



CITY COUNCIL MEETING AGENDA

September 23, 2024 – 6:30 pm

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Mayor's Comments**
- 5. City Manager Comments**
- 6. Agenda Changes (Additions/Deletions)**
- 7. Guest Speakers**
- 8. Public Comment on Agenda Items Only (Limit 3 minutes)**
- 9. Consent Agenda: (Roll Call) Pg.3**
 - A.** Regular Meeting Minutes- September 9, 2024.
 - B.** Interurban Board Reappointment – Kathleen Johnson
 - C.** Special Event – Turkey Trot
 - D.** Sign Replacement Request from City of the Village of Douglas
 - E.** Update Council Rules of Procedure – Agenda Changes
- 10. Staff Reports, Boards, Commissions & Committees: Pg.28**
 - A. Staff Reports:**
 - 1.** City Manager
 - 2.** Treasurer
 - 3.** Clerk
 - 4.** Planning and Zoning
 - 5.** Department of Public Works
 - 6.** Police
 - 7.** Engineer

B. Boards, Commissions & Committees:

NOTICE:

Join online by visiting:
<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments
regarding meeting agenda items
prior to meeting to:
rcummins@saugatuckcity.com

Requests for accommodations or
interpretive services must be made
48 hours prior to this meeting.
Please contact Saugatuck City Clerk
at 269-857-2603 or
jwolters@saugatuckcity.com for
further information.

1. Fire District Administration Board
2. Interurban Board
3. Kalamazoo Lake Sewer & Water Authority
4. Kalamazoo Lake Harbor Authority
5. Zoning Board of Appeals
6. Historic District Commission
7. Planning Commission
8. Parks & Public Works Committee
9. Tri-Community Non-Motorized Trail Study Committee

11. Request for Payment: None.

12. Approval of Accounts Payable: *(Roll Call) Pg.47*

- A. Accounts Payable in the amount of \$2,919,310.18

13. Introduction of Ordinances: None.

14. Unfinished Business: None.

15. New Business:

- A. Fifth Amendment to Waste Services Agreement *(Roll Call) Pg.48*

16. Public Comments *(Limit 3 minutes)*

17. Correspondence:

- A. Drew Ebrom
- B. Hudson Rodewald
- C. Boards/Committee Openings

18. Council Comments

19. Adjourn *(Voice Vote)*



CITY COUNCIL MEETING MINUTES - *Proposed*
September 9, 2024

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

Call to Order:

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

Pledge of Allegiance.

Attendance:

Present: Mayor Stanton, Mayor Pro-Tem Baldwin and Councilmembers Anderson, Gardner, Muncey, White. *Motion by Anderson, Second by Dean to approve councilmember Gardner's absence at the beginning of this evening's meeting. Via voice vote, motion carried 6-0.*

Gardner entered the meeting at 6:42 p.m.

Absent: None.

Others Present: City Manager Cummins, Attorney Trent Cunningham and Clerk Wolters.

Mayor's Comments: The Mt. Baldhead Challenge was a fantastic race as it gets better and better every single year. Congratulations to Rotary as 600 plus runners are a part of it and all proceeds go to the Boys and Girls Club. Thank you to DPW, Police, Fire and volunteers for making it happen. Looking forward to the Saugatuck Film Festival that is coming up.

City Manager Comments: Maple Street open house is September 17th with two sessions, the first session is 3:00 p.m. - 5:30 p.m. and second session is 7:00 p.m. – 8:30 p.m. The water material service material verification will be starting. The grant funded requirement is the city needs to verify several water service lines in the city to see if they contain lead. The contractor will poke holes in different parts of the city, whether it be the road, city right of way or potentially sidewalks. There will be door hangers on properties that they need to service inside. Oval Beach had a busy summer. The Oval Beach Manager Noah Aramendi and his team did a great job.

Agenda Changes: None.

Guest Speakers: None.

Public Comment on Agenda Item Only: None.

Consent Agenda:

- A. Regular Meeting Minutes- August 26, 2024.
- B. Agreement with Bendzinski & Co. for Water and Sewer Agreement Consulting Services
- C. Designation of Luke Thompson as Zoning Administrator and Historic District Administrator
- D. Third Year of Holiday Lighting Agreement with Chips Groundcover
- E. Special Event - SHS Homecoming Parade
- F. Special Event - Family & Pet Halloween Parade
- G. Special Event - Christmas Tree Lighting & Holiday Kick Off
- H. Special Event - Christmas Parade
- I. Banner Request - Ugly Sweater Christmas Pub Crawl

Motion by Baldwin, second by White to approve the consent agenda. Via roll call vote, motion carried 6-0.

Staff Reports:

The City Manager, Treasurer, City Clerk, Director of Planning & Zoning, Department of Public Works, Police and Engineer submitted status reports of current activities since the last Council meeting on August 26, 2024, for their respective departments.

Boards, Commissions & Committees:**Fire District Administration Board, Dan Fox:**

- Next meeting is September 16th.
- The total number of calls has increased 22% this year.
- Response times have gone down to 6 minutes 21 seconds which is down from just over 7 minutes.
- 52 calls for August, up from 40 last year.
- 53 simultaneous calls have increased as last year was 36.
- 58% of the calls are EMS regarding falls.
- 49 motor vehicle accidents is up from 41 a year ago.
- There was a wonderful letter in the paper regarding her husband that fell and the emergency response.

Interurban Board, Councilmember Muncey:

- Next meeting is September 18th.
- They are moving forward with the building expansion.
- Kathy Johnson will be reapplying to serve another term on the Interurban Board.
- The new director Becky is doing a wonderful job.

KLSWA: None.

Kalamazoo Lake Harbor Authority, Councilmember White:

- Next meeting is September 17th.

Zoning Board of Appeals: None.

Historic District Commission, Councilmember Gardner:

Recap from the meeting on September 5th:

- 413 Lake Street requested new rear doors and windows which was approved.

102 Butler St. ★ PO Box 86 ★ (269) 857-2603 ★ www.SaugatuckCity.com

- The other discussion was for the history sign to be placed at Village Square Park, there was feedback given to the city manager by the members on placement.
- They had 4 administrative approvals.

Planning Commission, Councilmember Anderson:

- Next meeting is a week from Thursday.

Parks and Public Works Committee, Mayor Pro-Tem Baldwin: None.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Dean:

- Next meeting is in the works to schedule.
- Construction start date is still scheduled from spring of 2025.

Request for Payment: None.

Approval of Accounts Payable:

- A. Accounts Payable in the amount of \$68,748.78.

Motion by Baldwin, second by Anderson to approve the accounts payable in the amount of \$68,748.78. Via roll call vote, motion carried unanimously.

Introduction of Ordinances: None.

Unfinished Business: None.

New Business:

Historic Markers at Village Square Park and West Chain Ferry Dock:

Motion by Dean, second by Muncey to approve the historic marker installation at Village Square Park and West Chain Ferry dock, contingent upon final location details being approved by staff. Via voice vote, motion carried unanimously.

Creation of a Tri-Community Wildlife Committee:

Motion by Anderson, second by Baldwin to approve to approve partnering with the City of the Village of Douglas and Saugatuck Township to create a Tri-Community Wildlife Management Committee with a sunset date of December 31, 2025 unless an extension is approved, and to appoint Council Member Dean to serve on the committee. Via roll call vote, motion carried unanimously.

Regular Meeting Date Changes:

Motion by Baldwin, second by Dean to reschedule the October 14th regular meeting to October 9th, 2024, and reschedule the November 11th regular meeting to November 12th, 2024. Via roll call vote, motion carried unanimously.

Public Comment:

Patricia Smith, 995 Lake Street: commented on seating at the playground at Village Park.

Joe Leonatti, 712 Allegan: commented on the city ethics policy.

Correspondence: None.

Council Comments:

- Councilmember Anderson:
- Mayor Pro-Tem Baldwin: The Mt. Baldhead challenge was a wonderful turnout with 600 runners and 150 volunteers. She is proud of the Rotary for taking care of the Boys and Girls Club program. She piggybacked on councilmember Dean's ethics policy commented and noted that the ethics policy was looked at as early as July 23, 2024.
- Councilmember Gardner: He apologized for being late. He reiterated the importance of updating the ethics policy and listed specific reasons. He met with a cultural resource protection manager with the Michigan State Historic Preservation Office regarding the AT&T project. They informed councilmember Gardner that the FC requested that AT&T consult with SHPO and tribes to complete a NHA PA Section 106 review. Councilmember Gardner recommended to the council that they be proactive in looking at other alternatives incase the review is not approved.
- Councilmember Dean: He answered the constituent comment about the city not having a ethics policy. The ethics policy is resolution 081110-C and was included in the city council's September 4th packet and was on page 25. He complimented the city staff, athletes, volunteers and Rotary for putting on a great event.
- Councilmember Muncey: He promoted Community Night, this Friday and is the first done by the High School. It will be in the softball field and starts at 6:30 p.m. with great activities. Decorating downtown will start soon.
- Councilmember White: He said the new signs on the bathrooms at city hall are gender neutral and that's great and efficient. He brought to attention that the Adult Halloween Parade needs funding this year, he does not have an answer but something to think about. The Saugatuck Film Festival is this weekend, and the quality of the films is absolutely going to create a record year. They are having a pre-release screening of a movie with recognizable actors. The event will be at the Women's Club downtown Saugatuck.

Adjournment:

Motion by Muncey, second by Baldwin to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Stanton adjourned at 7:30p.m.

Respectfully Submitted

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: September 23, 2024

SUBJECT: Boards/Commission/Committee Appointments

DESCRIPTION:

I provided notice on September 5th that the city is accepting applications for the Interurban Board. Per City Ordinance Section 152.06, appointments shall be made by the Mayor subject to the confirmation/approval of the City Council. A copy of her application are in your meeting packet. Kathleen Johnson has applied for re-appointment on September 9th for the Interurban Board. We have not received any other applications at this time.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to re-appoint Kathleen Johnson to the Interurban Board with term ending October 1, 2028.

Jamie Wolters

From: no-reply@weebly.com
Sent: Monday, September 9, 2024 7:13 AM
To: Jamie Wolters
Subject: New Form Entry: Application for Boards & Commissions



Caution: This email originated from outside of the organization. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

You've just received a new submission to your [Application for Boards & Commissions](#).
[Mark as Spam](#)

Submitted Information:

Name	Kathleen JOHNSON
Email	
Home Phone Number	
Mobile Phone Number	
Address	334 Nain Street PO BOX 964

Saugatuck, Michigan United States 49453

Current Employer

Self, VRBO owner, one cottage, Hilltop Cottage

Occupation/Position

Retired from Holland Public Schools 31 year teaching career, Co-founder of Saugatuck Brewing Co., Vrbo owner, one cottage

Business Phone Number

Business Reference Name

Business Reference Phone Number

Business Reference Email

Does your employer have any business dealings with the City which might present a conflict of interest

No

If yes, please explain:

Are you a City of Saugatuck resident?

Yes

Are you a registered City of Saugatuck voter?

Yes

Serving on a board or commission can be time-consuming. Are you committed to attending all regularly scheduled meetings?

Yes

On which boards and/or commissions would you be willing to serve?

.Interurban Board

1

Please describe any qualifications, expertise or special interests that relate to your possible appointment:

I have been an Interurban Board Member for 22 years and have served under 3 directors. I enjoy the energy, leadership, commitment, teamwork and loyalty all the employees have. I believe my business background and Masters Degree in Business and Vocational Education are an asset to this board.

I am currently the Vice-Chair of the Advisory Board. I provide a stability and historical perspective and I have served on several "special committees" such as Hours of Operation, and the most recent "Interviewing and Hiring the new Director, Becky Carter-Crandel. I am impressed with Becky's work ethic and willing to learn all parts of the Transit Authority. I would like to continue to stay on the board and help work on the projects that we have started and continue to improve the Interurban service for all!

Sincerely,

Kathleen S Johnsn

Digital Signature

Kathleen JOHNSON



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: September 23, 2024

SUBJECT: Special Event Application- Turkey Trot

DESCRIPTION:

Attached is the special event form for the Turkey Trot sponsored by Rotary Club of Saugatuck - Douglas.

Special Event:	Turkey Trot
Date:	11/23/24
Location:	Wicks Park Bar & Grille
Event Hours:	11:00am – 1:00pm
Estimated Attendees:	75-100
Estimated Volunteers:	8
Banner Palette Sign:	Yes
Barricades:	Yes
Alcohol:	No
Road Closure:	Yes

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the special event application for the Turkey Trot event sponsored by Rotary Club of Saugatuck - Douglas to be held on November 23rd, 2024, contingent on safety approval by Police, Fire and City Staff.

**Council Action**☐ Approved☐ Denied Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 60 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Rotary Club of Saugatuck - Douglas

TELEPHONE: 231-878-8566

MAILING ADDRESS: PO BOX 211 Douglas Michigan 49406

CONTACT NAME: April Gundy

TELEPHONE: 231-878-8566

E-MAIL ADDRESS: eventssaugatuckdouglas@gmail.com

CELL PHONE:

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: April Gundy

TELEPHONE: 231-878-8566

E-MAIL ADDRESS: eventssaugatuckdouglas@gmail.com

CELL PHONE:

EVENT INFORMATION

NAME OF EVENT: Turkey Trot Fun Run

DATE(S) OF EVENT: Nov 23 2024

PURPOSE OF EVENT: Fundraising

RAIN DATE: None

☒ Non-Profit ☐ For-Profit ☐ City Operated/Sponsored ☐ Co-Sponsored
☐ Marathon/Race ☐ Festival/Fair ☐ Video/Film Production ☐ Other

EVENT LOCATION: Downtown Saugatuck Begin/End Wicks Bar

EVENT HOURS: 11:00am-1:00pm

ESTIMATED NUMBER OF ATTENDEES: 75-100

ESTIMATED NUMBER OF VOLUNTEERS: 8

ESTIMATE DATE / TIME FOR SET-UP: 11/23/24 10:00 ☒ A.M. ☐ P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 11/23/24 1:00 ☐ A.M. ☒ P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: ☐ Yes ☐ No

TYPE OF MUSIC PROPOSED: ☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) ☐ Yes ☐ No

☐ Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: ☐ Yes ☐ No

☐ Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)

☐ Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: ☐ Yes ☐ No

☐ Provide Copy of Liability Insurance (listing the City as additionally insured)

☐ Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

☒ **“YARD” SIGNS** - Number requested: 4 (Maximum size is 2' x 2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☒ **BANNER UNDER SAUGATUCK PALETTE SIGN** - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☒ **SIGNAGE AT EVENT SITE** - Location(s): _____
Description of signs: FINSIH / START Banner at Water & Mary 10'x 3' that will be HELD by people
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under “Rental Service Stores” that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

☐ **BOOTHS – QUANTITY** _____

☐ **TENTS – QUANTITY** _____

☐ **AWNINGS – QUANTITY** _____

☐ **TABLES – QUANTITY** _____

☐ **PORTABLE TOILETS – QUANTITY** _____

VENDOR PARKING: Have you made arrangement for vendor parking? ☐ Yes ☐ No

If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? ☐ Yes ☐ No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: ☐ Yes ☐ No

☐ TRASH RECEPTACLES – QUANTITY _____

☐ BARRICADES – QUANTITY _____

☐ TRAFFIC CONES – QUANTITY _____

☐ PARKING SIGNS – QUANTITY _____

☐ FENCING ☐ WATER ☐ ELECTRIC

☐ RESTROOM CLEANING

☐ OTHER _____

POLICE DEPARTMENT

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? ☐ Yes ☐ No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

☐ APPROVED

☐ DENIED

Authorized Personnel Signature

STREET CLOSURES: ☐ Yes ☐ No (use attached map to outline proposed closures)

Street closure date/time: 11/23/24 10:00 a _____ ☐ A.M. ☐ P.M.

Street re-open date/time: 11/23/24 1:00 pm _____ ☐ A.M. ☐ P.M.

SIDEWALK CLOSURES: ☐ Yes ☒ No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ ☐ A.M. ☐ P.M.

Sidewalk re-open date/time: _____ ☐ A.M. ☐ P.M.

PARKING LOT CLOSURES: ☐ Yes ☒ No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ ☐ A.M. ☐ P.M.

Sidewalk re-open date/time: _____ ☐ A.M. ☐ P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- ☐ Completed Application
- ☐ Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- ☐ Road/Sidewalk/Parking Lot Closure Map
- ☐ Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- ☐ Fireworks Permit (if applicable)
- ☐ Michigan Liquor Control Commission Special Event License (if applicable)
- ☐ Health Department Food Service License (if applicable)

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

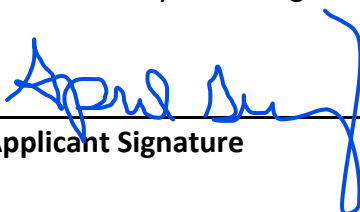
Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.



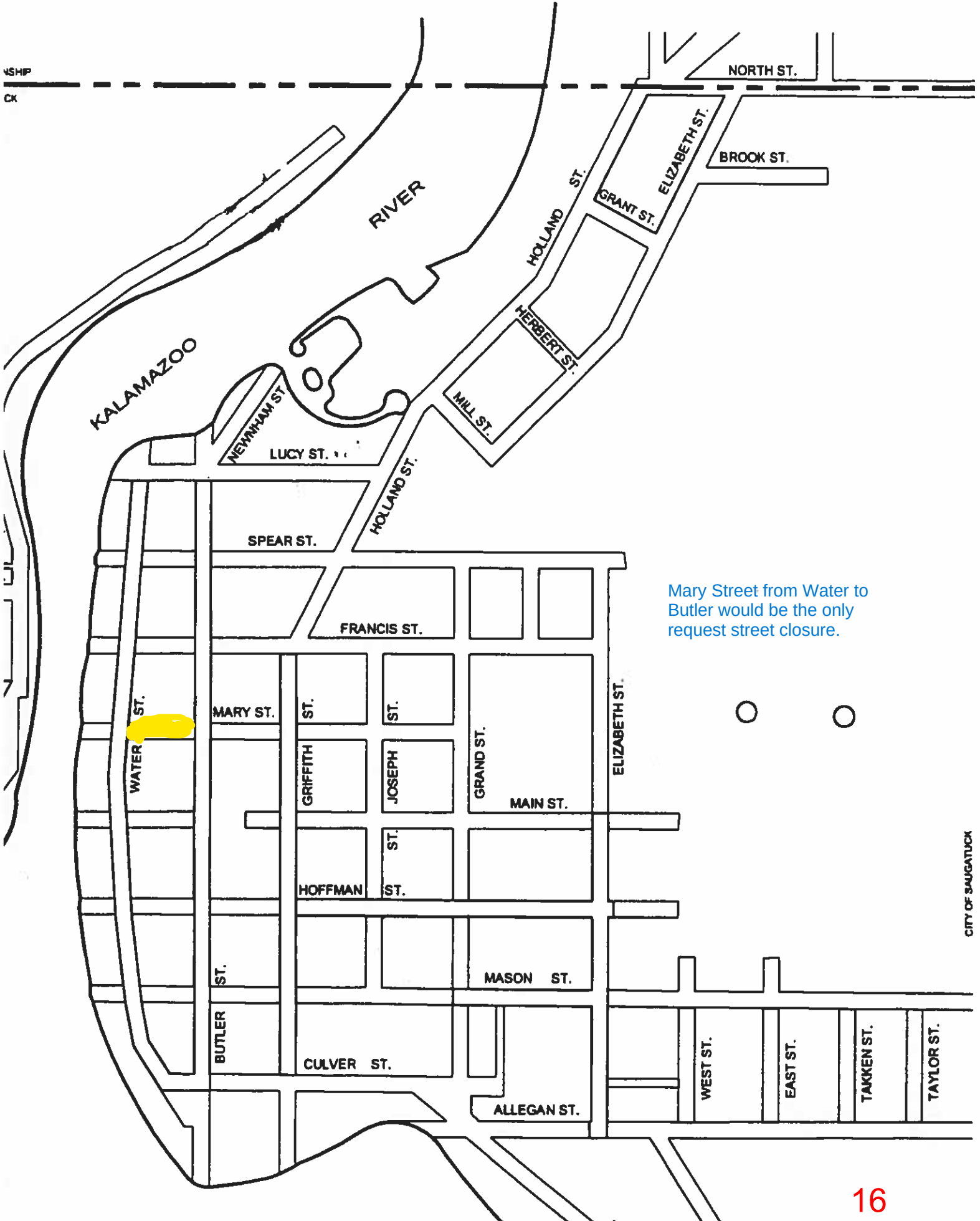
Applicant Signature



Date

Downtown Street / Sidewalk Closure(s)

MSHP
CK





City Council Agenda Item Report

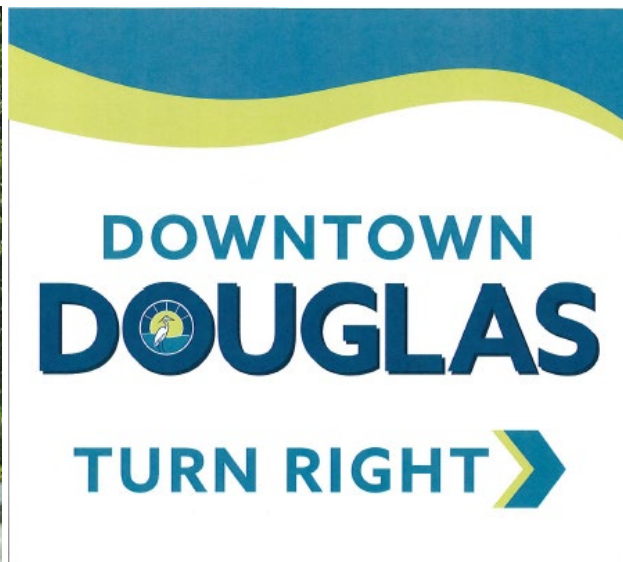
FROM: Luke Thompson, Director of Planning and Zoning

MEETING DATE: September 23, 2024

SUBJECT: Wayfinding Signage Replacement Request

DESCRIPTION:

The City of Douglas is proposing to update the wayfinding sign located at the intersection of Lake St and Blue Star Highway. The proposed sign will have the same dimensions as the existing sign (54" x 48") and will have the same location.



City Council is required to approve any new permanent sign within public right-of-way prior to the erection of proposed sign. Proposed sign replacement shall not obstruct vision of traffic or pedestrians and shall not prevent the general accepted use of the public right-of-way.

LEGAL REVIEW:

N/A at this time.

SAMPLE MOTION:

Motion to approve the Revocable License Agreement for a sign in the public right-of-way for the City of the Village of Douglas.



Right of Way Sign Application

APPLICANTS INFORMATION

APPLICATION NUMBER _____ - _____

Name City of Douglas Address / PO Box 86 W Center / PO Box 757
City Douglas State MI Zip 49406 Phone 269-857-1438
E-Mail Douglas@douglasmi.gov Jenny ext. 102
Signature [Signature] Date 9-6-2024

SIGN DESCRIPTION (ATTACH MORE SHEETS IF NECESSARY)

Type: Number of Yard Signs NA Number of Banners NA

Dates to be displayed Permanent

Further Comments: The City would like to update the ROW sign located at the intersection of LAKE + BLUE STAR HWY. We will keep it the same size. See attached for more info.

PLEASE INCLUDE THE FOLLOWING INFORMATION

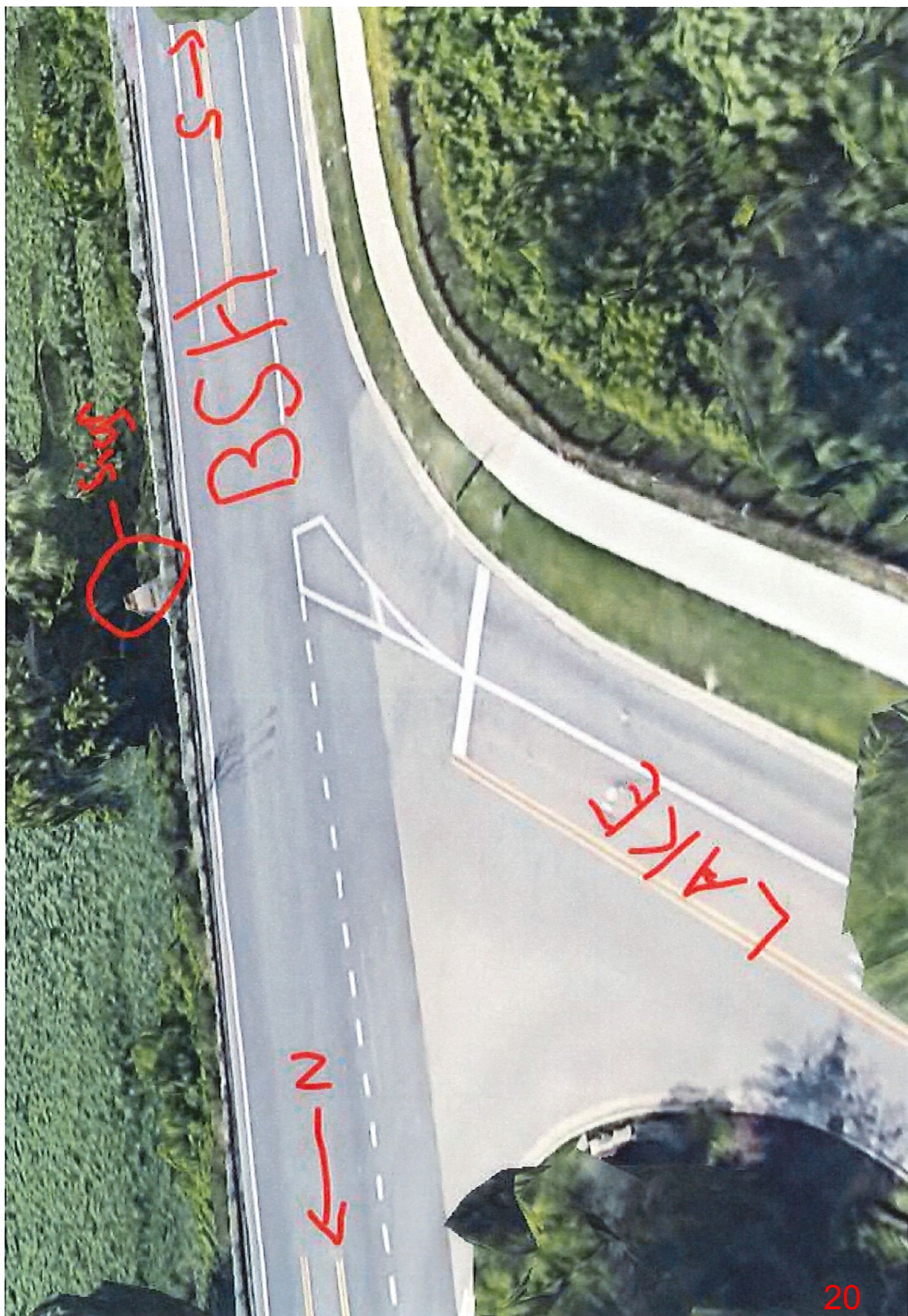
Pursuant to Section 150.30, please attach the following supporting documents when applying for sign approval

Y N NA

- ☒ ☐ ☐ Dimensions and type of each proposed sign
- ☒ ☐ ☐ Map showing the location of each sign
- ☒ ☐ ☐ Explanation of how each sign will be attached and secured

Pursuant to Section 150.30(H), please to the following questions:

- ☐ ☒ ☐ Will the signs create a traffic vision obstruction?
- ☐ ☒ ☐ Will the signs create a pedestrian traffic obstruction?
- ☒ ☐ ☐ Are the signs compatible with the surroundings and is not uniquely out of character for the community? and
- ☐ ☒ ☐ Do the signs create a situation which could be detrimental to health, safety, or welfare?



DOWN TOWN
DOUGLAS

Turn Right!

SHOPS • RESTAURANTS

old
sign

New Sign

54" x 48" - Metal Sign
Secured to existing poles,
Same as before

DOWNTOWN
 DOUGLAS

TURN RIGHT 

REVOCABLE LICENSE AGREEMENT

REGARDING SIGN IN THE RIGHT-OF-WAY

THIS AGREEMENT is made this _____ day of _____, 2024, between the CITY OF SAUGATUCK (the “**City**”) a Michigan municipal corporation located in Allegan County, Michigan, and the CITY OF THE VILLAGE OF DOUGLAS a Michigan municipal corporation located in Allegan County, Michigan, (the “**Licensee**”).

Recitals

- A. Licensee desires to install an approximately eighteen square foot sign in the City’s right-of-way on Blue Star Highway (the “**Encroachment**”). Licensee seeks a license in order to install the Encroachment.
- B. Licensee will insure and maintain the Encroachment within and immediately adjacent to the public right-of-way as hereinafter described.
- C. The City is amenable to granting a revocable license to Licensee for the installation and maintenance of the Encroachment within the right-of-way subject to terms of this Agreement.

Agreement

- 1. The City hereby grants to Licensee a revocable license for the Encroachment for the purpose of installing and maintaining the Encroachment in the precise location shown on Exhibit A subject to the terms of this Agreement. The Encroachment shall be as depicted on attached Exhibit A, which is incorporated by reference.
- 2. The Encroachment shall meet all requirements of the City of Saugatuck Code.
- 3. Licensee shall maintain the Encroachment in the public right-of-way in good condition at all times, and in compliance with all applicable laws and regulations of the City, County and State of Michigan.
- 4. Licensee shall indemnify and hold harmless the City, and its officers, agents, and employees, from any and all claims, demands, or suits by any person or entity for damages, injuries, or losses in any way connected or arising out of the placement, maintenance, existence or use of the Encroachment. The provisions of this section shall survive any termination of this Agreement.
- 5. Licensee shall obtain and maintain general liability insurance in a form and amount satisfactory to the City for the Encroachment at all times that this Agreement is in effect and the City shall be named as an additional insured on any such policy.
- 6. The placement of the Encroachment in no way creates any title, claim of right, or other property rights or interest for Licensee in any public right-of-way.

7. The license granted to the Licensee and this Agreement shall not be assigned or otherwise transferred by Licensee to any other person or business entity without the City's prior written approval.
8. The license granted by this Agreement shall be revocable at the will of the City, with or without cause, by the City giving Licensee or its successor thirty (30) days written notice of intent to revoke. Upon written notice to Licensee or its successor, mailed by regular mail to PO Box 841, Saugatuck, MI 49453, Licensee or its successor shall immediately remove the Encroachment and discontinue placing anything in the City right-of-way. The area where the Encroachment was removed shall be returned to its previous condition by the Licensee at no cost to the City.
9. At the time of execution of this Revocable License Agreement, Licensee shall pay to the City the cost of preparation of this Agreement.

In witness whereof, the parties have caused this Agreement to be executed on the date first set forth above.

CITY OF SAUGATUCK, a
municipal corporation

By: _____

Its: _____

_____, a _____

By: _____

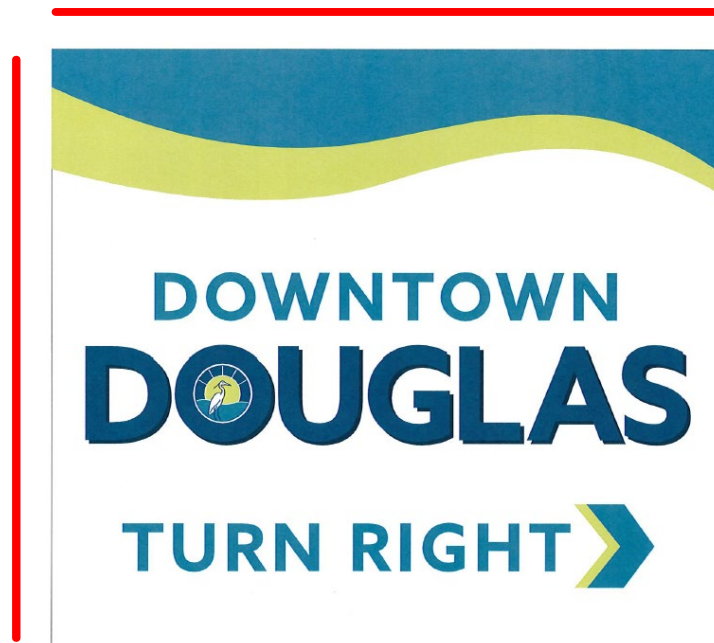
Its: _____

Exhibit A



54"

48"





City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: September 23, 2024

SUBJECT: City Council Meetings Rules of Procedure Amendment

DESCRIPTION:

This proposed amendment to the existing Rules and Procedures document amends the "Conduct of Meetings" section 3, "Agenda Order of Business" to rearrange the current agenda. Please review current and proposed new agenda below.

Changes:

Delete #11 - Request for Payment.

Delete #13 - Introduction of New Ordinances

Add to #10b - Boards, Commissions & Committees

#10b.10 Water System Operations Contract Advisory Committee

#10b.11 Wildlife Management Committee

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the amendments presented today to the City Council Rules and Procedures for Meetings originally adopted on July 23, 2007, last revised June 10, 2024.

Current Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Comments
5. City Manager Comments
6. Agenda Changes (Additions/Deletions)
7. Public Comment on Agenda Items Only (Limit 3 minutes)
8. Consent Agenda: *(Roll Call)*
9. Staff Reports, Boards, Commissions & Committees
 - A. Staff Reports:
 1. City Manager
 2. Treasurer
 3. Clerk
 4. Planning and Zoning
 5. Department of Public Works
 6. Police
 7. Engineer
 - B. Boards, Commissions & Committees:
 1. Fire District Administration Board
 2. Interurban Board
 3. Kalamazoo Lake Sewer & Water Authority
 4. Kalamazoo Lake Harbor Authority
 5. Zoning Board of Appeals
 6. Historic District Commission
 7. Planning Commission
 8. Parks & Public Works Committee
 9. Tri-Community Non-Motorized Trail Study Committee
10. Guest Speakers
11. Request for Payment
12. Approval of Accounts Payable
13. Introduction of Ordinances
14. Public Hearings
15. Unfinished Business
16. New Business
17. Public Comments (Limit 3 minutes)
18. Correspondence
19. Council Comments
20. Adjourn

New Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Comments
5. City Manager Comments
6. Agenda Changes (Additions/Deletions)
7. Public Comment on Agenda Items Only (Limit 3 minutes)
8. Consent Agenda: *(Roll Call)*
9. Staff Reports, Boards, Commissions & Committees
 - A. Staff Reports:
 1. City Manager
 2. Treasurer
 3. Clerk
 4. Planning and Zoning
 5. Department of Public Works
 6. Police
 7. Engineer
 - B. Boards, Commissions & Committees:
 1. Fire District Administration Board
 2. Interurban Board
 3. Kalamazoo Lake Sewer & Water Authority
 4. Kalamazoo Lake Harbor Authority
 5. Zoning Board of Appeals
 6. Historic District Commission
 7. Planning Commission
 8. Parks & Public Works Committee
 9. Tri-Community Non-Motorized Trail Study Committee
 10. Water System Operations Contract Advisory Committee
 11. Wildlife Management Committee
10. Guest Speakers
11. Approval of Accounts Payable
12. Public Hearings
13. Unfinished Business
14. New Business
15. Public Comments (Limit 3 minutes)
16. Correspondence
17. Council Comments
18. Adjourn

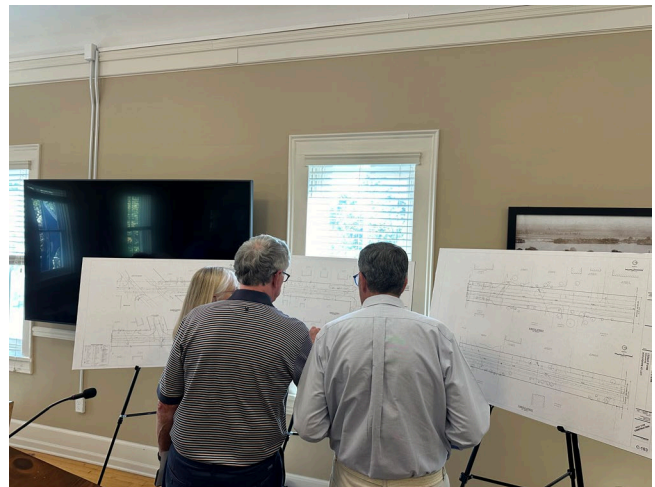


City Manager Report

September 23, 2024

Maple Street Open House

- We had a great turnout for the Maple Street planning open house.
- The City Engineer has compiled the feedback and is evaluating the responses. He advised the following on next steps:
 - Once we have draft cost estimates, I think the next logical step is a meeting with the Township representatives and their engineers to get their input, advance the conversation about cost sharing, etc.
 - Big picture, I'm hoping to present our report to Council this fall and we can start design once we have direction on some of the big picture decisions.
 - Construction could begin next fall, at the earliest, if we wanted to time it over the winter, or spring 2026 if we wanted to use the traditional construction season (getting an early start) – the latter would be my recommendation, unless most of the residents are seasonal and we could avoid much of the pain during construction. We'll summarize the seasonal vs. year-round resident statistics in the report as well.



Michigan Coastal Management Program

- The Department of Environment, Great Lakes, and Energy's (EGLE), Water Resources Division (WRD) Michigan Coastal Management Program (MCMP) offers grant funds to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems.
- One of the project types that are eligible for funds includes feasibility, engineering and design. Grant applications open in mid-October and require a one-to-one match.
- Staff has submitted a project interest form for the City Engineer's Park Street Planning & Conceptual Design Proposal for Engineering & Landscape Architecture Services.
- We plan to attend webinars in early November and submit an application for grant funds.

Water Service Material Verification

- We are still requesting help with verifying water service material going into each home and business. Photos of the water line entry into the homes can be uploaded at <https://bit.ly/saugatuckupload> or emailed directly to jmoxey@fveng.com
- The contractor has begun verifications of other water service sections. As a reminder:
 - They will be putting door hangers on properties identified for verification. The contractor, Compton Inc., will be wearing clothing identifying themselves.
 - Goal will be to do 15-20 curb stops a day. There will be 2 workers potholing at the curb stops, and 2 workers filling the holes behind them. No holes at the curb stops will be left overnight. Disturbed areas will be restored with concrete, asphalt, or grass seed.
 - Work will begin on the outer sections of the City and work towards downtown. Downtown will be done at the end of the project.

Blue Star Trail

- C2AE has submitted grade inspection details to MDOT for review. The updated construction estimates submitted to MDOT show that the project may now be 25% higher than originally budgeted. This is largely due to more boardwalk and retaining walls being needed in certain sections. To address higher costs, C2AE has asked MDOT grant coordinators about additional funds. C2AE advised some estimates may be high and come in lower during bidding. If needed, the project could have certain additions bid separately such as the rest area that was planned for Amelanchier Park. We are hopeful MDOT may be able to provide additional funds to get the trail that is desired.
- Review by consulting party tribes is still expected by the end of October.

- C2AE scheduled a meeting with the state grant coordinators so we could start to understand how to properly account for grant dollars, matches, and reimbursement requests.
- Related to the traffic signal, C2AE provided the following update:
 - Conducted site visit to determine utility coordination for palette sign relocation.
 - Documented existing conditions for additional details needed in final construction documents.
 - Reviewed specifications and cost estimate for traffic signal installation provided by traffic signal engineer.
 - Anticipated work in next period:
 - Receive funding award (grant application) determination from MDOT SSSG by end of September.
 - Review drawings, specifications, and proposed construction schedule for traffic signal with city.
- C2AE is still indicating a spring 2025 construction start date is still on schedule.

AT&T Cellular

- State Historic Preservation Office (SHPO) approvals remain pending.
- AT&T continues to work on the latest SHPO and tribal consulting party concerns. They advised they recently met with their consultant to continue work on drafting a response to SHPO. I provided feedback on their draft and questions.
- AT&T's decision on the City's agreement request remains pending resolution of SHPO approval.

Wi-Fi at Oval Beach

- Metro Wireless has signed the three-year agreement to utilize Star Link to provide Wi-Fi at Oval Beach.
- Installation and testing dates will be scheduled soon.

Telecommunication Improvements

- At the recent workshop, Council discussed telecommunication with the County Broadband Project Manager, Jull Dunham.
- Staff advised at the workshop there were recent meetings with Frontier (see last report), Comcast and Surf Internet.
 - Comcast advised they are rolling out improvements through their "Gemini" program. While this won't be fiber to every home and business, they advised increased speeds will be forthcoming in the next few years. They are checking to see if they can give us a firmer date.
 - Surf Internet is interested in installing fiber in the City and Douglas. They are working on installations in South Haven, Grand Haven, and Fennville. They are evaluating costs for installation and permitting.

- During the workshop, Ms. Dunham advised she would send some possible telecommunications consultants to consider. Staff will evaluate possible professional services and costs to assist with engaging with residents and businesses, identifying issues to be addressed, and assisting with next steps in addressing the concerns.

Water Operations Agreement

- A lengthy meeting was held on September 4 with the consultant, constituent municipalities, and their respective advisory committee members. There was a lot to digest and consider.
- I recently met with advisory committee members, Mayor Pro Tem Baldwin and Council Member Gardner, to discuss the consultant recommendations and next steps. This includes an attorney drafting proposed changes to the draft from KLSWA and further review by City legal and each party before submittal back to KLSWA.

Airport Property

- Dave Nyitray at the ODC recently “the field work for the survey has been completed and I should be getting a draft of the easement in the next two weeks. We are preparing a concept site plan for preliminary presentation to the Township to see what requirements might come from them.” The survey has been received, but we are still awaiting draft easement language.
 - As a reminder, the conservation easement itself will be reviewed by the Council before any final decisions on it. The area that is proposed for a conservation easement has a steep grade and portions are wetlands and in a floodplain. All studies and maps can be viewed on the City website here: <https://www.saugatuckcity.com/parks-and-public-works-committee.html>
- PPW Committee Member, Kelly Roche, and Saugatuck Schools have organized a youth volunteer day. Some students will be assisting with invasive vegetation removal on September 20. A huge thank you to the youth of our community for their help!

Michigan Municipal League (MML) Conference

- I recently attended the MML Conference. The MML is celebrating 125 years, and it was great to re-energize, learn, and hear new ideas from the various sessions. It was also great to connect with colleagues across the state. We are all hard at work to improve our communities, and its inspiring to see the great work happening. I attended the following sessions:
 - Opening General Session & Community Excellence Award (CEA) Finalist Presentations - Topic: An Honest Look at Creating Thriving Communities
 - Welcome Reception
 - Island Social put on by City Engineers, Fleis and Vandenbrink.
 - Morning General Session – Topic: Cities from a National Perspective
 - Transforming Employee Health Insurance

- Afternoon General Session – Topic: Michigan as a Placemaking Leader
- Continuing Michigan’s Placemaking Leadership Conversation
- AI in Action: Case Studies from Michigan Communities
- Closing General Session and Announcement of 2024 Community Excellence Award Winner – Topic: The State of AI in Government: Exploring the Future
- The MML provided everyone with a great book titled “Across three centuries and two peninsulas: One League”. If anyone would like to borrow it and learn more about the MML work and challenges over the years, happy to lend it to you.

Miscellaneous

- Continued spending time working with Luke and Nikki as they continue to get up to speed in their positions. They both are doing a great job!
- Attended Mt. Baldhead Challenge event.
- Held Department Head team meeting.
- Held one on one meeting with City Clerk.
- Watched ZBA meeting video.
- Attended Blue Star Trail stakeholders meeting.
- Attended Maple Street open house.
- Attended Convention and Visitors Bureau Board meeting.
 - Great news! I submitted a grant request to the CVB to help with the holiday lighting cost. The CVB has agreed to fund 25%, which is nearly \$6,000. They expressed interest in seeing the holiday lighting expand, Big thank you to the CVB for their support!
 - The CVB is also engaging with the Saugatuck Center for the Arts (SCA) for placemaking curation and project management. More to come!

Treasurer Report

September 19, 2024



Tax:

- Receive tax payments, answer tax questions, set up ACH transactions
- Summer property tax deadline has come and gone – this includes learning how to pull the ACH payments as one big draw, learning to do so individually, pulling them later with interest for late-payers, etc.

Payables:

- Set up the check payments and ACH with the bank for the payables run on Friday – worked on the base notes for creating an SOP for it later on.
- Also trying to tackle payables as they come in
- Created a rough-and-ready PO form for Scott

Miscellaneous:

- Taking credit card transactions over the phone (permit fees and such)
- Applied for unclaimed property from Dr. Pepper (\$1,602.00) per Ryan's request
- Accepted an invite to be part of the restarted Allegan County Treasurer's Association.
- Assisted Jamie with the L-4029 form, finding it and getting it to Allegan County
- Setting up access to a variety of portals, services, accounts, vendors, etc.
- Found and researched a variety of problems and researched and implemented solutions
- Updated the wage and labor posters for all three locations
- Blue Star Trail grant – started a folder for the C2AE invoices (gathered them together), invoiced a portion of the newest one to the Township, and setup a spreadsheet to monitor the expenses and receivables associated with the project
- Worked with BSA and Shoreline on a computer problem (Tax program wasn't updating)
- Worked with Shoreline on updating the BSA modules and other IT problems

Payroll:

- Payroll
- Learning how to do payroll repairs when I make mistakes 😞

Systematic:

- Continue working with BS&A, MERS, and other systems to learn how to work processes
- Moving the workflow from massive entry sessions to daily smaller maintenance



City Clerk Staff Report

September 23, 2024

Completed Tasks:

- Attended department head meeting.
- Attended monthly one on one with City Manager.
- Conducted safety meeting for SHS Homecoming Parade.
- Completed 3 FOIA requests.
- November Election Update:
 - Overseas ballots have been sent out.
 - Absentee Ballots will be mailed out next week.

Ongoing Tasks:

- Assisting residents via in-person, via email and telephone with questions/concerns.
- Accepting Tax payments.
- Updating social media.
- Updating the City website.
- Meetings and minutes.



Planning, Zoning and Project Report

September 23, 2024

Planning and Zoning

- Prepared for and attended Zoning Board of Appeals Meeting.
- Ensured public notice requirements were adhered to.
- Met with residents regarding potential parking amendments.
- Spoke with legal council regarding possible amendments to Zoning Code.
- Prepared and released packet for Planning Commission Meeting.
- Researched EGLE violation and original approval of site of violation.
- Studied code of ordinances and other applicable regulations.
- Presented Sign Application to City Council.
- Went onsite to approve final Zoning Inspection of projects.
- Met with Realtors and other STR Representatives to discuss Regulations.
- Continued follow-up on complaints of code violations throughout the City.
- Met and talked with property owners and applicants to answer questions and provide resources.
- Advised residents on Zoning Board of Appeals Procedures.
- Completed planning and zoning casework as outlined in the chart below.

Planning and Zoning Casework

888 Holland	STR License app. Existing STR. Item needed. Items received. Sent to Fire Department for inspection.	STR
574 Campbell	STR License app. Existing STR. Item needed. Items received. Sent to Fire Department for inspection.	STR
842 Lake # 1	STR License app. Existing STR. Item needed. items received. Sent to Fire Department for inspection.	STR
720 Butler #9	STR License app. Existing STR. Item needed. Items received. Sent to Fire Department for inspection.	STR
840 Lake	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
141 North	STR License app. Existing STR. Item needed. Items received. Sent to Fire Department for inspection.	STR
244 Brook	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
244 Brook ACC	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
1021 Holland	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
120 Elizabeth St #3	STR License app. Existing STR. Items needed. Items Received. Sent to Fire Department for inspection.	STR
651 Holland St	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
1026 Holland St	ROW Permit received. Payment Received. Sent to engineer.	ROW
879 Holland St	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
120 Mary	Zoning App. Sent concerns to applicant. Responses sent back to Planner.	Zoning
662 Spear St	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
1010 Holland St	New STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
110 120 Park	Lot Line Adjustment. Email send to applicant for additional info. Info provided. Asked for legal description.	Zoning
569 Hoffman	STR License app. Existing STR. Items needed. Items received. Sent to Fire Department for inspection.	STR
156 Park St	STR License app. Items needed. Items received. Sent to Fire Department for inspection.	STR
135 Taylor	STR License app. Items needed Due 09-23-2024. answered questions on local agent.	STR

Planning and Zoning Casework

810 Allegan	ZBA App received. Asked for additional information. Additional information received. Spoke about requirements for SLU for floor area ratio exceeding 30%. Sent to contract planner. Sent planner concerns to applicant. Sent Public notice to paper.	ZBA
126 Park St	STR License app. Items needed.	STR
646 Francis	SF Res application. Additional information required. Additional information provided, sent to planner. Sent invoice. Paid. Sent to planner.	Zoning
246 Butler	HDC Façade improvements. Additional information required.	HDC
448 Fredrick	STR Renewal. Sent to fire department	STR
102 Butler	Application for Sign in City ROW.	CC
515 St Joseph	STR Renewal of Accessory Structure. No SLU obtained, advised they need to go before the PC. Had meeting to discuss case. Received SLU App.	PC
550 Dune grass Circle	Received notice of violation from EGLE.	Enforcement
249 Mason St	Stop work order issued for unpermitted outdoor deck. HDC app and Zoning App required. Change of use app also required.	Enforcement
214 Butler	ROW Permit received. Had questions, need payment.	Zoning
149 Lucy	HDC application for addition to SF RES. Advised that SLU would be needed also. Passed to Planner.	HDC
61 Lake View	Spoke about water sewer service lines.	Water Sewer
Spear	Spoke with resident about STR concerns.	Short Term Rental
447 Butler	Answered Zoning Questions.	Zoning
574 Campbell	Spoke about STR Concerns	STR
145 Grant	Discussion about setbacks	Zoning
Spear	Spoke with resident about construction concerns	Zoning
989 Maple Woods	Deck application received. Item needed. Item received. Waiting on payment. Payment received. Sent to MTS.	Zoning
322 Culver	Spoke about reserving City Parking spaces.	Enforcement
324 North Maple	Answered questions about renting ADU's	STR
620 Pleasant St	Spoke to resident about STR Regulations	STR
214 Butler St	Spoke to contractor about parking regulations and ROW permit r	ROW
120 Mary St	Spoke about requirements for interior demo. Advised they speak	Zoning
984 Ridgeview	Fence Application received. Permit issued.	Zoning
403 Water St	Observed multiple sandwich board signs. Corrected.	Enforcement
	Explained transfer of ownership regulations to resident.	STR
615 Park Unit 12	Owner has concerns for project potentially encroaching on her p	Zoning
807 Lake St	Answered questions relating to occupancy of STR's.	STR
132 Mason	Had meeting about requirements for renting dwelling unit in CC d	ZBA
745 Pleasant St	Answered STR questions	STR
721 N Maple	STR license app. New owners of previous STR. Sent to Fire Department for inspection. License Issued.	STR

Planning and Zoning Casework

720 Butler #9	STR license app materials submitted. New. Water Street North. Need app and fee. App received. Need local agent, fee, and proof of ownership. License Issued.	STR
842 Lake # 12	STR License app. Existing STR. Item needed. Items received. Sent to Fire Department for inspection. License Issued.	STR
820 Park	STR license app. New. Peninsula North Dune side. Need to confirm fee paid. Paid. Sent to Fire Department for inspection. Talked to owner. They are switching management companies. Asked to advise on which will be local agent and to notify Fire so they can schedule inspection direct. License Issued.	STR
579 Hoffman	STR license app. New. Community Residential district. Need recycling receptacles. Due by 7/29. Received. Sent to Fire Department for inspection. License Issued	STR
515 Mason	STR license app. Renewing. Need additional items and fee. Due by 8/16. Received. Sent to Fire Department for inspection. License Issued	STR
257 Brook	STR license app for upper and lower units. Renewing. Assessing shows as duplex. Photos appear to show two separate spaces with own cooking facilities and entrances. Need recycling receptacles, owner info on upper unit app, and drawing of premises. Due by 7/29. All received. Sent to Fire Department for inspection. License Issued	STR
720 Butler #16	STR license app. New owners of previous STR. Additional items needed. Due by 8/21. Received. Sent to Fire Department for inspection. License Issued	STR



Department of Public Works Report

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 9/09/2024:

Floating Dock Maintenance:

Canadian geese have been enjoying the shopper dock located at Coghlin Park, leaving behind tokens of appreciation. The City has received numerous complaints about the mess. Public Works has responded by pressure washing the dock twice over past weeks while deterrents are being evaluated.

Brush and Leaf Collection:

- September 10th – East side of the Kalamazoo River
- September 11th – West side of the Kalamazoo River

Rexroth Controller Training:

Truck & Trailer Specialties hosted technical training which covered material on the City's Rexroth Compu-Spread CS 620 salt spreader controller system. Efficient application of road salt is essential to maximize safety for motorists in the winter, while minimizing cost and negative environmental impacts.

Oval Beach:

In collaboration with the Saugatuck Township Fire District, the Allegan County Sheriff's Department Dive Team, and Saugatuck Public Works, the swim buoys were removed for the season along with another hazardous object that was found just outside of the swim area at Oval Beach.

Asphalt Work:

Bruce's Blacktop was able to mill and raise a small piece of asphalt valley gutter along the east side of Park Street near 850 Park Street. This area experienced an erosion issue which has been addressed. The additional height of the valley gutter will provide better protection against heavy rains and will ensure that the stormwater makes it to the nearby storm sewer.

Special Event Assistance:

- **9/14/2024** – Art in the Park
- **9/14/2024** – Saugatuck Film Festival
- **9/20/2024** – 8th Grade Service Project at the Airport Property

Meetings:

- **9/09/2024** – DPW Weekly Goals Meeting
- **9/10/2024** – Department Head Team Meeting at City Hall
- **9/10/2024** – 127 Van Dalson Street – Tree Evaluation
- **9/11/2024** – Michigan Turf & Ornamental – Liquid Ice Melt (Accelerate)
- **9/13/2024** – DPW Weekly Goals Follow Up Meeting
- **9/16/2024** – DPW Weekly Goals Meeting
- **9/17/2024** – 559 Hoffman Street – Tree Evaluation
- **9/17/2024** – SHS Homecoming Parade Safety Meeting
- **9/20/2024** – DPW Weekly Goals Follow Up Meeting

**City of Saugatuck
Status Report of Engineering Activities
September 18, 2024**

General Consultation

- 2024 Asphalt Repairs: The contract between the City and Michigan Paving & Materials Co. has been executed and Notice to Proceed has been sent. A preconstruction meeting has been scheduled for September 24.
- Sea Wall and Concrete Repairs: Prepared a proposal for design and bidding of a project with several repair sites along the sea wall and elsewhere. The various components can be addressed as a single project, as contemplated in the proposal, or individually.
- Village Square Court Renovation: Working on a proposal for design and bidding of surface improvements to the tennis and basketball courts and related improvements. We are meeting with City staff to discuss project scope on September 26.

EGLE Drinking Water State Revolving Fund

- Final scoring has been released. The City's project received 70 points (out of 100), which is essentially all of the points the City is eligible for (some of the points are only applicable to systems with violations to be addressed, disadvantaged economic status and other factors beyond the City's control). A number of the communities that scored 85 points did not meet the cutoff. We will regroup with City staff on presenting alternatives to council.

Water System Asset Management Plan

- The AMP has been submitted to EGLE. City Council will be considering user cost options to support the plan soon.

EGLE Technical, Managerial and Financial (TMF) Project

- The City was awarded \$221,600 in funding from EGLE's Community Technical, Managerial, and Financial (TMF) support for lead service line identification (100% grant). This will provide funding to help the City complete its final Distribution System Materials Inventory, which is due in October 16, 2024.
- Requested information from water customers continues to be submitted.
- Potholing work is underway and will be completed in October.
- Once the potholing work is complete, we will assist the City with submitting the final Distribution System Materials Inventory to EGLE.

Mt. Baldhead Projects

- AT&T Project Assistance
 - Reviewed the current AT&T proposal for attaching conduits to the stair structure. Met with the AT&T team August 7 to review and discuss the current plans, which were also presented at the August 21 Council Workshop.
- Restroom Building Replacement
 - Design work is nearly complete.
 - The Allegan Conservation District has provided the Vegetation Removal Assurance, which is a report required for the EGLE/USACE Critical Dunes Permitting. The report evaluates impacts on vegetation, native, non-native and invasives, and provides guidance for the design and construction. Based on the scope of the project, vegetation disturbance is anticipated to be minimal. The Critical Dunes permit application will be submitted soon.
 - We are evaluating options for electrical service to the building that may involve improvements to the overall electric infrastructure at the site.
 - Depending on timeframes for Critical Dunes permitting and coordination with stakeholders, we are anticipating spring or fall 2025 construction.
- Observation Platform Replacement
 - Design work is progressing. Additional survey work is complete.
 - The Allegan Conservation District has provided the Vegetation Removal Assurance, which is a report required for the EGLE/USACE Critical Dunes Permitting. The report evaluates impacts on vegetation, native, non-native and invasives, and provides guidance for the design and construction. The report includes guidance for several of the unhealthy, dead or undesirable species to be removed as part of the project and replaced with native/desirable ones.
 - Anticipating design to be completed in fall/winter 2024/2025, permitting in spring 2025 for construction in fall of 2025 or spring of 2026, depending on permitting timeframe and coordination with stakeholders.

Maple Street Improvements – Study Phase

- Topographic survey is complete.
- An open house was held on September 17 to present the survey and solicit input from adjacent property owners and other stakeholders.
- We anticipate presenting the report to council in fall 2024.
- Submitted the MDOT Category B grant application to meet the June 12 deadline. Results should be available soon. If selected, this program would fund \$250,000 of the road restoration costs on the project.

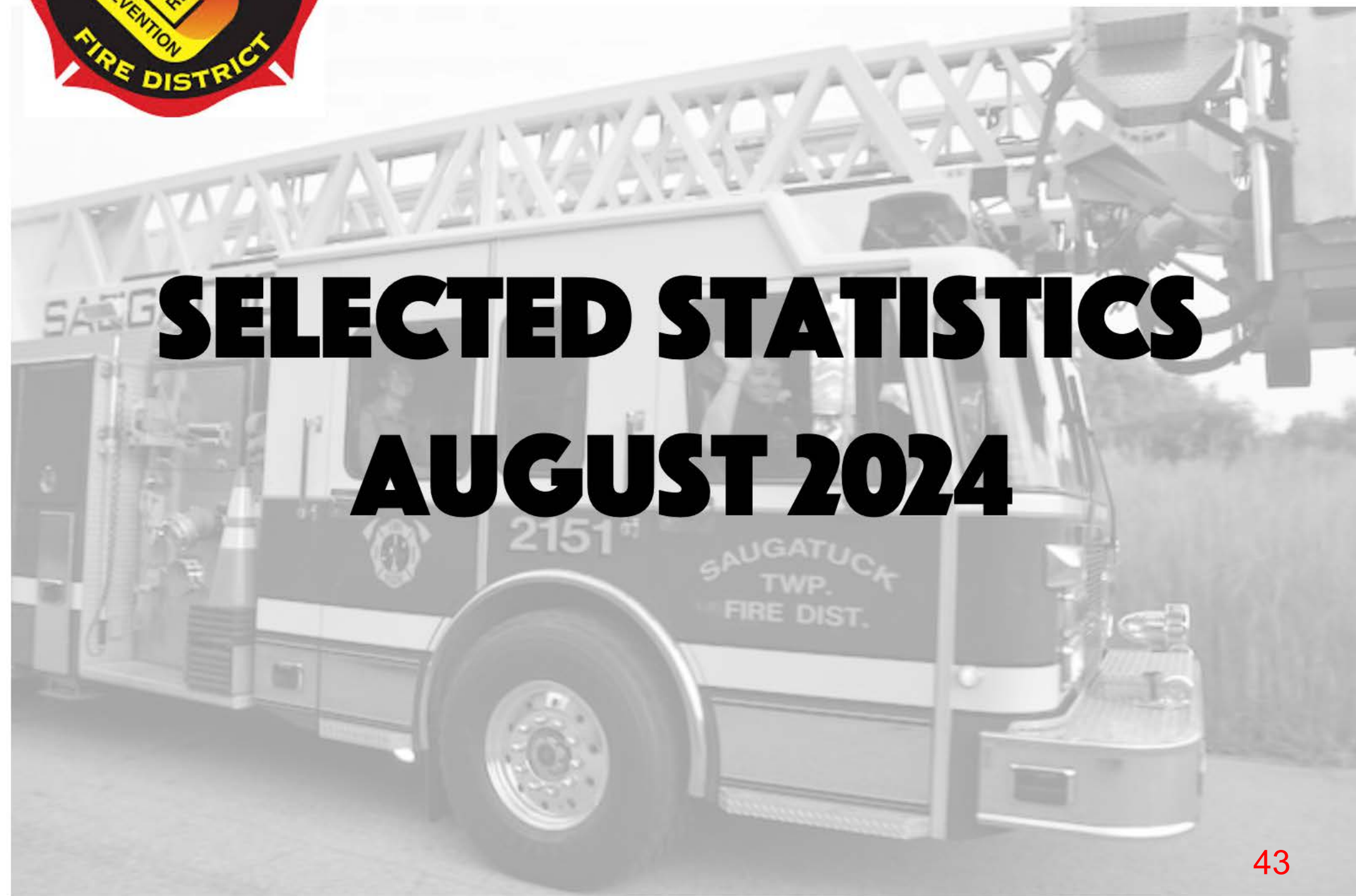
Park Street Improvements – Study Phase

- Park Street between Campbell Road and Mt. Baldhead has no specific non-motorized facility and a number of unique challenges and right-of-way encroachments. The asphalt pavement is deteriorating. A number of development projects have recently been completed or are ongoing. A planning phase proposal has been developed to build on prior study work and develop a scope, concept and cost estimate for improvement of the corridor.



SELECTED STATISTICS

AUGUST 2024



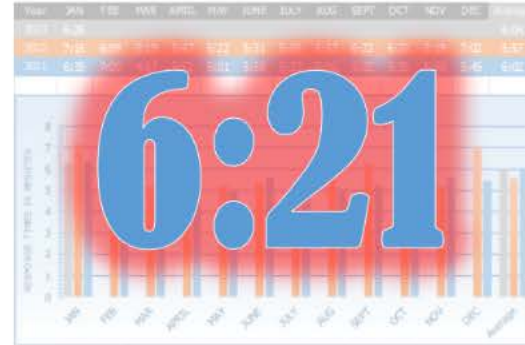
Incidents 2024

Incidents 2024



August recorded **133 calls**—another **all-time record high**. It is an increase from August 2023 that showed **101** calls. Overall for the first 8 months we are up **146 calls** or a **total of 808 compared to 662 last year, an increase of 22%**.

Response times 2024



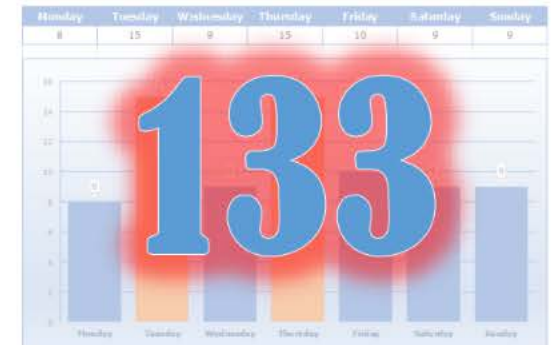
Our August response time of **6:21** showed a **decrease** compared to last month due to the first full month of the completed construction on Blue Star. Year to month shows an **average response time of 6:40**.

Emergent Calls 2024



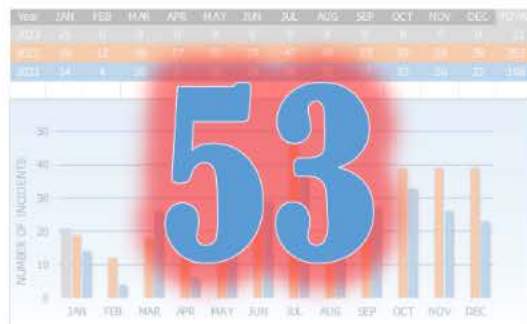
August showed **52 emergent calls** (lights and siren) an increase compared to August of last year that showed 40 emergent calls. **Year to month shows 271 calls** in this priority. **LIFE ambulance response report for August is pending**.

Time of Day Day of the Week



Saturday is still the busiest day of the week in 2024 with **133 calls followed by Tuesday with 122**. The remainder of the week is within the **93-118 range**. The hours from **8AM-9PM** count for the most busy timeframe of the day.

Overlapping Calls 2024



53 overlapping calls in August shows an increase compared to **36 in August 2023**. **40%** of our calls in August were overlapping. Year to month shows **247 overlapping calls** or **31% of our overall call volume**.

Type of Calls 2024



August recorded **77 calls in EMS** or **58% of all calls**. The most common call type in this category is **Falls with 74 or 14% of all EMS calls**. **General sickness** is second with **65 or 13%**.

MVI 2024



49 MVIs (motor vehicle incidents, i.e., crashes, fires etc.) **compared to 41 in the same period last year**. The completed construction of the roundabout has so far not caused any incidents. Even with two I-196 SB closings due accidents.

Municipality 2024

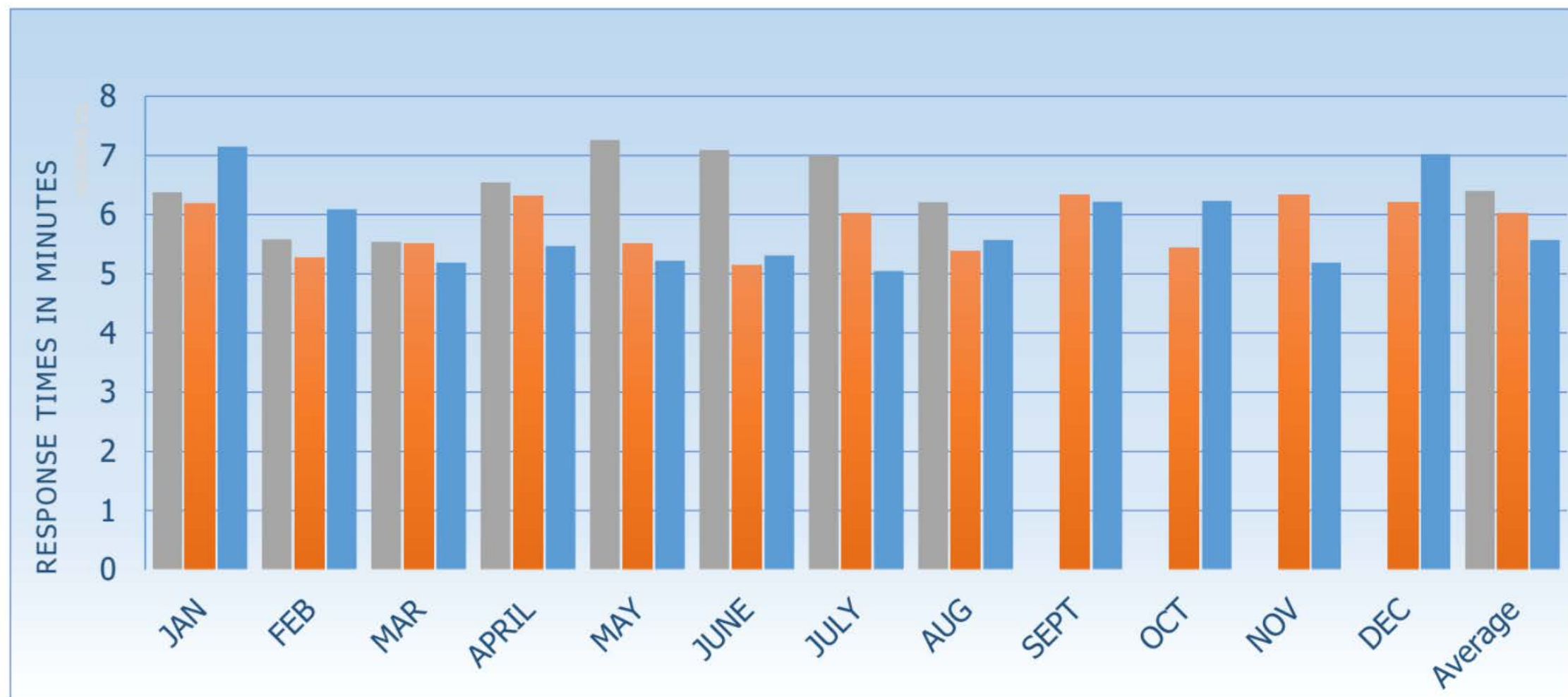


Location of calls shows **Saugatuck Township** (including I-196) counts for **350 calls** or **47%** compared to **Saugatuck City at 164 or 22%** and **Douglas recorded 235 calls or 31%**.

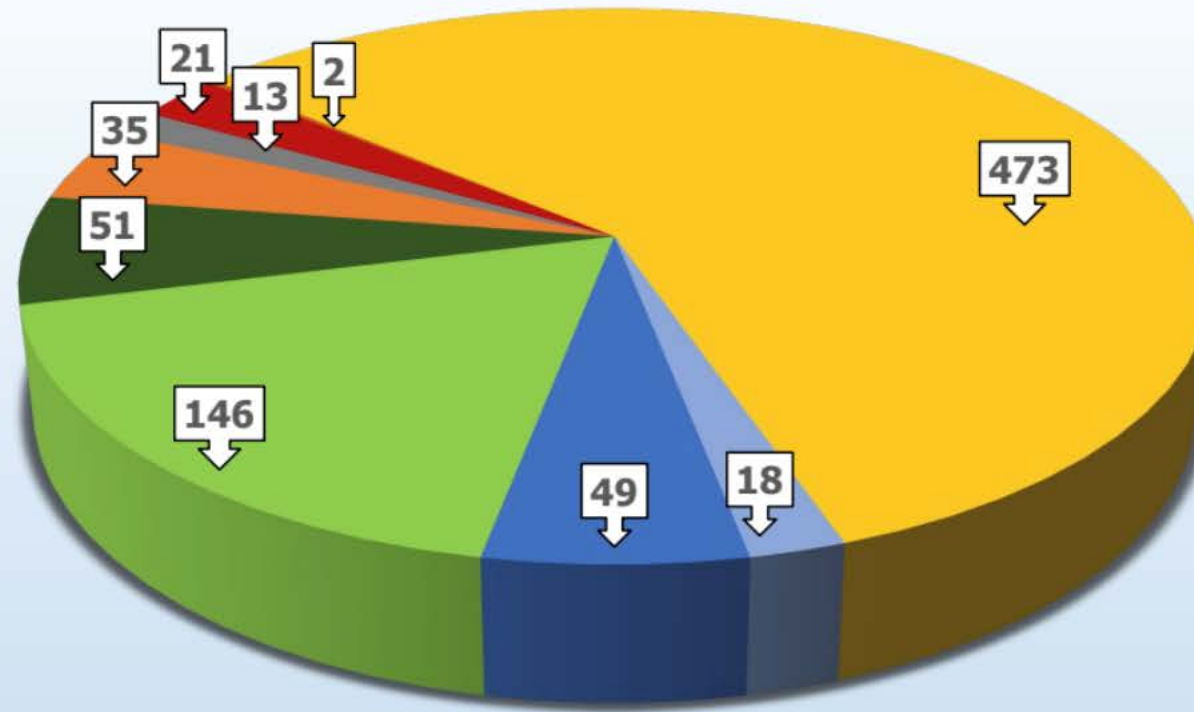
2022-2024 Response Times by Month

[From 2019 Response Times are now emergencies that requires lights and siren.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Average
2024	6:38	5:58	5:54	6:54	7:26	7:09	7:00	6:21					6:40
2023	6:19	5:28	5:51	6:31	5:50	5:14	6:02	5:38	6:33	5:44	6:34	6:21	6:02
2022	7:15	6:09	5:19	5:47	5:22	5:31	5:05	5:57	6:22	6:23	5:19	7:02	5:57



2024 Incidents by NFIRS Type



Type Of Incident:	Total Incidents:	Percentage Value:
100s - All types of fire, structure, vehicle and wildland.	21	2.6%
200s - Excessive heat, explosions and ruptured pipelines. No Fire.	2	0.2%
300s - Medical assist, traffic accidents, water and ice rescues.	473	58.5%
400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	18	2.2%
500s - Public service Calls. Instructional - Community Risk Reduction.	49	6.1%
600s - Cancelled calls, controlled burns and smoke investigation.	146	18.1%
700s - False alarms. Smoke, heat and CO detector malfunctions.	51	6.3%
800s - Severe weather, flooding, storm and lightning strike damage.	35	4.3%
900s - Community participation and citizen concerns.	13	1.6%
Totals:	808	100.0%

Vendor Name	Description	Amount
1. ALLEGAN COUNTY SHERIFF		
	JUL '24 CORRECTIONS SERVICES	270.00
	AUG '24 CORRECTIONS SERVICES	204.00
	TOTAL	474.00
2. ALLEGAN COUNTY TREASURER		
	PROPERTY TAXES COLLECTION 08/16 - 0910	1,280,282.18
3. BRUCE'S BLACKTOP LLC		
	ROLLED CURB ON PARK STREET	2,850.00
4. C2AE		
	GENERAL SERVICES 2023-2024	1,893.56
5. CAPITAL ONE		
	AUG '24 STATEMENT BALANCE	174.89
6. CONSUMERS ENERGY		
	JUN '24 SERVICE	4,025.30
	JUL '24 SERVICE	4,532.26
	AUG '24 SERVICE	4,452.80
	TOTAL	13,010.36
7. GIVE 'EM A BRAKE		
	NO PARKING SIGNS	3,600.00
8. KALAMAZOO LAKE SEWER & WATER		
	AUG '24 SERVICE	3,629.47
9. MERCHANTS BANCARD NETWORK		
	CC PROCESSING - CONCESSIONS AND OFFICE	1,047.61
	CC PROCESSING - ENTRANCE	3,754.27
	TOTAL	4,801.88
10. METRO WIRELESS		
	INSTALL AND EQUIP STARLINK	15,300.00
11. OTTAWA AREA INTERMEDIATE		
	SCHOOL DIS	
	PROPERTY TAXES COLLECTION 08/16 - 0910	699,603.96
12. PRO-TEMP INC		
	ICE CREAM MACH MAINT	177.86
13. REPUBLIC SERVICES		
	09/09 DISPOSAL AND PICKUP SERVICE	1,509.68
14. SAUGATUCK FIRE		
	RENTAL HOME INSPECTIONS	1,050.00
15. SAUGATUCK PUBLIC SCHOOLS		
	PROPERTY TAXES COLLECTION 08/16 - 0910	871,433.70
16. SEPTIC TANK SYSTEMS CO INC		
	PORTABLE RESTROOM - CULVER ST	325.00
17. SHORELINE TECHNOLOGY SOLUTIONS		
	IT WORK	3,569.00
	IT SERVICE	1,849.00
	TOTAL	5,418.00
18. STATE OF MICHIGAN		
	AUG '24 SALES TAX	13,479.16
19. TIMOTHY BRYERS		
	REFUND ACH DRAW	166.40
20. VALLEY CITY LINEN INC		
	SHOP TOWELS	130.08
TOTAL - ALL VENDORS		2,919,310.18
FUND TOTALS:		
Fund 101 - GENERAL FUND		63,996.18
Fund 202 - MAJOR STREETS		2,850.00
Fund 661 - MOTOR POOL FUND		1,144.16
Fund 701 - CURRENT TAX FUND		2,851,319.84



City Council Agenda Item Report

FROM: Ryan Cummins

MEETING DATE: September 23, 2024

SUBJECT: Fifth Amendment to Waste Services Agreement

DESCRIPTION:

The current trash services agreement with Republic Services expires October 1. The City is working on a new agreement with Republic Services. That agreement is not yet finalized. It will include increasing recycling pickup to bi-monthly. More details can be viewed in the last workshop packet at this link:

https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/p_9-18-24.pdf

Because the new agreement is not yet finalized, staff is requesting that City Council extend the existing agreement until December 30, 2024. If a new agreement is approved by both parties before then, it may replace the extended agreement.

LEGAL REVIEW:

Legal prepared the amendment to the existing agreement.

SAMPLE MOTION:

Motion to approve the fifth amendment to waste services agreement.

FIFTH AMENDMENT TO WASTE SERVICES AGREEMENT

Effective this 19 day of September 2024, this Amendment to Waste Services Agreement (“Fifth Amendment”) is made by and between the City of Saugatuck (the “City”), a Michigan municipal corporation with offices at 102 Butler St., Saugatuck, MI 49453 and Allied Waste Services, Inc., d/b/a Republic Services of Holland (the “Contractor”), a Delaware corporation with offices located at 4368 60th Street Holland, MI 49423 (collectively the “Parties”).

RECITALS

- A. On or about September 22, 2008 the City and Chef Container, LLC entered into a Waste Services Agreement (the “Agreement”) for the exclusive collection, transfer and disposal of certain garbage and trash and recyclable materials from residences and participating units within the City.
- B. In July 2013, the Parties agreed to amend the Agreement by adjusting provisions and extending the term through September 30, 2018.
- C. In 2018, with the City’s consent and approval, the Chef Container’s rights and obligations under the Agreement were assigned to and accepted by the Contractor.
- D. On September 24, 2018 the Parties agreed to extend the term of the Agreement from September 30, 2018 through December 31, 2018.
- E. On December 26, 2018 the Parties agreed to extend the term of the Agreement from January 1, 2019 through March 31, 2019.
- F. On August 26, 2019 the Parties agreed to amend the Agreement by adding provisions and to extend the term of the Agreement from October 1, 2019 through October 1, 2024.
- G. The Parties now wish to amend the Agreement to extend the current term for ninety (90) days, so that the Parties may continue to negotiate and finalize the provisions of a new agreement.
- H. It is the intention of the Parties that except as expressly set forth in this Fifth Amendment, all terms and conditions of the as amended Agreement shall remain binding and in effect. A copy of the Agreement and previous amendments is attached as Exhibit A.

AGREEMENT

Now, therefore, for good and valuable consideration in and referred to herein, the sufficiency of which is acknowledged, the Parties agree as follows:

1. Amendment of Section 13.01. Section 13.01 of the Agreement is amended to read in full as follows:

The term of this Agreement as amended shall be from October 1, 2024 until December 30, 2024.

CITY OF SAUGATUCK

By: _____
Lauren Stanton, Mayor

By: _____
Jamie Wolters, Clerk

REPUBLIC SERVICES OF HOLLAND

By: _____

Print Name: _____

Its: _____

EXHIBIT A

[Attach Waste Service Agreement and amendments]

**CITY COUNCIL
CITY OF SAUGATUCK
Allegan County, Michigan**

RESOLUTION NO. 080922-A

**A RESOLUTION TO APPROVE A WASTE SERVICES AGREEMENT WITH
CHEF CONTAINER**

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

WHEREAS, the City of Saugatuck has determined that it is in best interests of the residents of Saugatuck to utilize a single, designated waste services contractor for the collection, transport and disposal of certain domestic waste and other discarded materials; and

WHEREAS, the City has amended its Garbage and Rubbish Ordinance to provide for a designated contractor to perform such services; and

WHEREAS, the City Council has selected Chef Container, LLC ("Contractor") as the designated contractor; and

WHEREAS, the City and Contractor desire to enter into an agreement pertaining to said services.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City and Contractor agree to enter into the Waste Services Agreement attached and incorporated herein as Exhibit A (the "Agreement").

2. The City Council hereby approves the Agreement.

3. The Mayor is authorized to execute the Agreement and all related documents necessary to effectuate the intent of this Resolution.

4. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this Resolution, are rescinded.

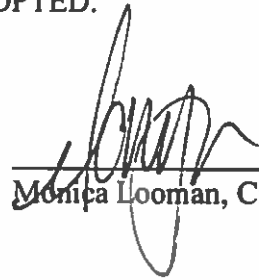
YEAS: Council Members: Hess, Verplank, Bekken, Simon, Spangler, Johnson & Vettori

NAYS: Council Members: None

ABSENT: Council Members: None

RESOLUTION NO. 080922-A DECLARED ADOPTED.

Dated: September 22, 2008

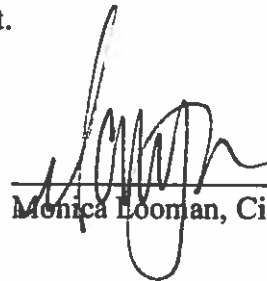


Monica Looman, City Clerk

CERTIFICATION

I, Monica Looman, 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 September 22, 2008, 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 Looman, City Clerk

WASTE SERVICES AGREEMENT

Effective this 22nd day of September, 2008, this Agreement ("Agreement") is made by and between the City of Saugatuck (the "City"), a Michigan municipal corporation with offices located at 102 Butler Street, Saugatuck, MI 49453 and Chef Container, LLC, a Michigan limited liability company, whose address is A-4368 60th Street, Holland Michigan 49423 (the "Contractor").

Recitals

A. The City has amended its Garbage and Rubbish Ordinance, Ordinance No. 080922-1 to provide for a single contractor to collect, transport and dispose of domestic garbage and other refuse materials within the City ("Ordinance"). This Agreement is entered into pursuant to such Ordinance.

B. The City desires to enter into an exclusive, revocable contract with Contractor for the collection, transport and disposal of certain garbage, trash, refuse, recyclable materials and other discarded materials from residences and participating units within the City, all as provided in this Agreement.

C. The Contractor desires to enter into a contract with the City to provide such collection, transportation, disposal and recycling services pursuant to the Contractor's bid proposal, the terms and conditions set forth in the City's Request for Proposal, the Ordinance and provisions of this Agreement (collectively, the "Services").

D. Therefore, in consideration of the mutual covenants and considerations set forth herein, the parties agree as follows:

Agreement

1.0 **Definitions.** All words or phrases not defined herein shall have the same meaning given to such words and phrases by the Ordinance, as may be amended from time to time, which Ordinance is incorporated herein by reference for such purpose.

2.0 **Collection of Domestic Solid Waste, Bulk Refuse, Recyclable Materials and Yard Waste.**

2.01 The Contractor shall collect, transport, and dispose of all Domestic Solid Waste from all Residential Units and other Participating Units within the City subject to the terms of this Agreement and the Ordinance.

2.02 The Contractor shall collect and transport Recyclable Materials, Yard Waste and Bulk Refuse from a Participating Unit upon the request of the owner or occupant of the Participating Unit

and shall deliver the same as follows: Recyclable Materials shall be delivered to an appropriate recycling facility; Yard Waste shall be delivered to an appropriate disposal, recycling, or composting facility; and Bulk Refuse shall be delivered to a properly licensed solid waste disposal facility. The Contractor shall be solely responsible to bill and collect its charges for such services from such owners or occupants.

2.03 The Contractor shall enter the Premises of a Participating Unit upon request by the owner or occupant in order to collect Domestic Solid Waste, Bulk Refuse, Recyclable Materials and/or Yard Waste from a designated location ("Rear Yard Service"). The designated location shall be outdoors and readily accessible. Rear Yard Service includes returning empty Refuse, Recyclable Material, and Yard Waste Containers to the designated location. Participating Units shall pay an additional charge for Rear Yard Service.

2.04 The Contractor shall provide the Services in a uniform manner to all Participating Units. If the Contractor requires owners or occupants of Participating Units to enter into a written agreement for any Service provided, Contractor shall do so using a written agreement which comports with this Agreement and the Ordinance and has been approved by the City.

2.05 The Contractor agrees that all Services provided herein, including without limitation collection, transportation, and disposal activities shall be conducted in accordance with applicable Michigan and federal laws and all ordinances, rules, and regulations of the City.

2.06 The Contractor agrees that all Domestic Solid Waste, Yard Waste and Bulk Refuse collected pursuant to this Agreement shall be disposed of only in licensed landfills and in accordance with all applicable Michigan and federal law and regulations and all ordinances, and regulations of the City. The Contractor agrees that all Recyclable Materials shall be prepared for and delivered to a secondary market (which may include a lawfully operating recycling facility) in accordance with all applicable Michigan and federal law and regulations and all ordinances and regulations of the City. The Contractor shall obtain and maintain all licenses, permits or other approvals required by law to perform its Services pursuant to this Agreement.

2.07 The Contractor shall defend, indemnify, and save harmless the City, and its departments, public officials and officers, agents, and employees from and against any fine, penalty, costs, or other charge (including without limitation, court costs and attorney fees) arising out of or in connection with the Contractor's Services or its failure to comply with all applicable laws, rules, and regulations governing the collection, transportation and delivery of all Domestic Solid Waste and other materials collected pursuant to this Agreement. Upon request of the City, the Contractor shall provide written documentation evidencing proper transportation and disposal of all materials collected by the Contractor pursuant to this Agreement. The Contractor's duties and obligations under this Section shall survive the expiration or termination of this Agreement.

2.08 During the term of this Agreement, unless earlier terminated in accordance with the provisions hereof, the Contractor shall have the exclusive, revocable right to provide the Services to Participating Units in the City.

3.0 Collection Schedule; Publication of Notice.

3.01 Regular collection shall take place each Monday morning no earlier than 7:00 a.m., except in the event of an emergency when so authorized by the City Manager. All collection and route schedules and amendments thereto are subject to the prior written approval of the City Manager.

3.02 Regular collection shall not take place on a holiday. In the event a holiday falls on a Monday, the collection service day that week will be on Tuesday. If the holiday falls on any other day, the collection service day will remain unchanged. For purposes of this Section 3, 'holiday' means New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas Day.

3.03 The Contractor shall make no changes to its schedules or operation affecting the City without receiving written approval from the City Manager at least thirty (30) days prior to the implementation of such a change. The Contractor shall assist the City, either financially or in a manner acceptable to the City, with the dissemination of notices to residents of the changes.

3.04 The Contractor shall offer Yard Waste collection service within the City at a minimum of 4 pick-ups per months from April 1 through November 30. If the volume of Yard Waste collected increases enough, as reasonably determined by the City, to warrant additional pickups, the City shall coordinate the date with the Contractor. The Contractor shall monitor and keep record of the number of yard waste containers being collected. This information shall be made available to the City upon request.

4.0 Containers; Method of Collection.

4.01 The Contractor, at its own expense, shall provide Participating Units with the following:

- 1) 32 or 96 gallon solid waste container(s) that are clean, watertight, and insect and vermin proof ("Refuse Containers");
- 2) 96 gallon containers for Yard Waste ("Yard Waste Containers"); and
- 3) Recyclable Materials containers in such quantities as may be requested by the owner or occupant.

The Contractor shall not be required to collect any Domestic Solid Waste if not properly contained in a Refuse Container. The Contractor agrees that a trash bag up to 32 gallons and containing up to 50 pounds of Domestic Solid Waste may be placed in a Refuse Container. Further, Contractor agrees that a 96 gallon Refuse Container may contain up to 250 pounds of Domestic Solid Waste. The Contractor shall not be required to collect any Yard Waste not properly contained in a Yard Waste Container.

4.02 Containers damaged through the negligence or carelessness of the owner or occupant of a Participating Unit shall be replaced by the Contractor and the cost thereof may be charged to the owner or occupant. The Contractor will replace, at its own expense and at no cost to the owner or occupant of a Participating Unit, Containers which are stolen, which have been damaged by the Contractor's vehicles or which become damaged or unusable through normal wear and tear.

5.0 Further Obligations of the Contractor.

5.01 The Contractor shall provide safe, clean, compaction type collection trucks displaying Contractor's name. All equipment used by the Contractor shall be maintained in a safe and reasonably clean condition at all times, and operated and in a manner which does not create a nuisance. Collection trucks shall not be parked on City streets except as is reasonably necessary in connection with the provision of Services. Collection trucks of an appropriate size shall be used to provide Services on streets that are narrower than typical city streets, including but not limited to Vine Street, Lakeview Drive and Shorewood Drive.

5.02 All facilities, vehicles, and equipment used by Contractor shall meet all federal and state of Michigan requirements for safety and sanitation. The Contractor shall maintain an adequate number of vehicles and employees to provide the Services.

5.03 The Contractor shall comply with all Michigan and federal laws, regulations and executive orders relating to hiring, hours of work, manner of pay, workers' compensation and unemployment benefits.

5.04 The Contractor shall hire and pay its employees as employees of the Contractor. Persons hired by the Contractor shall not be deemed to be employees of or otherwise in any joint venture or other relationship with the City.

5.05 The Contractor shall be responsible for, and the City shall bear no responsibility for, the assessment, billing, processing, and the collection of all charges imposed by the Contractor upon Participating Units. The Contractor may use only lawful means of collecting or attempting to collect delinquent charges owed by the owner or occupant of a Participating Unit. If the Contractor suspends Services to a Participating Unit as a result of nonpayment of charges due to the Contractor, the Contractor shall notify the City Manager seven (7) days prior to the suspension of service and shall provide written justification for the suspension of service.

6.0 Service Investigation and Complaints.

6.01 The Contractor shall maintain an adequately staffed office and regular office hours for the receipt of service calls, questions and complaints regarding the Services. The Contractor agrees to maintain regular contact with the City for the purpose of receiving and responding to such questions and complaints.

6.02 The Contractor agrees to record all complaints and requests for investigations received at its designated office or at the City Administrative Offices on a service investigation form

acceptable to the City Manager. The service investigation form shall indicate the date and time the complaint or request for investigation was received, the date and time the Contractor was notified if such complaint or request for investigation was received by the City, the name, address, and telephone number of the complainant, and the nature of the complaint or investigation. The Contractor shall retain two (2) copies of the service investigation form and shall supply one (1) copy to the City Manager or his or her designee. The Contractor agrees to provide service investigation forms at its own expense.

6.03 Upon receipt of a complaint or request for investigation, Contractor agrees to promptly investigate the incident and take such corrective action as is necessary to comply with its obligations under this Agreement, and all ordinances, rules, and regulations of the City. When the Contractor is at fault due to its negligence or carelessness, and the Contractor receives notice of the complaint by 3:00 p.m., corrective action shall be taken within twenty-four (24) hours after the Contractor is notified of the incident. If the Contractor receives notice of the complaint after 3:00 p.m., corrective action shall be taken within forty-eight (48) hours after the Contractor is notified of the incident. In the event of a difference of opinion as to the validity of the complaint or the fault or responsibility of the Contractor, the decision of the City Manager shall be binding on the Contractor.

6.04 Upon completion of its investigation and the taking of corrective action as required by this Section, the Contractor agrees to record the nature of the corrective action taken and the date and time of such action on the remaining two (2) copies of the service investigation form in its possession. The Contractor shall retain one (1) copy of the completed service investigation form and deliver the remaining one (1) copy to the City Manager or his or her designee.

7.0 Obligations of the City.

7.01 The City shall provide to the Contractor a list of Residential Units within the City.

7.02 The City shall notify Participating Units, except for Participating Units receiving Rear Yard Service, to place Refuse Containers, Recyclable Material containers, Bulk Refuse and other items to be collected by Contractor at the front of the curb line of the Participating Unit in plain view of the roadways.

8.0 Compensation.

8.01 The Contractor shall directly bill each Participating Unit for the collection of Domestic Solid Waste, Rear Yard Service and Yard Waste in the amounts set forth in the rate sheet incorporated herein and attached as Exhibit A. The Contractor shall not charge Participating Units for the collection and disposal of Recyclable Materials.

8.02 The Contractor shall be entitled to compensation for collecting Bulk Refuse in such amounts as it typically charges, as agreed by the Participating Unit.

8.03 Participating Units shall be offered various payment options for Services, including

payment by credit or debit cards.

8.04 The compensation set forth in this Section 8 shall be the only compensation paid to the Contractor for Services performed under this Agreement.

9.0 Hold Harmless; Insurance; Letter of Credit.

9.01 The Contractor agrees to defend, indemnify, and hold harmless the City, and its departments, public officials and officers, agents, and employees from and against any and all loss, expense, damage, charge, claim, liability, demand and cost (including without limitation, court costs and attorney fees) for injury to or death of persons, or injury to or destruction of property suffered or alleged to have been suffered, arising out of or in connection with the Agreement or any act or omission of the Contractor or any agent or employee of the Contractor in the course of the performance of the work provided in this Agreement or to the Participating Units. The Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

9.02 Except for hazardous or toxic substances necessary for the operation of vehicles and office equipment used by the Contractor in the ordinary course of business, the Contractor shall not cause or permit any hazardous or toxic substances to be released, stored, produced, emitted, disposed of or used in connection with the Agreement or any act or omission of the Contractor or any agent or employee of the Contractor in the course of the performance of the Services provided per this Agreement or to the Participating Units. As used in this section, the term "hazardous or toxic substance or material" shall include, but not be limited to, any material or substance which is deemed a hazardous substance pursuant to the Comprehensive Environmental Response, Compensation and Liability Act, 42 USCA §9661 et seq. as amended, or pursuant to the Michigan Natural Resources and Environmental Protection Act, MCLA 324.101, et seq. as amended, and rules and regulations promulgated under either Act. The Contractor shall hold the City harmless from, indemnify it for, and defend it against any and all cost, claims, losses, liability, damages, administrative and criminal proceedings, or other actions as a result of the Contractor's breach of such condition; provided, however, that in no event shall the Contractor have any liability to the City, under this Section or otherwise, solely as a result of the unlawful act or omission of the owner or occupant of a Participating Unit. The Contractor's obligations under this Section shall survive the expiration or termination of this Agreement.

9.03 The Contractor shall secure and maintain, for the duration of the term of this Agreement, workers' compensation insurance, environmental liability insurance, and general liability insurance for bodily injury and property damage in an amount not less than \$1,000,000 per person and \$2,000,000 per occurrence for bodily injury, and not less than \$500,000 per occurrence for property damage. Any policy maintained to satisfy this requirement shall be placed with insurance carriers fully licensed and authorized to do business in the state of Michigan. The City, its departments, public officials and officers, employees, and agents shall be additional named insureds on all such policies of insurance. The Contractor shall deliver said policies or certificates of insurance to the City.

9.04 In order to secure the faithful performance of this Agreement by the Contractor, no

later than the effective date of this Agreement the Contractor shall deliver to the City an irrevocable and unconditional letter of credit acceptable to the City naming the City as payee in the amount of \$10,000.

10.0 Nonperformance.

10.01 In the event that the Contractor shall fail, neglect, or refuse to perform any or all of its duties, obligations, or responsibilities under this Agreement, the City may, after five (5) days written notice to the Contractor, perform such duties, obligations, or agreements, or have such duties, obligations, or agreements performed and charge all costs thereof to the Contractor, and the Contractor shall pay all of said costs to the City. The City may also draw on the letter of credit provided under Section 9.04 of this Agreement to defray such costs. If such failure, neglect, or refusal continues for 30 days after such written notice, the City shall exercise its right of termination under Section 11.01 of this Agreement, and pursue any and all legal remedies to which it may be entitled.

11.0 Right of Termination; Notice.

11.01 The City and Contractor shall have the right to terminate this Agreement in the event of a material breach by the other party of any of the covenants, terms, or conditions of this Agreement and such material breach or nonperformance continues for a period of 30 days after written notice of such material breach or nonperformance is provided to the other party.

11.02 The City shall have the right to immediately terminate this Agreement in the event that the Contractor ceases operation of its business by reason of insolvency, bankruptcy, or similar proceeding, whether voluntary or involuntary, or for any other reason.

11.03 The City shall have the right to immediately terminate this Agreement in the event Contractor fails to obtain or maintain any licenses, permits or other approvals required to provide the Services or fulfill its obligations under this Agreement.

11.04 The City shall have the right to immediately terminate this Agreement in the event Contractor is in default to the City.

11.05 In the event of a termination under Section 11.01, 11.02, 11.03 or 11.04 by the City, the Contractor shall be liable to the City for any damages the City sustains by virtue of Contractor's breach of this Agreement and any reasonable costs the City might incur in enforcing or attempting to enforce this Agreement, or in finding alternative methods for carrying out the purposes and covenants of this Agreement including reasonable attorney fees. It is expressly understood that Contractor shall remain liable to the City for any damages the City may sustain in excess of any set-off. The City reserves the right to collect such damages, recover attorney fees and pursue specific performance regarding the administration of this Agreement. The City acknowledges its obligation, in the event of a termination of this Agreement, to mitigate its damages by engaging a different contractor to render the Services as soon as reasonably practicable after the date of termination.

11.06 In addition to any other remedies available under this Agreement or at law or equity, the prevailing party in any lawsuit between the City and the Contractor to enforce any provision of this Agreement may recover its actual reasonable costs, including without limitation, attorneys fees and other legal expenses incurred to investigate, bring, maintain, or defend any action from its first accrual or first notice thereof through any and all appellate and collection proceedings. To the extent not otherwise prohibited by law, the parties agree that the jurisdiction and venue for any action brought pursuant to or to enforce any provision of this Agreement shall be exclusively in the state courts in Allegan County, Michigan.

11.07 In the event of a termination of the Agreement, Contractor agrees to use its best efforts to transition the Services to a new contractor in order for Participating Units receive continuous and uninterrupted service.

12.0 Assignment. The Contractor shall neither assign nor subcontract this Agreement or any part thereof, to any person, firm, or organization unless said assignment or subcontract is first approved in writing by the City. The Contractor agrees that such written approval may be granted or withheld in the sole discretion of the City. Any attempt to assign this Agreement without prior approval shall render the Agreement null and void.

13.0 The Term of Agreement.

13.01 The term of this Agreement shall be from October 1, 2008 through September 30, 2013.

14.0 Miscellaneous Provisions.

14.01 The terms of this Agreement may be modified, changed, or altered upon the mutual written agreement of the Contractor and the City. No such amendment shall be effective or binding unless it expressly makes reference to this Agreement, is in writing, and is signed by the Contractor and duly authorized representatives of the City.

14.02 Neither the City nor the Contractor shall be considered or construed as the agent of the other, nor shall either party have the right to bind the other in any manner whatsoever, and this Agreement shall not be construed as a contract of agency.

14.03 This Agreement shall be governed in all respects, whether as to validity, construction, performance or otherwise, by the laws of the State of Michigan.

14.04 If any paragraph, section, clause, or provision of this Agreement be ruled invalid or unenforceable by any court of competent jurisdiction, the validity or unenforceability of such paragraph, section, clause, or provision shall not affect the validity of any and all remaining paragraphs, sections, clauses, or provisions.

14.05 All notices, approvals, consents, requests, demands, or formal actions hereunder shall be in writing and mailed or delivered to the following addresses:

**Rates for City of Saugatuck Collection and Disposal of
Rubbish/Refuse/Garbage and Collection and Recycling of
Recyclable Materials**

2008-2013

Monthly Service Rate per Residential Customer For 12 Months

There is a discounted annual rate for residents that pay for refuse service a year in advance

	Year 1	Year 2	Year 3	Year 4	Year 5
Pickup Frequency	2008 - 2009	2009 - 2010	2010 - 2011	2011-2012	2012-2013
32 GAL WEEKLY (curbside)	\$ 9.65	\$ 9.89	\$ 10.14	\$ 10.39	\$ 10.65
96 GAL WEEKLY (curbside)	\$ 10.77	\$ 11.04	\$ 11.32	\$ 11.60	\$ 11.89
REAR YARD P/UP (additional cost)	\$ 7.50	\$ 7.69	\$ 7.88	\$ 8.08	\$ 8.28
YARD WASTE (April thru November)	\$ 110.00	\$ 112.75	\$ 115.57	\$ 118.46	\$ 121.42

NOTE: Prices are based on current fuels costs ranging from \$4.50-\$5.00 per gallon for diesel.

Services billed direct to residents



*** Seasonal trash service is available for a minimum period of six months. Seasonal service must be paid in advance.

A simple cost effective solution to recycling and refuse management.

ADDENDUM TO
WASTE SERVICES AGREEMENT

THIS ADDENDUM TO WASTE SERVICES AGREEMENT ("Addendum") is dated this 22nd day of July, 2013 between the City of Saugatuck, a Michigan municipal corporation ("City") and Chef Container, LLC, a Michigan limited liability company ("Contractor")(City and Contractor referred to collectively herein as the "Parties").

RECITALS

A. The City and Contractor entered into a Waste Services Agreement dated September 22, 2008 ("Agreement"), whereby the City authorized the Contractor to provides domestic solid waste, recycling, bulk refuse and yard waste collection services in the City ("Services").

