



CITY COUNCIL WORKSHOP MEETING MINUTES
June 21, 2023

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

1. Call to Order:

The meeting was called to order by Mayor Dean at 4:00 p.m.

2. Attendance:

Present: Mayor Dean, Councilmembers Baldwin, Gardner, Lewis and Muncey.

Absent: Leo and Mayor Pro-Tem Stanton.

Motion by Baldwin, second by Lewis to excuse Councilmembers Stanton and Leo. Via voice vote, motion carried 5-0.

Others Present: City Manager Heise, Director of Planning, Zoning, & Project Management Cummins, City Attorney Patterson, Clerk Wolters.

3. Agenda Changes: Additions: City Council-Committee meeting and legal coverage policy and code of ethics study committee:

Motion by Gardner, second by Muncey to add two following items, city council-committee meeting and legal coverage policy and code of ethics study committee. Via voice vote, motion carried 3-2.

4. Guest Speaker: None.

5. Public Comments on Agenda Items Only (Limit 3 minutes): None

A. David Swan thanked the Council for discussing the Coastal Alliance Request.

6. Discussion Items:

A. Coastal Alliance Request- EGLE Resolution:

- David Swan representing the Coastal Alliance is requesting the Council provide public comment to EGLE regarding the proposed Marina at the Kalamazoo River mouth.

B. Right of Way Encroachment Request- 246 Culver St:

- Director of Planning, Zoning & Project Management presented the request for 246 Culver St. to install window flower boxes.

C. Sidewalk seating agreement- 127 Hoffman (Uncommon Coffee):

- Director of Planning, Zoning & Project Management Cummins presented the request for 127 Hoffman, asked for 2 tables, 8 chairs and 2 benches to be placed on the public sidewalk adjoining their property.

D. STR Task Force Engagement Proposal:

- Director of Planning, Zoning & Project Management Cummins presented the proposal from McKenna regarding the Short-Term Rental Task Force survey in the amount of \$1,000 and town hall meeting in the amount of \$3,500.

E. Planning, Commission & ZBA Re-Appointments

- Director of Planning, Zoning & Project Management Cummins presented the following reappointments:
 - Ann Broeker and Steve Manns to Planning Commission with terms ending July 1, 2026.
 - James Bouck to Zoning Board of Appeals with term ending July 1, 2026.

F. Signage Request- Fourth of July:

- City Manager Heise asked for Council to approve the banner to be placed at the pallet signs and yard signs throughout the City for the upcoming July 4th events.

G. No Parking Signs Discussion:

- City Manager Heise informed the Council there have been numerous requests for “no parking” signs in various locations throughout the city for various reasons. He recommended that the Council add it to their next strategic planning session.

H. Special Event- Mt. Baldhead Challenge:

- Rotary Club of Saugatuck/Douglas is requesting the approval of the Mt. Baldhead Challenge to take place on September 9, 2023.

I. Water Asset Management Plan and Rate Study:

- City Manager Heise presented a proposal for Baker Tilly for Asset Management and Rate Study in the amount of \$10,500.00.

J.&K. Legal Counsel Costs & Ethics:

Motion by Lewis, second by Baldwin to table this discussion so it can be included on the a workshop agenda on July the 5th so that the community has the ability to be aware of what we're discussing. Motion carried 5-0.

7. Public Comments (Limit 3 minutes):

- Holly Anderson, resident:
 - Thanked Council for Coastal Alliance support, Short-Term Rental Task Force support and the increase cell service in town.

8. Correspondence: Dan Fox.

9. Council Comments:

- Councilmember Baldwin: None.
- Councilmember Gardner: Emphasized his efforts to add the two discussion items was to get a conversation started. There has been an abandoned boat trailer in a vehicle parking spot on Francis Street for 4 days now. He would like to see our parking ordinance be enforced. Street painting is wonderful, although many lines won't be painted to due outdoor dining areas.
- Councilmember Muncey: Post Office lobby is now open 24 hours.

- Councilmember Lewis: Nice to see the City busting at the seams and thanks to the CVB for getting the word out.
- Mayor Dean: Budget vote in on Monday, asked Council to get any last minute thoughts to the City Manager or City Treasurer.

10. Adjourn (Voice call):

Motion by Gardner, second by Muncey to adjourn, upon voice vote, motion carried unanimously, and Mayor Dean adjourned at 5:09p.m.

Respectfully Submitted,

Jamie Wolters
City Clerk