCK.**

\_\_\_\_\_  
City Authorized Representative

\_\_\_\_\_  
Date



# City Council Agenda Item Report

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City of Saugatuck

**FROM:** Kirk Harrier, City Manager

**MEETING DATE:** February 11, 2018

**SUBJECT:** Right-of-Way Sign Application (Banner under Saugatuck Pallet Sign)

## **DESCRIPTION**

The SCA has submitted an application to install a banner under the Saugatuck Pallet sign to promote their 2-Day Mountain Film Festival on March 22 thru the 23. Normally, signs within the right-of-way can be administratively approved, but the banner cannot. The City Council may grant an exception, as listed in section 150.30(H). The conditions for approval of the exception are as follows:

1. The sign does not create a traffic vision obstruction;
2. The sign does not create a pedestrian traffic obstruction;
3. The sign is compatible with the surroundings and is not uniquely out of character for the community; and
4. The sign does not create a situation which could be detrimental to health safety, or welfare.

## **BUDGET ACTION REQUIRED**

N/A

## **COMMITTEE/COMMISSION REVIEW**

N/A

## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION:**

Motion to **approve/deny** the request to install a banner under the pallet sign for the SCA Mountain Film Festival displayed not more than 15 days prior to first day of event in March 2019.



## Right of Way Sign Application

### APPLICANTS INFORMATION

APPLICATION NUMBER \_\_\_\_\_ - \_\_\_\_\_

Name Joel Bryson Address / PO Box 400 Culver Street  
 City Saugatuck State MI Zip 49453 Phone 269-857-2399  
 E-Mail joel@sc4a.org  
 Signature Joel W. Bryson Digitally signed by Joel W. Bryson  
Date: 2019.01.22 10:59:34 -0500 Date 1/22/19

### SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Type: Number of Yard Signs 0 Number of Banners 2 (two)

Dates to be displayed 02/15/19 - 03/25/19

Further Comments: \_\_\_\_\_

The Saugatuck Center for the Arts (SCA) would like to advertise for its annual 2-Day Mountainfilm Festival taking place March 22 - 23 with events both at the SCA and other locations in the Saugatuck/Douglas area. We would like to place these banners on the space beneath the 'welcome' signs at the corner of Washington/Holland & Blue Star Highway and the corner of Lake & Blue Star Highway.

### PLEASE INCLUDE THE FOLLOWING INFORMATION

Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval

Y N NA

- Dimensions and type of each proposed sign
- Map showing the location of each sign
- Explanation of how each sign will be attached and secured

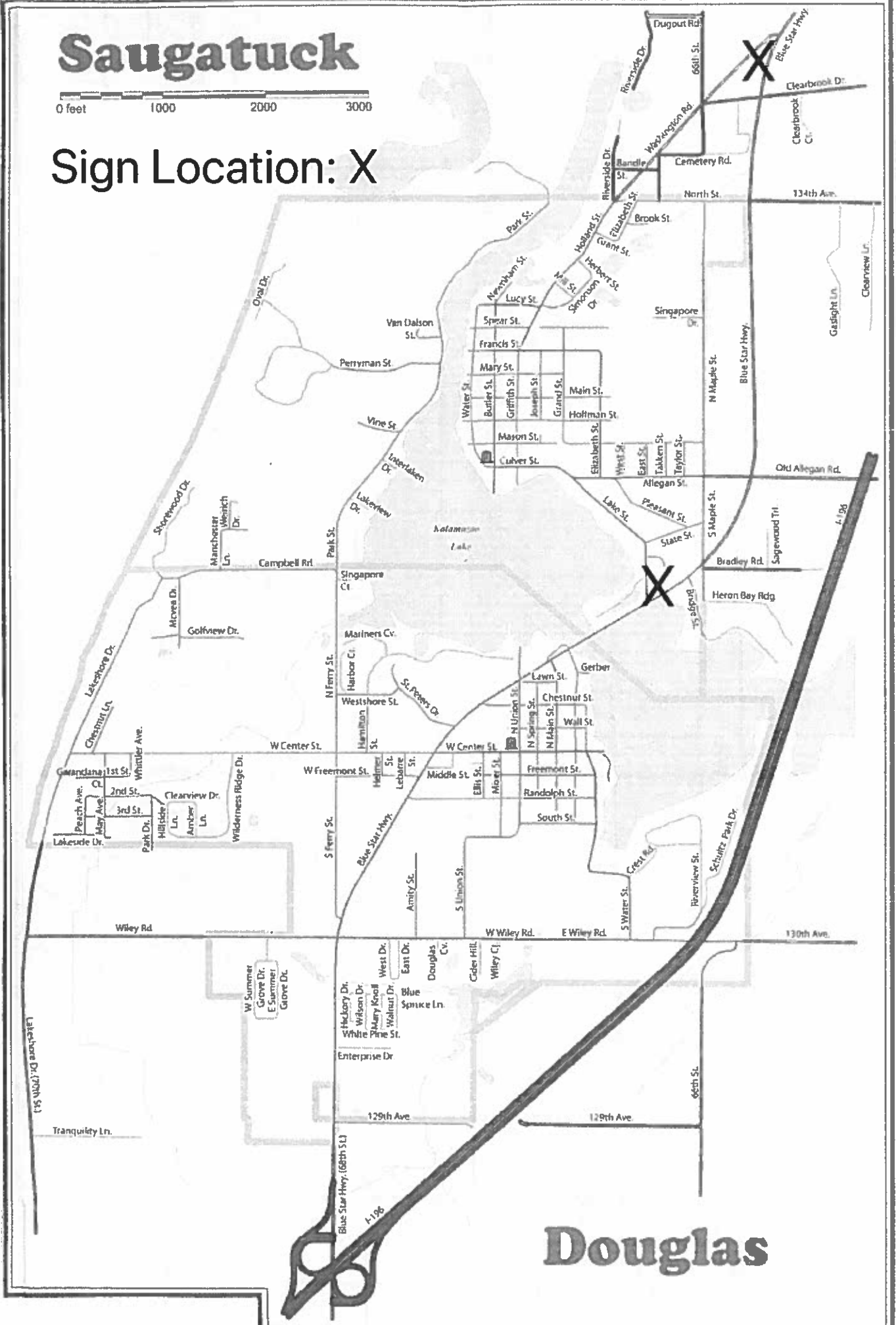
Pursuant to Section 150.30(H), please to the following questions:

- Will the signs create a traffic vision obstruction?
- Will the signs create a pedestrian traffic obstruction?
- Are the signs compatible with the surroundings and is not uniquely out of character for the community? and
- Do the signs create a situation which could be detrimental to health, safety, or welfare?

# Saugatuck

0 feet 1000 2000 3000

## Sign Location: X



**Description of Signage: Attaching and Securing  
Right-of-Way Sign Permit Application Submission**

Saugatuck City Hall  
102 Butler Street  
P.O. Box 86  
Saugatuck, MI 49453

To Whom It May Concern:

As a representative of the Saugatuck Center for the Arts (SCA), I would like to apply for permission to use the empty signage space directly below Saugatuck's welcome signs at: a) the corner of Washington & Blue Star Highway, and b) the corner of Lake & Blue Star Highway.

It is our understanding that the Public Works already has the dimensions for the sign as well as a method of attaching the sign. If we were granted permission to use the aforementioned space for advertisement from 2/15/19 – 3/25/19, we would require the information regarding dimensions and attachment in order to purchase the signs.

Please do not hesitate to reach out with any further questions or requests for information at any time. I can be reached via email or phone.

Kind regards,  
Joel W. Bryson

269-857-2399  
joel@sc4a.org

17A  
MICHAEL KOCZWARA.  
816 State Street  
SAUGATUCK MI 49453  
m.koczwar@yaho.com

February 4, 2019

SAUGATUCK CITY HALL  
102 BUTLER STREET  
SAUGATUCK, MI 49453.

DEAR COUNCIL MEMBERS-

Being a full-time resident of Saugatuck for 25 years, I was recently shocked by the nature of fireworks displayed in my neighborhood the morning of New Years Day.

January 1, 2019 at approximately 1:30AM, I was woken by a shower of fireworks - coming from a rental property at 745 Pleasant Street, that would be "municipality display" worthy. I phoned the city manager at city hall leaving two messages and also dialed "911" to lodge my disapproval. My primary concern was not the noise, but the sparks raining down on my home and my vacant neighbors homes. Where are these sparks landing and who is monitoring them?

Speaking with the city manager the next day, I was shocked to be informed that Michigan legislation had recently been changed allowing fireworks of this caliber available to everyone. I realize that we have become a community of rental properties and renters want to have a good time. But I see how this situation can become very unsafe very quickly.

Recently I became aware of another Michigan City that is considering new fireworks ordinances. I think we should investigate possible changes to our own.

Thank you for your consideration,

Michael Koczwar  
516-405-1333



# ROYAL OAK

ORDINANCE NO. 19 - \_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 345 OF THE CITY CODE, "FIREWORKS", TO THE EXTENT PERMITTED BY THE MICHIGAN FIREWORKS SAFETY ACT, MCL 28.451 ET SEQ., AS AMENDED BY PUBLIC ACTS 634, 635 AND 636 OF 2018

THE CITY OF ROYAL OAK ORDAINS:

Section 1. Short Title. This ordinance shall be known as and may be cited as the "2019 Amendments to the Fireworks Ordinance."

Section 2. Statement of Purpose. This is an ordinance to amend Chapter 345 of the City Code, "Fireworks", to the extent permitted by the Michigan Fireworks Safety Act, MCL 28.451 et seq., as has been amended by Public Acts 634, 635 and 636 of 2018.

Section 3. Amendment at Section 345-3. The Code of the City of Royal Oak is hereby amended at Chapter 345, "Fireworks", Section 345-3, "Definitions", which shall now read as follows:

**"Section 345-3. Definitions.**

As used in this chapter, the following terms shall be defined as follows:

**APA STANDARD 87-1**

2001 APA Standard 87-1, Standard for Construction and Approval for Transportation of Fireworks, Novelties, and Theatrical Pyrotechnics, published by the American Pyrotechnics Association of Bethesda, Maryland.

**CONSUMER FIREWORKS**

Fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States Consumer Product Safety Commission under 16 CFR Parts 1500 and 1507, and that are listed in APA Standard 87-1, 3.1.2, 3.1.3, or 3.5. "Consumer fireworks" does not include low-impact fireworks.

**FIREWORKS**

Any composition or device, except for a starting pistol, a flare gun, or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation.

**LOW-IMPACT FIREWORKS**

Ground and handheld sparkling devices as that phrase is defined under APA Standards 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

**MINOR**

An individual who is less than 18 years of age."

Section 4. Amendment at Section 345-4. The Code of the City of Royal Oak is hereby amended at Chapter 345, "Fireworks", Section 345-4, "Ignition, Discharge and Use of Consumer Fireworks", which shall now read as follows:

**"Section 345-4. Ignition, Discharge or Use of Consumer Fireworks.**

- A. Except as provided in this Section, a person shall not ignite, discharge, or use consumer fireworks at any time.
- B. A person may ignite, discharge, or use consumer fireworks on the following days during the following hours:
  - 1. Between 11:00 a.m. on December 31 and 1:00 a.m. on the immediately following January 1.
  - 2. Between 11:00 a.m. and 11:45 p.m. on the Saturday immediately preceding Memorial Day.
  - 3. Between 11:00 a.m. and 11:45 p.m. on the Sunday immediately preceding Memorial Day.
  - 4. Between 11:00 a.m. and 11:45 p.m. on June 29, June 30, July 1, July 2, July 3 and July 4.
  - 5. Between 11:00 a.m. and 11:45 p.m. on July 5, if that date is a Friday or a Saturday.
  - 6. Between 11:00 a.m. and 11:45 p.m. on the Saturday immediately preceding Labor Day.
  - 7. Between 11:00 a.m. and 11:45 p.m. on the Sunday immediately preceding Labor Day.
- C. A violation of this Section is a civil infraction, punishable by a fine of \$1,000. Of that fine, \$500 must be remitted to the Royal Oak Police Department."

Section 5. Amendment at Section 345-6. The Code of the City of Royal Oak is hereby amended at Chapter 345, "Fireworks", Section 345-6, "Determination of Violation; Seizure", which shall now read as follows:

**"Section 345-6. Ignition, Discharge or Use of Consumer Fireworks on Public Property, School Property, Church Property or the Property of Another Person.**

- A. A person shall not ignite, discharge or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.
- B. A violation of this Section is a civil infraction, punishable by a fine of not more than \$500."

Section 6. Amendment at Section 345-7. The Code of the City of Royal Oak is hereby amended at Chapter 345, "Fireworks", Section 345-7, "Violations and Penalties", which shall now read as follows:

**"Section 345-7. Ignition, Discharge, or Use of Consumer Fireworks While Under the Influence.**

- A. A person shall not ignite, discharge, or use consumer fireworks or low-impact fireworks while under the influence of alcoholic liquor, a controlled substance, or a combination of alcoholic liquor and a controlled substance.
- B. As used in this Section, "alcoholic liquor" means that term as defined in Section 1d of the Michigan Vehicle Code, MCL 257.1d, as may be amended, and "controlled substance" means that term as defined in Section 8b of the Michigan Vehicle Code, MCL 257.8b, as may be amended.
- C. A violation of this Section is a civil infraction, punishable by a fine of not more than \$1,000."

Section 7. Amendment at Section 345-8. The Code of the City of Royal Oak is hereby amended at Chapter 345, "Fireworks", to include a new Section 345-8, which shall read as follows:

**"Section 345-8. Determination of Violation; Seizure; Destruction; Storage Costs.**

- A. If the Royal Oak Police Department determines through its investigation that a violation of this Chapter has occurred, the Department may seize the firework as evidence of the violation. The Department shall store, or cause to be stored, the evidence seized under this Section pending disposition of any proceedings arising from the violation.
- B. Following a final disposition of an appeal of a finding of responsibility under this Chapter that affirms the finding, the Department may dispose of or destroy any fireworks retained as evidence in that proceeding.
- C. A person from whom fireworks are seized under this Chapter shall pay the actual costs of storage and disposal of the seized fireworks if found responsible for a violation of this Chapter."

Section 8. Severability. If any Section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 9. Savings. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

Section 10. Repealer. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 11. Effective Date. This ordinance shall take effect ten (10) days after the final passage thereof.

# SAUGATUCK

CITY COUNCIL  
CITY OF SAUGATUCK  
ALLEGAN COUNTY, MICHIGAN

ORDINANCE NO. 130909-1

AN ORDINANCE TO AMEND SECTIONS 92.01 THROUGH 92.04, CHAPTER 92, INCLUSIVE, AND TO ADD SECTIONS 92.05 THROUGH 92.11, CHAPTER 92, OF THE CODE OF THE CITY OF SAUGATUCK ENTITLED  
"FIREWORKS"

The City of Saugatuck Ordains:

**Section 1.** Amendment of Section 92.01. That Section 92.01, Chapter 92 of the Code of the City of Saugatuck is amended to read as follows:

**92.01 DEFINITION.**

The following terms, when used in this chapter, shall have the meaning ascribed to them in this section:

*Act* means the Michigan Fireworks Safety Act, Act No. 256 of the Public Acts of Michigan of 2011, as amended.

All other terms used in this chapter shall have the same meanings as defined or used in the Act.

**Section 2.** Amendment of Section 92.02. That Section 92.02, Chapter 92 of the Code of the City of Saugatuck is amended to read as follows:

**92.02 USE OF CONSUMER FIREWORKS PROHIBITED**

(A) No person shall ignite, discharge, or use consumer fireworks in the City on a day other than the day preceding, the day of, or the day after a national holiday.

(B) Notwithstanding subsection (A), on the day preceding, the day of, or the day after a national holiday, no person shall ignite, discharge, or use consumer fireworks between the hours of 1:00 a.m. and 8:00 a.m.

A person who violates this Section 92.02 shall be responsible for a municipal civil infraction and subject to a fine of not more than \$500.

**Section 3.** Amendment of Section 92.03. That Section 92.03, Chapter 92 of the Code of the City of Saugatuck is amended to read as follows:

### **92.03 OFFENSES AGAINST PROPERTY**

No person shall at any time ignite, discharge or use consumer fireworks on public property, school property, church property, or the property of another person without that person or organization's express permission to use those fireworks on those premises, and no person shall cause or permit any debris, remnants, or unburned fragments of consumer fireworks or low impact consumer fireworks to remain on private or public property without the property owner's permission.

**Section 4.** **Amendment of Section 92.04.** That Section 92.04, Chapter 92 of the Code of the City of Saugatuck is amended to read as follows:

### **92.04 USE OF FIREWORKS BY INDIVIDUALS UNDER THE INFLUENCE**

An individual shall not use consumer fireworks or low-impact fireworks while under the influence of alcoholic liquor, a controlled substance, or a combination of alcoholic liquor and a controlled substance as defined by MCL 257.1d and MCL 257.8b, as amended.

**Section 5.** **Addition of Section 92.05.** That Chapter 92 is amended to add the following new Section 92.05, to read in full as follows:

### **92.05 FIREWORKS SAFETY**

No person shall recklessly endanger the life, health, safety, or well-being of any person or property by the ignition, discharge, or use of consumer fireworks.

**Section 6.** **Addition of Section 92.06.** That Chapter 92 is amended to add the following new Section 92.06, to read in full as follows:

### **92.06 SALE TO AND USE BY MINORS**

(A) No person shall sell consumer fireworks to a person under the age of 18 years.

(B) No person under the age of 18 years shall use, possess, explode or cause to explode any consumer fireworks within the city except while in the presence and under the control of a parent, guardian or other responsible adult.

(C) No person under the age of 18 years shall buy, purchase, acquire or obtain any consumer fireworks within the city.

**Section 7.** **Addition of Section 92.07.** That Chapter 92 is amended to add the following new Section 92.07, to read in full as follows:

## **92.07 FIREWORKS DISPLAY.**

A permit from the city council is required for the possession, use, or discharge of display fireworks, articles pyrotechnic or special effects (collectively for purposes of this chapter hereinafter "display fireworks") for public or private display within the

city on terms and in a manner consistent with the Act. The storage of fireworks shall be prohibited in the city except in compliance with the Act. All permits shall be subject to compliance with this chapter and the Act. In the event of any conflict between this chapter and the Act, the more stringent provision shall control.

**Section 8.** **Addition of Section 92.08.** That Chapter 92 is amended to add the following new Section 92.08, to read in full as follows:

### **92.08 PERMIT APPLICATION; FEE; DECISION OF CITY COUNCIL**

Application for permits shall be made in writing, on forms provided by the Michigan Department of Licensing and Regulatory Affairs, to the city council at least 60 days in advance of the date of the display of fireworks. If an application for a permit is not timely filed as provided herein, the city council may consider the application only if the applicant shows good cause for submitting a late application. The city council may, by resolution, establish a nonrefundable fee schedule for the city's cost of reviewing and acting on the application. If such schedule is established by the city council, the applicant shall submit the nonrefundable fee with the permit application. The city council may grant, grant with conditions, or deny the permit in accordance with the Act and this chapter. Notwithstanding any provision of this chapter, no applicant has a right to issuance of a permit. Nothing in this chapter shall be construed to limit or impair the discretion of the city council to deny a permit pursuant to the Act or this chapter. If a permit is granted, the sale, possession, use, or discharge of fireworks for such display shall comply with all terms and conditions of the permit. A permit granted hereunder shall not be transferable, nor shall any such permit be extended beyond the dates set out therein. A permit for a particular display granted by the city under the Act's predecessor shall remain valid subject to its original terms.

**Section 9.** **Addition of Section 92.09.** That Chapter 92 is amended to add the following new Section 92.09, to read in full as follows:

### **92.09 LIABILITY INSURANCE**

Before a permit for display fireworks is granted by the city council, the applicant shall furnish to the city a liability insurance policy, in a form satisfactory to the city, in the amount of not less than \$1,000,000 to satisfy claims for damages to property or personal injuries arising out of an act or omission on the part of the applicant, or an agent or employee thereof. The city shall be named as an additional insured on the insurance policy. Before a display fireworks permit is issued, the applicant shall furnish a certificate of insurance for the policy which shall provide for 30 days prior written notice to the city of cancellation or revocation of the policy.

**Section 10. Addition of Section 92.10.** That Chapter 92 is amended to add the following new Section 92.10, to read in full as follows:

**92.10 MISCELLANEOUS OFFENSES**

No person shall ignite, discharge, or use consumer fireworks within the City except of the type permitted and under the conditions permitted by state law and this chapter.

**Section 11. Addition of Section 92.11.** That Chapter 92 is amended to add the following new Section 92.11 to read in full as follows:

**92.11 VIOLATIONS**

Any person violating the provisions of Sections 92.03 through 92.10, inclusive, of this Code, shall be guilty of a misdemeanor, punishable by up to ninety (90) days in jail and/or a fine up to \$500.00.

**Section 12. Severability.** Sections of this Ordinance shall be deemed severable and should any section, clause or provision of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof.

**Section 13. Repeal.** All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, repealed.

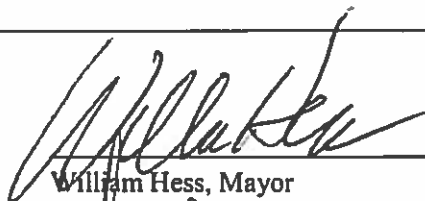
**Section 14. Effective Date.** This Ordinance shall become effective the day following its publication unless otherwise provided by law.

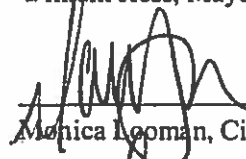
YEAS: Spangler, Van Singel, Verplank, Lint, Bekken & Hess

NAYS: None

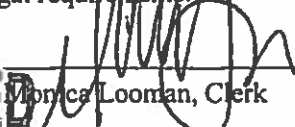
ABSENT: Johnson

ORDINANCE NO. 130909-1 ADOPTED

  
\_\_\_\_\_  
William Hess, Mayor

  
\_\_\_\_\_  
Monica Looman, City Clerk

I, Monica Looman, the Clerk of the city of Saugatuck, certify that the foregoing is a true and accurate copy of an ordinance adopted at a regular meeting of the City Council of the City of Saugatuck, held on September 9, 2013, and noticed in accordance with all legal requirements.

**APPROVED**  
  
\_\_\_\_\_  
Monica Looman, Clerk

Adopted: September 9, 2013  
Published: September 20, 2013  
Effective: September 28, 2013  
American Legal Publishing: September 10, 2013