

Kalamazoo Lake Harbor Authority

Douglas & Saugatuck, Michigan

Kalamazoo Lake Harbor Authority Regular Meeting Minutes

Tuesday, April 16, 2024, at 5:30 p.m.

Saugatuck Township Hall, 3461 Blue Star HWY, Saugatuck, MI
Meeting held in person and zoom

Call to Order: Vice Chair Waskin called the meeting to order at 5:32 PM

Roll Call:

Present: Engel, Waskin, Donovan, White, Krungle

Absent: Naumann

Also Present: DeFranco, Nocerini, Cummins

1. Approval of Agenda:

- a. April 16, 2024, Meeting Agenda

A **Motion** by Klungle to approve the April 16, 2024 meeting agenda as amended. Support by Engel.

Discussion: Waskin added "Follow-up on January Meeting" under Old Business

Voice Vote: 5-0

Motion carried by unanimous voice vote.

2. Approval of Minutes

- a. January 23, 2024, Minutes

Motion by Donovan to approve the January 23, 2024 minutes as amended. Support by Engel.

Discussion: Donvan requested that "Krungle" and "Engel" be struck from the Roll Call as "present," as both were absent.

Voice Vote: 5-0

Motion carried by unanimous voice vote.

3. Approval of Invoices: No Invoices

4. Public Communications:

- a. None

5. New Business

- a. Community Update

Waskins welcomed White to the Authority Board

6. Unfinished Business

- a. Update on January Meeting

Waskins noted the productivity of the January meeting and asked how it could continue.

DeFranco said that the Authority needed a budget to support a potential project and could

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request funding from the constituent municipalities. Waskins asked if Greg Weykemp of Edgewater Engineering could be engaged to provide a budget for Harbor Authority support.

Motion by White to authorize Manager Nocerini to request a budget from Weykemp and report back to the Harbor Authority. Support by Engel.

Discussion: None

Voice Vote: 5-0

Motion carried by unanimous voice vote.

7. Reports:

a. Committee Reports

- i. Harbor Safety Sub-Committee- Committee disbanded, project taken over by CVB
- ii. Douglas Harbor Authority- Donovan reported the Authority met earlier that evening and discussed possible need to demolish existing structure at Douglas Marina, Election of new Officials, installation of finger piers, need to address deer and goose feces, and final year of milfoil treatment.
- iii. No-Wake Zone Committee- No longer operational. Engel will forward information on how to establish "No-Wake Zones" to municipal managers.

b. Manager Reports

- i. Nocerini- Reiterated activities of Douglas Harbor Authority reported by Donovan.
- ii. Cummins- Saugatuck City planning on another round of milfoil treatment. Cummins and DeFranco will inquire about start of channel dredging with USACE
- iii. DeFranco- Will look into start of dredging for channel and will coordinate placement of Township No Wake buoys.

8. Public Comments (Limit of three (3) minutes)

None

9. Authority Member Comments:

White: Introduced himself to the Authority

Donovan: Nice to meet new Authority members.

Waskin: Next Harbor meeting is July 9th, would need to approve proposal with Weykemp prior to the municipalities adopting their budgets.

10. Adjournment:

Motion by Klungke to adjourn the meeting at 6:00pm. Support by Engel.

Discussion: None

Voice Vote: 5-0

Motion carried by unanimous voice vote.

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Motions

1. A **Motion** by Klungle to approve the April 16, 2024 meeting agenda as amended. Support by Engel.
Discussion: Waskin added "Follow-up on January Meeting" under Old Business
Voice Vote: 5-0
Motion carried by unanimous voice vote.
2. **Motion** by Donovan to approve the January 23, 2024 minutes as amended. Support by Engel.
Discussion: Donvan requested that "Krunge" and "Engel" be struck from the Roll Call as "present," as both were absent.
Voice Vote: 5-0
Motion carried by unanimous voice vote.
3. **Motion** by White to authorize Manager Nocerini to request a budget from Weykamp and report back to the Harbor Authority. Support by Engel.
Discussion: None
Voice Vote: 5-0
Motion carried by unanimous voice vote.
4. **Motion** by Klungle to adjourn the meeting at 6:00pm. Support by Engel.
Discussion: None
Voice Vote: 5-0
Motion carried by unanimous voice vote.

Respectfully,

Daniel DeFranco
Saugatuck Township Manager

May 3, 2024

Dick Waskins
Vice Chair
Kalamazoo Lake Harbor Authority

Subject: Kalamazoo Lake Harbor Authority Ongoing Services

Dear Mr. Waskins:

Thank you for the opportunity to continue our services to the Kalamazoo Lake Harbor Authority (KLHA) to assist the Authority and the communities of Douglas, Saugatuck, and Saugatuck Township in achieving the mission of KLHA. Edgewater Resources is a full service design and engineering consultancy providing services in architecture, landscape architecture, survey, and marine, civil, and coastal engineering, serving clients across the US and around the world. We have had the good fortune to work with KLHA, similar predecessor entities, and the communities that surround Kalamazoo Lake, and we very much appreciate the opportunity to be of continued service.

We understand that KLHA is requesting additional support in developing strategies for addressing ongoing challenges including preparing for long term water level fluctuations, dredging, navigation, flooding, public access, engagement with permitting and regulatory agencies, and management of invasive species and other potential factors impacting Kalamazoo Lake and the surrounding communities. As there is not a specific task at hand with a clearly quantifiable scope of work, this proposal is for ongoing hourly consulting services to address issues as they arise and help develop specific strategies for resolving them through separate and specific task orders that will be completed under separate written authorization. Following an initial discussion of each proposed task, we will prepare a written scope of work, schedule, and budget estimate for your written approval prior to commencing work.

We propose to provide these services on a time and materials basis at our standard hourly rates (attached) and will not exceed \$12,000 for participation in monthly KLHA Board Meetings and initial efforts to define and develop detailed tasks without prior written authorization. We appreciate this opportunity to work with you, and look forward to getting started. If you find this proposal acceptable, your signature below will serve as our authorization to proceed. We will work closely with you and communicate clearly to ensure our efforts are on task and meeting your expectations in terms of budget and deliverables.

Sincerely,

Accepted:



Gregory J. Weykamp, ASLA, LEED AP
Principal / President

KLHA

Date

FEE SCHEDULE

BASIS OF COMPENSATION

The compensation of Edgewater Resources, LLC for professional services is based upon hourly rates as indicated below.

TITLE	RATE
Principal	\$242.00
Sr. Architect	\$194.00
Sr. Engineer	\$194.00
Sr. Landscape Architect	\$194.00
Sr. Surveyor	\$168.00
PM Engineer	\$168.00
Project Landscape Architect	\$168.00
Project Engineer	\$153.00
Project Director	\$142.00
Landscape Designer	\$142.00
Staff Engineer	\$142.00
Administration	\$110.00
Intern	\$98.00

Please Note:

Expenses connected with the work such as travel, vehicle rental, equipment rental, subsistence, lodging, etc., will be charged at cost.

Vehicle mileage will be charged at the standard, federal, per mile rate.

Printing expenses will be charged as follows: standard b/w format prints /copies @ \$0.25/page; large format b/w prints/copies @ \$0.40/sq.ft.

Large format color prints/copies range from \$5-15 / l.f. for non-mounted/non-laminated b&w or color prints.

Drone services will be charged at \$20 per hour, or \$100 per day.

Wave sensor usage will be charged at \$100 per week, or \$300 per month.

Any labor expended in support or performance of expert services and litigation activities shall be 1.5 times the above standard hourly rates.

CLIENT'S INITIALS _____

Gregory J. Weykamp

Principal and President of Edgewater Resources

Greg Weykamp, ASLA, LEED AP, BD+C has more than twenty-five years of experience in the planning and design of the public realm, with an emphasis on implementation of sustainable built landscapes and urban waterfront environments.

He is a CLARB and LEED Certified landscape architect, and his project experience spans waterfront parks, marinas, master planned communities, urban revitalization, streetscapes, parks, and recreation facilities. With extensive experience leading and facilitating the public community outreach process, and years of working with municipal agencies in the design of the public realm, his sensitivity to issues of social equity keep communities engaged and projects on track. Greg was Principal of the Chicago office of EDAW AECOM, one of the most prominent planning and landscape architecture firms in the world.

He has worked on internationally significant projects, including Centennial Olympic Park in Atlanta, the Olympic Village for the 2000 Olympic Games in Sydney, Gateway and 31st Street Harbors in Chicago, and the redevelopment of Denver's Stapleton Airport into an award-winning urban infill residential community incorporating traditional neighborhood design strategies.