



CITY COUNCIL REGULAR MEETING- *proposed*
November 24, 2025

The City Council met to have a Regular Council Meeting at City Hall at 6:30 p.m.
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Anderson at 6:30 p.m.

Attendance:

Present: Mayor Anderson, Mayor Pro-Tem Clark and Councilmembers Dean, Gardner, Muncey, Peterson and Stanton.

Absent: None.

Others Present: City Manager Cummins, Attorney Witte, Deputy Clerk Williams.

Mayor's Comments:

Mayor Holly Anderson thanked the Convention and Visitors Bureau and the Department of Public Works crew for their efforts decorating the city with holiday lights. She noted the positive atmosphere and the pleasure of accepting a check that evening. Mayor Anderson also mentioned participating in the Douglas City Council meeting, where she reported the reappointment of Kathy North and Randy Walker.

City Manager Comments:

City Manager Ryan Cummins congratulated recently re-elected council members, expressed his appreciation for working with the council, and provided project updates. He reported that the Maple Street project plans are 90% complete, permits are nearly finalized, and construction is expected to start in 2026. For Park Street, he announced receipt of a \$20,000 grant to support further planning, with work slated for 2027. He also discussed upcoming engineering work for Elizabeth Street with targeted construction in 2027 and shared that the Mount Bald Head restroom project is progressing well. Cummins concluded with best wishes to everyone for a safe and happy Thanksgiving.

Agenda Changes: None.

Guest Speakers: None.

Public Comment on Agenda Item Only: Chad Dupont.

Consent Agenda:

- A. Approval of City Council Workshop Minutes for November 19, 2025.
- B. Approval of City Council Closed Session Minutes for November 19, 2025.
- C. Resolution No. 251124-B – Authorizing Qualified Institutions to Provide Investment Services for the City and Authorizing City Officers to Act as Signatories on Behalf of the City.
- D. City Council Meetings Rules of Procedure Amendment.

*Motion by Peterson, second by Stanton to approve the consent agenda as provided.
Via roll call vote, motion carried unanimously.*

Staff Reports, Boards, Commissions & Committees:

Reports provided by the City Manager and the following board, commission and committee members.

Fire District Administration: Dan Fox included the fire board report in the meeting packet.

Interurban Board:

Councilmember Muncey reported that Interurban ridership for October increased by nearly 9% compared to last year. Interurban has started a partnership with the Community on aging rides to provide medical rides outside the regular service area, billing at their standard hourly rate. The service currently operates about eight buses daily and can support out-of-area rides during the off-season; summer may present more challenges. Construction of a new dispatch facility will begin next month using a temporary trailer, with completion expected by mid-to-late February. The office may also receive new donated furniture to improve workspaces. Interurban's hours are 7am-7pm on weekdays and 9am-7pm on weekends.

Kalamazoo Lake Sewer & Water Authority:

Mayor Pro Tem Clark noted the next meeting will be December 4th.

Kalamazoo Lake Harbor Authority: None.

Zoning Board of Appeals: None.

Historic District Commission: None.

Planning Commission: Councilmember Gardner reported that the Planning Commission approved an accessory dwelling unit for short-term rental at 610 Lake Street. Another agenda item was the Wickwood bed and breakfast's request for a liquor license, which was postponed for up to 60 days. Additionally, the commission reviewed proposed changes to the city's signage ordinance, particularly regarding whether public right-of-way sign approvals should happen annually or as a one-time process.

Parks & Public Works Committee:

Councilmember Stanton noted the next meeting is the next following morning at 10 a.m.

Tri-Community Non-Motorized Trail Study Committee: None.

Water Systems Operations Contract Advisory Committee: Mayor Pro Tem Clark updated they continue to have meetings finalizing a list of comments for the consultant.

Wildlife Management Committee: None.

Approval of Accounts Payable:

Motion by Stanton, second by Clark, to approve the accounts payable in the amount of \$160,474.24. Upon voice vote, motion carried unanimously.

Public Hearing: None.

Unfinished Business: None.

New Business:

Resolution 251124-A – Adopting City Council Schedule of Meetings for 2026:

Motion by Muncey, second by Stanton to approve Resolution 251124-A establishing the city council meeting schedule for the year 2026, including the secular date adjustments for May 26th and October 13th. Upon roll call, motion carried unanimously.

Public Comment:

Jan Cohen.

Correspondence:

Chad Dupont.

Council Comments:

Councilmember Lauren Stanton expressed excitement for the upcoming tree lighting ceremony, noting it is a popular and well-attended event that marks the start of the holiday season for the community. She also wished everyone a happy Thanksgiving.

Councilmember Gregory Muncey reflected on his long involvement with the town's tree lighting and Christmas Carol events and shared that he will be missing them this year for a well-deserved vacation. Muncey highlighted local businesses offering free Thanksgiving meals and encouraged residents to "shop small" for the holidays, emphasizing the positive economic impact of supporting local stores.

Councilmember Scott Dean wished everyone a happy Thanksgiving and mentioned that he looks forward to seeing many people at the tree lighting event.

Mayor Pro Tem Joe Clark wished everyone a happy Thanksgiving and praised the Department of Public Works for their efforts with holiday decorations and leaf collection, asking that their hard work be acknowledged and appreciated.

Councilmember Russ Gardner reminded attendees about the upcoming Christmas Carol performances, noting it's the first year his wife Jen won't participate. He encouraged community support for the event, emphasizing its long-standing tradition and charitable purpose. Gardner also mentioned that preparations for the tree lighting ceremony are complete. Additionally, he requested a review of the Mize Rose Garden donation restrictions to ensure continued respect for the donor's intentions.

Councilmember Peterson shared that she will miss the upcoming presentation and cookies, as her family is traveling to Chicago this year. Peterson extended happy Thanksgiving wishes to everyone.

Mayor Holly Anderson thanked everyone, especially those who will be traveling—and wished them safe journeys. She expressed gratitude for all council members and community participants, shared her excitement about attending the tree lighting for the first time due to her sister's visit.

Adjournment:

Motion by Peterson second by Gardner to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned at 7:12 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk