



**CITY COUNCIL AGENDA
SEPTEMBER 9, 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 August 26, 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. Ordinance No. 190909-1 Chapter 155 “Groundwater Protection” (ROLL CALL)
B. Resolution No. 190909-A – Street Vacating - Culver and Grand at Lake Street (ROLL CALL)
C. Resolution No. 190909-B – Budget Amendment – Holiday Lighting (ROLL CALL)
D. Resolution No. 190909-C – MDNR Waterways Grant Application (ROLL CALL)
E. S/D Library Board Reappointment (VOICE VOTE)
F. Zoning Board of Appeals Vacancy Appointment (VOICE VOTE)
15. CONSENT AGENDA: **None**
16. PUBLIC COMMENTS *(Limit 3 minutes)*
17. COMMUNICATIONS:
A. Water & Lucy Street Flooding– 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 for further information.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, August 26, 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 Trester at 7:00 p.m.
- 2. **Pledge of Allegiance**
- 3. **Attendance:**
Present: Spangler, Bekken, Johnson, Hess, Verplank & Trester
Absent: Peterson
Others Present: City Manager Harrier & City Clerk Nagel

A motion was made by Hess, 2nd by Johnson, to excuse Council Member Peterson with prior notification. Upon voice vote the motion carried unanimously.

- 4. **Approval of Minutes:** A motion was made by Johnson, 2nd by Hess, to approve the August 12, 2019 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.

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

- 6. **City Manager's Report:** City Manager attended a meeting at the Allegan County Administration building to discuss the Waterways Grant that Mr. RJ Peterson has asked Allegan County to approve.

- 7. **Agenda Changes:** (addition) 8(A) Dean Kapenga – Allegan County Commissioner

- 8. **Guest Speakers:**
A. **Dean Kapenga – Allegan County Commissioner:** County Commissioner Kapenga updated Council on various Allegan County projects.

B. **Lt. Brett Ensfield – Allegan County Sheriff's Department:** Lt. Ensfield presented Council with Detailed Incident Analysis Report from August 12-26, 2019.

- 9. **Public Comment:** John Adams (*non-resident*) regarding item 14(E), stated since the trail has been stalled by the City of Saugatuck, no additional trails will be built until Saugatuck approves their portion and encouraged Council to work with police and fire to come up with a safety solution crossing the Blue Star Bridge.

Dan Fox (*resident*) regarding item 14(E), urged Council to vote in favor of motion and stated that building a bike trail that everyone can appreciate takes time.

- 10. **Request for Payment:** A motion was made by Hess, 2nd by Simon, to approve the accounts payable in the amount of \$551,552.03. Upon voice vote the motion carried unanimously.

- 11. **Introductions of Ordinances:**
A. **Chapter 155 Groundwater Protection:** A motion was made by Johnson, 2nd by Hess, to place the proposed Ordinance Amendment adding Chapter 155 to the City Code of Ordinance on the September 9, 2019 regular council meeting agenda for approval. Upon voice vote the motion carried unanimously.

- 12. **Public Hearings:** None

- 13. **Unfinished Business:** None

14. New Business:

A. Ordinance No. 190826-1 – Addition to Title XI, Chapter 116, Sections 116.01-116.13 titled Small Cell Wireless Facilities: A motion was made by Verplank, 2nd by Johnson, to approve Ordinance No. 190826-1 adding Title XI, Chapter 116, Sections 116.01-116.013, inclusive, entitled Small Cell Wireless Facilities to City Code of Ordinances as presented. Upon roll call the motion carried unanimously.

B. Resolution No. 190826-A – Schedule of Fees – Small Cell Wireless Facilities: A motion was made by Verplank, 2nd by Hess, to approve Resolution No. 190826-A to establish rates, charges and fees associated with wireless communications equipment, support structures and small cell wireless facilities and associated structures. Upon roll call the motion carried unanimously.

C. Amendment to Waste Services Agreement: A motion was made by Hess, 2nd by Johnson, to approve the amendment to the Waste Services Agreement dated August 26, 2019 between the City of Saugatuck and Allied Waste Systems as presented. Upon voice vote the motion carried unanimously.

D. 700 Manchester Drive – Recommendation of Award: A motion was made by Simon, 2nd by Verplank, to approve the recommendation from the City's Engineering firm and award the 700 Manchester Drive Drainage Improvements project to Southwest Transport Co. in the amount of \$26,536.00. Upon voice vote the motion carried unanimously.

E. Regional Stakeholders Meeting – Blue Star Trail: A motion was made by Verplank, 2nd by Hess, to approve directing city staff to schedule a Blue Star Trail regional stakeholders meeting to include one (1) elected representative and one (1) administrative staff from the Allegan County Board of Commissioners, Allegan County Road Commission City of Douglas, City of Saugatuck, Saugatuck Township, Casco Township, Ganges Township and two (2) representatives from the Friends of the Blue Star Trail organization. Upon voice vote the motion carried unanimously.

15. Consent Agenda: None

16. Public Comment: John Adams (*non-resident*) disappointed in Council approving agenda item 14(E) – Regional Stakeholders Meeting – Blue Star Trail.

Dan Fox (*resident*) inquired as to why there is no Blue Star Trail Authority to manage and oversee financials and progression of trail.

17. Communications:

A. Holiday Lighting Proposal – Accepted as information

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

19. Council Comments: Council Member Johnson recommended two (2) City Council Members attend the Emergency Management Public Officials Conference provided by Allegan County Emergency Management and Board of Commissioners held on September 30, 2019.

20. Adjournment: Mayor Trester adjourned the meeting at 7:57 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk

10A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY SHERIFF		
	AIR FLOW SENSOR	117.79
2. ALLEGAN COUNTY TREASURER		
	PROPERTY TAXES	262,816.08
3. COMPASS MINERALS AMERICA		
	ROAD SALT	7,367.54
4. CONSUMERS ENERGY		
	ELECTRIC	3,800.01
5. FLEIS & VANDENBRINK ENGINEERING INC		
	SAW GRANT	8,000.00
	SAW GRANT	4,300.00
	SAW GRANT	18,000.00
	PARK STREET	610.00
	ENGINEERING FEES	519.30
	TOTAL	31,429.30
6. FRIS OFFICE OUTFITTERS		
	OFFICE	496.96
7. GORDON FOOD SERVICE		
	CONCESSION	742.95
8. GRAND RAPIDS POPCORN		
	CONCESSION	101.35
9. GROUNDS MANAGEMENT SOLUTIONS		
	IRRIGATION REPAIRS	864.88
10. HOLLAND MEDI-CENTER		
	MEDICAL	164.93
11. HOLLAND P.T.		
	MAINTENANCE	39.09
12. MCKELLIPS PLUMBING INC		
	OVAL	110.00
13. MICHIGAN GAS UTILITIES		
	BUTLER RESTROOMS	36.35
	CITY HALL	36.35
	TOTAL	72.70
14. OTTAWA AREA INTERMEDIATE SCHOOL DIS		
	PROPERTY TAXES	158,113.11
15. PURITY CYLINDER GASES INC		
	CONCESSION	26.07
16. SAUGATUCK PUBLIC SCHOOLS		
	PROPERTY TAXES	226,616.69
17. SEPTIC TANK SYSTEMS CO INC		
	OVAL	295.00
	OVAL	630.00
	CULVER STREET	705.00
	TOTAL	1,630.00
18. SHELL		
	GASOLINE & DIESEL	1,458.96
19. SHORELINE TECHNOLOGY SOLUTIONS		
	COMPUTER SERVICES	626.75
20. STATE OF MICHIGAN		
	CONCESSION SALES TAX	2,340.33
21. VALLEY CITY LINEN INC		
	SHOP TOWELS	368.05
22. WEST OLIVE NURSERY INC		
	SHRUBS PARKS	206.50
23. XEROX FINANCIAL SERVICES		
	COPIER LEASE	430.36
TOTAL - ALL VENDORS		699,940.40

Vendor Name	Description	Amount
FUND TOTALS:		
Fund 101 - GENERAL FUND		41,697.53
Fund 202 - MAJOR STREETS		3,100.00
Fund 203 - LOCAL STREETS		5,396.84
Fund 661 - MOTOR POOL FUND		2,171.21
Fund 701 - CURRENT TAX FUND		647,545.88
Fund 715 - ROSE GARDEN		28.94

09/04/2019		CHECK REGISTER FOR CITY OF SAUGATUCK		
CHECK DATE FROM 08/01/2019 - 08/31/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
08/09/2019	DD4121(A)	BOSCH, LEXIE	PAYROLL	431.04
08/09/2019	DD4122(A)	BULTMAN, LINDA	PAYROLL	1,359.99
08/09/2019	DD4123(A)	CARPER, KAYLA	PAYROLL	448.15
08/09/2019	DD4124(A)	DEJAEGER, JOHN	PAYROLL	794.69
08/09/2019	DD4125(A)	DEROO, EASTON	PAYROLL	444.22
08/09/2019	DD4126(A)	DEROO, MADYSON	PAYROLL	810.97
08/09/2019	DD4127(A)	DISTEFANO, KELLIE	PAYROLL	912.43
08/09/2019	DD4128(A)	ELLISON, KATE	PAYROLL	573.14
08/09/2019	DD4129(A)	GOODRICH, RICHARD	PAYROLL	816.44
08/09/2019	DD4130(A)	HARRIER, KIRK	PAYROLL	2,009.80
08/09/2019	DD4131(A)	HERBERT, SCOTT	PAYROLL	1,584.00
08/09/2019	DD4132(A)	HINKLE, MARY	PAYROLL	796.66
08/09/2019	DD4133(A)	KAZDA, AIDEN	PAYROLL	686.30
08/09/2019	DD4134(A)	KAZDA, AUDREY	PAYROLL	778.73
08/09/2019	DD4135(A)	KAZDA, NATHAN	PAYROLL	1,136.36
08/09/2019	DD4136(A)	KERRIDGE, ADAM	PAYROLL	1,117.73
08/09/2019	DD4137(A)	KERRIDGE, LUCAS	PAYROLL	209.74
08/09/2019	DD4138(A)	KUPRES, GERALDINE	PAYROLL	921.36
08/09/2019	DD4139(A)	LEO, NICHOLAS	PAYROLL	43.54
08/09/2019	DD4140(A)	LEWIS, LEIGH	PAYROLL	43.55
08/09/2019	DD4141(A)	NAGEL, MONICA	PAYROLL	1,565.37
08/09/2019	DD4142(A)	NYBOER, KARSYN	PAYROLL	46.03
08/09/2019	DD4143(A)	OSMAN, CINDY	PAYROLL	1,404.49
08/09/2019	DD4144(A)	PARKHURST, KYLE	PAYROLL	380.13
08/09/2019	DD4145(A)	SNELLER, RANDY	PAYROLL	370.72
08/09/2019	DD4146(A)	SOLOMON, SAMUEL	PAYROLL	498.00
08/09/2019	DD4147(A)	STANISLAWSKI, PETER	PAYROLL	1,398.97
08/09/2019	DD4148(A)	WEBB, BETTY	PAYROLL	509.08
08/09/2019	DD4149(A)	WENDT, MICHAEL	PAYROLL	1,135.75
08/09/2019	DD4150(A)	WESSEL, LEWIS	PAYROLL	44.04
08/09/2019	EFT1187(E)	457-VALIC	PAYROLL	3,919.59
08/09/2019	EFT1188(E)	STATE OF MICHIGAN	PAYROLL	249.43
08/09/2019	EFT1189(E)	MERS HYBRID	PAYROLL	1,201.69
08/09/2019	EFT1190(E)	FEDERAL TAX DEPOSIT	PAYROLL	7,936.48
08/12/2019	16244	ALLEGAN COUNTY NEWS	PRINTING	110.00
08/12/2019	16245	AMERICAN BOTTLING COMPANY	CONCESSION	648.00
08/12/2019	16246	BS&A SOFTWARE	ANNUAL UPDATES	3,187.00
08/12/2019	16247	CARELTON EQUIPMENT	BOBCAT REPAIRS	265.19
08/12/2019	16248	DAVID CALVANO	OVAL BEACH	50.00
08/12/2019	16249	DK CONSTRUCTION INC	FLOATING DOCK REMOVAL	1,900.00
08/12/2019	16250	ERLANDSON CONCRETE LLC	SIDEWALK REPAIRS	1,050.00

09/04/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 08/01/2019 - 08/31/2019				
Check Date	Check	Vendor Name	Description	Amount
08/12/2019	16251	FIRST NATIONAL BANK OF MICHIGAN	CD TRANSFER	250,000.00
08/12/2019	16252	GIVE' EM A BRAKE SAFETY	ROAD SIGNS	888.00
08/12/2019	16253	GROUND MANAGEMENT SOLUTIONS	PARKS PEST CONTROL	367.00
08/12/2019	16254	HOLLAND MEDI-CENTER	DRUG TEST	19.25
08/12/2019	16255	LAKE VISTA VALU	SUPPLIES	4.65
08/12/2019	16256	MCKELLIPS PLUMBING INC	PLUMBING SERVICES	885.00
08/12/2019	16257	MINER SUPPLY CO	SUPPLIES	91.00
08/12/2019	16258	MMAAO	TRAINING	75.00
08/12/2019	16259	OVERISEL LUMBER COMPANY	SUPPLIES	442.16
08/12/2019	16260	PETTY CASH	POSTAGE & SUPPLIES	14.63
08/12/2019	16261	RATHCO SAFETY SUPPLY CO	SIGNS	69.34
08/12/2019	16262	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	75,860.31
08/12/2019	16263	SEPTIC TANK SYSTEMS CO INC	OVAL	1,370.00
08/12/2019	16264	SHERWIN WILLIAMS	STREET PAINT & BEADS	1,105.12
08/12/2019	16265	SPRING BROOK SUPPLY	IRRIGATION	327.80
08/12/2019	16266	STATE OF MICHIGAN	OVAL WATER TEST	18.00
08/12/2019	2526(E)	AT&T MOBILITY	CELL PHONES	79.54
08/12/2019	2527(E)	COMCAST	TELEPHONES & INTERNET	284.60
08/12/2019	2528(E)	CONSUMERS ENERGY	ELECTRIC	3,858.48
08/12/2019	2529(E)	FIRST BANK CARD	OVAL	817.84
08/12/2019	2530(E)	FRONTIER	DPW GARAGE	218.77
08/12/2019	2531(E)	FRONTIER	OVAL	187.26
08/12/2019	2532(E)	FRONTIER	911 OVAL BEACH	70.85
08/12/2019	2533(E)	GORDON FOOD SERVICE	CONCESSION	6,081.64
08/12/2019	2534(E)	MERS	RETIREMENT	4,500.00
08/12/2019	2535(E)	SHELL	GASOLINE & DIESEL	1,610.77
08/12/2019	2536(E)	STATE OF MICHIGAN	CONCESSION SALES TAX	1,115.18
08/12/2019	2537(E)	STATE OF MICHIGAN	CONCESSION SALES TAX	2,928.26
08/12/2019	2538(E)	VALLEY CITY LINEN INC	SHOP TOWELS	325.50
08/12/2019	2539(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	430.36
08/12/2019	2540(A)	ALLEGAN COUNTY SHERIFF	OIL CHANGE S-2	33.93
08/12/2019	2541(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	90,199.26
08/12/2019	2542(A)	BLOOM SLUGGETT PC	LEGAL FEES	3,457.50
08/12/2019	2543(A)	MICHIGAN CAT	FILTERS	2,044.93
08/12/2019	2544(A)	FLEIS & VANDENBRINK ENGINEERING	MANCHESTER DRIVE	4,972.92
08/12/2019	2545(A)	FRIS OFFICE OUTFITTERS	SUPPLIES	65.11
08/12/2019	2546(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	184.55
08/12/2019	2547(A)	KAMMINGA & ROODVOETS INC	ALLEGAN STREET	8,584.07
08/12/2019	2548(A)	MICHIGAN OFFICE SOLUTIONS	COPIER USE	366.06
08/12/2019	2549(A)	MONICA NAGEL	ELECTION	77.14
08/12/2019	2550(A)	OTTAWA AREA INTERMEDIATE SCHOOLS	PROPERTY TAXES	53,644.33
08/12/2019	2551(A)	PETER STANISLAWSKI	TRAINING	147.96
08/12/2019	2552(A)	PRO-TEMP INC	CONCESSION	162.80

09/04/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 08/01/2019 - 08/31/2019				
Check Date	Check	Vendor Name	Description	Amount
08/12/2019	2553(A)	PURITY CYLINDER GASES INC	CONCESSION	57.20
08/12/2019	2554(A)	ROTARY CLUB OF SAUGATUCK	FIREWORKS	3,000.00
08/12/2019	2555(A)	SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	196.40
08/12/2019	2556(A)	SAUGATUCK FIRE	PROPERTY TAXES	440.41
08/12/2019	2557(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	558.75
08/23/2019	DD4151(A)	BOSCH, LEXIE	PAYROLL	429.07
08/23/2019	DD4152(A)	BULTMAN, LINDA	PAYROLL	1,498.89
08/23/2019	DD4153(A)	CARPER, KAYLA	PAYROLL	649.03
08/23/2019	DD4154(A)	DEJAEGER, JOHN	PAYROLL	722.78
08/23/2019	DD4155(A)	DEROO, EASTON	PAYROLL	275.43
08/23/2019	DD4156(A)	DEROO, MADYSON	PAYROLL	626.67
08/23/2019	DD4157(A)	DISTEFANO, KELLIE	PAYROLL	516.23
08/23/2019	DD4158(A)	ELLISON, KATE	PAYROLL	420.10
08/23/2019	DD4159(A)	GOODRICH, RICHARD	PAYROLL	707.61
08/23/2019	DD4160(A)	HARRIER, KIRK	PAYROLL	2,009.79
08/23/2019	DD4161(A)	HERBERT, SCOTT	PAYROLL	2,184.78
08/23/2019	DD4162(A)	HINKLE, MARY	PAYROLL	737.29
08/23/2019	DD4163(A)	KAZDA, AIDEN	PAYROLL	518.89
08/23/2019	DD4164(A)	KAZDA, AUDREY	PAYROLL	600.40
08/23/2019	DD4165(A)	KAZDA, NATHAN	PAYROLL	800.86
08/23/2019	DD4166(A)	KERRIDGE, ADAM	PAYROLL	1,513.72
08/23/2019	DD4167(A)	KERRIDGE, LUCAS	PAYROLL	298.42
08/23/2019	DD4168(A)	KUPRES, GERALDINE	PAYROLL	1,016.40
08/23/2019	DD4169(A)	NAGEL, MONICA	PAYROLL	1,565.36
08/23/2019	DD4170(A)	NYBOER, KARSYN	PAYROLL	255.74
08/23/2019	DD4171(A)	OSMAN, CINDY	PAYROLL	1,404.50
08/23/2019	DD4172(A)	PARKHURST, KYLE	PAYROLL	275.41
08/23/2019	DD4173(A)	SNELLER, RANDY	PAYROLL	449.86
08/23/2019	DD4174(A)	SOLOMON, SAMUEL	PAYROLL	575.92
08/23/2019	DD4175(A)	STANISLAWSKI, PETER	PAYROLL	1,819.98
08/23/2019	DD4176(A)	WEBB, BETTY	PAYROLL	390.39
08/23/2019	DD4177(A)	WENDT, MICHAEL	PAYROLL	1,275.73
08/23/2019	EFT1191(E)	457-VALIC	PAYROLL	3,878.29
08/23/2019	EFT1192(E)	STATE OF MICHIGAN	PAYROLL	249.43
08/23/2019	EFT1193(E)	MERS HYBRID	PAYROLL	1,170.72
08/23/2019	EFT1194(E)	FEDERAL TAX DEPOSIT	PAYROLL	7,610.83
08/23/2019	EFT1195(E)	MERS	PAYROLL	3,376.74
08/23/2019	EFT1196(E)	MI DEPT OF TREASURY	PAYROLL	2,367.33
08/26/2019	16267	BREWER'S CITY DOCK INC.	SUPPLIES	49.48
08/26/2019	16268	CHIPS GROUNDCOVER LLC	TOP SOIL	349.30
08/26/2019	16269	DAN FOX	NATIONAL NIGHT OUT	400.44
08/26/2019	16270	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	1,506.79
08/26/2019	16271	GIL- ROY'S HARDWARE	GRASS SEED	312.74

09/04/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 08/01/2019 - 08/31/2019				
Check Date	Check	Vendor Name	Description	Amount
08/26/2019	16272	IHLE AUTO PARTS	OIL & REPAIRS	507.40
08/26/2019	16273	MINER SUPPLY CO	SUPPLIES	870.54
08/26/2019	16274	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	162,518.12
08/26/2019	16275	SEPTIC TANK SYSTEMS CO INC	OVAL BEACH	630.00
08/26/2019	16276	SHERWIN WILLIAMS	STREET PAINT	383.05
08/26/2019	16277	SPRING BROOK SUPPLY	SUPPLIES	6.34
08/26/2019	16278	STANDARD INSURANCE COMPANY	INSURANCE	349.61
08/26/2019	16279	STAR OF SAUGATUCK LLC	SPEAR BOAT LAUNCH	281.00
08/26/2019	16280	WYOMING ASPHALT PAVING CO	ASPHALT	165.00
08/26/2019	2558(E)	CAPITAL ONE	NO PARKING STAKES & SUPPLIES	1,377.68
08/26/2019	2559(E)	COMCAST	TELEPHONES & INTERNET	284.60
08/26/2019	2560(E)	FRONTIER	DPW PHONES & INTERNET	224.61
08/26/2019	2561(E)	FRONTIER	OVAL BEACH	191.66
08/26/2019	2562(E)	FRONTIER	911 OVAL BEACH	73.00
08/26/2019	2563(E)	GORDON FOOD SERVICE	CONCESSION	3,263.91
08/26/2019	2564(E)	GREENMARK EQUIPMENT INC	CUT OFF BLADES	1,089.73
08/26/2019	2565(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	2,654.26
08/26/2019	2566(E)	MERCHANTS BANCARD NETWORK	OVAL BEACH CREDIT CARD FEES	2,729.74
08/26/2019	2567(E)	MERS	RETIREMENT	4,500.00
08/26/2019	2568(E)	REPUBLIC SERVICES	TRASH	354.20
08/26/2019	2569(E)	REPUBLIC SERVICES	TRASH	417.65
08/26/2019	2570(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	32,389.72
08/26/2019	2571(A)	ALLEGAN COUNTY TREASURER	TAX TRIBUNAL	201,590.08
08/26/2019	2572(A)	DIANNA MC GREW	ASSESSING SERVICES	2,611.13
08/26/2019	2573(A)	FLEIS & VANDENBRINK ENGINEERING	SHOPPER DOCKS	6,911.22
08/26/2019	2574(A)	FRIS OFFICE OUTFITTERS	SUPPLIES	221.19
08/26/2019	2575(A)	INTERURBAN TRANSIT AUTHORITY	4TH JULY SHUTTLE	624.00
08/26/2019	2576(A)	OTTAWA AREA INTERMEDIATE SCHOOLS	PROPERTY TAXES	121,160.70
08/26/2019	2577(A)	SAUGATUCK FIRE	SHORT TERM RENTALS	225.00
08/26/2019	2578(A)	STREAMLINE DESIGN.COM LLC	NATIONAL NIGHT OUT	53.75
08/26/2019	2579(A)	WILLIAM HESS	NATIONAL NIGHT OUT	274.39
Total of 158 Checks:				1,159,773.05
Less 0 Void Checks:				0.00
Total of 158 Disbursements:				1,159,773.05



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: **Introduction:** August 26, 2019
Action date: September 9, 2019

SUBJECT: Ordinance Amendment: New Chapter 155 of the Code of the City of Saugatuck – Wellhead protection ordinance.

DESCRIPTION

The City of Saugatuck has determined that certain groundwater underlying areas including the City is, or may be in the future, the source of the Kalamazoo Lake Sewer and Water Authority drinking water supply. Groundwater aquifers are integrally connected with the surface water, lakes and streams that constitute significant public health, recreational and economic resources of the City and surrounding area. Spills and discharges of hazardous substances threaten the quality of the groundwater supplies and other water related resources, posing potential public health and safety hazards and threatening economic losses. This new chapter is intended to protect existing and potential groundwater supplies, aquifers, and groundwater recharge areas of the City.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

KLSWA Board recommends approval

LEGAL REVIEW

Municipal attorney, Jeff Sluggett, drafted the proposed Ordinance and approves as to form and content.

SAMPLE MOTION:

Motion to approve Ordinance No. 190909-1 adding Chapter 155 to the City Code of Ordinances as presented.

**CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. 190909-1

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF SAUGATUCK BY
ADDING A NEW CHAPTER 155, WHICH NEW CHAPTER 155 SHALL BE
DESIGNATED AS SECTIONS 155.01 THROUGH 155.17, CHAPTER 155, TITLE XV OF
SUCH CODE**

The City of Saugatuck Ordains:

Section 1. Amendment of Code to Add Title XV, Chapter 155, Sections 155.01 through 155.17. That Title XV, Chapter 155, Sections 155.01 through 155.17, inclusive, is added to the Code of the City of Saugatuck, entitled "Groundwater Protection," to read as follows:

Sec. 155.01 PURPOSE

The City of Saugatuck has determined that certain groundwater underlying areas including the City is, or may be in the future, the source of water supplied by the Kalamazoo Lake Sewer and Water Authority. Groundwater aquifers are integrally connected with the surface water, lakes and streams that constitute significant public health, recreational and economic resources of the City and surrounding area. Spills and discharges of hazardous substances threaten the quality of the groundwater supplies and other water related resources, posing potential public health and safety hazards and threatening economic losses.

This chapter is intended to protect existing and potential groundwater supplies, aquifers, and groundwater recharge areas of the sources of water supplied by the Kalamazoo Lake Sewer and Water Authority.

Sec. 155.02 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ABANDONED OPERATIONS: Any property that is unoccupied for at least thirty (30) days and to which one or more of the following applies:

- a. Is open to casual entry;
- b. Has one or more windows boarded;
- c. Has utilities disconnected;
- d. Is unsafe for occupancy or the general public, or is a visual blight adversely affecting the general welfare of the area;
- e. Is the subject of indebtedness to the City for more than one year.

Abandoned operations do not include a property that is actively listed by a licensed real estate broker.

AQUIFER: A geological formation, group of formations, or part of a formation capable of storing and yielding a significant amount of groundwater to wells and springs.

CHEMICAL ABSTRACT SERVICE (CAS) NUMBER: This is a unique number for every chemical established by a Columbus, Ohio organization which indexes information published in "Chemical Abstracts" by the American Chemical Society.

HAZARDOUS SUBSTANCE: A chemical or other material that is or may become injurious to the public health, safety, or welfare, or to the environment. The term "hazardous substance" includes, but is not limited to, any of the following which are stored or generated.

- a. Hazardous Substances as defined in the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) of 1980, Public Law 96.510, 94 State. 2767;
- b. Hazardous Waste as defined in Part 111 of the State of Michigan Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended;
- c. Regulated Substance as defined in Part 213 of the State of Michigan Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended;
- d. Hazardous Substance as defined in Part 201 of the State of Michigan Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended;
- e. Used oil;
- f. Radiological materials.

POLLUTION INCIDENT PREVENTION PLAN (PIPP): A PIPP includes a polluting material inventory, a site diagram depicting the locations of the polluting materials, emergency response procedures, and secondary-containment details. Sites are subject to Michigan's Part 5 Rules if they store oils and other polluting materials above established threshold management quantities (TMQs), which are:

- a. Salt in solid form at quantities of five (5) tons (10,000 pounds) or more.
- b. Salt in liquid form at 1,000 gallons or more.
- c. Petroleum products in an AST or container with a capacity of 660 gallons or greater or an aggregate aboveground storage capacity of 1,320 gallons.
- d. All other polluting materials specified in Part 5 that are used, stored, or otherwise managed in a discrete outdoor location, with a total storage quantity of 200 kilograms (kg) (440 pounds) or more.
- e. All other polluting materials specified in Part 5 that are used, stored, or otherwise maintained at a discrete indoor location, with a total storage quantity of 1,000 kg (2,200 pounds) or more.

PROPERLY PLUGGED ABANDONED WELL: A well that has been closed in accordance with regulations and procedures of the Department of Environment Great Lakes and Energy (EGLE) and the local Health Department. A properly plugged abandoned well requires a permit to be brought back into service.

SECONDARY CONTAINMENT: A second tank, catchment pit, pipe, or vessel that limits and contains liquid or chemical leaking or leaching from a primary containment area; monitoring and recovery are required.

SPILL PREVENTION CONTROL AND COUNTERMEASURE (SPCC) PLAN: As detailed in 40 CFR Part 112, sites are subject to the SPCC rules if (1) they store either more than 1,320 gallons of petroleum products aboveground and (2) they present a reasonable risk to a navigable water of the United States property (including via storm water and groundwater). An SPCC Plan details site oil storage, spill potential, and emergency response and notification procedures. The SPCC Plan is required to be certified by a registered Professional Engineer.

STORM WATER POLLUTION PREVENTION PLAN (SWPPP): As detailed in 40 CFR Part 122, sites that are required to have a storm water permit are also required to have SWPPPs that detail hazardous substance exposed to storm water and controls to prevent releases.

UNDERGROUND STORAGE TANK: A tank or combination of tanks, including underground pipes connected to the tank or tanks, which is, was, or may have been used to contain an accumulation of hazardous substances, as defined in Part 211 of the State of Michigan Natural Resources and Environmental Protection Act, 1994 Public Act 451, as amended.

UNPLUGGED ABANDONED WELL: A well which has not been used for one year or more.

WELL: As defined in the Michigan Water Well Construction and Pump Installation Code, Part 127, Act 368 of the Public Acts of 1978, as amended, and rules; or a permanent or temporary opening in the surface of the earth for the purpose of removing water, or testing water quality, or measuring water characteristics, or measuring liquid recharge, or measuring liquid levels, or oil and gas exploration or production, or waste disposal, or dewatering purposes; or geothermal heat exchange purposes, or a cistern of a depth of 4 feet or more and with a top width of 12 inches or more.

WELLHEAD PROTECTION AREA: (WHPA) The area which has been approved by EGLE in accordance with the State of Michigan Wellhead Protection Program, which represents the surface and subsurface area surrounding a water well or well field, which supplies a public water system, and through which contaminants are reasonably likely to move toward and reach the water well or well field within a ten-year time of travel. Where the line defining the WHPA intersects a parcel, the entire parcel shall be subject to this ordinance.

155.03 APPLICABILITY

Except as provided in Section 155.08, "EXEMPTIONS AND WAIVERS", this chapter applies to all zoning permit requests within the WHPA for uses that generate, use or store hazardous substances.

Sec. 155.04 PROHIBITIONS WITHIN TEN (10) YEAR TIME-OF-TRAVEL (TOT) WELLHEAD PROTECTION AREA

1. For any parcel of land in whole or in part, within a ten-year WHPA, the following activities are prohibited at any location on the parcel:
 - a. Operations of a scrap and recycling yard.
 - b. Operations of a State of Michigan Type II or Type III solid waste landfill.
 - c. Use of oil, waste oil, or similar liquid petroleum-type products for dust suppression.
 - d. Excavation, extraction, or mining of sand, gravel, bedrock, or any other type of earth if a permit or site plan review is required.
 - e. Unplugged abandoned wells.
 - f. Improper use, storage and disposal of hazardous substances
 - g. New wells used for irrigation
 - h. Drilling for natural gas or petroleum, whether for exploration or production.

Sec. 155.05 SITE PLAN REVIEW

1. **SITE PLAN REVIEW PROCEDURES:** Applications for projects subject to this Chapter shall include the following information in addition to what is required under Chapter 154.
 - a. Existing and proposed land use deed restrictions, if any.
 - b. Location and outline of all existing septic tanks and drain fields.
 - c. Location of any floor drains in proposed structures on the site. The point of discharge for all drains and pipes shall be specified on the site plan.
 - d. Location of existing and proposed public and private drinking water wells, monitoring wells, irrigation wells, test wells, wells used for industrial processes or wells that have no identified use.
 - e. Inventory of hazardous substances to be stored, used or generated on-site, including CAS numbers.
 - f. Description and drawings showing size and location for any existing or proposed aboveground and underground storage tanks, piping lines and dispensers.
 - g. Descriptions of type of operations proposed for the project and drawings showing size, location, and description of any proposed interior or exterior areas of structures for storing, using, loading or unloading of hazardous substances.
 - h. Reported delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of cleanup or closure.
 - i. Completion of the EGLE Environmental Permits Checklist.

Sec. 155.06 CRITERIA FOR REVIEW

1. Review provided for in Sec. 155.05 will include:
 - a. The project and related improvements shall be designed to protect land and water resources from pollution, including pollution of soils, groundwater, rivers, streams, lakes, ponds, and wetlands.
 - b. If required by state or federal law, properties using hazardous substances are required to have a Spill Prevention Control and Countermeasure (SPCC) Plan, a Pollution Incident Prevention Plan (PIPP), and/or a Storm Water Pollution Prevention Plan (SWPPP).

- c. Sites that at any time use, store or generate hazardous substances shall be designed to prevent spills and unpermitted discharges to air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.
- d. Hazardous substances stored on the site before, during, or after site construction, shall be stored in a location and manner designed to prevent spills and unpermitted discharges to air, surface of the ground, groundwater, lakes, streams, rivers, or wetlands.
- e. Secondary containment facilities shall be provided for aboveground storage of hazardous substances in accordance with state and federal requirements. Aboveground secondary containment facilities shall be designed and constructed so that the potentially polluting material cannot escape from the unit by gravity through sewers, drains, or other means, directly or indirectly into a sewer system, or to the waters of the State (including groundwater).
- f. Unplugged abandoned wells and cisterns shall be plugged in accordance with regulations and procedures of the Michigan Department of Environmental Quality and the County Health Department.
- g. Completion of the EGLE Environmental Permits Checklist.

Sec. 155.07 PROFESSIONAL REVIEW OF PROPOSED DEVELOPMENT

1. Fees in Escrow for Professional Reviews: Any application for site plan approval as required under this chapter may require the deposit of fees to be held in escrow in the name of the applicant. An escrow fee shall be required by the Zoning Administrator unless waived by the Zoning Administrator or the City Council. Waiver shall be based on a written conclusion that there is no substantial information or analysis benefit to accrue as a result of the application of this Section. An escrow fee may be requested to obtain a professional review of any other project which may, at the discretion of the Zoning Administrator create an identifiable and potentially negative impact on public infrastructure or services, or on adjacent properties and because of which, professional input is desired before a decision to approve, deny or approve with conditions is made.
 - a. The escrow shall be used to pay professional review expenses of engineers, community planners, and any other professionals whose expertise the City values to review the proposed application and/or site plan of an applicant. Professional review will result in a report to the City indicating the extent of conformance or nonconformance with this chapter and to identify any problems that may create a threat to public health, safety or the general welfare. Mitigation measures or alterations to a proposed design may be identified where they would serve to lessen or eliminate identified impacts. The applicant will receive a copy of any professional review hired by the City and a copy of the statement of expenses for the professional services rendered.
 - b. No application for approval for which an escrow fee is requested will be processed until the escrow fee is deposited with the City Clerk. The amount of the escrow fee shall be established based on an estimate of the cost of the services to be rendered by the professionals contacted by the Building Official. The applicant is entitled to a refund of

any unused escrow fees at the time a permit is either issued or denied in response to the applicant's request.

- c. If actual professional review costs exceed the amount of an escrow, the applicant shall pay the balance due prior to receipt of any land use or other permit issued by the City in response to the applicant's request.

Sec. 155.08 EXEMPTIONS AND WAIVERS

1. A limited exclusion from this chapter is hereby authorized as follows:
 - a. The site plan review criteria do not apply to hazardous substances packaged for personal or household use or present in the same form and concentration as a product packaged for use by the general public.
 - b. The site plan review requirements do not apply to products held in containers with a volume of less than 40 gallons and packaged for retail use.
 - c. The total excluded substances containing hazardous substances may not exceed the lesser of two hundred (200) gallons or one thousand (1,000) pounds at any time.
 - d. Substances in parked or stopped vehicle in transit, provided that a commercial vehicle is stopped or parked for less than 72 hours;
 - e. Substances, such as gasoline or oil, in operable motor vehicles or boats if used solely for the operation of the vehicle, but not the tanker portion of a tank truck.
 - f. Pressurized gases in storage tanks.
2. All parcels outside of the WHPA.

Sec. 155.09 ABANDONED OPERATIONS

1. This section applies to residences, businesses or other operations. Those who own or control abandoned operations shall do the following:
 - a. Within seven (7) days of becoming an abandoned operation, take such steps as necessary to secure the site such that natural elements such as water, wind and ice or vandals and all other persons cannot gain access to the hazardous substances.
 - b. Within thirty (30) days of becoming inactive, provide to the City Manager or their designee, a document that identifies the site, the date of inactivity, the hazardous substances that exist on site, and the name, address, and telephone number of both the owner and the person in control of the site.
 - c. Within sixty (60) days of becoming inactive, remove all hazardous substances from the site. This does not include those substances used for heating, cooling, and/or electrical lighting.

Sec. 155.10 ENFORCEMENT

1. Whenever the City determines that a person has violated a provision of Section 155.09, the City Manager or their designee shall issue a written Notice of Violation.

2. The Notice shall be directed to the owner or party in interest of the building in whose name the property appears on the last local tax assessment records of the City.
3. If abatement of a violation and/or restoration of affected property are required, the Notice shall set forth a deadline by which such remediation or restoration must be completed. Said Notice shall further advise that, should the responsible party fail to remediate or restore within the established deadline, the work may be done by the City, with the expense thereof charged to the property owner and possibly assessed as a lien against the property.
4. All Notices required by Sec. 155.10 shall be in writing and shall be served upon the person to whom they are directed personally or in lieu of personal service, may be mailed by certified mail, return receipt requested, addressed to the owner or party in interest at the address shown on the tax records, at least ten days before the date of the hearing described in the notice. If any person to whom a Notice is directed is not personally served, in addition to mailing the Notice, a copy thereof shall be posted upon a conspicuous part of the building or structure at least ten days prior to the hearing date.

Sec. 155.11 ABATEMENT/REMEDIAL ACTIVITIES

1. The City is authorized to take or contract with others to take reasonable and necessary abatement or remedial activities whenever the City determines a violation of this chapter has occurred and that the responsible party cannot or will not correct the violation in a timely manner, or when no known responsible party exists. The responsible party shall reimburse the City for all reasonable expenses thus incurred by the City . A lien may be placed on the property for the reimbursement of all reasonable expenses to the extent permitted by law.
2. If the City desires the responsible party to reimburse it for reasonable abatement activity expenses, the City shall, within ninety (90) days of the completion of said activities, mail to that person a Notice of Claim outlining the expenses incurred, including reasonable administrative costs, and the amounts thereof. The person billed shall pay said sum in full within 30 days of receipt of the claim. If the person billed desires to object to all or some of the amount sought by the City, said person may file, within the same thirty (30) day period, a written objection so stating. The City shall, within thirty (30) days of its receipt of the objection, provide an opportunity for the objecting party to present facts or arguments supporting said objection. If the City determines that some or the entire amount originally billed is appropriate, the person shall pay said sum within thirty (30) days of receipt of that determination. If the amount due is not paid, the City may cause the charges to become a special assessment against the property and shall constitute a lien on the property.

Sec. 155.12 INJUNCTIVE RELIEF

1. If a person has violated or continues to violate the provisions of this chapter, the City may petition the appropriate court for injunctive relief restraining the person from activities that would create further violations, or compelling the person to perform necessary abatement or remediation.

Sec. 155.13 VIOLATIONS AND PENALTIES

1. Violation of this chapter shall be subject deemed a municipal civil infraction and a responsible party shall be subject to such fines and costs as provided for in Section 10.21.

Sec. 155.15 APPEALS

1. Right of appeal. Any person has the right to appeal the basis for any charges, permits, orders, or other action developed in accordance with this article. Appeals shall be directed to the City Clerk along with any supporting documentation for amendment of the charges in question. The sitting Zoning Board of Appeals is hereby designated to hear appeals regarding any requirements of this Chapter. Any additional information that may be required to resolve the appeal, as directed by the City Manager or their designee, shall be obtained by the user at his expense.
2. Formal hearing.
 - a. Appeals from orders of the City Manager or their designee may be made within 30 days from the date of any citation, order, charge, fee, surcharge, penalty or other action. The appeal may be taken by any person aggrieved. The appellant shall file a written notice of appeal with the City Clerk and with the Zoning Board of Appeals, specifying the grounds therefor. Prior to a hearing, the City Manager or their designee shall transmit to the Zoning Board of Appeals, a summary report of all previous action taken. The board of appeals may, at its discretion, call upon the City Manager or their designee to explain the action. The final disposition of the appeal shall be in the form of a resolution, either reversing, modifying, or affirming, in whole or in part, the appealed decision or determination.
 - b. The Zoning Board of Appeals shall fix a reasonable time for the hearing of the appeal, give notice thereof to property owners within 300 feet of the affected parcel, and decide the appeal within 45 days. Within the limits of its jurisdiction, the Zoning Board of Appeals may reverse or affirm, in whole or in part, or may make such order, requirements, decisions, or determination as, in its opinion, ought to be made in the case under consideration, and to that end shall have all the powers of the official from whom the appeal is taken using the following standards:
 - i. There is a hardship or unnecessary burden in compliance with the ordinance;
 - ii. The applicant proposes alternate methods to protect the groundwater from potential contamination by methods proven or engineered by a professional acceptable to the Board.
 - c. The decision of the groundwater protection board of appeals shall be final.
3. Charges outstanding during appeal process. All charges for service, penalties, fees, or surcharges outstanding during any appeal process shall be due and payable to the City. Upon resolution of any appeal, the City shall adjust such amounts accordingly.

4. Administrative action. If an informal or formal hearing is not demanded within the periods specified in this section, the administrative action shall be deemed final. In the event either or both hearings are demanded, the action shall be suspended until a final determination has been made, except for immediate cease and desist orders or any emergency or judicial action.
5. Appeals from determinations of groundwater protection board of appeals. Appeals from the determinations of the groundwater protection board of appeals may be made to the circuit court for the county as provided by law. The appeals shall be governed procedurally by the Administrative Procedures Act of 1969 (MCL 24.201 et seq.). All findings of fact, if supported by the evidence, made by the board shall be conclusive upon the court.

Sec. 155.16 REMEDIES NOT EXCLUSIVE

1. The remedies listed in this chapter are not exclusive of any other remedies available under any applicable federal, state, or local law, and it is within the discretion of the City to seek cumulative remedies.

Sec. 155.17 CONFLICTING REGULATIONS

1. Whenever any provision of this chapter imposes more stringent requirements, regulations, restrictions or limitations than are imposed or required by the provisions of any other law or chapter, then the provisions of this chapter shall govern. Whenever the provisions of any other law or chapter impose more stringent requirements than are imposed or required by this title, then the provision of such chapter shall govern.

Section 2. Effective Date. This ordinance shall become effective seven days after its publication unless otherwise provided by law.

YEAS: _____
 NAYS: _____
 ABSENT: _____

ORDINANCE NO. ____ ADOPTED

I, Monica Nagel, 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 _____, 2019, and noticed in accordance with all legal requirements.

 Monica Nagel, Clerk

Introduced: _____
 Adopted: _____
 Published: _____



City Council Agenda Item Report

City of Saugatuck

TO: City Council

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: September 9, 2019

SUBJECT: Resolution No. 190909-A Street Vacation – Culver and Grand Streets at Lake Street

DESCRIPTION:

Resolution vacating a portion of Culver and Grand Streets at Lake Street in the Kalamazoo plat that is no longer needed as a public road. Written approval from all abutting property owners has been obtained. The final survey is attached to this report. This resolution may not be recorded until the benefitting party(ies) have paid all City legal and administrative expenses in an amount not to exceed \$500

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

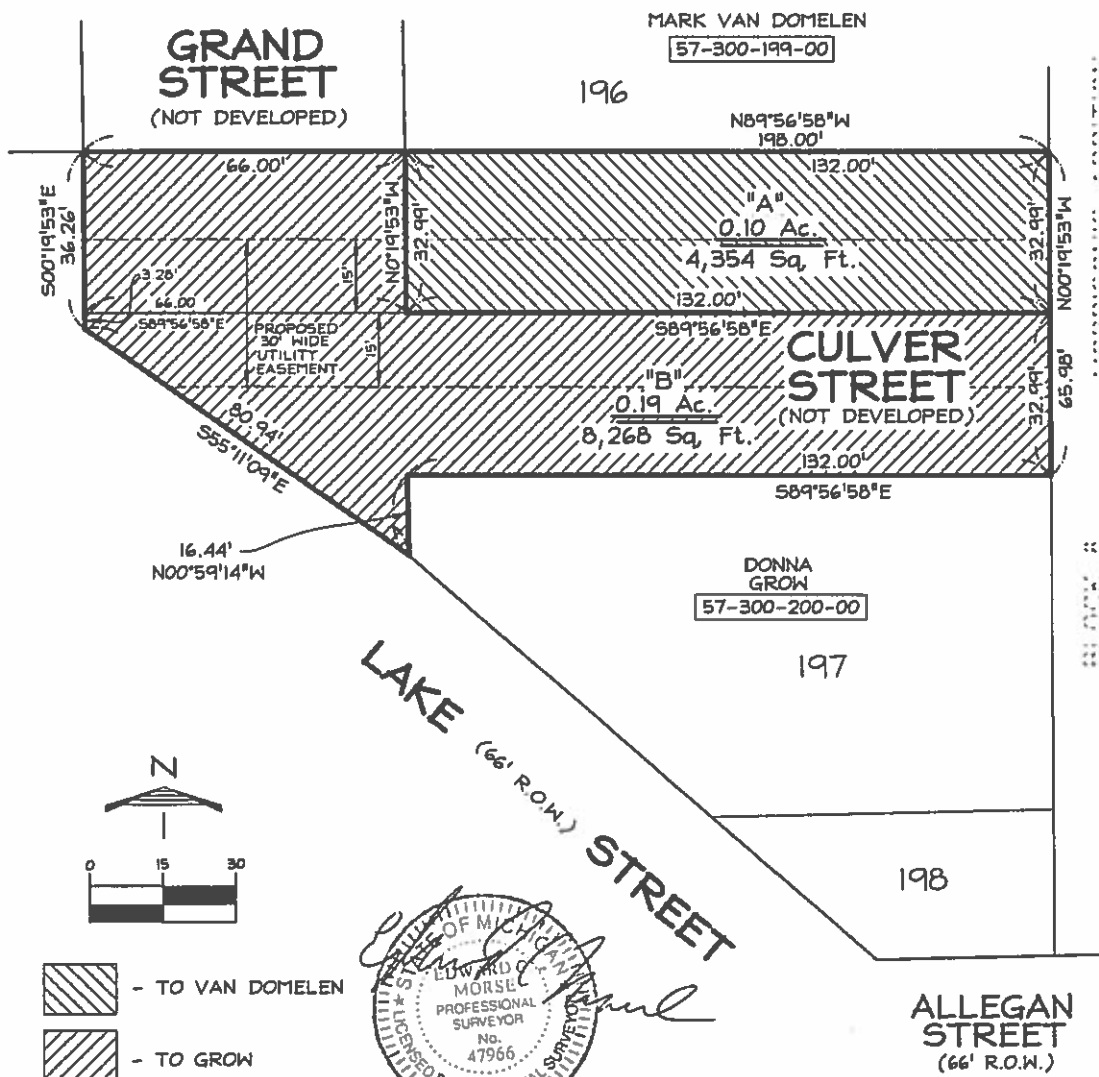
Municipal Attorney Jeff Sluggett has prepared the attached resolution. John Moxey from Fleis and Vandenbrink Engineering has reviewed the material and recommended that the City retain a thirty-foot easement for future utilities which has been identified in the resolution.


SAMPLE MOTION:

Motion to **approve/deny** Resolution No.190909-A vacating a portion of Culver Street and Grand Street, where they intersect with Lake Street as presented.

STREET VACATION

UNDEVELOPED PORTION OF CULVER STREET
AND GRAND STREET
SEE SHEET 2 FOR DESCRIPTIONS




Edward C. Morse
 0-18-19

MITCHELL & MORSE LAND SURVEYING

A DIVISION OF MITCHELL SURVEYS, INC.

234 VETERANS BLVD.
SOUTH HAVEN, MICHIGAN 49090
OFFICE: (269) 637-1107
FAX: (269) 637-1907

CLIENT **DONNA GROW & MARK VAN DOMELEN**

DATE **5-31-19** JOB NO. **17-652-19** SHEET **1** OF **2**

DWG. BY **J. MITCHELL** DWG. CK _____ DESC. BY _____ DESC. CK _____

BEING IN THE **SE 1/4** SECTION **9**, T **3 N.**, R **16 W.**

SAUGATUCK TWP. **ALLEGAN** CO., MICHIGAN

SCALE **1"=30'** BOOK _____ FILE _____ PAGE _____ FILE _____ REVISION _____

EDWARD C. MORSE
PROFESSIONAL
SURVEYOR

GEORGE J. MITCHELL
PROFESSIONAL
SURVEYOR

Descriptions: Situated in the City of Saugatuck, Allegan County, Michigan.

Portion of Street to be vacated

That portion of Grand Street and Culver Street being described as: Beginning at the Northeast corner of Lot 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 65.98 feet to the Southeast corner of Lot 196 in said Plat; thence North 89° 56' 58" West on the South line of Lot 196 and its projection, 198.00 feet to the West line of Grand Street; thence South 00° 19' 53" East on said West line, 36.26 feet to the North line of Lake Street; thence South 55° 11' 09" East on said North line, 80.94 feet to the West line of said Lot 197; thence North 00° 59' 14" West on said West line, 16.44 feet to the South line of Culver Street; thence South 89° 56' 58" East on said South line, 132.00 feet to the place of beginning.

Parcel A - to Van Domelen

That portion of Culver Street being described as: Commencing at the Northeast corner of Lot 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 32.99 feet to the place of beginning of this description; thence North 89° 56' 58" West 132.00 feet; thence North 00° 19' 53" East 32.99 feet to the South line of Lot 196 in said Plat; thence South 89° 56' 58" East on said South line, 132.00 feet to the East line of Culver Street; thence South 00° 19' 53" East on said East line, 32.99 feet to the place of beginning.

Parcel B - to Grow

That portion of Grand Street and Culver Street being described as: Beginning at the Northeast corner of Lot 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 32.99 feet; thence North 89° 56' 58" West 132.00 feet; thence North 00° 19' 53" West 32.99 feet to the Southwest corner of Lot 196 in said Plat; thence North 89° 56' 58" West on the South line of Lot 196 and its projection, 66.00 feet to the West line of Grand Street; thence South 00° 19' 53" East on said West line, 36.26 feet to the North line of Lake Street; thence South 55° 11' 09" East on said North line, 80.94 feet to the West line of said Lot 197; thence North 00° 59' 14" West on said West line, 16.44 feet to the South line of Culver Street; thence South 89° 56' 58" East on said South line, 132.00 feet to the place of beginning.

Proposed Utility Easement

A 30 foot wide utility easement being 15 feet either side of the following described centerline: Commencing at the Northeast corner 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 32.99 feet to the place of beginning of said easement; thence North 89° 56' 58" West 198.00 feet to the end of said easement.

MITCHELL & MORSE LAND SURVEYING

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234 VETERANS BLVD.
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OFFICE: (269) 637-1107
FAX: (269) 637-1907

CLIENT **DONNA GROW & MARK VAN DOMELEN**
DATE 5-31-19 JOB NO. 17-652-19 SHEET 2 OF 2
DWG. BY J. MITCHELL DWG. CK _____ DESC. BY _____ DESC. CK _____
BEING IN THE SE 1/4 SECTION 9 , T 3 N. , R 16 W.
SAUGATUCK TWP. ALLEGAN CO., MICHIGAN
SCALE 1"=30' BOOK FILE PAGE FILE REVISION _____

EDWARD C. MORSE
PROFESSIONAL
SURVEYOR

GEORGE J. MITCHELL
PROFESSIONAL
SURVEYOR

RESOLUTION – STREET VACATION

**CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

Council member _____ offered the following resolution and moved for its adoption, seconded by Council member _____:

RESOLUTION NO. 190909-A

**A RESOLUTION TO VACATE A PORTION OF
CULVER STREET, EAST OF LAKE STREET, AND A
PORTION OF GRAND STREET, NORTH OF LAKE
STREET**

WHEREAS, the City of Saugatuck is a Michigan municipal corporation with offices at 102 Butler Street, Saugatuck, Michigan 49453; and

WHEREAS, state law and the City Charter authorize the City Council to close, vacate, or abolish part or all of a highway, street, lane, alley, or other public way if the Council considers it to be for the benefit of the public; and

WHEREAS, the City Council finds for the reasons stated in this Resolution that portions of Culver Street and Grand Street, which are public streets, are no longer needed as public roads as described in this Resolution; and

WHEREAS, the portions of Culver Street and Grand Street deemed no longer needed as public roads are jointly described as follows:

Descriptions: Situated in the City of Saugatuck, Allegan County, Michigan.

Portion of Street to be vacated

That portion of Grand Street and Culver Street being described as: Beginning at the Northeast corner of Lot 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 65.98 feet to the Southeast corner of Lot 196 in said Plat; thence North 89° 56' 58" West on the South line of Lot 196 and its projection, 198.00 feet to the West line of Grand Street; thence South 00° 19' 53" East on said West line, 36.26 feet to the North line of Lake Street; thence South 55° 11' 09" East on said North line, 80.94 feet to the West line of said Lot 197; thence North 00° 59' 14" West on said West line, 16.44 feet to the South line of Culver Street; thence South 89° 56' 58" East on said South line, 132.00 feet to the place of beginning.

Proposed Utility Easement

A 30 foot wide utility easement being 15 feet either side of the following described centerline: Commencing at the Northeast corner 197 in "Kalamazoo Plat", Village of Saugatuck (now City) being in the Southeast Quarter of Section 9, Town 3 North, Range 16 West; thence North 00° 19' 53" West on the East line of Culver Street, 32.99 feet to the place of beginning of said easement; thence North 89° 56' 58" West 198.00 feet to the end of said easement.

(the "Vacated Property"; the Vacated Property being further depicted on attached Exhibit A, which is incorporated by reference); and

WHEREAS, the City Council finds that the vacation of the Vacated Property, subject to the terms of this Resolution, will not interfere with travel in the City, will better allow the adjoining property owners the use of their property, will enhance the quality and character of the City, and will reduce liability and maintenance exposure for the City; and

WHEREAS, the City Council further finds that it is in the best interests of the public health, safety and welfare and the public convenience to vacate the Vacated Property.

NOW, THEREFORE, IT IS RESOLVED:

1. The City Council of the City of Saugatuck vacates the Vacated Property as described herein.
2. Pursuant to MCL 560.257, the City Council reserves to itself and its successors a perpetual, nonexclusive easement on, over, under, across and within that area shown and depicted on attached Exhibit A as "Proposed Utility Easement" for the retention, construction, repair, replacement, operation and maintenance of any public utilities (present or future) or other public purposes as authorized by law including, but not limited to, public water, telecommunications, fiber, gas, electric, storm sewer and sanitary sewer utilities. Neither the owner(s) of the Vacated Property nor its/their contractors or agents shall place any structure within the Proposed Utility Easement area without the prior written approval of the City.
3. The City Clerk is authorized and directed to record a certified copy of this Resolution with the Allegan County Register of Deeds pursuant to MCL 560.256.
4. The City Clerk is authorized and directed to file a copy of this Resolution with the Director of the Michigan Department of Licensing and Regulatory Affairs (LARA) (successor to the Department of Energy, Labor, and Economic Growth) pursuant to MCL 560.256.
5. This Resolution may not be recorded until the benefitting party(ies) have paid all City legal and administrative expenses in an amount not to exceed \$500.
6. This Resolution is contingent on the City's understanding that it in adopting this Resolution it makes no representations or warranties of any kind or nature to any party with respect to the validity or effectiveness of the adoption of this Resolution to serve title or similar purposes.
7. This Resolution is further contingent on the adjacent property owners agreeing to take all actions requested by the City to terminate any pre-existing license which covers any portion of any of the Vacated Property including, without limitation, a License Agreement between the City and Donna K. Grow dated March 26, 2018.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Council members: _____

NAYS: Council members: _____

ABSENT: Council members: _____

RESOLUTION NO. 190909-A DECLARED ADOPTED.

Dated: _____, 2019

CITY OF SAUGATUCK, a Michigan
municipal corporation

By: _____
Ken Trester, Mayor

By: _____
Monica Nagel, Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF ALLEGAN)

The foregoing was acknowledged before me in Allegan County, Michigan, this _____ day of _____, 2019, by Ken Trester and Monica Nagel, the Mayor and Clerk, respectively, of the City of Saugatuck, a Michigan municipal corporation, for the City, who are personally known to me or who have produced their respective Michigan driver's licenses as identification.

*
Notary Public, Allegan County, Michigan
Acting in Allegan County, Michigan
My commission expires: _____

CERTIFICATION

I, Monica Nagel, the Clerk of the City of Saugatuck, certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held on _____, 2019, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Monica Nagel, Clerk

Prepared by/When recorded return to:
Jeff Sluggett
Bloom Sluggett, PC
15 Ionia Avenue, SW, Suite 640
Grand Rapids, Michigan 49503
(616) 965-9341



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: September 9, 2019

SUBJECT: Resolution 190909-B (Budget Amendment Holiday Lighting)

DESCRIPTION

The City Council appropriated \$9,000 in the FY 19/20 budget for a holiday lighting services contract expenditure. In the past, the city has contracted for the installation of holiday lights, with a primary lighted snowflake motif, on Butler Street between Culver and ending at the Village Square Park. The previous 3-year contract for this specific service with Chip's Ground Cover (a firm out of Holland MI) has expired. The previous contract was \$9,923 annually (\$29,769 for the full term of 3 years). The DPW does not maintain the lights installed as part of the contract for Butler Street.

The City DPW installs and maintains all other holiday lights in the city parks in the downtown area and also installs lighted wreaths and garland on the major light poles in the downtown. The DPW also assumed the responsibilities for the install and maintenance of the new portable holiday trailer tree at the end of Butler Street the city purchased for \$22,000 in 2018 (\$17,485 was received in donations towards the purchase). The DPW has 200 employee hours associated with holiday lighting activities annually.

Below is an analysis of holiday lighting expenses annually:

*Butler Street Lighting Contract \$9,923
 *DPW Labor, Equipment, Product, Electricity \$9,800
TOTAL \$19,723

At the August 8th workshop meeting City Council discussed a proposal for lighting options that was submitted by Chip's Ground Cover. Council postponed any action until a working group of individuals was organized by the Mayor to give a recommendation. The working group met on September 4th and is recommending City Council adopt a budget amendment to increase the holiday lighting contract expenditure from \$9,000 to \$15,000. If approved, the monies would be appropriated from the general fund reserve balance.

A specific contract for specialized lighted services, similar to what was approved in the past with Chip's Ground Cover, would still need to come before Council for action as a budget amendment does not authorize an expenditure.

Agenda Item Report— Budget Amendment Holiday Lighting

Page 2

The City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Amendment resolution language was originally prepared by municipal attorney Jeff Sluggett and approved as to form and content.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 190909-B amending the FY 19/20 budget as presented.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 190909-B

**A RESOLUTION TO AMEND THE BUDGET OF THE 2019/2020 GENERAL
APPROPRIATIONS ACT**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, in accordance with the Uniform Budgeting and Accounting Act, 1968 PA 2, as amended, the Budget Hearings of Local Governments Act, 1963 PA 43, and Chapter VII of the City Charter, the City Council of the City of Saugatuck established and approved the City's budget for fiscal year commencing July 1, 2019 and ending June 30, 2020; and

WHEREAS, a working group assembled by the Mayor has recommended that said budget be amended for holiday lighting activities; and

WHEREAS, the Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary; and

WHEREAS, the Council is authorized to make additional appropriations during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council of the City of Saugatuck amends the 2019/2020 budget increasing Fund 101-441-805-000 by \$6,000 and decreasing the General Fund 101-000-390-000 by \$6,000.
2. The funds appropriated shall be approved pursuant to the authority granted by the Saugatuck City Charter.
3. All resolutions or parts of resolutions in conflict with this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

RESOLUTION DECLARED ADOPTED.

Dated: September __, 2019

Ken Terster, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, _____, the City Clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held September 9, 2019, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Monica Nagel, City Clerk



City Council Agenda Item Report

City of Saugatuck

TO: City Council

FROM: Kirk Harrier, City Manager

MEETING DATE: September 9, 2019

SUBJECT: Resolution No. 190909-C

DESCRIPTION:

The Allegan County Board of Commissioners was approached by Mr. RJ Peterson regarding applying for a Michigan DNR grant pertaining to matters of the Kalamazoo Harbor. A copy of the grant application and scope of work is attached to this memo for Council's review. The project was estimated at \$160,000 total. The required local match of \$80,000 was assumed to be split between multiple entities. At a recent meeting in Allegan County I attended, it was discussed that the scope and costs associated with the project might be prohibitive due to the limited budgets many of the local governments have. It was also discussed at that meeting that the sediment contamination analysis was the most critical and was estimated to cost \$50,000 (\$25,000 local match) to complete. Therefore if Allegan County, City of Saugatuck, City of the Village of Douglas, Saugatuck Township, and the Saugatuck Area Chamber of Commerce were to share the match, each would need to provide a commitment of \$5,000.

BUDGET ACTION REQUIRED:

The City Council has appropriated \$5,000 for harbor expenditures in the FY 19/20 budget and that amount has not yet been expended.

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution No.190909-C committing the City of Saugatuck to participate financially in the Michigan Department of Natural Resources Waterway Grant as presented in an amount not to exceed \$5,000.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 190909-C

**A RESOLUTION FOR MICHIGAN DEPT OF NATURAL RESOURCES
WATERWAYS GRANT PROGRAM PARTICIPATION**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, Allegan County has been requested to apply for a grant to the Michigan DNR's waterways division for the purpose of studying the Saugatuck Harbor with the ultimate goal of identifying a natural method of removing silt buildup and preserving it for recreational boaters; and

WHEREAS, Allegan County applied for said grant and the grant has been awarded a match amount up to \$79,755 by the Michigan DNR's waterways division; and

WHEREAS, it has been determined that the sediment contamination analysis portion of the proposed project is the most critical component at this time (estimated at \$50,000 total); and

WHEREAS, Allegan County's consideration of acceptance of the grant is contingent upon contingencies including:

1. All reporting requirements and any work to be conducted under the grant shall be conducted by a third party and not place demand upon County resources to maintain compliance with the grant,
2. The County's local match portion shall not exceed the collaborative participants (City of Saugatuck, City of the Village of Douglas, Saugatuck Township, and the Saugatuck Area Chamber of Commerce) match portion up to \$20,000; and

WHEREAS, the City of Saugatuck recognizes the importance of the harbor and the challenges it faces; and

WHEREAS, Michigan Tech has facilitated the completion of the grant application and has expressed the potential for donations and third party funds to be available to reduce the burden of the local match for the government participants.

THEREFORE BE IT RESOLVED the City of Saugatuck intends to participate in the grant and cost sharing through the following formula:

Donations and other third party funds (direct or in-kind) received shall be considered collective and shall reduce the overall local grant match, any remaining local match balance shall be equally split among the County of Allegan, City of Saugatuck, City of

the Village of Douglas, Saugatuck Township and the Saugatuck Area Chamber of Commerce; and

BE IT FURTHER RESOLVED the City of Saugatuck shall allocate an amount not to exceed \$5,000; and

BE IT FURTHER RESOLVED upon collection of the local match consistent with the formula outlined above the City of Saugatuck supports the County's acceptance of the grant and related agreement; and

BE IT FINALLY RESOLVED that should the local match collected not reach the full amount required to complete the scope of work, Michigan Tech shall submit a modified proposal to best leverage all funds for consideration by each government participant.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 9th day of September, 2019

Signed: _____
Ken Trester, Mayor

Signed: _____
Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held September 9, 2019, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended. The minutes of the meeting were kept and will be or have been made available as required by said Act.

Signed: _____
Monica Nagel, City Clerk



Michigan Department of Natural Resources – Parks and Recreation Division

WATERWAYS GRANT PROGRAM APPLICATION

This information is required by Authority of Part 781 of 1995 PA 451.

GRANT APPLICATIONS MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1

Applicant Name (Local Government) Allegan County		Name of Contact Person/Title Lorna Nenciarini	
Address 3823 122nd Ave.		Address 3823 122nd Ave.	
City, State, ZIP Allegan, MI 49010		City, State, ZIP Allegan, MI 49010	
Federal Employer Identification Number (FEIN) (REQUIRED) 38-1914307		E-mail Address LNenciarini@allegancounty.org	
NOTE: FEIN Number of municipality identified as Applicant Name (Local Government) above MUST be provided to receive grant funds.			
Applicant Telephone (269) 673-0228	Applicant FAX	Contact Person Telephone (269) 673-0228	Contact Person FAX
PROJECT LOCATION <input checked="" type="checkbox"/> County <input type="checkbox"/> Township <input type="checkbox"/> City <input type="checkbox"/> Village		County Allegan	State Senate District 26
			State House of Representative District 80
TYPE OF PROJECT <input type="checkbox"/> Harbor <input checked="" type="checkbox"/> Boating Access Site (must contain or propose a ramp, maneuver area, and parking to be grant eligible)		TYPE OF GRANT <input checked="" type="checkbox"/> Preliminary Engineering Study <input type="checkbox"/> Infrastructure Improvements* (i.e., construction projects) *Preliminary engineering has been completed by a licensed design professional	
PROJECT TITLE Characterization of Kalamazoo Lake and Harbor Hydrology to Support Recreational Boating			
DESCRIPTION OF PROJECT Attach a description of the overall project (including scope items, estimated costs, estimated construction schedule, and digital site photos) and a needs assessment. Note, for harbor projects, attach the last 3 years of harbor traffic (harbor logs), and last 3 years of harbor financial summaries. In addition, you must provide a 5 Year Harbor Recreation Plan to the Natural Resources Trust Fund.			
BUDGET SUMMARY			
A. Estimated Project Cost (B + C):		\$ 160,000	
B. Requested Grant Amount		\$ 80,000	
C. Applicant's Matching Funds:		\$ 80,000	

As Designated Representative of above-named Applicant, I hereby agree to implement this project according to the materials provided with this application and to abide by the provisions of the Waterways Grant program, including compliance with all applicable Federal and State laws and regulations.

Robert Sarro

Printed Name and Title of Applicant's Designated Representative

Signature

4-1-19

Date

APPLICATION WITH ATTACHED PROJECT DESCRIPTION MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1.

Applications should be mailed to:

PAUL PETERSEN
PARKS AND RECREATION DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30257
LANSING MI 48909

Overnight or Express Mail Address:

PAUL PETERSEN
PARKS AND RECREATION DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
525 WEST ALLEGAN
LANSING MI 48933

FOR DNR USE ONLY

Facility No.:

Compliance Review

Comments

Program Manager (please print)

Signature

Date

Characterization of Kalamazoo Lake and Harbor Hydrology to Support Recreational Boating

March 2019

Drs. Robert Shuchman & Guy Meadows
Michigan Technological University

Project Description and Needs Assessment:

Kalamazoo Lake and its multiple marinas are a critical component of the Saugatuck/Douglas economic engine. Maintaining a healthy lake with sufficient water depth and water quality to allow for unrestricted recreational boating opportunities throughout large parts of the lake is an absolute necessity for the communities of Saugatuck and Douglas to maintain their status as a go-to vacation destination. Kalamazoo Lake and its surrounding river system face a number of challenges to this goal including sedimentation and potential PCB contamination. Much if not all of these environmental challenges are a result of Kalamazoo River issues upstream of Saugatuck. This is particularly true in respect to PCB contamination.

In order to ensure safe access to Kalamazoo Lake for recreational boaters, the Harbor Authority of Saugatuck and other appropriate parties such as the State of Michigan and EPA need to revisit a long term plan to maintain water depths and address any legacy PCB contamination. Scientists and engineers assisted by students from Michigan Tech are well qualified to address this need from an engineering and environmental perspective. This proposal addresses a set of key observations and actions that are needed in order to create a long term management plan for Kalamazoo Lake, the adjoining river and its marinas. These include the creation of updated lake and river depth maps, modeling of sediment deposition into the lake, and analysis of sediment contamination.

Updated depth maps for Kalamazoo Lake and the adjoining rivers are necessary for sailboats and motor yachts in order to determine the navigable areas based on keel depth. Maps for Kalamazoo Lake were created in 1997 and updated in 2018, but this update did not include several key regions including the portion of the lake around Douglas (between I-196 and the Blue Star Bridge) and the stretch of the Kalamazoo River connecting Kalamazoo Lake to Lake Michigan. These maps are also useful for creating “so what” scenarios such as a decrease in water depth based on climate modeling done by NOAA and the United States Army Corps of Engineers (USACE). This allows for the assessment of navigable waters under different depth level scenarios – for instance, if lake levels decrease by 3 feet, sailboats with a 6 foot keel would be restricted to approximately 20% of the lake. These maps would also be useful to the general public as indicators of shallow water areas. For example, water skiers are presently skiing in waters less than 3 feet in depth which can prove dangerous. Maps of lake bottom roughness and hardness (i.e., rocky or sandy), which can be created alongside the depth maps, also provide useful information for recreational boaters and fishermen as well as for lake management purposes. These maps provide information about the structure of the lake bottom which can

guide decisions regarding fishing or anchoring locations. They can also indicate where sedimentation and erosion are more likely to occur which is important for boat navigability within the lake and for guiding lake management decisions such as dredging.

Understanding where upstream sediment is being deposited within Kalamazoo Lake is also relevant to the needs of recreational boaters. This deposition will decrease the water depth in these parts of the lake, again restricting boat movement. The results of the proposed sediment transportation model will also tell us where contaminated sediments will be deposited on the bottom should they make it into Kalamazoo Lake. This knowledge will help focus management decisions for maintaining the long term health of the lake and making it attractive to recreational boaters and tourists.

Finally, an updated assessment of sediment contamination using sediment cores is necessary to assess the severity of the contaminants that have been deposited in Kalamazoo Lake. This assessment, last done in 2013, could confirm the hypothesis that current contaminant values in the lake are low and that little new contamination is now occurring. This information is crucial for recreational users of Kalamazoo Lake, including swimmers and water skiers as well as fishermen consuming their catch from the lake.

Project Scope:

In order to formulate a long term plan to improve recreational boating facilities in Kalamazoo Lake and harbor area, there are three main tasks consisting of several sub-tasks, each of which is described below:

- 1) **Generate Depth and Lake Bottom Maps**
 - Create updated depth maps for the Coral Gables to Lake Michigan part of the river and the lake area around Douglas (between the I-196 bridge and the Blue Star Bridge)
 - Create updated depth maps for selected parts of Kalamazoo Lake to observe sedimentation rates
 - Create lake bottom hardness and roughness maps
 - Creation and distribution of maps in paper and digital formats for use by recreational boaters and parties responsible for lake management planning
- 2) **Sediment Contamination Analysis**
 - 25 sediment cores (3ft long) will be extracted from the Lake and analyzed for PCB and other contaminants
 - The results will be compared to the historical coring data
 - Sediment distributions of the coring material will also be performed to be used in sediment transport calculations
- 3) **Sediment Deposition Modeling**
 - Sediment particle size and currents data will be used to identify where sediments are being deposited and where erosion is occurring within the waterway
 - The modeling will be done for high, low and moderate flow regimes

Estimated Project Cost:

The estimated cost for each observation or modeling component is presented below:

1. Depth measurements and map creation: \$25,000
2. Sediment Contamination Analysis: \$60,000
3. Sediment Deposition Modeling \$75,000
4. **Total: \$160,000**

Estimated Project Schedule and Deliverables

A set of deliverables and completion dates for each task is presented below. Pending the approval of grant application, the estimated project schedule covering the period of June 2019 through May 2020 is shown below.

Tasks	2019							2020				
	June	July	August	September	October	November	December	January	February	March	April	May
T1-1	X											
T1-2		X	X									
T1-3		X	X									
T1-4		X	X									
T1-5		X	X									
T2-1	X											
T2-2				X	X	X						
T2-3						X	X					
T3-1								X	X	X		
T3-2										X	X	X

The data collected as part of this program will be added to the database created last year that houses the new depth and surface current observations. The database will be made available to the stakeholder community to facilitate interpretation of the findings as well as support future planning activities.

Task 1- Generate Depth and Lake Bottom Maps

Deliverables:

- T1-1) Depth measurements collected from Kalamazoo Lake.
- T1-2) Depth Map in digital format of Coral Gables to Lake Michigan.
- T1-3) Depth Map in digital format of lake area from Blue Star Bridge to I-196 bridge.
- T1-4) Depth change map in a select part of the main lake to show potential sedimentation.
- T1-5) Hardness and Roughness maps in digital format of the new surveyed areas.

Task 2- Sediment Contamination Analysis

Deliverables:

- T2-1) Extract from the lake bottom 25 sediment cores of approximately 3 ft. in length.
- T2-2) Analyze the cores for PCB and other contaminants as well as sediment size distribution.
- T2-3) Input the results into the database to enhance interpretation and visualization.

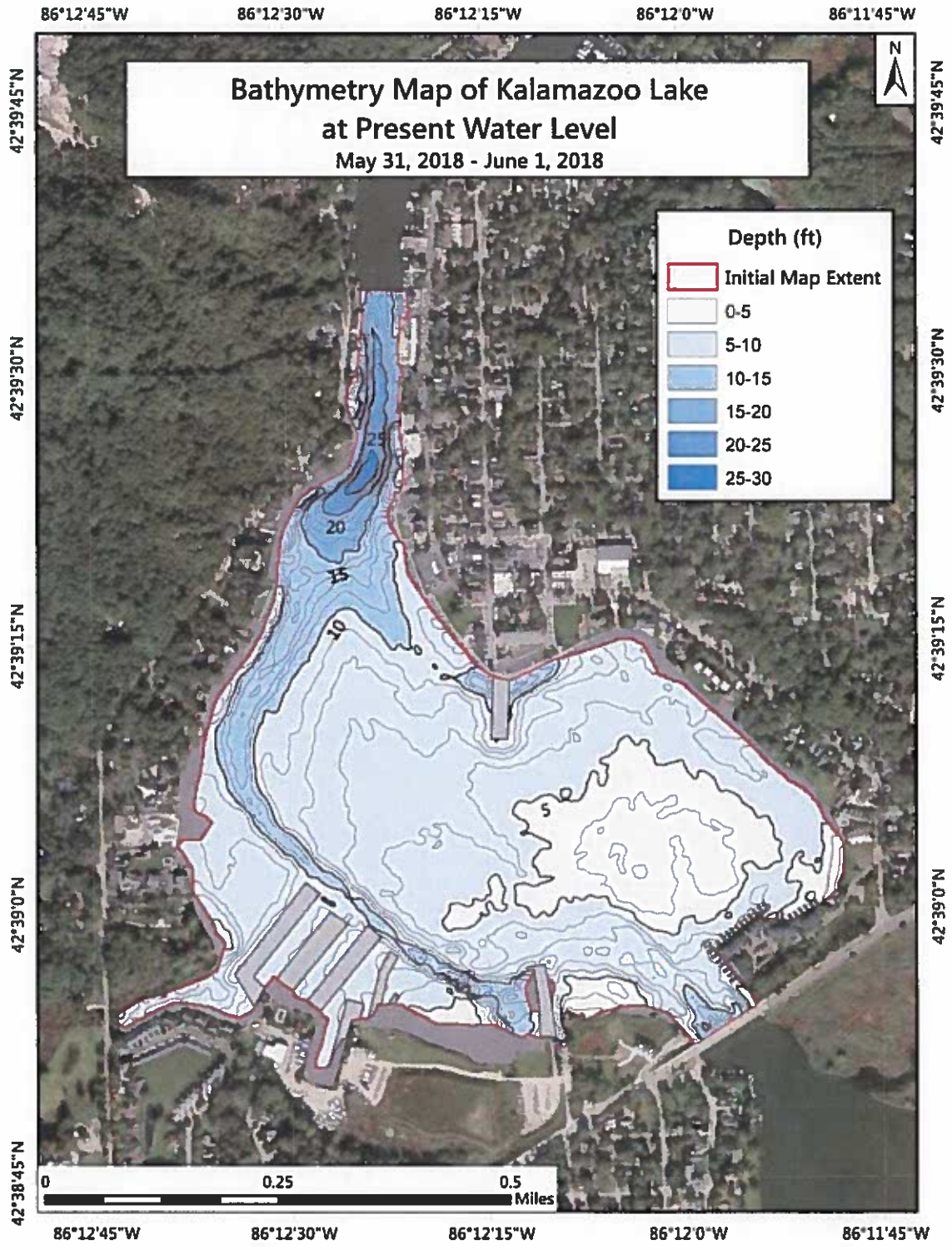
Task 3- Sediment Deposition Modeling

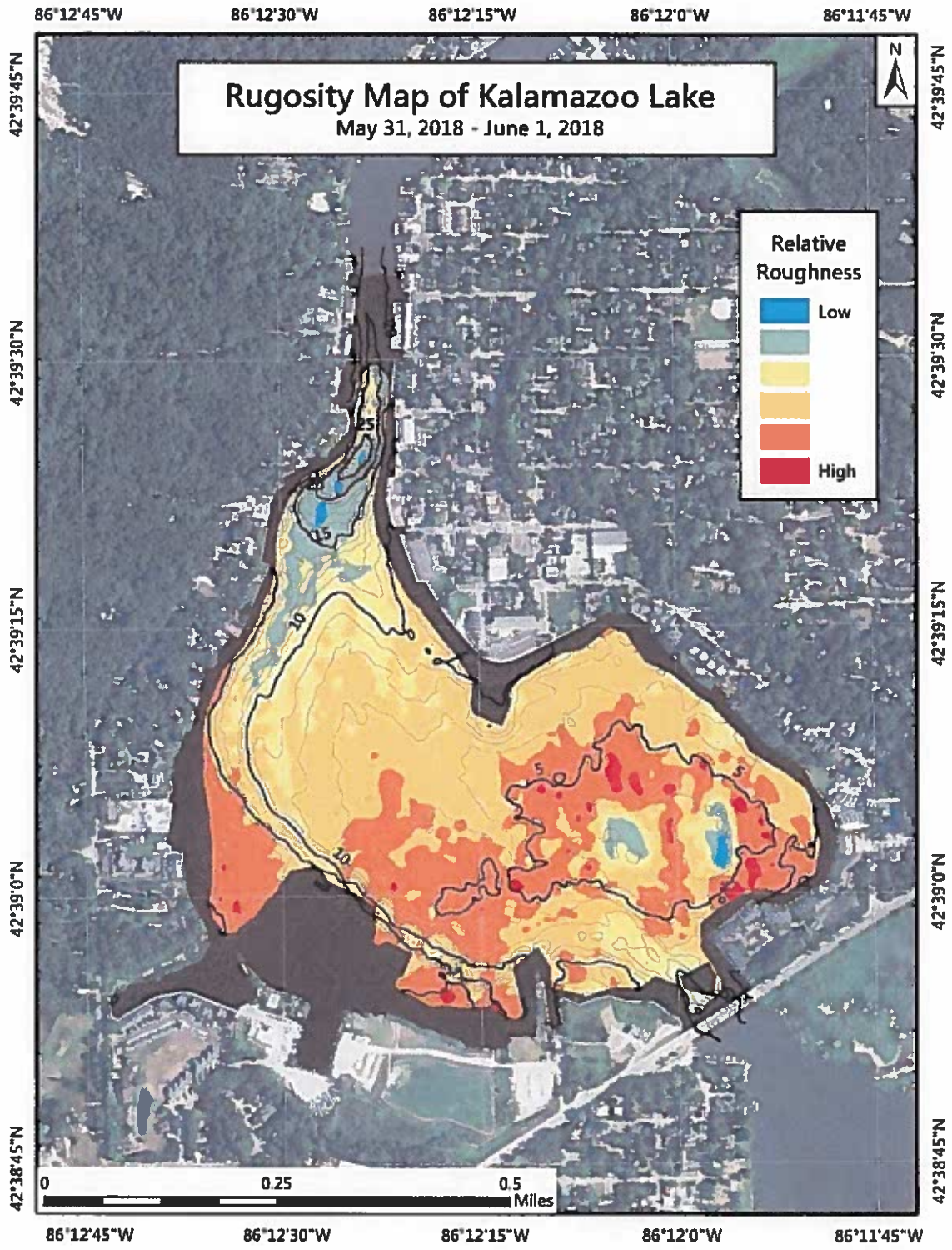
Deliverables:

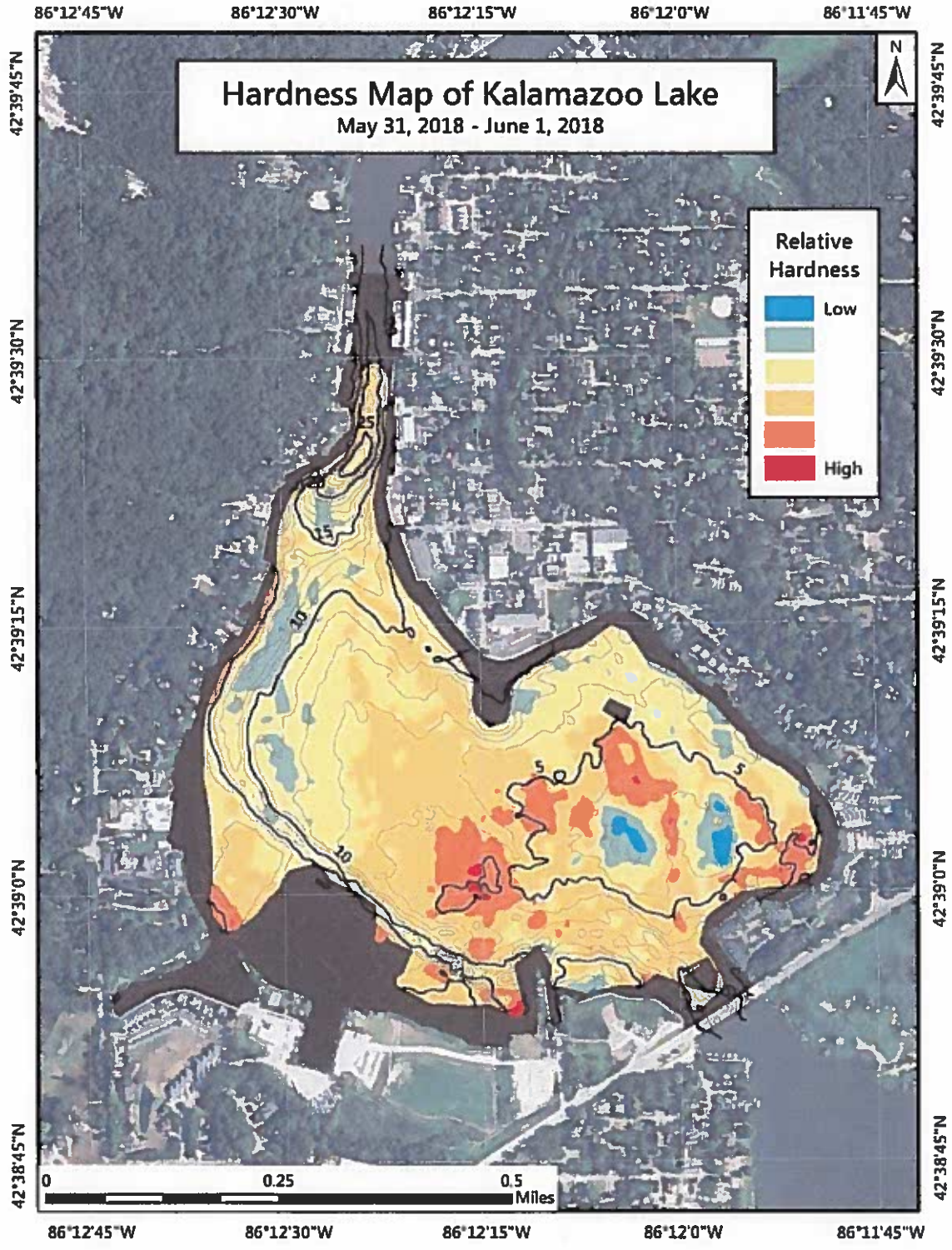
- T3-1) Utilize currents and sediment size distribution data to identify erosion and deposition areas within the lake and river system.
- T3-2) Report summarizing these findings will be generated and presented to the stakeholders.

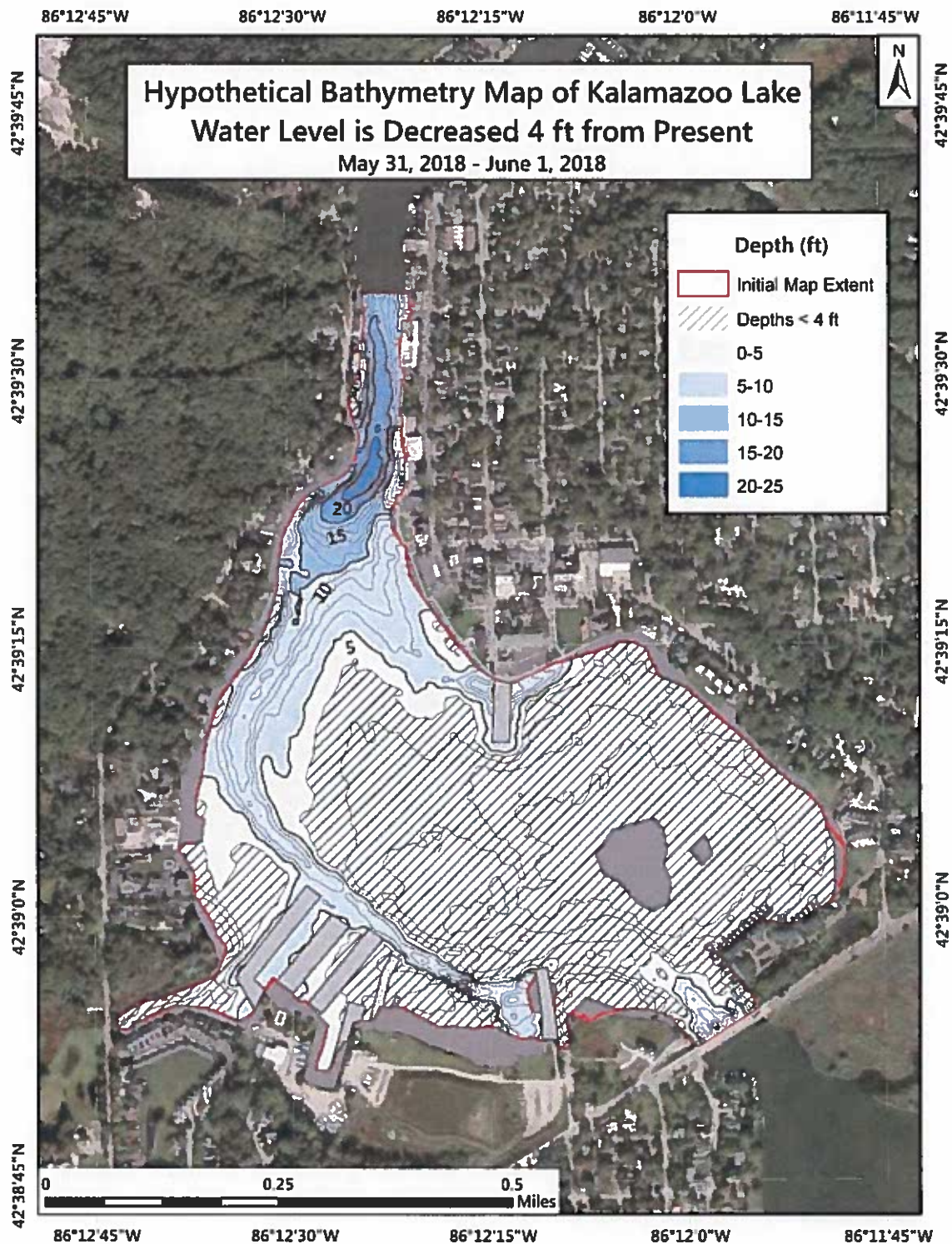
Expected Project Products

Included below are example products that were created for Kalamazoo Lake in 2018 for the improvement of recreational boating. These products will also be generated as part of this proposed project for the adjoining river areas upstream and downstream of Kalamazoo Lake. These include an updated depth map, roughness (rugosity) and hardness maps, and a depth map where 4ft of water depth was removed to show how an island would form in the Lake and much of the lake would not be usable by large yachts that require a 4 ft. draft.











City Council Agenda Item Report

City of Saugatuck

FROM: Monica Nagel, City Clerk
MEETING DATE: September 9, 2019
SUBJECT: Saugatuck/Douglas Library Board Reappointment

DESCRIPTION

Saugatuck/Douglas Library Board is requesting the City of Saugatuck City Council reappoint Cathy Brockington to continue to serve as one (1) of two (2) City of Saugatuck Trustees to this board with said term expiring September 2023.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

A motion to approve/deny the reappointment of Cathy Brockington to serve as one (1) of two (2) City of Saugatuck Trustees on the Saugatuck Douglas Library Board with said term expiring September 2023.



137 Center Street, Douglas, MI 49406

September 4, 2019

Saugatuck City Council
PO Box 68
Saugatuck, MI 49453

Dear Council Members:

Cathy Brockington's term as a Saugatuck-Douglas District Library board member expires in September. I am requesting that you reappoint her for another four year term (October 2019 – September 2023).

Cathy has served on our board for many years. She is currently our board's vice president. Cathy has expressed an interest in continuing through the construction and opening of our new building. We are grateful for all the work she has done and we are happy that she will remain on the board for one more term.

Sincerely,

Ingrid S. Boyer

Ingrid S. Boyer
Library Director



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Zoning Administrator
MEETING DATE: September 9, 2019
SUBJECT: Zoning Board of Appeals (Alternate) Appointment

DESCRIPTION

Per the City Charter Section 6.12 appointments shall be made by the Mayor subject to the confirmation/approval of the City Council. The Mayor's appointment is as follows:

Zoning Board of Appeals Alternate with said term expiring July 1, 2022

Stephanie Vlasity

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

A motion to approve/deny the Mayor's appointment of Stephanie Vlasity as an Alternate to the Saugatuck Zoning Board of Appeals with said term expiring July 1, 2022.



City of Saugatuck
 P.O. Box 86, Saugatuck, MI 49453
 Phone: 269.857.2603 Fax: 269.857-4406
 Website: www.saugatuckcity.com

**APPLICATION FOR APPOINTMENT TO
 BOARDS/COMMISSIONS/COMMITTEES**

Name: Steffanie Vlasity Home-Phone: _____

Home/Mailing Address: _____

E-mail Address: _____

Employer: _____ Occupation/Position: _____

Business Phone: _____ Business Reference: _____

Are you a Saugatuck City resident? Yes Are you a registered Saugatuck City voter? Yes

Do you or your employer have any business dealings with the City which might present a conflict of interest? N/A If yes, explain _____

Serving on a Board or Commission can be time-consuming. Are you committed to attending all regularly scheduled meetings? Yes

On which Boards and/or Commissions would you be willing to serve?

- | | | |
|-------------------------|------------------------------|--------------------------------|
| Planning Commission | Historic District Commission | <u>Zoning Board of Appeals</u> |
| Board of Review | Election Inspector | Township Fire Board |
| Twp. Recreation Comm. | Kalamazoo Lake Sewer & Water | Library Board |
| Interurban Transit Auth | Peterson Nature Preserve | Construction Board |

Please describe any qualifications, expertise or special interests that relate to your possible appointment:

Currently serve on Planning Commission (2 yrs)
Attended ZBA Workshop Spring 2019 to learn basics

You may wish to submit a cover letter with your application. Please return the original to the City Clerk's office at the above address for processing. The City of Saugatuck recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Saugatuck's diverse community, including citizens of all ethnic groups as well as people with disabilities. Reasonable accommodations and equal access to communication are provided upon request.

Signature: Steffanie Vlasity Date: 8/20/19

MEMO



To: Kirk Harrier, City Manager
City of Saugatuck

From: Jon Moxey, PE
Paul Galdes, PE
Fleis & VandenBrink

CC:

Date: August 22, 2019

Re: Water & Lucy Street Flooding

We have reviewed the possibility of raising the intersection of Water & Lucy Streets to alleviate flooding from elevated Kalamazoo River levels that has been an ongoing issue in 2019. We offer the following:

1. To maintain road drainage on Water Street, approximately 150-175 feet would need to be reconstructed (replacement of curb & gutter, asphalt pavement and gravel base) from Lucy Street to midway between Lucy and Spears Street. The Lucy Street intersection would need to be raised approximately 18 inches to adequately redirect surface water to the south. Similarly, raising the intersection would require reconstruction of Lucy Street from Water Street to Butler Street, approximately 200 feet. We estimate the cost to reconstruct approximately 350 feet of roadway itself (curb to curb) to be on the order of \$100,000.
2. Raising the roadway will obviously impact other features in and adjacent to the right of way – drainage, sidewalks, parking, etc. Typically, roads are designed so property on either side drains to the road. The storm sewer system would need to be expanded fairly substantially to provide drainage for areas that currently drain toward the road. By raising the road, many sidewalks and driveways would be reversed to slope away from the road, thereby trapping water behind the curbs. We would recommend budgeting an additional \$100,000 for grading, storm sewer improvements, sidewalk and driveway replacement, etc. The expanded storm sewer system will have increased maintenance implications, even after the water level returns to more historically normal conditions. It is likely easements and/or grading permits would be required to accomplish the drainage work outside the road, and associated costs are not included here.
3. Grading associated with raising the road will most likely require removal of mature trees and landscaping in the area.

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