



**CITY COUNCIL MEETING MINUTES**  
**June 12 , 2023**

The City Council met for Regular Council Meeting at 7:00 p.m.  
City Hall  
102 Butler St., Saugatuck, MI 49453.

**Call to Order:**

The meeting was called to order by Mayor Dean at 7:00 p.m.

**Attendance:**

Present: Mayor Dean, Mayor Pro-Tem Stanton and Councilmembers Leo, Gardner, Lewis, Muncey.  
Absent: Councilmember Baldwin.

*Motion by Muncey, second by Lewis to excuse councilmember Baldwin from tonight's meeting.  
Via voice vote, motion carried 6-0.*

Others Present: City Manager Heise, Director of Planning, Zoning & Project Management Cummins,  
Department of Public Works Supervisor Hardy, Clerk Wolters, City Attorney O'Meara, Sargent Haas.

**Mayor's Comments:** None.

**City Manager Comments:** City Manager Heise- opened the floor for any questions regarding his City  
Manager Report.

**Agenda Changes:** None.

**Guest Speakers:** None.

**Public Comment on Agenda Item Only:** None.

**Consent Agenda:**

**A.** Regular City Council Meeting Minutes – May 22, 2023.  
*Motion by Lewis, second by Stanton to approve the consent agenda. Via roll call vote, motion  
carried 6-0.*

**Staff Reports:**

City Manager, Director of Planning & Zoning, Treasurer, DPW Superintendent, Engineer and Police  
submitted status reports of current activities since the last Council meeting on May 22, 2023, for their

respective departments.

**Short Term Rental Task Force:**

Councilmember Stanton gave an update on the Short-Term Rental Task Force.

1. Captain Ensfield presented some enforcement issues and departments procedure for noise complaints.
2. The Task Force discussed issues, concerns and opportunities and presented ideas.
3. Next meeting, they will go over the master plan as it deals with short term rentals.
4. They are looking at zoning, and how it relates to how many short-term rentals are in each zone.
5. Next meeting is June 15<sup>th</sup>.

**Boards, Commissions & Committees:**

Fire District Administration Board: None.

Interurban Board: Councilmember Muncey-

Next meeting this coming Wednesday.

1. The QR code design is finished.
2. QR codes will be distributed to local businesses so people can get a ride by scanning.

KLSWA: None.

Kalamazoo Lake Harbor Authority: Mayor Pro-Tem Stanton-

No meeting since last update.

Zoning Board of Appeals: Zoning Director Ryan Cummins-

Met last Thursday and had one case for 184 Park Street for a front yard setback which was granted.

Historic District Commission: Councilmember Lewis-

201 Butler twice has asked for ATM in front of building. It was denied.

149 Griffith has been in front of HDC for renovations and improvements.

Planning Commission: Chair Councilmember Gardner-

Scheduled to meet week from Thursday the 21<sup>st</sup>:

1. Discussion will be the waterfront moratorium.
2. There was a survey presented to planning commissioners and feedback was due back to the Zoning Director by June 1.

Parks and Public Works Committee: None.

Tri-Community Non-Motorized Trail Study Committee: Councilmember Leo-

Having a meeting with C2AE, in the process of scheduling for next week.

Tri-Community Recycling Ad-Hoc Committee: Councilmember Lewis-

Waiting to hear back on the electronics recycling grant.

**Request for Payment:** None.

**Approval of Accounts Payable:**

A. Accounts Payable in the amount of \$119,177.47.

*Motion by Lewis, second by Muncey to approve the accounts payable in the amount of \$119,177.47. Via roll call vote, motion carried 6-0.*

**Introduction of Ordinances:** None

**Public Hearings:** None

**Unfinished Business:** None

**New Business:**

AT&T Update:

*Motion by Lewis, second by Leo to approve the staff work with AT&T on developing plans for developing plans for supporting infrastructure for the AT&T project near the radar tower. Via roll call, motion carried 6-0.*

**MDOT Cat B Application:**

*Motion by Lewis, second by Leo to approve Resolution number 230612-A, a Resolution to establish request for funding, designate an agent, attest to the existence of funds, and commit to implementing a maintenance program for the roadway improvements on Maple Street funded by the transportation economic development fund Category B Program. Via roll call, motion carried 6-0.*

