



CITY COUNCIL WORKSHOP MEETING MINUTES

August 7, 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 Stanton at 4:00 p.m.

Attendance:

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

Motion by Baldwin, second by Dean to excuse Councilmember Anderson from August 7th workshop. Via voice vote, motion carried 6-0.

Others Present: City Manager Cummins, Attorney Jake Witte and Clerk Wolters.

Agenda Changes:

Motion by Baldwin, second by Muncey to add as item 4b guest speaker Mr. Anthony Carlotto. Via voice vote, motion carried 6-0.

Guest Speakers:

Brooks Massing presented his project to install one bike rack around the base of Mt. Baldhead Park so that it may qualify his for his eagle scout project. He provided a plan, his inspiration, a variety of bike rack options, possible locations, benefits and what he would need to partner on with the city to complete the process.

Anthony Carlotto presented his project to establish a life jacket loaner station near Oval Beach to promote water safety and prevent drowning incidents by providing free access to life jackets for the community. He provided a station design, implementation plan, maintenance and monitoring plan, promotion and outreach plan, budget, benefits and a material list and estimate breakdown.

Public Comment on Agenda Items Only: None.

Discussion Items:

WiFi Option for Oval Beach:

City manager Cummins revisited the no cellular and internet service at Oval Beach problem. He presented a proposal from Metro Wireless who is an authorized Starlink provider. The \$15,000 one

time installation and equipment cost, CVB advised they may have funding to help with this cost. The monthly charge would be \$698 for 36 months.

Metro Wireless advised:

- The Wi-Fi service will provide an estimated 2,000 users with Wi-Fi calling capability and the ability to send messages, stream music, share photos, and use the internet.
 - Streaming high quality video won't be supported due to the amount of data usage.
- Staff use can be prioritized.
- The equipment is made for all weather conditions.
- This equipment has been deployed in a variety of settings including large golf courses and marinas.
- Once approved, the service can begin within 3-4 weeks.

Tyler Hoffman from Metro Wireless presented an overview of the Starlink service and process. Lisa Mize, the director of the CVB informed the council that their board has been considering destination development opportunities since receiving a grant from the Michigan Association of CVBS. She will present it to her board at their next meeting to consider contributing to the Metro Wireless project.

City Manager Cummins wanted to revisit the conflict piece of the short-term rental discussion. Attorney Jake Witte noted that councilmember White does still have a pending short-term rental application and for the reasons they have previously discussed he may not participate in the discussion during agenda item #6C, review of draft short-term rental licensing ordinance amendment and policy for available licenses.

Review of Draft Short-Term Rental Licensing Ordinance Amendment and Policy for Available Licenses:

City manager Cummins presented a police powers ordinance amendment which imposes a maximum limit on the number of short-term rental licenses in specific zoning districts, establish the effect of such limits on existing licenses, establish how available licenses will be issued, and provide a mechanism for the City Council to adjust such maximum limits, to protect public health, safety, and welfare. He presented the short-term rental license notification and issuance policy which includes, the intent and purpose, notice of available licenses; publication, application window; submission of applications, selection of applications, processing of selected applications and amendment of policy.

Shoreline Technology Solutions Managed Service Provider Agreement:

The contract with Shoreline Technology expired at the end of July. The city has been in business with this company since 1999. Shoreline Technology has proposed an updated agreement with the following highlights:

- Two-year agreement at the same price for both years.
- Increase of \$10 per user per month for the essential user support plan.
- Adding on an advanced security plan at \$35 per user per month. This includes:
 - Protecting the system from unauthorized downloads.
 - Conducting ongoing security awareness training for staff.
 - Ongoing security assessments.
- Updating server software to a product that is supported. This will be a one-time cost of \$2,500 in labor and \$1,069 for the license.

Special Event Request - Dune Bill Press Conference and Legislative Tour:

Michigan Environmental Council has submitted a special event application to host an event with Saugatuck Dunes Coastal Alliance and Representative Rachel Hood. They would like to host a press

conference to highlight new legislation that will strengthen the protections for critical dune areas and showcase the dunes and their unique ecology at Oval Beach.

Public Comments:

Paul Whitefield, 450 Spear – commented on short-term rentals.

Correspondence: None.

Council Comments:

- Mayor Pro-Tem Baldwin: She echoed comments regarding the road closure The lakeshore is way too clogged and there needs to be better enforcement of people parking on the side of the road. Lakeshore is not a two-way street and is not built to accommodate this much traffic. She would encourage Douglas and Saugatuck to work on a better solution for Lakeshore.
- Councilmember Dean: The road closure impacts Saugatuck tremendously. He suggested reaching out to the national guard or State Representative Andrews to assist. He advises that it gets escalated within the state. He thanked the clerk and team for the primary election and the great job providing a safe and secure election.
- Councilmember Gardner: He is hearing consistently that there is some misinformation about who's exactly responsible for the road closure. It is the City of Douglas, but the impact has far bigger impact on the citizens and visitors of the City of Saugatuck because of its location. There is an opportunity for the City of Saugatuck to ask if there was anything that could have been communicated differently or better.
- Councilmember Muncey: He thanked the clerk for the election and great job putting the council chamber back together. He promoted signing up for email blast to keep abreast of city news. The city also promotes what is sent via email blast on their social media as well. Music in the Park is happening after the meeting starting at 7 p.m.
- Councilmember White: He acknowledged the sacrifice that Ryan Cummins has made to be the city manager. He read that Cummins resigned from his other position on Grand Haven's city council last week. He wanted to recognize and told Cummins he appreciates having him in the city.
- Mayor Stanton: She performed her first wedding as mayor of Saugatuck, and it was wonderful. They are from the east side of the state and chose to get married here and it was an honor to do it. The ceremony was in the Rose Garden, and they loved it.

Adjournment:

Motion by Gardner, second by Baldwin to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Stanton adjourned the meeting at 5:59 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk