



CITY COUNCIL REGULAR MEETING MINUTES- *proposed*
March 10, 2025

The City Council met to have a Regular Council Meeting at City Hall.
102 Butler St., Saugatuck, MI 49453.

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

Pledge of Allegiance.

Attendance:

Present: Mayor Anderson, councilmembers Clark, Dean and Gardner.

Absent: Mayor Pro-Tem Stanton and councilmember Peterson.

Motion by Clark, second by Dean to excuse both Peterson and Stanton from tonight's meeting.

Via voice vote, motion carried 4-0.

Councilmember Muncey entered the meeting at 6:34 p.m.

Others Present: City Manager Cummins, Zoning Director Thompson, Treasurer Bredeweg and Clerk Wolters.

Mayor Comments:

Mayor Anderson congratulated the Saugatuck Douglas Convention Bureau Director Lisa Mize and her team for their efforts in promoting the local art scene, highlighting the area's recognition as USA Today's #3 best small-town art scene. She emphasized the positive impact on the economy and expressed gratitude. Additionally, she celebrated the Saugatuck High School varsity girls' basketball team for winning districts and advancing to regionals, cheering them on in their upcoming game in Grandville.

City Manager Comments:

City Manager Ryan Cummins provided an update to the mayor and council, highlighting several key topics:

Pothole Patching – The Department of Public Works (DPW) has started addressing potholes around town as the freeze-thaw cycle creates new issues. Crews began patching on Friday and will continue as conditions allow. Residents are encouraged to report any missed or newly formed potholes.

Budget Season – Per the city charter, budget proposals from department heads were submitted today. Cummins and the treasurer have begun reviewing requests, and the budgeting process will go through multiple iterations before the final proposal is presented at the April 23 workshop.

Ferry Street Project in Douglas – Work is progressing, with infrastructure improvements underway. The project remains on track for completion before Memorial Day.

Agenda Changes: None.

Guest Speakers:

Saugatuck Douglas District Library director Ingrid Boyer presented an overview of the new building, available programs, schedule of events including the concert series, described their resources and services, reviewed their 2-year strategic plan and upcoming projects.

Public Comment on Agenda Item Only:

Christine Murphy Pierce commented on agenda item #14e.

Consent Agenda:

- A. Regular Meeting Minutes – February 24, 2025
- B. Letter of Support for Township Department of Natural Resources Trust Fund Grant
- C. Board and Commission Appointments
 - David Ignasiak to the Harbor Authority as a Permanent Member
 - Chris Raphael to the Harbor Authority as an Alternate Member

Motion by Dean, second by Muncey to approve the consent agenda. Via roll call vote, motion carried 5-0.

Staff Reports, Boards, Commissions & Committees:

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

Fire District Administration Board, Dan Fox:

Fire District Event Data – A review of fire district event hours showed a shift in focus towards higher-priority events under Greg Jane's leadership. The goal is to align events with the district's mission of community risk reduction, reducing emergency demand.

Community Engagement – One highlighted event was a collaborative effort with Douglas Police at Douglas Elementary School. The initiative taught young children the importance of knowing their home address for emergencies. Students who demonstrated this knowledge received a pizza lunch, reinforcing the lesson in a fun and engaging way.

Pennsylvania Fire Grants – Fox mentioned a news item about 70 Pennsylvania fire departments receiving \$1 million each in state grants. The fire chief is looking into the funding source to explore potential opportunities for local departments.

Traffic Light Fix – On a personal note, he thanked Scott for addressing the intermittent flashing stoplight at North Street, which is now functioning more reliably.

Fox concluded by welcoming all to the upcoming board meeting on March 17.

Interurban Board, Councilmember Muncey:

Councilmember Muncey noted the next meeting is next week. New Sunday hours started, now staying open until 7 p.m.

Kalamazoo Lake Sewer & Water Authority: None.

Kalamazoo Lake Harbor Authority, Mayor Anderson: Next meeting is Tuesday March 11.

Zoning Board of Appeals: None.

Historic District Commission, Councilmember Gardner:

Rus Gardner provided an update on the recent meeting, highlighting the following key points:

New Member – Leah Root was welcomed to the commission and was surprised by the meeting's efficiency.

Agenda Items – Four items were on the agenda, but one was pulled before the meeting:

- **611 Lake Street** – A proposed sauna was not prohibited, but lot coverage was an issue, leading to the application being withdrawn.
- **Sergeant Marina** – Approval was granted to reside the building with bathrooms and a picnic area at the end of Butler Street.
- **234 Butler Street** – Approval was given for a roof replacement.
- **Bike Racks** – Locations were approved, but there were questions regarding the installation pads, requiring follow-up.

Administrative Approval – A sign amendment was approved for 201 Butler Street.

Special Meeting – A meeting on March 13 is planned to discuss the Cook Park Winter Art Installation.

Gardner concluded by noting potential follow-ups on the bike rack installation concerns.

Planning Commission, Councilmember Clark: None.

Parks and Public Works Committee, Mayor Anderson:

Naming the Old Airport Property – The city is seeking public and student input. A letter will be sent to gather name suggestions, which PPW will narrow down for council review and final decision.

Willow Tree Remains – Various ideas were discussed for repurposing the tree. Members will reach out to local artists, with one example being a carved tree trunk at Herrick District Library in Holland. Additionally, a local resident has offered to cut large branches into slabs for potential use.

Friends of the Parks Initiative – There is community interest in forming a nonprofit separate from the city (501(c)(3)) to support parks. This aligns with discussions from the city's strategic planning meeting on creating funding opportunities through a community foundation or other avenues.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Dean: None.

Water System Operations Contract Advisory Committee, Councilmember Gardner and Councilmember Clark:

Councilmember Gardner informed the council that the attorneys are working on a red line draft.

Wildlife Management Committee, Councilmember Dean: None.

Education & Ordinance Change – An FAQ is being developed on deer control, and a minor ordinance amendment will be proposed to allow archery hunting on private property, with hunters coordinating
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retrieval with neighbors.

Deer Culling Program – To jumpstart control efforts, the task force recommends a USDA-led cull using suppressed rifles and frangible ammunition for safe, efficient removal. Funding will be requested from all three communities, with specifics determined by an upcoming drone survey.

Meat Donation – Harvested and culled deer will be donated to local food banks.

Dean acknowledged the sensitivity of the issue but noted strong public support for lethal control to restore ecological balance. Recommendations will be presented soon.

Approval of Accounts Payable:

Motion by Gardner, second by Clark to approve the accounts payable in the amount of \$60,648.89. Via roll call vote, motion carried 5-0.

Public Hearing: None.

Unfinished Business: None.

New Business:

Ordinance No.250310-A - Bed and Breakfast Zoning Text Amendment-

Motion by Clark, second by Muncey to approve Ordinance No. 250310-A an ordinance to amend Title XV, chapter 154, of the Code of the City of Saugatuck to amend section 154.005 to revise the definition of bed and breakfast establishment; to amend section 154.022(H)(7) to expand on the habitation options of accessory structures; to amend 154.022(R) to allow bed and breakfast establishments to host guests in accessory guest buildings in the R-4 City Center Transitional Residential (CER) Zoning District if certain conditions are satisfied; to amend 154.025 (B)(4) to allow bed and breakfast establishments as permitted uses when guest rooms are in the principal building; and to amend section 154.025 (C) to allow bed and breakfast establishments with accessory guest buildings as special land uses. Via Roll Call vote, motion carried 5-0.

Resolution No. 250310-A - Budget Amendments for Fiscal Year 24-25-

Motion by Gardner, second by Dean to approve Resolution No.250310-A to amend the budget of the 2024/2025 general appropriations act. Via roll call vote, motion carried 5-0.

Temporary Art Installation at Cook Park-

Motion by Clark, second by Dean to approve the temporary Flower World art installation at Cook Park from October 2025 – March 2026, contingent upon the Convention and Visitors Bureau submitting required insurance, receiving Historic District Commission approval, and receiving final layout approval from staff. Via voice vote, motion carried 5-0.

Agreement to Indemnify and Provide Insurance Coverage for July 5 Fireworks and Donate \$5,000 toward the Display-

Motion by Muncey, second by Gardner to approve a \$5,000 donation to the Saugatuck Douglas Area Convention & Visitors Bureau (CVB) for the July 5 fireworks displays and approve an Agreement to Indemnify and Provide Insurance Coverage for the event. Via roll call vote, motion carried 4-1. Yes- Clark, Dean, Gardner, Muncey. No- Anderson.

Special Event Request – Wick’s Park Bar and Grille-

Applicant withdrew application.

Updated 5-Year Capital Improvement Plan-

Motion by Gardner, second by Muncey to approve the updated capital improvement plan. Via roll call vote, motion carried 5-0.

Milfoil Treatment for 2025-

Motion by Dean, second by Clark to approve a one-year agreement with Aquatic Doctors to treat Milfoil in the areas presented in the not to exceed amount of \$74,750. Via roll call vote, motion carried 5-0.

Public Comment:

Lisa Mize thanked the city council.

Correspondence:

Richard G. And Ethelyn I. Haworth submitted a request for improvement of

Council Comments:

Councilmember Gardner did not comment.

Councilmember Dean did not comment.

Councilmember Muncey wished all a happy St. Patrick's Day weekend.

Councilmember Clark thanked the council for approving the zoning ordinance, he is excited for Cook Park and he vote to approve the fireworks cause he believes it is his civic duty.

Mayor Anderson noted the great meeting and does not like being the one that kills fireworks for Fourth of July.

Adjournment:

Motion by Dean, second by Gardner to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Anderson adjourned at 8:12 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk