



**CITY COUNCIL WORKSHOP AGENDA
THURSDAY, SEPTEMBER 10, 2019 – 4:00 PM**

1. **CALL TO ORDER**
2. **ATTENDANCE**
3. **PUBLIC COMMENT** (Agenda Items Limit 3 minutes)
4. **DISCUSSION ITEMS**
 - A. City Decorations—Fall and Winter
 - B. Park Street Speed Bumps
 - C. Personnel Evaluation—City Manager
5. **OTHER ITEMS OF DISCUSSION**
6. **PUBLIC COMMENT** (Limit 3 minutes)
7. **COUNCIL COMMENT**
8. **ADJOURN**



City Council Workshop Discussion Item

To: Kirk Harrier
From: Kirk Harrier—City Manager
Date: September 19, 2019
Re: City Decorations—Fall and Winter

City Council members have requested the Council as a whole discuss the winter (holiday) decorations the City staff installs in and around town. I have also added fall decoration for discussion as City Hall did receive a number of concerns related to the fall decorations last year that were placed in the public right-of-way.



City Council Workshop Discussion Item

To: Kirk Harrier
From: Kirk Harrier—City Manager
Date: September 19, 2019
Re: Park Street Speed Bumps

A resident on Park Street has requested City Council revisit the time period for the removal of the specific speed bump at the very end of Park Street (before entering Ox-Bow). Attached is the Resolution Council adopted in 2018.

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

RESOLUTION NO. 180827-B

**A RESOLUTION REGARDING TEMPORARY TRAFFIC CALMING
MEASURES ON NORTH PARK STREET**

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

WHEREAS, the City of Saugatuck has historically installed 4 temporary speed bump devices on a section of Park Street between Mt. Baldhead Park and the northern city limits (Park Street north corridor); and

WHEREAS, the 4 temporary speed bump devices are typically installed between Memorial Day through the end of October; and

WHEREAS, the City Council has received requests from residents that live on the Park Street north corridor to end the policy of installing the 4 temporary speed bumps annually; and

WHEREAS, the City Council has also received requests from residents that live on the Park Street north corridor to not end the policy of installing the 4 temporary speed bumps annually; and

WHEREAS, the City Council realizes analytical data is required in order to make a prudent policy decision in order to be fair to the residents that live on the Park Street north corridor; and

WHEREAS, the City Council engaged Fleis and VandenBrink Engineering to conduct a speed study to examine travel speeds and the effectiveness of the temporary speed bumps on traffic calming on the Park Street north corridor; and

WHEREAS, the study was conducted following guidelines outlined in the Traffic Engineering Handbook published by the Institute of Transportation Engineers and guidelines set forth by the Federal Highway Administration; and

WHEREAS, the Fleis and VandenBrink Engineering Park Street Speed Study Memo dated August 20, 2018 suggests that the temporary speed bumps do not have a significant impact in reducing speeds along the Park Street north corridor.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council directs the City Manager to remove the 4 temporary speed bumps located on the Park Street north corridor effective September 4, 2018.

2. The City will install two yellow striped speed "hump" from Memorial Day through Labor Day annually one at the entrance of the Park Street and one at the north end corridor.
3. The City will continue to monitor speed issues and safety concerns from residents that live on the Park Street north corridor and take reasonable measures to address those concerns and explore alternative traffic calming measures, if necessary.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.


YEAS: Council Members: Johnson, Hess, Bekken, Spangler, Trester

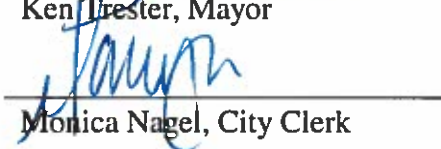
NAYS: Council Members: None

ABSTAIN: Council Members: None

ABSENT: Council Members: Verplank, Peterson

ADOPTED this 27th day of August, 2018


Signed: 
Ken Trester, Mayor


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 August 27, 2018, 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 Workshop Discussion Item

To: Kirk Harrier
From: Kirk Harrier—City Manager
Date: September 19, 2019
Re: Personnel Evaluation—City Manager

****It is anticipated the Council will vote to enter into closed session for discussion purposes pursuant to Section 8 (a) of the Michigan Open Meetings Act to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.***

Sample Motion:

Motion to enter into closed session per Section 8 (a) of the Michigan Open Meetings Act at the request of employee Kirk Harrier regarding personnel evaluation.

City of Saugatuck

CITY MANAGER

ANNUAL PERFORMANCE REVIEW

Employee: Kirk Harrier

Title: City Manager

Evaluated by:

Date: September 2019

1. **QUALITY OF WORK:** Completes work accurately and thoroughly; compiles and supplies requested information in a timely manner; is well prepared for meetings; follows through on issues and/or assignments.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

2. **PLANNING/PROBLEM SOLVING:** Anticipates and/or analyzes problem areas; researches and establishes alternative solutions; makes sound decisions; is skillful in conflict resolution.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

3. **INTERPERSONAL RELATIONS:** Cooperates effectively with governing body, other public officials and/or the public; exhibits tact and sensitivity to the needs of others.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

4. ORGANIZATION: Ability to arrange work and to respond to conflicting or changing priorities; ability to maintain orderliness of documentation and to assure effective functioning of City if absent.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

5. COMMUNICATION: Ability to effectively communicate, in oral and written form, with governing body and/or the public; ability to keep others informed of pertinent information; ability to listen to the position of others.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

6. JOB KNOWLEDGE/PROFESSIONAL DEVELOPMENT: Has a solid understanding of all phases of job description on a professional level; takes action to acquire new knowledge and skills.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

7. WORK ATTITUDES/ETHICS: Is open and straight-forward; accepts responsibility; responds to direction of the governing body; conforms to high ethical standards.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

8. **SUPERVISION/LEADERSHIP:** Ability to motivate others; effectively assigns work to others; encourages and affords the opportunity to employees to increase skills.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

9. **FINANCIAL MANAGEMENT:** Accurately and efficiently manages financial and material resources; is well versed in budget preparation.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

10. **CITY GOALS AND ACCOMPLISHMENTS:** Has the ability to focus efforts to accomplish City goals and needs as outlined by the Saugatuck City Council, able to effectively work as a team player.

1--Poor Does not meet requirements. <input type="checkbox"/>	2--Below Average Partially meets requirements. <input type="checkbox"/>	3--Average Meets requirements. <input type="checkbox"/>	4--Good Exceeds requirements. <input type="checkbox"/>	5--Excellent Far exceeds requirements. <input type="checkbox"/>
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Comment:

OVERALL NARRATIVE COMMENTS: