



CITY COUNCIL WORKSHOP AGENDA

January 4, 2023 – 4:00 pm

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

1. **Call to Order**
2. **Roll Call**
3. **Agenda Changes** (Additions/Deletions)
4. **Guest Speaker:**
 - A. Dan Fox- Saugatuck Township Fire District Board Saugatuck City Representative
5. **Public Comment on Agenda Items Only** (Limit 3 minutes)
6. **Discussion Items:**
 - A. Maple Street Erosion Concern- Pg. 2
 - B. Commercial Fishing Accommodations Request- Pg. 27
 - C. Venetian Festival Announcement- Pg. 28
 - D. Special Event Application-Saugatuck Second Line Parade-Pg. 29
 - E. ZBA Kate McPolin Appointment- Pg. 37
 - F. Council Meetings Rules of Procedure Amendment- Pg. 42
 - G. Council Meeting Start Time to 6 p.m.- Pg. 44
 - H. Strategic Planning Infographic- Pg. 46
7. **Public Comments** (Limit 3 minutes)
8. **Correspondence**
9. **Council Comments**
10. **Adjourn** (Roll Call)

NOTICE:
Join online by visiting:
<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

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 Wolters@saugatuckcity.com for further information.



November 22, 2022

Via Email: ryan@saugatuckcity.com

Ryan Heise, City Manager
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

RE: Maple Street Drainage Study

Dear Ryan,

As requested, we have studied the drainage in the area of Maple Street & Mason Street. The City was approached by residents in that area expressing concerns that roadway improvements in that area resulted in increased erosive forces downstream from the City's storm sewer outlet at the northwest corner of Mason and Maple Street. We offer the following:

Regional Drainage

Stormwater runoff from Saugatuck Township in the area bounded by Maple Street, Old Allegan Road and Blue Star Highway (Saugatuck Christian Reformed Church and several businesses and residences) crosses Maple Street through a culvert near the wastewater pump station located on the west side of Maple Street approximately 300 feet north of Mason Street. Water discharged from that culvert flows through the ravine along the east side of Saugatuck High School and discharges into Goshorn Creek in the Mildred A. Peterson Nature Preserve area. Portions of Goshorn Creek are under the jurisdiction of the Allegan County Drain Commissioner. Ultimately, Goshorn Creek flows under Simonson Drive and Holland Street into the Kalamazoo River. A copy of a figure recently prepared by the Allegan County Drain Commissioner depicting watershed boundaries and proposed drains in the area is attached for reference.

The stream begins as an open swale at the northwest corner of Maple and Mason Streets. According to plans from sanitary sewer construction in the area, the stream has existed since at least 1977, and it appears the stream and swale are part of a natural drainage course that existed prior to the development of the area. The swale flows northwest around 208 Maple Street and discharges into the main tributary located in the ravine northwest of 212 Maple Street. Tributary areas for the stream include the west half of Maple Street from north of State Street to just north of Mason Street, Allegan Street from Elizabeth Street to Maple Street, Pleasant Street within approximately 500 feet of Allegan Street and Mason Street from Takken Street to Maple Street (including Taylor Street from Allegan Street to Mason Street). The City completed drainage improvements in each of these areas over the past 15 years, which may have had a cumulative impact on the stream. While stormwater improvements improve the capacity and efficiency of stormwater conveyance, increased efficiency of the upstream conveyance systems can reduce the "time of concentration", resulting in increased peak flow responses.

It is also important to note that higher intensity/short duration storm events experienced over the past several years may be a contributing factor for stormwater and erosion concerns expressed by residents. The Great Lakes region is experiencing more frequent localized high intensity/short duration storms. Larger quantities of rainfall exceed the capacity of stormwater systems designed convey rainfall based on historical meteorological data that does not include recent weather patterns. The situation is compounded as soils do not have adequate time to infiltrate stormwater, further increasing runoff volumes.

Overview of Drainage Areas

Following is a summary of each recent drainage improvement project within the drainage district:

- **Pleasant Street:** In 2008, the City improved Pleasant Street, and the area between the curve near 648/703 Pleasant Street and Allegan Street is within the tributary area of this study. As is the case with the other projects that followed, the Pleasant Street improvements project was completed in part as a response to drainage concerns from residents. Prior to the project, Pleasant Street had ineffective ditching and undersized storm sewer, which caused standing water in the area during and after rain events. The project included replacement of the storm sewer and construction of concrete curbing. The project did not alter the drainage area or significantly increase the acreage that contributes to stormwater flows at the Maple & Mason Street outfall. However, the improvements did improve the efficiency of the City's stormwater conveyance system.
- **Allegan Street:** In 2009, the City improved Allegan Street from Elizabeth Street to Maple Street. Prior to that project, Allegan Street was a ditched road with drive culverts and basic storm sewer. Similar to Pleasant Street, improvements included concrete curb and gutter and storm sewer replacement to bring the roadway in line with other City streets. Again, the project didn't alter the drainage area significantly, however storm sewer is more efficient than open ditches in transporting storm water and doesn't allow opportunity for infiltration and evaporation like an open ditch.
- **Mason Street:** In 2011, the City resurfaced Mason Street with storm sewer replacement at the Takken Street and Maple Street intersections and the additional of asphalt curbing. The portion of Mason Street west of Takken has a storm sewer outlet on the northwest corner of Takken Street. The outlet at Mason & Maple carries water from Takken, Taylor and the portion of Mason Street east of Takken. As with concrete curbing, the asphalt curbing is more efficient in conveying storm water to the Maple Street intersection than ditching alone.
- **Maple Street:** In 2014, the City enclosed the open ditch on the west side of Maple Street between Allegan Street and Mason Street. The ditch line was fairly steep, deep and overgrown and required ongoing maintenance for erosion issues, possibly in part due to the upstream improvements on Pleasant and Allegan Street discussed above. In this case, the road was not curbed, but a shallower swale was constructed above the storm sewer with a series of catch basins. This has less of an impact than curbing would have had, but the storm sewer is more efficient in transporting the water from those upstream areas.

Google Street View still has areas of the October 2007 photography available – screen captures showing conditions before and after drainage and roadway improvements are attached.

Mitigation Alternatives

Based on our review of the areas in question and discussions with City staff, Allegan County Drain Commissioner (ACDC), Michigan Department of Environment, Great Lakes & Energy

(EGLE), property owners and others, we have identified the following potential mitigation alternatives:

- **Provide Property-Specific Detention/Retention:** The drainage area contributing to the Maple & Mason Street outfall consists of entirely single family residential with lots on the order of 0.5 acres or less. The relatively small lot sizes and lack of undeveloped property available is not necessarily conducive to site-specific detention/retention measures, however detention/retention at the source is a concept recommended by EGLE staff. A variety of options are available, some of which include:
 - Collecting runoff from gutters in rain barrels to be used for watering plants, lawns, etc. during drier times.
 - Directing runoff from the property to rain gardens – shallow depressions or swales with native plantings. These can have the added benefit of providing habitat for wildlife, like butterflies, that a well-drained and mowed lawn area does not. Rain gardens can work well if they are designed properly, but require maintenance to function correctly.
 - Construction of dry wells or cisterns that can be used like a rain barrel or incorporate an open bottom to help recharge groundwater.

The advantage of property-specific detention/retention is the relatively low capital cost. There are approximately 40 parcels in the drainage area. The City could consider providing rain barrels or monetary incentive to the property owner and/or implement changes within the public right of way directly. For the purposes of comparing alternatives, \$1,000 per parcel in City funding would be a project cost of approximately \$40,000. The main disadvantage of this option is the degree of benefit depends heavily on engagement of the property owners, which will require educational efforts. There are a number of resources the City could draw on to assist with education. Another drawback is that level of engagement could change over time as properties change ownership.

- **Re-Establish Ditching:** This is anticipated to be an unpopular option, given that problems associated with ditching were a primary driver of the various drainage improvement projects. This option would also be costly, as it would involve removal of curbing, grading ditches, new drive approaches and culverts and modifications to the storm sewer system. One area that would be conducive to this option would be Mason Street. Instead of removing the asphalt curbing for the entire length between Takken and Maple, a series of spillways could be constructed to strategically allow water to exit the road surface prior to Maple Street and discharge into new or re-established ditching. The cost for constructing spillways and ditches is estimated to be on the order of \$25,000, portions of which could potentially be completed by the Department of Public Works.
- **Redirect Wet Weather Flow:** This option would involve constructing additional storm sewer along Maple Street north approximately 300 feet to the culvert that crosses under Maple Street from the Township. In this alternative, a flow diversion structure would be constructed at the existing outlet at Mason Street to allow normal flow to continue but direct higher flows to the north, where the creek channel is better defined and is anticipated to have more capacity for conveying the additional stormwater flows. One drawback of this option is that the diversion structure would need periodic maintenance to function properly. Another drawback is that this is essentially “moving the problem”, albeit from a more sensitive area to a potentially less sensitive area. The water eventually ends up following the same course once the two streams converge to the northwest of 212 Maple Street. The ACDC is in the process of establishing this watercourse as Blue Star Highway Drain within the Township (upstream/east of Maple Street). In our discussion with ACDC, it appears there may be opportunity to partner and provide stormwater detention for the area, however that likely involves relinquishing control over the direction of the project. The estimated cost for the diversion structure

and sewer to redirect the flow is \$101,000, including undeveloped details, engineering, permitting and contingencies. Costs for regional detention would depend on the amount and participation level of the Drain Commissioner.

This alternative could be enhanced by providing “inline detention” within the storm sewer itself. An oversized pipe would be used with an additional control structure prior to discharging into the culvert. The estimated cost for redirecting the flow with inline detention is \$196,000.

- **Enclose the Open Channel:** This alternative would involve extending the City’s storm sewer system beyond the area of erosion concern, enclosing a portion of the open channel. This option would require acquiring an easement from the property owner at 208 Maple. The benefit of this option is its relatively low cost, which is estimated to be \$74,000. This alternative has several disadvantages. First, like the prior option, drain enclosure could be simply moving the problem area downstream (again, from a more sensitive area to a less sensitive one). Second, enclosing an open stream could be challenging from a permitting standpoint, as it removes habitat and other benefits of the natural environment. Finally, this is not a desirable alternative to the property owner that would need to grant an easement, primarily due to the loss of trees and natural character of the area. Given the disadvantages, this alternative is likely not viable.
- **Extend the Public Stormwater System:** The area of concern is located on private property (208 Maple Street). This alternative would involve acquiring an easement to incorporate a section of the open channel area into the public system to avoid the concern of making improvements on private property. As an extension of the public system, the City could install sheet pile, stone armoring, geotextile bank stabilization and/or spur dikes (stone features configured to direct water away from areas of erosion). This could also have permitting challenges, but likely less than enclosing the drain. We would recommend a budget of \$124,000 for this option, depending on the type and limits of the work.
- **Construct a Regional Detention Basin:** While the area has limited open space to provide stormwater detention within the City Limits, Saugatuck Christian Reformed Church owns the property on the southeast corner of Maple and Mason Street (within the Township but adjacent to the City). Based on our preliminary survey work, it appears to be possible to develop that area into a detention basin, either by diverting the Maple Street storm sewer or constructing a control structure at the current outlet to back water up into that area. We have had a preliminary conversation with the property owner, who is coincidentally in the process of listing portions of the property for sale. We estimate the cost of this option to be \$152,000 plus the cost of property acquisition (easement or outright purchase), which could be as much as \$300,000, depending on market conditions and opportunities for shared use/development.

One other consideration is wetlands. While the area is not identified on the EGLE wetland mapping available online, that mapping does not show smaller isolated wetland areas. If the area is identified as wetland, it still may be possible to utilize for detention (wetlands are very effective for treating stormwater) but will involve permitting from EGLE. If the City decides to pursue this option, we recommend conducting an on-site pre-application meeting with EGLE to determine what activities could be permitted and/or what mitigation measures may be required. Cost of wetland mitigation is not included in the estimate as further evaluation of the property would be required to determine the extent and requirements of mitigation measures, if required.

This may be another opportunity to partner (and share costs) with the ACDC, as this area receives storm water from the east ditch line of Maple Street and other areas

outside the City. Again, that likely involves relinquishing control over the direction of the project.

- **Construction Underground Detention:** This alternative would involve the construction of underground stormwater detention at or near the intersection of Mason and Maple Street within the City Limits. This is a fairly high-cost option that is often reserved for situations where space is limited, which is the case in this area of the City. Underground chambers would be constructed and surrounded by coarse stone to allow for infiltration to occur. The size of the chambers required is based on the soil permeability, drainage area and other factors. The estimated cost for underground detention of a volume large enough to reduce peak flows is \$381,000, heavily dependent on-site constraints.

Table 1 – Summary of Mitigation Alternatives

Alternative	Estimated Cost
Provide Property-Specific Detention/Retention	\$40,000 (depending on level of engagement)
Re-Establish Ditching	\$25,000 (Mason Street only)
Redirect Wet Weather Flow	\$101,000
Redirect Wet Weather Flow with Inline Detention	\$196,000
Enclose the Open Channel	\$74,000 (likely not viable)
Extend the Public Stormwater System	\$124,000
Construct a Regional Detention Basin	\$152,000 (plus property acquisition and potentially wetland mitigation)
Construct Underground Detention	\$381,000

Estimated costs are in 2023 dollars and should be adjusted for inflation, depending on the timeframe for construction. They are provided for comparative and budgeting purposes only and should be refined throughout the design process. Detailed cost estimates are attached for reference.

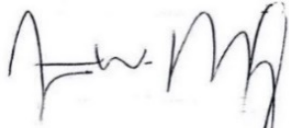
Conclusion

In summary, drainage and roadway improvements completed in the drainage area may have had a cumulative impact on the downstream watershed and stormwater conveyance. However, more frequent high intensity/short duration storms may also contribute to higher peak stormwater flows and increased erosive forces. Conversely, several of the alternatives discussed above could be combined and/or phased in to have a cumulative mitigation benefit. The City could take an incremental approach. One such approach would be to focus on property owner education with property-specific detention/retention and spillways/re-ditching on Mason Street in the short term and regional or underground detention in the long term if the benefits of the short-term steps are not adequate.

We appreciate the opportunity to assist you with this study and look forward to helping with implementation of any of the options identified. In the meantime, please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in black ink, appearing to read 'Jonathan W. Moxey'.

Jonathan W. Moxey, P.E.
Project Manager

Enclosures

- Comparison Photography
- ACDC Watersheds Map
- Parcel Map of Study Area
- Approximate Tributary Area Map
- Schematics of Mitigation Measures
- Cost Estimates

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Pleasant Street looking southwest from Allegan Street (October 2007)



Pleasant Street looking southwest from Allegan Street (September 2019)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Pleasant Street looking northwest toward Allegan Street (October 2007)



Pleasant Street looking northwest toward Allegan Street (September 2019)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Allegan Street at Takken Street looking east (October 2007)



Allegan Street at Takken Street looking east (August 2018)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Allegan Street at Taylor Street looking east (October 2007)



Allegan Street at Taylor Street looking east (August 2018)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Mason Street looking east from Taylor Street (October 2007)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Maple Street looking north from Allegan Street (October 2007)

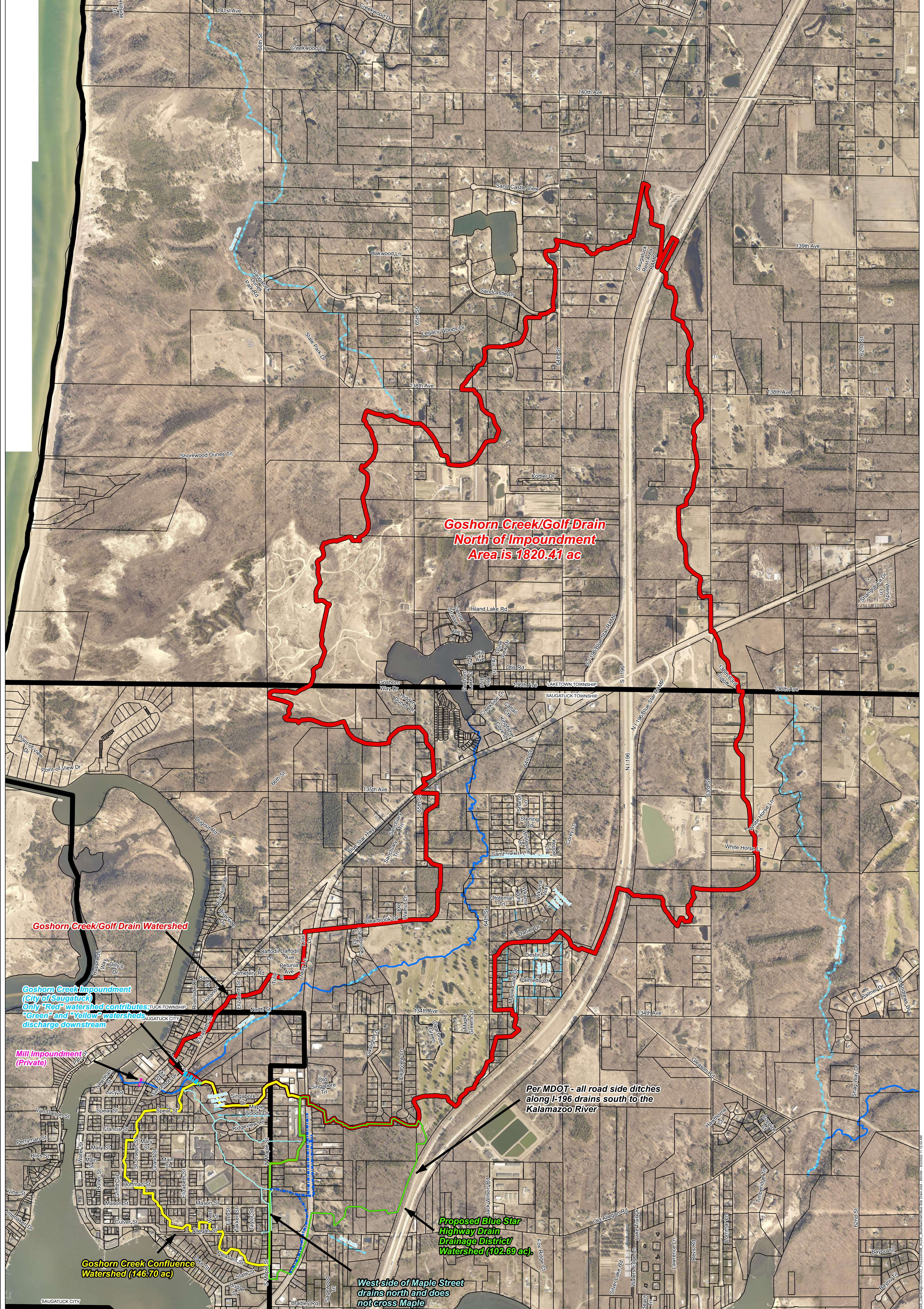


Maple Street looking north from Allegan Street (August 2018)

**CITY OF SAUGATUCK – MAPLE STREET DRAINAGE STUDY
COMPARISON PHOTOGRAPHY (COURTESY GOOGLE STREETVIEW)**



Maple Street at Mason Street looking north (October 2007)



**Goshorn Creek/Golf Drain
North of Impoundment
Area is 1820.41 ac**

Goshorn Creek/Golf Drain Watershed

**Goshorn Creek Impoundment
(City of Saugatuck)
Only "Red" watershed contributes;
"Green" and "Yellow" watersheds
discharge downstream**

**Mill Impoundment
(Private)**

**Goshorn Creek Confluence
Watershed (146.70 ac)**

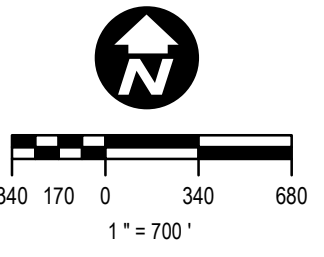
**Per MDOT - all road side ditches
along I-196 drains south to the
Kalamazoo River**

**Proposed Blue Star
Highway Drain
Drainage District/
Watershed (102.69 ac)**

**West side of Maple Street
drains north and does
not cross Maple**

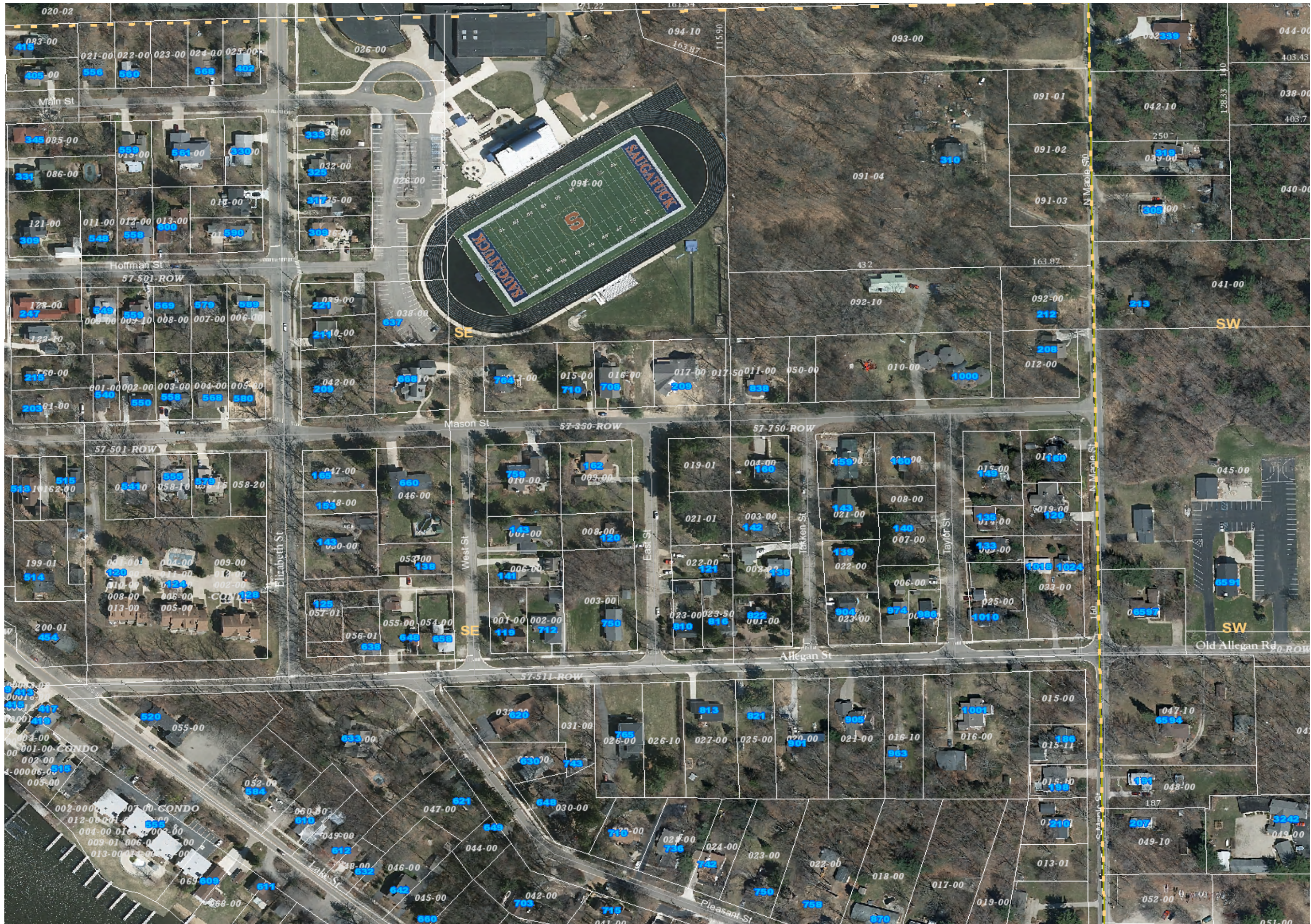
LEGEND

- PROP. BLUE STAR HIGHWAY DRAINAGE DISTRICT (WATERSHED)
- GOSHORN CREEK CONFLUENCE WATERSHED
- GOSHORN CREEK/GOLF DRAIN WATERSHED
- PROP. BLUE STAR HIGHWAY DRAIN
- COUNTY DRAINS
- OTHER WATERCOURSES
- RIVERS

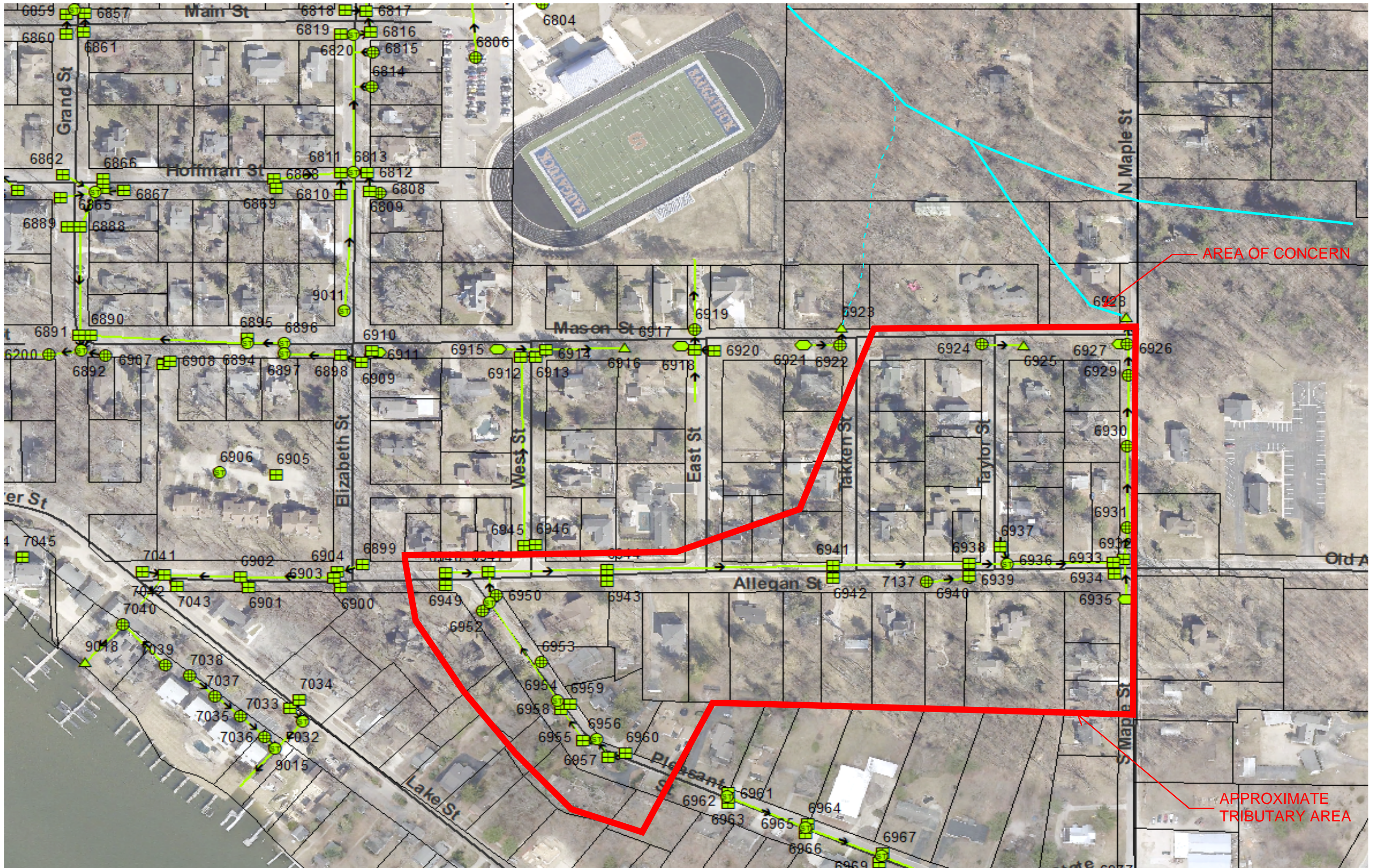


ALLEGAN COUNTY DRAIN COMMISSIONER
 SAUGATUCK TOWNSHIP, CITY OF SAUGATUCK, AND LAKETOWN TOWNSHIP
**PROPOSED BLUE STAR HIGHWAY DRAIN AND
 NEIGHBORING WATERSHEDS**
 Prein&Newhof
 2220358

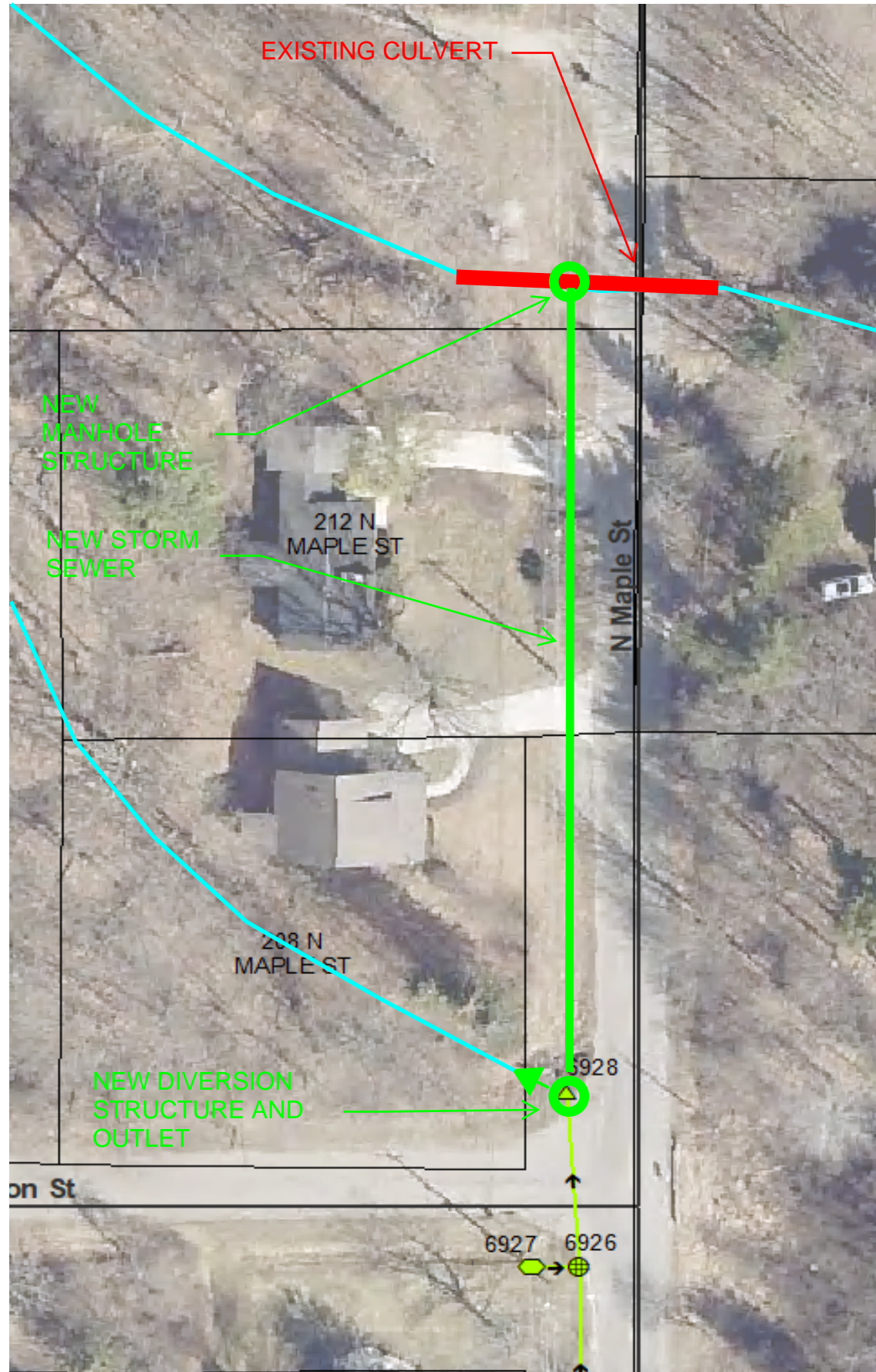
CITY OF SAUGATUCK - MAPLE STREET DRAINAGE STUDY
PARCEL MAP OF STUDY AREA (ALLEGAN COUNTY GIS)



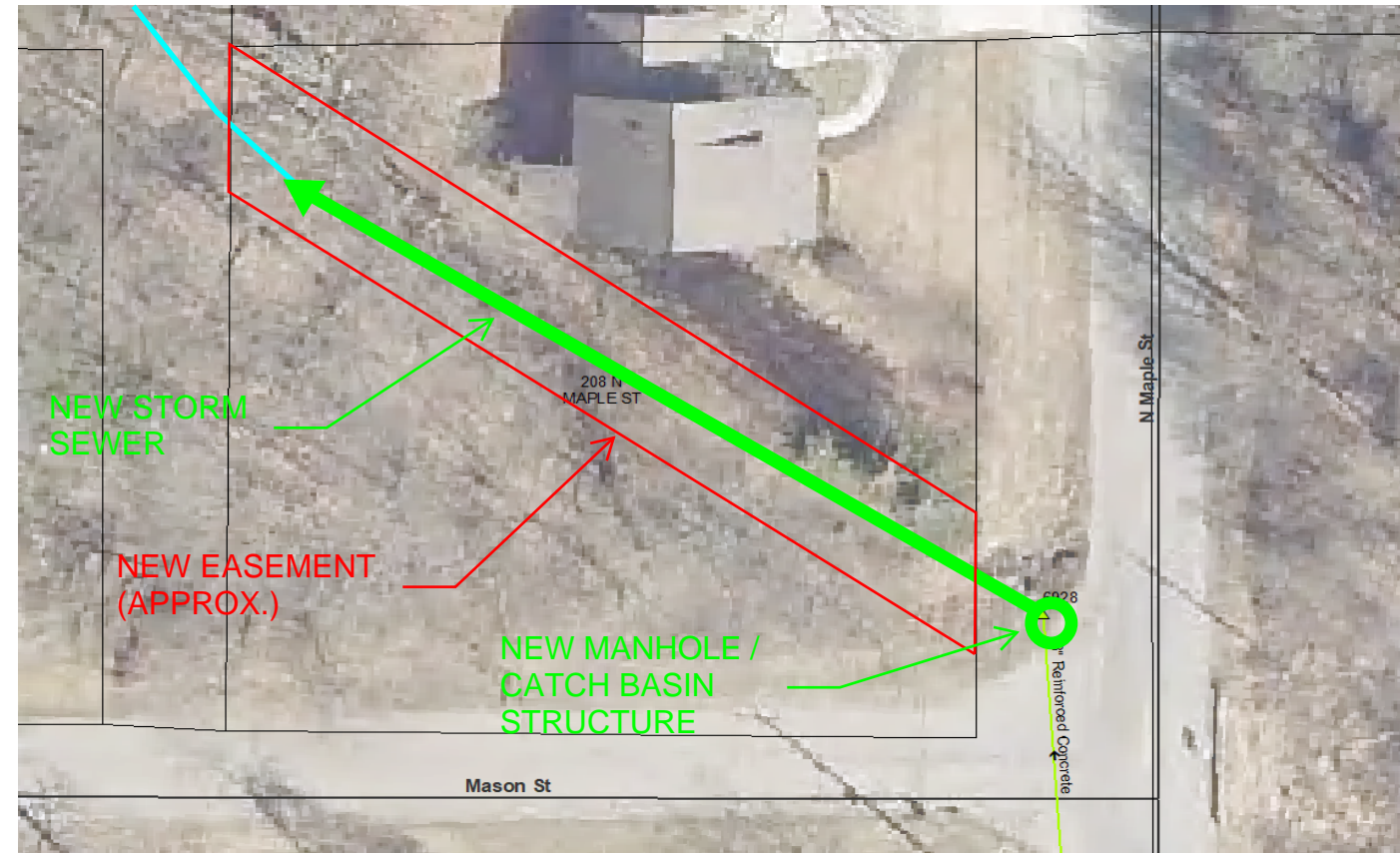
CITY OF SAUGATUCK - MAPLE STREET DRAINAGE STUDY
APPROXIMATE TRIBUTARY AREA MAP



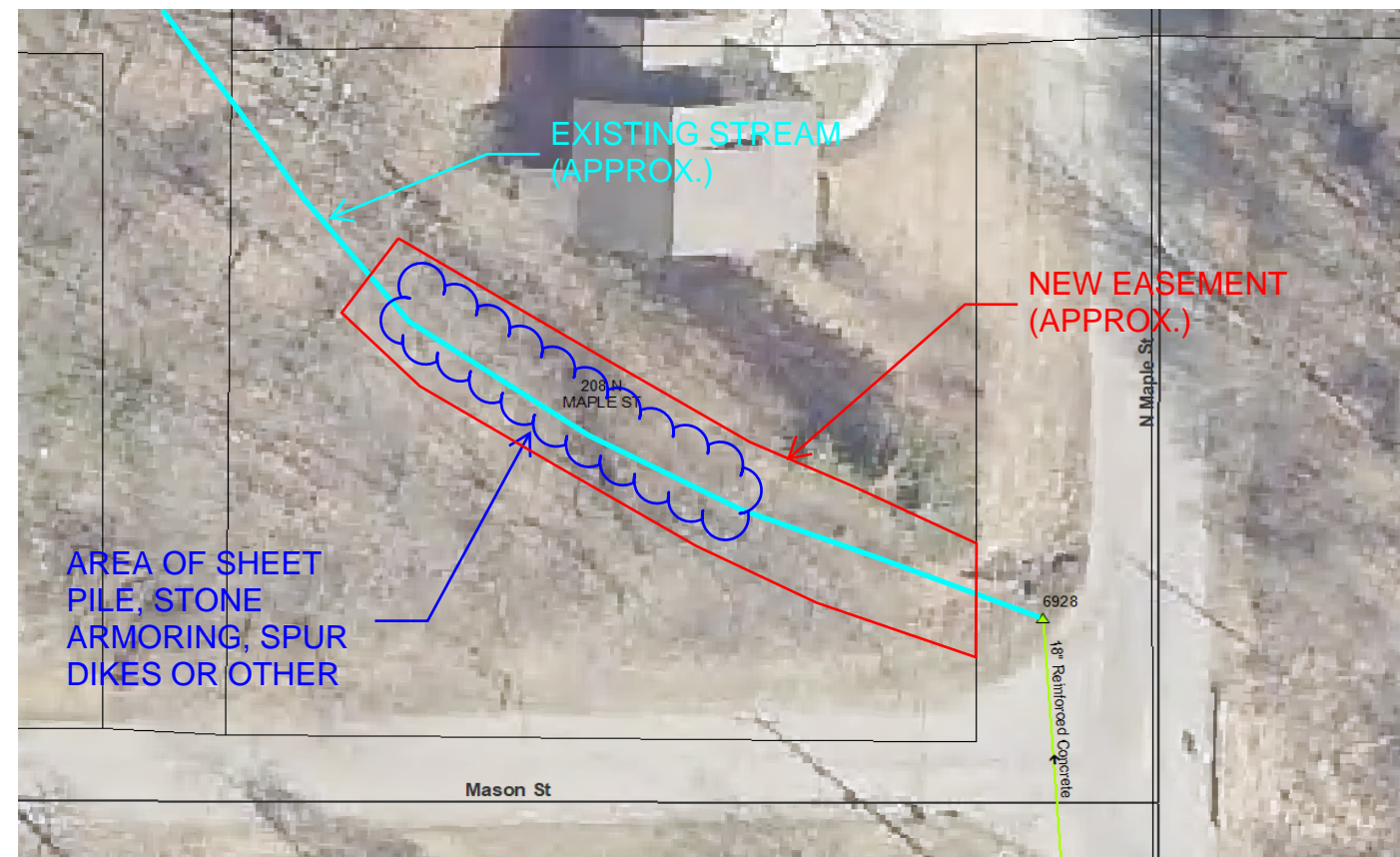
CITY OF SAUGATUCK - MAPLE STREET DRAINAGE STUDY
MITIGATION OPTION SCHEMATICS



REDIRECT FLOW OPTION

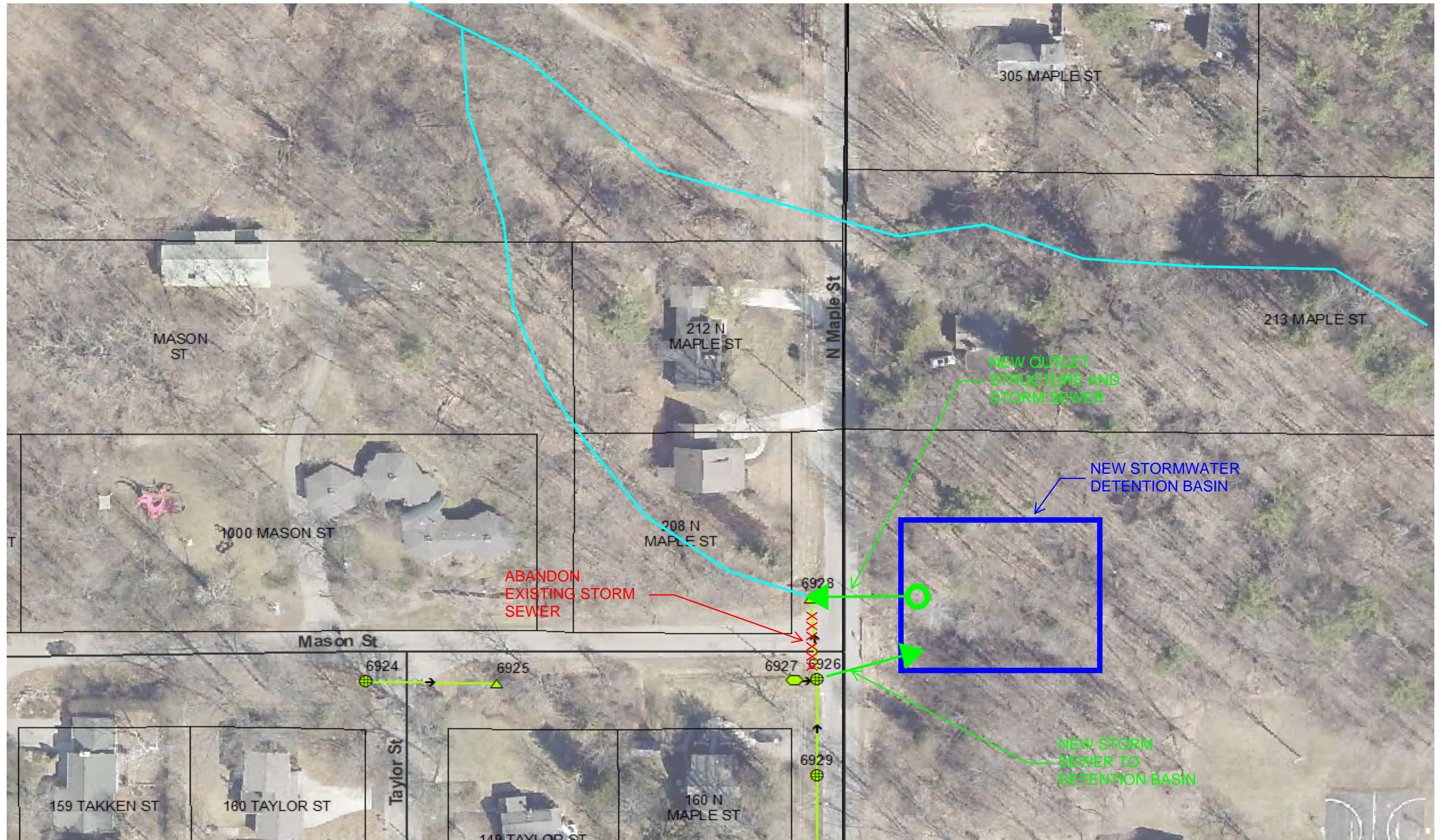


DRAIN ENCLOSURE OPTION

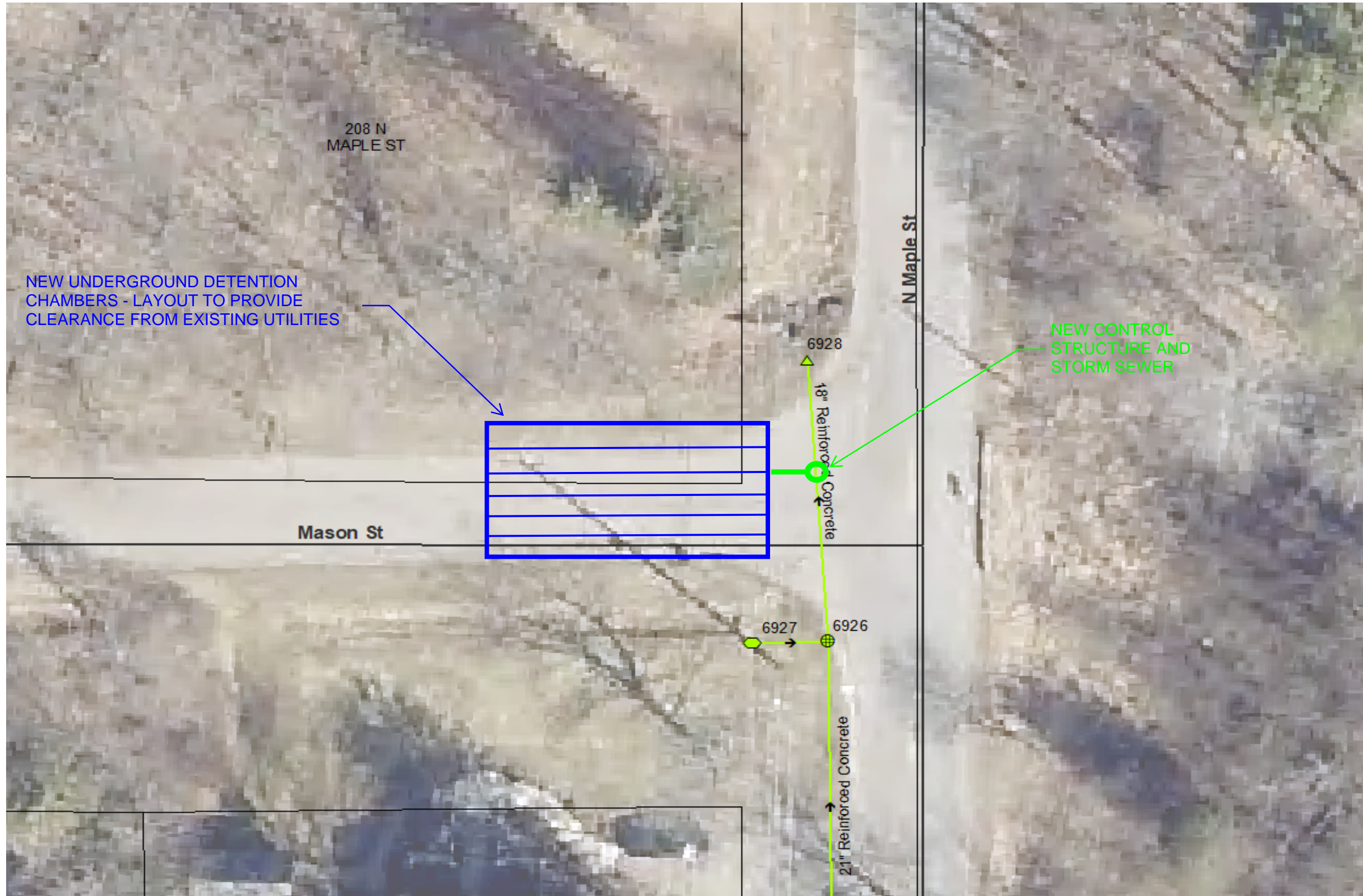


PUBLIC DRAIN EXTENSION OPTION

CITY OF SAUGATUCK - MAPLE STREET DRAINAGE STUDY
REGIONAL DETENTION SCHEMATIC



CITY OF SAUGATUCK - MAPLE STREET DRAINAGE STUDY
UNDERGROUND DETENTION SCHEMATIC



City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Redirect wet weather flow north to existing culvert under Maple Street near lift station property.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 6,700.00	\$ 6,700.00
2	Temporary Traffic Control	LSUM	1	\$ 8,000.00	\$ 8,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 1,000.00	\$ 1,000.00
4	HMA Surface, Rem	Syd	250	\$ 5.00	\$ 1,250.00
5	Outlet Control Structure	Ea	1	\$ 10,000.00	\$ 10,000.00
6	Storm Sewer, 18 inch	Ft	250	\$ 80.00	\$ 20,000.00
7	Storm Manhole, 5-foot dia	Ea	1	\$ 5,000.00	\$ 5,000.00
8	Connect to Ex Storm Sewer	Ea	2	\$ 1,000.00	\$ 2,000.00
9	Riprap, Heavy	Syd	15	\$ 100.00	\$ 1,500.00
10	Subbase, CIP	Cyd	100	\$ 20.00	\$ 2,000.00
11	Aggregate Base, 8 inch	Syd	250	\$ 15.00	\$ 3,750.00
12	HMA, 13A	Ton	50	\$ 200.00	\$ 10,000.00
13	Turf Restoration	Syd	250	\$ 10.00	\$ 2,500.00

Estimated Construction Costs (Rounded): \$ 74,000.00
 Undeveloped Details & Contingencies (15%): \$ 12,000.00
Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 15,000.00
Total Estimated Project Cost: \$ 101,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Redirect wet weather flow north to existing culvert under Maple Street near lift station property with inline detention.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 13,100.00	\$ 13,100.00
2	Temporary Traffic Control	LSUM	1	\$ 8,000.00	\$ 8,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 1,000.00	\$ 1,000.00
4	HMA Surface, Rem	Syd	250	\$ 5.00	\$ 1,250.00
5	Outlet Control Structure	Ea	2	\$ 15,000.00	\$ 30,000.00
6	Storm Sewer, 18 inch	Ft	50	\$ 80.00	\$ 4,000.00
7	Storm Sewer, 60 inch	Ft	200	\$ 300.00	\$ 60,000.00
8	Storm Manhole, 5-foot dia	Ea	1	\$ 5,000.00	\$ 5,000.00
9	Connect to Ex Storm Sewer	Ea	2	\$ 1,000.00	\$ 2,000.00
10	Riprap, Heavy	Syd	15	\$ 100.00	\$ 1,500.00
11	Subbase, CIP	Cyd	100	\$ 20.00	\$ 2,000.00
12	Aggregate Base, 8 inch	Syd	250	\$ 15.00	\$ 3,750.00
13	HMA, 13A	Ton	50	\$ 200.00	\$ 10,000.00
14	Turf Restoration	Syd	250	\$ 10.00	\$ 2,500.00

Estimated Construction Costs (Rounded): \$ 145,000.00
 Undeveloped Details & Contingencies (15%): \$ 22,000.00
Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 29,000.00
Total Estimated Project Cost: \$ 196,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Enclose existing open drainage course to a point beyond the area of concern.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 4,900.00	\$ 4,900.00
2	Temporary Traffic Control	LSUM	1	\$ 6,000.00	\$ 6,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 2,500.00	\$ 2,500.00
4	Clearing and Tree Removal	LSUM	1	\$ 10,000.00	\$ 10,000.00
5	HMA Surface, Rem	Syd	100	\$ 5.00	\$ 500.00
6	Storm Sewer, 18 inch	Ft	150	\$ 80.00	\$ 12,000.00
7	Storm Manhole, 5-foot dia	Ea	1	\$ 5,000.00	\$ 5,000.00
8	Riprap, Heavy	Syd	25	\$ 100.00	\$ 2,500.00
9	Subbase, CIP	Cyd	40	\$ 20.00	\$ 800.00
10	Aggregate Base, 8 inch	Syd	100	\$ 15.00	\$ 1,500.00
11	HMA, 13A	Ton	20	\$ 200.00	\$ 4,000.00
12	Turf Restoration	Syd	400	\$ 10.00	\$ 4,000.00

Estimated Construction Costs (Rounded): \$ 54,000.00
 Undeveloped Details & Contingencies (15%): \$ 9,000.00
Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 11,000.00
Total Estimated Project Cost: \$ 74,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Extend public system into open drainage course beyond the area of concern and stabilize bank.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 8,300.00	\$ 8,300.00
2	Temporary Traffic Control	LSUM	1	\$ 6,000.00	\$ 6,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 2,500.00	\$ 2,500.00
4	Clearing and Tree Removal	LSUM	1	\$ 10,000.00	\$ 10,000.00
5	Steel Sheet Piling	Sft	1,000	\$ 50.00	\$ 50,000.00
6	Riprap, Heavy	Syd	100	\$ 100.00	\$ 10,000.00
7	Turf Restoration	Syd	400	\$ 10.00	\$ 4,000.00

Estimated Construction Costs (Rounded): \$ 91,000.00
 Undeveloped Details & Contingencies (15%): \$ 14,000.00
 Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 19,000.00

Total Estimated Project Cost: \$ 124,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Construct a detention basin near the intersection of Maple Street and Mason Street (does not include property acquisition cost).

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 10,100.00	\$ 10,100.00
2	Temporary Traffic Control	LSUM	1	\$ 10,000.00	\$ 10,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 2,500.00	\$ 2,500.00
4	HMA Surface, Rem	Syd	300	\$ 5.00	\$ 1,500.00
5	Clearing and Tree Removal	LSUM	1	\$ 10,000.00	\$ 10,000.00
6	Outlet Control Structure	Ea	1	\$ 10,000.00	\$ 10,000.00
7	Storm Manhole, 5-foot dia	Ea	2	\$ 5,000.00	\$ 10,000.00
8	Storm Sewer, 18 inch	Ft	100	\$ 80.00	\$ 8,000.00
9	Connect to Ex Storm Sewer	Ea	3	\$ 1,000.00	\$ 3,000.00
10	Detention Basin Grading	LSUM	1	\$ 15,000.00	\$ 15,000.00
11	Subbase, CIP	Cyd	100	\$ 20.00	\$ 2,000.00
12	Aggregate Base, 8 inch	Syd	300	\$ 15.00	\$ 4,500.00
13	HMA, 13A	Ton	60	\$ 200.00	\$ 12,000.00
14	Riprap, Heavy	Syd	25	\$ 100.00	\$ 2,500.00
15	Turf Restoration	Syd	1,000	\$ 10.00	\$ 10,000.00

Estimated Construction Costs (Rounded): \$ 112,000.00
 Undeveloped Details & Contingencies (15%): \$ 17,000.00
Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 23,000.00
Total Estimated Project Cost: \$ 152,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

City of Saugatuck
 Maple Street Drainage Study
 Engineer's Pre-Design Estimate of Probable Project Cost



Project No.: 3187-30
 By: JWM
 Date: 11/22/2022

Scope: Construct underground detention near the intersection of Maple Street and Mason Street (within the right of way).

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED AMOUNT
1	General Conditions, Bonds & Insurances (10%)	LSUM	1	\$ 25,500.00	\$ 25,500.00
2	Temporary Traffic Control	LSUM	1	\$ 10,000.00	\$ 10,000.00
3	Soil Erosion and Sedimentation Control	LSUM	1	\$ 2,500.00	\$ 2,500.00
4	HMA Surface, Rem	Syd	500	\$ 5.00	\$ 2,500.00
5	Outlet Control Structure	Ea	1	\$ 10,000.00	\$ 10,000.00
6	Underground Detention	Cft	12,000	\$ 15.00	\$ 180,000.00
7	Storm Manhole, 5-foot dia	Ea	2	\$ 5,000.00	\$ 10,000.00
8	Storm Sewer, 18 inch	Ft	20	\$ 80.00	\$ 1,600.00
9	Connect to Ex Storm Sewer	Ea	2	\$ 1,000.00	\$ 2,000.00
10	Subbase, CIP	Cyd	200	\$ 20.00	\$ 4,000.00
11	Aggregate Base, 8 inch	Syd	500	\$ 15.00	\$ 7,500.00
12	HMA, 13A	Ton	100	\$ 200.00	\$ 20,000.00
13	Riprap, Heavy	Syd	15	\$ 100.00	\$ 1,500.00
14	Turf Restoration	Syd	300	\$ 10.00	\$ 3,000.00

Estimated Construction Costs (Rounded): \$ 281,000.00
 Undeveloped Details & Contingencies (15%): \$ 43,000.00
Est. Design & Construction Engineering, Permitting & Admin (20%): \$ 57,000.00
Total Estimated Project Cost: \$ 381,000.00

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.



City Council Agenda Item Report

FROM: Ryan Heise
MEETING DATE: January 4, 2023
SUBJECT: Introduction to Charter Fishing Accommodations

DESCRIPTION:

Initial conversation to gauge Council interest:

One of the Great Lakes premier charter fishermen/women groups “Best Chance Too,” are losing their current location at 650 S Water Street, Saugatuck, MI. I’ll be recommending that the PPW Committee consider the idea of offering a limited number of slips (transient docks, “shopper docks”) at Coghlin Park be designated as commercial charter slips.

Items to consider:

- 1) Another potential Private/Public Partnership, supported by DNR grants.
- 2) Grant opportunities for restroom and fish cleaning station to activate the space.
- 3) Keeping their business in the City of Saugatuck.
- 4) Competitive bidding requirements.

Much to be reviewed here, including funding sources for initial construction of the existing docks, associated grants and obligations contained within. I also informed Mr. Dave Engle that if the Council can/will support this idea, it would require a public RFP process. Mr. Engle understands that this can’t happen “overnight,” and he is prepared to make accommodations for lack of facilities for the first few years. If supported by Council he will be asking for a fish hanging stand for pictures, which we (City) could partner with for branding or the CVB.

I believe that the transient dockage is underutilized and having a premiere charter that has national recognition will add interest to the park.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

None. Initial conversation.

To the Editor

After nearly a decade of sponsoring the Venetian Festival, the board of directors of the Cow Hill Yacht Club is looking to pass the torch to another organization interested in organizing and running the event in 2023.

A popular event in the community for several decades, in 2014 Cow Hill Yacht Club the City of Saugatuck requesting permission to organize and sponsor Venetian Festival. Our interest in sponsoring the festival was to raise funds for our organization and allow us to expand the assistance we provide to those in need in Saugatuck, Douglas and our neighboring communities.

Except for July 2020 when Covid restrictions shut down nearly every local event, the Cow Hill Yacht Club has successfully put on eight Venetian Festival events. Each year there has been a Friday night beer tent party featuring the band Star Farm followed by a fun filled Saturday with a Ding Poker Run, a lighted boat parade and topped off with a beautiful fireworks display.

We could not have put on these events without the financial sponsorship of numerous individuals and businesses, countless vendors, the support of the cities of Saugatuck and Douglas including the police and fire departments, and hundreds of volunteers.

Not surprisingly, the cost of staging Venetian Festival has more than doubled since we began sponsoring the event and financial support has become more difficult to secure. The Cow Hill board is actively working to hand the reins of this event to another charitable organization with the resources to organize and manage it in the future.

We are grateful to our communities, membership, sponsors and vendors who have been along for the ride. We will continue to organize smaller events to support our work and engage our membership and community. To keep up to date with us, please visit our website at cowhill.org

Many thanks to everyone
The Board of Directors
Cow Hill Yacht Club



City Council Agenda Item Report

FROM: Jamie, Wolters
MEETING DATE: January 9, 2023
SUBJECT: Special Event Application- Saugatuck Second Line Parade

DESCRIPTION:

Attached is the special event form for the Saugatuck Second Line Parade sponsored by Apriori, LLC dba The Southerner.

Special Event: Saugatuck Second Line Parade
Date: 2/21/23
Location: See map on application
Event Hours: 5:30 p.m. - 7 p.m.
Set up: 5 p.m.
Clean up: 7:30 p.m.
Estimated Attendees: 75-100
Estimated Volunteers: 12
Banner Palette Sign: Yes
Music: Yes
No Fireworks, No Liquor

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** special event form for the Saugatuck Second Line Parade sponsored by Apriori, LLC dba The Southerner to be held on February 21, 2023.



Council Action
_____ Approved
_____ Denied
_____ Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
 Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Apriori, LLC dba The Southerner TELEPHONE: 269-857-3555
 MAILING ADDRESS: 880 Holland Street, Saugatuck, MI 49453
 CONTACT NAME: Amy Cook TELEPHONE: 269-355-2112
 E-MAIL ADDRESS: cookillar@gmail.com CELL PHONE: ^ ^ ^ ^ ^

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: same as above TELEPHONE: _____
 E-MAIL ADDRESS: _____ CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: Saugatuck Second Line Parade DATE(S) OF EVENT: 2-21-23
 PURPOSE OF EVENT: Mardi Gras celebration RAIN DATE: none

- Non-Profit For-Profit City Operated/Sponsored Co-Sponsored
 Marathon/Race Festival/Fair Video/Film Production Other parade only

EVENT LOCATION: see map EVENT HOURS: 5:30 - 7 pm

ESTIMATED NUMBER OF ATTENDEES: 75-100

ESTIMATED NUMBER OF VOLUNTEERS: 12

ESTIMATE DATE / TIME FOR SET-UP: 2-21-23 5:00 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 2-21-23 7:30 A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: 5:30 pm END: 7:00 pm

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)
 Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No
 Provide Copy of Liability Insurance (listing the City as additionally insured)
 Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

"YARD" SIGNS - Number requested: ____ (Maximum size is 2' x2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

SIGNAGE AT EVENT SITE - Location(s): _____

Description of signs: _____

(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under "Rental Service Stores" that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

BOOTHS – QUANTITY _____ TENTS – QUANTITY _____

AWNINGS – QUANTITY _____ TABLES – QUANTITY _____

PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No

If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? Yes No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

- TRASH RECEPTACLES – QUANTITY _____ BARRICADES – QUANTITY _____
- TRAFFIC CONES – QUANTITY _____ PARKING SIGNS – QUANTITY _____
- FENCING WATER ELECTRIC RESTROOM CLEANING
- OTHER _____

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: 2-21-23 5:30 A.M. P.M.

Street re-open date/time: 2-21-23 6:30 A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ _____ A.M. P.M.

Sidewalk re-open date/time: _____ _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ _____ A.M. P.M.

Sidewalk re-open date/time: _____ _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: Not clear if insurance is needed for parade - please advise

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

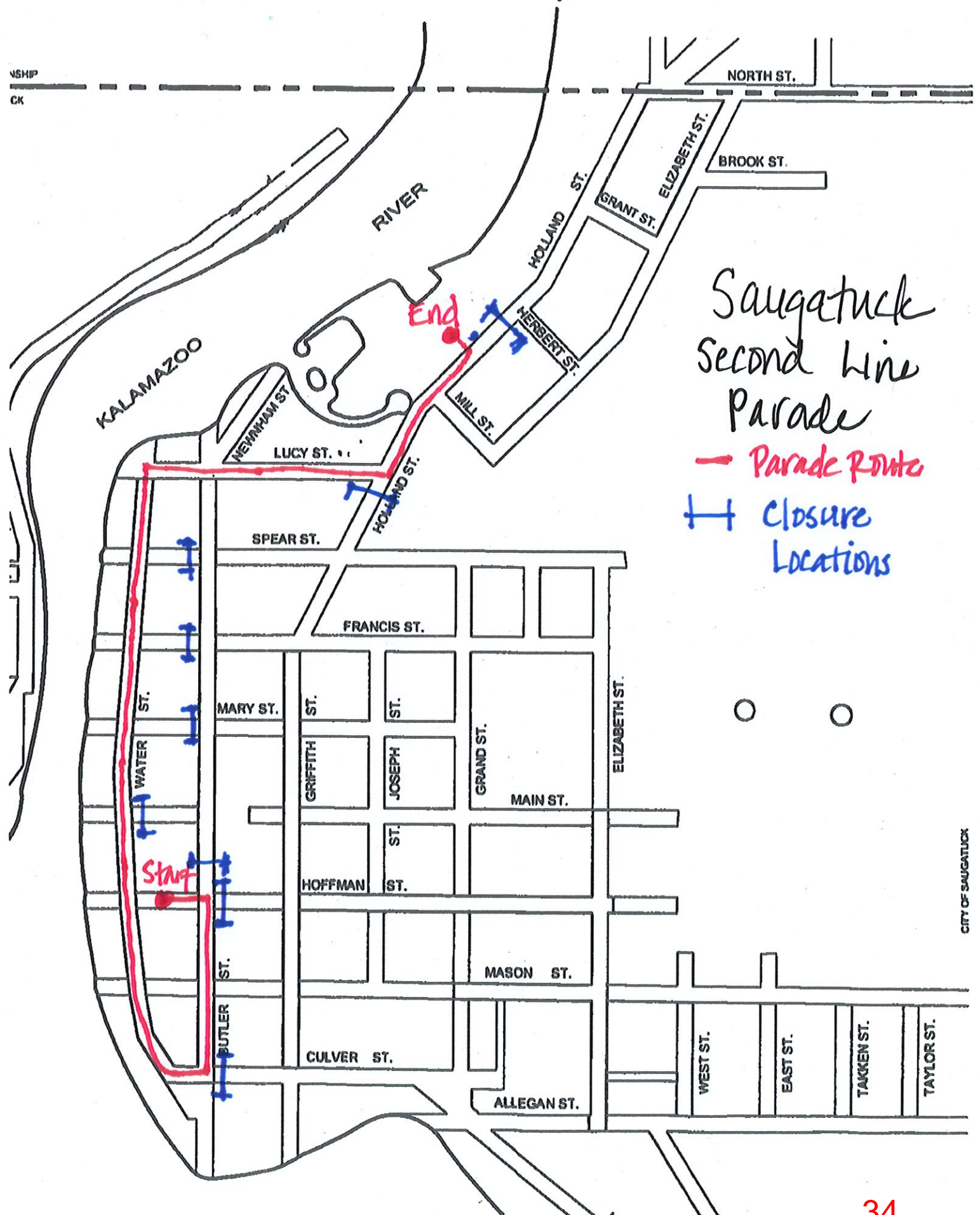
As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.


Applicant Signature

12-21-22
Date

Downtown Street / Sidewalk Closure(s)

NSHP
CK



Saugatuck
Second Line
Parade
— Parade Route
+ Closure Locations

**Saugatuck Second Line
2023 Route & Road Planning**

**Tuesday, February 21, 2023
5:30 pm - 7 pm**



SAUGATUCK SECOND LINE 2023

FEBRUARY 21
FAT TUESDAY

7 PM MARDI GRAS POP-UP MENU

WALLY'S
Bar & Grill

PHIL'S

THE
BUTLER

CORNER
BAR

WICK'S
PARK

JOIN THE PARADE ~ FROM HERE TO THERE...

THE
SOUTHERNER

2ND LINE PARADE LEAVES
WALLY'S @ 5:30

WITH LIVE MUSIC FROM
GREAT LAKES BRASS

9 PM LIVE MUSIC



City Council Agenda Item Report

FROM: Ryan Cummins

MEETING DATE: 12/27/2022

SUBJECT: Zoning Board of Appeals Appointment

DESCRIPTION:

The City Clerk provided notice that the city is accepting applications for the Zoning Board of Appeals. Two applicants are interested in the open seat. One of the applicants is a current ZBA alternate member who wishes to be considered for the regular seat. Both applicants were contacted to participate in an interview with Mayor Dean, Chairperson Kubasiak and myself on December 14.

Kate McPolin and Jane Verplank were interviewed. After consulting Chair Kubasiak and myself, Mayor Dean is recommending that Kate McPolin be appointed as a regular Zoning Board of Appeals member with a term ending July 1, 2025.

If Ms. McPolin is confirmed, this will create an alternate ZBA member vacancy which the City Clerk will publish notice for.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

Zoning Board of Appeals Chairperson, Bob Kubasiak, was provided with a copy of the applications and interview questions participated in the interviews, and provided his recommendations to Mayor Dean.

LEGAL REVIEW:

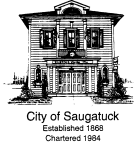
N/A

SAMPLE MOTION:

Motion to appoint Kate McPolin to the regular Zoning Board of Appeals member seat with a term ending July 1, 2025.

City

P.O. Box
Phone:
Website:



of Saugatuck

86, Saugatuck, MI 49453
269.857.2603 Fax: 269.857-4406
www.saugatuckcity.com

APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS/
COMMITTEES

Name: Kate McPolin Home Phone: (616) 990-7720

Home/Mailing Address: PO Box 953, Saugatuck, MI 49453

E-mail Address: katemcpolin@gmail.com

Employer: self Occupation/Position: Marketing copywriter

Business Phone: same 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? no 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

Zoning Board of Appeals

Election Inspector

Board of Review

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:

I'm interested in serving as an alternate on the ZBA. I've lived in Saugatuck for 30 years and spent 15+ years on the planning commission, much of that time as vice-chair.

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: Kate McPolin
COPY: Mayor City Council

Date: 10/14/21

Jamie Wolters

From: no-reply@weebly.com
Sent: Saturday, November 12, 2022 1:43 PM
To: Jamie Wolters
Subject: New Form Entry: Application for Boards & Commissions

Follow Up Flag: Follow up
Flag Status: Completed

You've just received a new submission to your [Application for Boards & Commissions](#).
[Mark as Spam](#)

Submitted Information:

Name

Jane Verplank

Email

verplankj@yahoo.com

Home Phone Number**Mobile Phone Number**

616 836 6532

Address

447 Butler Street
Box 111
Saugatuck, Mich Allegan 49453

Current Employer

Inn of Saugatuck

Occupation/Position

owner

Business Phone Number

616 836 6532

Business Reference Name

Jane Verplank

Business Reference Phone Number

616 836 6532

Business Reference Email

verplankj@yahoo.com

Does your employer have any business dealings wth the City which might present a conflict of interest

No

If yes, please explain:

Are you a City of Saugatuck resident?

Yes

Are you a registered City of Saugatuck voter?

Yes

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

1

On which boards and/or commissions would you be willing to serve? .Zoning Board of Appeals

1

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

I was involved with writing the last try-community plan. I have been on council and understand the workings of the government and have a necessary knowledge of the history of the city.

Digital Signature

Jane Verplank



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 9, 2023
SUBJECT: City Council Meetings Rules of Procedure Amendment

DESCRIPTION:

This proposed amendment to the existing Rules and Procedures document amends the "Conduct of Meetings" section 3, "Agenda Order of Business" to rearrange the current agenda. Please see the current and proposed new agenda below.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the amendment to the City Council Rules and Procedures for Meetings originally adopted on July 23, 2007 and last revised on January 10, 2022.

Current Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consent Agenda:
 - A. Regular City Council Meeting Minutes
 - B. Accounts Payable
5. Reports:
 - A. City Manager
 - B. Treasurer
 - C. Planning and Zoning
 - D. Department of Public Works
 - E. Fire
 - F. Police
 - G. Engineer
 - H. KLSWA
6. Agenda Changes (Additions/Deletions)
7. Guest Speakers
8. Public Comment on Agenda Items Only (Limit 3 minutes)
9. Introduction of Ordinances
10. Public Hearings
11. Unfinished Business
12. New Business:
13. Public Comments
14. Correspondence
15. Boards, Commissions & Committees Reports
16. Council Comments
17. Mayor's Comments
18. Adjourn

New Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Comments
5. City Manager Comments
6. Agenda Changes (Additions/Deletions)
7. Public Comment on Agenda Items Only (Limit 3 minutes)
8. Consent Agenda: (*Roll Call*)
 - A. Regular City Council Meeting Minutes
9. Staff Reports, Boards, Commissions & Committees
 - A. Staff Reports:
 - a. City Manager
 - b. Treasurer
 - c. Planning and Zoning
 - d. Department of Public Works
 - e. Police
 - f. Engineer
 - B. Boards, Commissions & Committees:
 - a. Fire District Administration Board
 - b. Interurban Board
 - c. Kalamazoo Lake Sewer & Water Authority
 - d. Kalamazoo Lake Harbor Authority
 - e. Zoning Board of Appeals
 - f. Historic District Commission
 - g. Planning Commission
 - h. Parks & Public Works Committee
 - i. Tri-Community Non-Motorized Trail Study Committee
 - j. Tri-Community Recycling Ad-Hoc Committee
10. Guest Speakers
11. Request for Payment
 - A. Approval of Accounts Payable
12. Introduction of Ordinances
13. Public Hearings
14. Unfinished Business
15. New Business
16. Public Comments (Limit 3 minutes)
17. Correspondence
18. Council Comments
19. Adjourn



CITY COUNCIL MEETING AGENDA

Date and **new time will be 6 p.m.**

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Mayor's Comments**
5. **City Manager Comments**
6. **Agenda Changes** (Additions/Deletions)
7. **Public Comment on Agenda Items Only** (Limit 3 minutes)
8. **Consent Agenda: (Roll Call)**
 - A. Regular City Council Meeting Minutes
9. **Staff Reports, Boards, Commissions & Committees**
 - A. **Staff Reports:**
 - a. City Manager
 - b. Treasurer
 - c. Planning and Zoning
 - d. Department of Public Works
 - e. Police
 - f. Engineer
 - B. **Boards, Commissions & Committees:**
 - a. Fire District Administration Board
 - b. Interurban Board
 - c. Kalamazoo Lake Sewer & Water Authority
 - d. Kalamazoo Lake Harbor Authority
 - e. Zoning Board of Appeals
 - f. Historic District Commission
 - g. Planning Commission
 - h. Parks & Public Works Committee
 - i. Tri-Community Non-Motorized Trail Study Committee
 - j. Tri-Community Recycling Ad-Hoc Committee

NOTICE:

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":

2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

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 Wolters@saugatuckcity.com for further information.

10. Guest Speakers

11. Request for Payment *(Roll Call)*

A. Approval of Accounts Payable

12. Introduction of Ordinances

13. Public Hearings

14. Unfinished Business

15. New Business

16. Public Comments (Limit 3 minutes)

17. Correspondence

18. Council Comments

19. Adjourn *(Voice Call)*

CITY OF SAUGATUCK:

Strategic Planning Survey Results

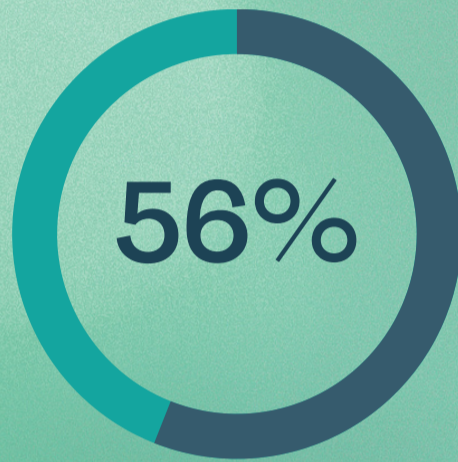


The City received 196 responses from the community input survey.

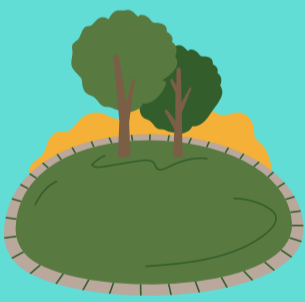
The survey was sent to 629 recipients via our email subscription list and roughly 26% of the community responded. Out of those responses, 63.78% were full-time residents, 23.47% were part-time residents, 6.63% were business owners, and 10.20% were considered as an "other" category.

For the second consecutive year, "Infrastructure" was voted as the #1 priority for the City in 2022-2023.

Infrastructure has been the top vote for respondents as their number one priority for the City in the upcoming Fiscal year. Investing in infrastructure updates throughout the City to support the needs of our citizens and visitors, such as road surfacing, water service line replacement, and improved cellular coverage.

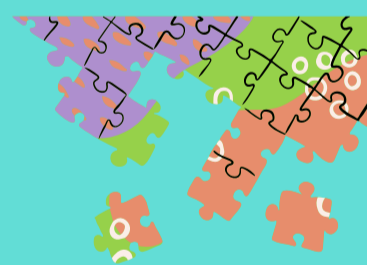


"Parks and Recreation" voted the #2 priority by respondents for 2022-2023



Prioritizing Parks and Recreation projects for improved and well-maintained natural park spaces, which will add to the beauty and desirability of the City.

"City Organization & Culture" were the respondents #3 priority for 2022-2023



Improving the efficiency and effectiveness of the administration and Council/Boards/Commissions & Committees, in order to provide better quality services to the residents.



Respondents left 115 comments regarding specific goals, projects and action items they would like addressed.

There were 3 specific areas that respondents felt were the highest priority including Short-Term rentals, improving internet/cell service in the City and at Oval Beach, and the completion of the Blue Star Trail. Public restrooms were another area of concern for the residents and businesses.

We greatly appreciate the community feedback! Thank you to all who participated in the survey.