Ordinance 230612-A- Temporary Waterfront Moratorium:

*Motion by Stanton, second by Gardner to adopt Ordinance number 230612-A for a temporary waterfront commercial development and construction moratorium zoning ordinance amendment. Via roll call, motion carried 6-0.*

Revocable License- Pumpnickels:

*Motion by Muncey, second by Stanton to approve the revocable license agreement for temporary restaurant seating in the public right of way for Caldwell and Caldwell LLC also known as Pumpnickels. Via voice vote, motion carried 6-0.*

Revocable License- Scooters Café & Pizzeria:

*Motion by Stanton, second by Lewis to approve the Revocable License agreement for temporary restaurant seating in the public right-of-way for Scooters Café & Pizzeria LLC. Via voice vote, motion carried 6-0.*

Special Event- Movie in the Park:

*Motion by Lewis, second by Muncey to approve Movie in the Park to take place on August 11th, 2023, organized by Mill Pond Realty, contingent on approval from Fire, Police & DPW. Via voice vote, motion carried 6-0.*

Special Event- Saugatuck Film Festival:

*Motion by Leo, second by Gardner to approve Saugatuck Film Festival to take place on November 11<sup>th</sup>, 2023, organized by Saugatuck Film Fest, contingent on approval from Fire, Police and DPW. Upon voice vote, motion carried 6-0.*

**Special Event- Spear Street Block Party:**

Motion by Stanton, second by Muncey to approve the 11<sup>th</sup> annual Spear Street and friends block party to take place on August 19<sup>th</sup>, 2023, contingent on approval from Fire, Police and DPW. Upon voice vote motion carried 5-0. Councilmember Gardner recused himself, he is a member of the Spear Street block party.

**Special Event- Fourth of July Parade:**

*Motion by Muncey, second by Stanton to approve the Fourth of July Parade to take place on July 4<sup>th</sup>, 2023, organized by Birdie Holley. Upon voice vote, motion carried 6-0.*

**Special Event- Fourth of July:**

*Motion by Lewis, second by Muncey to approve Fourth of July extravaganza to take place on July 4<sup>th</sup>, 2023, in Coghlin Park organized by City of Saugatuck. Via voice vote, motion carried 6-0.*

**Set Budget Hearing Date:**

*Motion by Lewis, second by Stanton to set the budget hearing date for June 26<sup>th</sup>, at the regular City Council meeting. Via voice vote, motion carried 6-0.*

**443 Park Street Boat Slip:**

*Motion by Lewis, second by Gardner to authorize the City attorneys to file all necessary pleadings to obtain party status in a pending EGLE contested case hearing involving a permit obtained by Dune Ridge that authorized permanent boat slips at 443 Park Street, and if such status is granted, proceed accordingly on behalf of the City. Via roll call, motion carried 6-0.*

**Public Comment:**

**Chuck Myers, resident**- Thanked Council for approving his revocable license agreement for sidewalk seating.

**Correspondence:** Board and Vacancy Notice.

**Council Comments:**

- **Councilmember Lewis**: Will forward to Council the notice from MML to contact the State representative and State senator regarding the aggregate mining bills that are up in front of the house right now.
- **Councilmember Gardner**: The Society for Industrial Archaeology toured the Mt. Baldhead radar tower. Digital images similar to what was done on the Titanic will take place in the radar tower. Citizens asked Councilmember Gardner about some outdoor dining spaces that they believe cause site line issues.
- **Councilmember Stanton**: Met with Attorney General Dana Nessel along with members of the Coastal Alliance. Met on the top of the dunes overlooking Oval Beach and the Natural area.
- **Councilmember Leo**: Thanked owner of Scooter's Pizzeria for kicking off the street seating.
- **Councilmember Muncey**: Thanked Liz Engel, who started the Pridefest. Pridefest took place in Douglas at Beery Field.
- **Mayor Dean**: Thanked City staff for putting together a great budget packet. Asked when the last time the City did a comprehensive parking study. With residents asking for no parking and businesses asking for loading zones, he would like to see the subject matter in a future

workshop.

**Adjournment:**

*Motion by Gardner, second by Stanton to adjourn the meeting. Upon voice vote, motion carried 6-0. Mayor Dean adjourned at 7:58 p.m.*

Respectfully Submitted

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Jamie Wolters, City Clerk