B. The Agreement terminates without further action of the Parties on September 30, 2013.

C. The Parties desire to extend the Agreement's term and make adjustments to account for the new term through the adoption of this Addendum. It is the Parties' intent that, but for the matters referenced in the Addendum, the terms and provisions of the Agreement are to remain in effect and binding on the Parties.

NOW, THEREFORE, for valid consideration, the sufficiency of which is acknowledged, the Parties agree:

AGREEMENT

1. Statement of Purpose. This Addendum amends and is incorporated into the Agreement. This Addendum and the Agreement together constitute the complete agreement between the Parties regarding the subject matters of the Agreement.

2. Amendment of Sections 13.0 and 13.01. Sections 13.0 and 13.01 of the Agreement shall be combined and amended to provide in their entirety as follows:

13.0 The Term of Agreement. The term of the Agreement as amended by the Addendum shall be from October 1, 2013 through September 30, 2018.

3. Addition of Section 11.08. A new Section 11.08 shall be added to the Agreement to provide in its entirety as follows:

11.08 The parties shall have the ability to immediately terminate this Agreement as permitted by federal, state or local law.

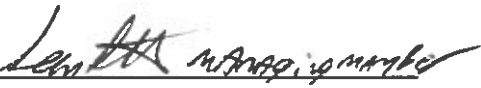
4. Substitution of Exhibit A. Exhibit A to the Agreement, entitled "Rate Sheet," is replaced and superseded in its entirety by the attachment to this Addendum marked "Exhibit A" (entitled "Rate Sheet").

5. Superseding Provisions. If any term, obligation or right provided for in this Addendum conflicts with the Agreement, this Addendum will control and the conflicting term or provision contained in the Agreement will be treated as if it had been deleted prior to the execution of the Agreement and in all other respects the remainder of the Agreement will continue in full force and effect.

6. Counterparts and Reproductions. This Addendum may be executed in two or more counterparts, each of which will be deemed an original but all of which will constitute one instrument. Executed facsimile or other electronic transmissions of this Addendum will be deemed originals.

The parties have executed this Addendum as of the date first indicated above.

CHEF CONTAINER, LLC

By: 
Its: _____

CITY OF SAUGATUCK

By: 
Its: 
By: 
Its: 

Second Addendum To
Waste Services Agreement

This Second Addendum to Waste Services Agreement is dated this 24th day of September, 2018 between the City of Saugatuck, a Michigan municipal corporation ("City") and Allied Waste Systems Inc. DBA Republic Services of Holland ("successor of Chef Container, LLC") ("Contractor"). City and Contractor referred to collectively herein as the "Parties".

The City and Contractor entered into a Waste Services Agreement dated September 27th 2008, whereby the City authorized the Contractor to provide domestic solid waste, bulk refuse, and yard waste collection services in the City. In July 2013 the parties extended the agreement through September 30, 2018.

Now, therefore, for valid consideration, the sufficiency of which is acknowledged, the Parties agree to the Second Addendum to extend the Waste Services Agreement from September 30, 2018 through December 31, 2018 at current rates.

All other provisions of the Waste Services Agreement shall remain in full force and effect.

The Parties have executed this Second Addendum to the Waste Services Agreement as of the date first indicated above.

Allied Waste Systems Inc

By: Tadd

Its: General Manager

CITY OF SAUGATUCK

By: Ken Trester

Ken Trester

Its: Mayor

By: Monica Nagel

Monica Nagel

Its: City Clerk

Third Addendum To
Waste Services Agreement

This Third Addendum to Waste Services Agreement is dated this 26th day of December, 2018 between the City of Saugatuck, a Michigan municipal corporation ("City") and Allied Waste Systems Inc. DBA Republic Services of Jenison ("successor of Chef Container, LLC") ("Contractor"). City and Contractor referred to collectively herein as the "Parties".

The City and Contractor entered into a Waste Services Agreement dated September 27th 2008, whereby the City authorized the Contractor to provide domestic solid waste, bulk refuse, and yard waste collection services in the City. In July 2013 the parties extended the agreement through September 30, 2018. In September 2018 the parties extended the agreement through December 31, 2018.

Now, therefore, for valid consideration, the sufficiency of which is acknowledged, the Parties agree to the third Addendum to extend the Waste Services Agreement from January 1, 2019 through March 31, 2019 at current rates.

All other provisions of the Waste Services Agreement shall remain in full force and effect.

The Parties have executed this Second Addendum to the Waste Services Agreement as of the date first indicated above.

REPUBLIC SERVICES INC

By: Talbot

Its: General Manager

CITY OF SAUGATUCK

By: KG Trester

Ken Trester

Its: Mayor

By: Monica Nagel

Monica Nagel

Its: City Clerk

AMENDMENT TO WASTE SERVICES AGREEMENT

Effective this 26 day of August, 2019, this Amendment to Waste Services Agreement ("Amendment") is made by and between the City of Saugatuck (the "City"), a Michigan municipal corporation with offices located at 102 Butler St., Saugatuck, MI 49453 and Allied Waste Services, Inc., DBA Republic Services of Holland (the "Contractor"), a Delaware corporation with offices located at 4368 60th Street Holland, MI 49423.

RECITALS

- A. On or about September 22, 2008 the City and Chef Container, LLC entered into a Waste Services Agreement for the exclusive collection, transfer and disposal of certain garbage and trash and recyclable materials from residences and participating units within the City. A copy of the Agreement is attached as Exhibit A (the "Agreement").
- B. In 2018, with the City's consent and approval, the Chef Container's rights and obligations under the Agreement were assigned to and accepted by the Contractor.
- C. The Contractor has requested that the City amend the Agreement to extend the current term and to add other provisions and the City is amenable to the same consistent with the terms and conditions of this Amendment.
- D. It is the intention of the parties that except as expressly set forth in this Amendment, all terms and conditions of the Agreement shall remain binding and in effect.
- E. The City Council has concluded that entering into this Amendment is in the best interest of the City and its residents and that the City wishes to take advantage of favorable pricing offered by the Contractor.

AGREEMENT

Now, therefore, for good and valuable consideration in and referred to herein, the sufficiency of which is acknowledged, the parties agree as follows:

- I. Amendment of Section 2.02. Section 2.02 of the Agreement is amended to read in full as follows:

The Contractor shall collect and transport Yard Waste and Bulk Refuse from a Participating Unit upon the request of the owner or occupant of the Participating Unit and shall collect and transport Recyclable Materials one time every four weeks upon request and shall deliver the same as follows: Recyclable Materials shall be delivered to an appropriate recycling facility; Yard Waste shall be delivered to an appropriate disposal, recycling, or composting facility; and Bulk Refuse shall be delivered to a properly licensed solid waste disposal facility. The

Contractor shall be solely responsible to bill and collect its charges for such services from such owners or occupants.

2. Amendment of Section 4.01. Section 4.01 of the Agreement is amended to read in full as follows:

The Contractor, at its own expense, shall provide Participating Units with the following:

- 1) 32 or 95 gallon solid waste container(s) that are clean, watertight, and insect and vermin proof (Refuse Containers”);
- 2) 95 gallon container for Yard Waste (“Yard Waste Containers”); and,
- 3) 95 gallon container for Recyclable Materials.

The Contractor shall not be required to collect any Domestic Solid Waste if not properly contained in a Refuse Container. The Contractor agrees that a trash bag up to 32 gallons and containing up to 50 pounds of Domestic Solid Waste may be placed in a Refuse Container. Further, Contractor agrees that a 95 gallon Refuse Container may contain up to 250 pounds of Domestic Solid Waste. The Contractor shall not be required to collect any Yard Waste not properly contained in a Yard Waste Container.

3. Amendment of Section 8.01. Section 8.01 of the Agreement is amended to read in full as follows:

The Contractor shall directly bill each Participating Unit for the collection of Domestic Solid Waste, Rear Yard Service and Yard Waste in the amounts set forth in the Rate Sheet attached to this Amendment and marked as Exhibit A-1. The Contractor shall not charge Participating Units for the collection and disposal of Recyclable Materials. Notwithstanding the foregoing, in the event of changes in the costs of processing recyclables at the Kent County Material Recycling Facility (\$70.00 per ton as of June 1, 2019), actual cost increases beyond this amount may be passed thru on the Contractor’s monthly invoice. This processing cost is subject to change with official documentation from the Material Recycling Facility to be secured and provided by the Contractor to the City to validate any increase. Likewise, Contractor must decrease processing costs if they are reduced by the processing facility. Changes will be reflected in the following month’s invoices (example: May increase/decrease reflected in June’s invoice).

4. Addition of Section 8.05. Section 8.05 is added to the Agreement to read in full as follows:

The Rates charged pursuant to the Rate Sheet may, upon thirty (30) days written notice, be increased due to actual additional taxes, charges, surcharges, and/or

fees imposed by governmental authorities on the Contractor, the Collection Service or the Disposal Site following the date hereof, or due to laws, regulations or ordinances which are adopted or changed (including a change in interpretation or enforcement) following the date hereof, which have the actual effect of increasing the provision of the Collection Services or the costs to the Disposal Site, whether prospectively or retroactively, to the Contractor. The term "Rate" as used in the Agreement may include a requested adjustment made pursuant to the immediately preceding sentence. The Contractor shall not be entitled to any increase to the Rate associated with its violations of law, regulations, ordinances, or permit conditions.

5. Addition of Section 11.08. Section 11.08 is added to the Agreement to read in full as follows:

Notwithstanding any provision to the contrary herein, the City shall have the right to terminate the Agreement in its sole discretion upon first providing the Contractor with not less than 90 days' prior written notice.

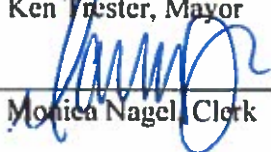
6. Amendment of Section 13.01. Section 13.01 of the Agreement is amended to read in full as follows:

The term of this Agreement as amended shall be from October 1, 2019 until October 1, 2024.

7. Remainder of Agreement in Effect. Except as expressly set forth in this Amendment, all original terms and conditions in the Agreement shall remain binding on the parties and in full force and effect.

CITY OF SAUGATUCK

By: 
Ken Trester, Mayor

By: 
Monica Nagel, Clerk

REPUBLIC SERVICES OF HOLLAND

By: 
Tom Mahoney
Its: General Manager



**Exhibit A
Rate Sheet
Effective October 1, 2019**

Rates for City of Saugatuck Collection and Disposal of Rubbish/Refuse/Garbage and Collection and Recycling of Recyclable Materials.					
2019-2024					
Monthly Service Rate per Residential Customer for 12-Months					
Pickup Frequency	Year 1 2019-2020	Year 2 2020-2021	Year 3 2021-2022	Year 4 2022-2023	Year 5 2023-2024
32 GAL WEEKLY (Curbside)	\$ 12.47	\$ 12.91	\$ 13.36	\$ 13.83	\$ 14.31
36 GAL WEEKLY (Curbside)	\$ 13.92	\$ 14.41	\$ 14.91	\$ 15.43	\$ 15.97
REAR YARD P/UP (Additional Cost)	\$ 9.70	\$ 10.04	\$ 10.39	\$ 10.75	\$ 11.12
YARD WASTE (April thru November)	\$ 147.19	\$ 147.17	\$ 157.32	\$ 157.65	\$ 161.17
96 GAL RECYCLE (1x Every 4 Weeks)	Included	Included	Included	Included	Included

Notes: Prices are based on current fuel cost based on \$4.75 per gallon for diesel

*** Seasonal trash service is available for a minimum period of six months.
Seasonal service must be paid in advance.*

491 Columbia Avenue
Holland, Mi
49423

September 6, 2024

Dear Saugatuck Parks & Recreation,

My name is Drew Ebrom and I am from Holland, MI. I love soccer, my dogs, and Saugatuck. I am 11 years old and go to Black River Public School. We go to Saugatuck a lot for boating and to eat dinner. My favorite restaurant in Saugatuck is Phil's. My family likes to go on hikes and watch soccer. We walk at Saugatuck Dunes a lot with our dogs. However, my favorite place we like to go to is Oval Beach.

Thank you for maintaining Oval Beach so well. It is one of the best beaches in the world. For the common good of the people to only pay twelve dollars to see an amazing beach is awesome. People from all over the world visit Oval Beach because it's one of the best beaches in the country. My family goes there all the time, and always have a great time at Oval Beach.

Thank you for reading my letter, and thank you for maintaining one of the best beaches in the country.

Sincerely,

Drew Ebrom

491 Columbia Avenue
September 6, 2024
49423

Dear Saugatuck Parks and Public Works,

My name is Hudson Rodewald and I live in Saugatuck, Michigan. a really great playground. I've lived in Saugatuck for more than five years and I used to be pretty bored with the old park. It's hard to get bored in Saugatuck because the park is there.

It's also great that there's equality. It doesn't matter how old you are or if you have a disability, it's open to you and your friends. I personally like going down town and sitting in the park. In addition going down there just to sit in the park with my friends.

I appreciate you reading this letter and thank you for putting in a beautiful park.

Sincerely,

Hudson Rodewald

A handwritten signature in dark ink that reads "Hudson Rodewald". The signature is written in a cursive, slightly slanted style. The first letter of "Hudson" is capitalized and the first letter of "Rodewald" is also capitalized. The signature is underlined with a single horizontal line.



The CITY OF SAUGATUCK is accepting applications for appointment to the following boards:

Tri-Community Wildlife Committee Member-

The purpose of the Committee is to seek options and make recommendations to manage the overgrowth of deer and other wildlife within the jurisdictions of the City of Douglas, Saugatuck Township, and the City of Saugatuck. The Authority will discuss wildlife management strategies, particularly focusing on the hunting season time frames set by the State of Michigan for culling purposes and make recommendations to the respective councils and boards of each community.

The committee shall consist of representatives of the City of Douglas, Saugatuck Township, and the City of Saugatuck along with citizens, selected based on their knowledge, interest, or expertise in wildlife management or related fields. These citizens shall be appointed by mutual agreement of the councils and boards of the three communities.

Zoning Board of Appeals Member-

The City of Saugatuck Zoning Board of Appeals (ZBA) is a five-member board with two alternates. They receive, review and decide on applications for variances, or relief from specific sections of the zoning ordinance. The ZBA was created to provide residents a forum at which they can appeal issues arising from interpretations of the City's zoning ordinance.

Saugatuck Zoning Board of Appeals meetings are held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the 2nd Thursday of each month unless otherwise noted.

If you are a resident of the City of Saugatuck and have the desire and ability to serve, please contact City Hall at (269) 857-2603 for more information or to request an application.

Jamie Wolters
Saugatuck City Clerk