



**CITY COUNCIL WORKSHOP MEETING MINUTES
June 19, 2024**

The City Council met for a Workshop Meeting at 4:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Pro-Tem Baldwin at 4:00 p.m.

Attendance:

Present: Mayor Pro-Tem Baldwin and Councilmembers Anderson, Dean, Gardner Muncey, White.

Absent: Mayor Stanton.

Others Present: City Manager/ Director of Planning, Zoning & Project Management Cummins, Treasurer Stanislawski, DPW Superintendent Herbert, Attorney Jake Witte and Clerk Wolters.

Agenda Changes: None.

Guest Speakers: None.

Public Comment: None.

Discussion Items:

Budget Amendments for Fiscal Year 2023-2024

Treasurer Stanislawski reviewed all line items of the end of the year budget.

Engagement of Plant Moran for Financial Consulting Services

Ryan Cummins noted that due to the upcoming resignation of Treasurer Stanislawski, the City would like to Plante Moran to assist with the Treasurer duties until a replacement is hired. Plante Moran would assist on site and remotely with the following:

- Maintain general ledger accounting
- Prepare monthly bank reconciliations
- Prepare monthly financial reporting package for Management and Council
- Annual budget development
- Monthly budget monitoring
- Quarterly budget amendments, as necessary
- Annual year-end close of accounting records

- Annual audit preparation and facilitation
- Presentations to Council as requested
- Other accounting related tasks and services as requested

Temporary Wayfinding Signage Request:

Cellar Door Trades (CDT) of 403 Water Street has submitted a request for temporary wayfinding signage at Village Square Park to help drive foot traffic to businesses on Water Street. CDT advised many visitors walk down Butler Street and once reaching Main Street, are unaware additional businesses are on Water Street. CDT is proposing the following:

- To pay for a sandwich board sign as shown in the image below to be placed at Butler/Main.
- CDT would handle daily setup and removal.
- Possible magnets with the names of each business.

Hardscaping Installation Request – Wicks Park Bar & Grille:

Christine Murphy of WPBG, LLC (Wicks Park Bar & Grille), has submitted a request to install concrete between the sidewalk and curb outside her business along Mary Street.

Strategic Priorities – Six Month Progress Review:

City Manager Cummins provided a six-month 2024 Strategic Priorities review. He reviewed the Essential and Desirable priorities for City Operations, Infrastructure, Parks and Recreation and Economic Development.

Public Comment:

Bobbie Gaunt, resident: Shared the importance of the City knowing its brand. She complimented Plante Moran as they have an outstanding reputation working with municipal governments.

Correspondence: None.

Council Comments:

- Mayor Pro-Tem Baldwin: None.
- Councilmember White: Thanked Ryan Cummins for the strategic plan review.
- Councilmember Anderson: She thanked the staff for all they are doing, and it is amazing how much has been achieved so far this year. Today is Juneteenth and she is a huge baseball fan. She was surprised that the late Willie Mays was only the 10th black baseball player, which speaks volumes to the history of racism. As they look at the City's brand and who we are inclusive and diverse and she is looking for ways that they can demonstrate that more.
- Councilmember Dean: It was a good workshop about issues that are important and appreciate the discussion.
- Councilmember Gardner: Plante Moran may be a good network in the search for Treasurer.
- Councilmember Muncey: He congratulated Retro Bakery, who had a soft opening. Music in the Park is later in the evening.

Adjournment:

Motion by Dean, second by Anderson to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Pro-Tem Baldwin adjourned at 5:36 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk