



**CITY COUNCIL WORKSHOP AGENDA
THURSDAY, JANUARY 9, 2020 – 4:00 PM**

1. **CALL TO ORDER**
2. **ATTENDANCE**
3. **PUBLIC COMMENT** (Agenda Items Limit 3 minutes)
4. **DISCUSSION ITEMS**
 - A. Jeff Sluggett re: Open Meetings Act Training
 - B. Citizen of the Year re: status
 - C. Holiday Lighting re: proposed removal schedule
 - D. 01-13-2020 City Council Agenda Item Review
5. **OTHER ITEMS OF DISCUSSION**
6. **PUBLIC COMMENT** (Limit 3 minutes)
7. **COUNCIL COMMENT**
8. **ADJOURN**



City Council Workshop Discussion Item

To: Saugatuck City Council
From: Kirk Harrier—City Manager
Date: January 8, 2020
Re: Jeff Sluggett—Open Meetings Act Training

Municipal attorney, Jeff Sluggett, will conduct a brief training regarding the Michigan Open Meetings Act with City Council members. Jeff currently serves as the City of Saugatuck's City Attorney for general legal matters.

A graduate of the University of Oregon Law School, Jeff has over 30 years' experience in the legal field. His practice is devoted to public sector legal work and he was recognized in 2017, 2018, 2019, and 2020 for inclusion in Best Lawyers in America for his practice in the area of municipal law. Additionally, Jeff was named the 2019 "Lawyer of the Year" by Best Lawyers for his municipal practice. He has extensive experience in a wide range of municipal legal issues and represents over 20 communities and public authorities as general counsel throughout Michigan. The longstanding relationship that Jeff enjoys with many of his clients is the aspect of his practice that he most values.

Clients, other municipal counsel, and municipal administrators and officers often look upon Jeff to participate in various speaking engagements regarding municipal legal topics. He is also a contributor to Michigan Municipal Law, published by the Institute for Continuing Legal Education of the State Bar of Michigan and has published in other venues on numerous occasions.

In addition to being a ten-time recipient of the Michigan Super Lawyers rating in the area of public sector law, Jeff has also received the highest designation of AV Preeminent by Martindale Hubbell for over ten years and was selected in 2010 as a Distinguished Michigan Attorney of the Year by the Michigan Associates of Municipal Attorneys upon the recommendation of his clients. As a former chairperson of the Public Corporation Law Section of the State Bar of Michigan (2007-2008), Jeff continues to actively serve on that body. In addition, he is a member of the State Bar of Michigan, the Grand Rapids Bar Association and the Michigan Association of Municipal Attorneys.

Aside from his professional legal work, Jeff is engaged in various civic organizations. Jeff is married with three children and lives in the Grand Rapids area.



City Council Workshop Discussion Item

To: Saugatuck City Council
From: Kirk Harrier—City Manager
Date: January 7, 2020
Re: Citizen of the Year—Status

Recently City Staff has been contacted regarding the status of the citizen of the year program.

Attached is the last info from 2005 when the City Council approved the program as an initiative of then Council member Tony Vettori. After Mr. Vettori's passing, his partner had concerns in 2018 about the award losing some of its intended purpose as there were very few applicants being nominated and the award was supposed to recognize an "extraordinary" type of accomplishment. Therefore the program was put on hold by City Council in 2018 until a new process for the program could be discussed to determine if the program should continue and if so more detailed process defined/created.

JANUARY 10, 2005

1 B. M.C. Smith Proposal - \$40,000 in grant funding has been received from the
2 Michigan Coastal Zone Management Program for the Mildred A. Peterson Nature
3 Preserve project; M.C. Smith is proposing services for the preparation of construction
4 plans and bid specifications. Motion by Spangler/2nd Vettori to accept the proposal from
5 M.C. Smith in the amount of \$8,800 for professional services in connection with the
6 preparation of construction plans and bid specifications for the first phase of
7 improvements to the Peterson Nature Preserve. Motion carried.

8 C. Saugatuck-Douglas District Library – McKean advised that the item was discussed at
9 the last council meeting; although the Library is located in Douglas it serves all three
10 communities. Recommendation that the City takes a more proactive approach and
11 reviews the Library's proposal to the Douglas DDA. The Douglas DDA is interested in
12 forming a TIFA district that includes the Library building. McKean spoke with Martha
13 Boetcher, Library Director, and now better understands the process. McKean does not
14 feel it is appropriate that part of the community should take millage dollars from the
15 Library without first advising all entities of the intent; the TIFA will take future tax dollars
16 from the Library's funds; recommendation that as a council, we should take action by
17 suggesting that the Douglas Council not approve the DDA TIFA for the Library millage;
18 libraries and schools have the ability to "opt out" from the TIFA. Gallagher offered
19 additional explanation regarding the TIFA process. Bekken added that it would seem the
20 proper time to respond would be at the Douglas Council meeting (Public Hearing) when
21 action is being considered. Discussion: Educational facilities can opt out of extra voted
22 millages; the Library is attempting to opt out of the TIFA district. The City's Mayor and
23 Manager are meeting with Douglas' City Manager and Mayor tomorrow and will have an
24 opportunity to discuss the process with them.

25 9. New Business:

26 A. George Goodman Resolution - The director of the Michigan Municipal League is
27 retiring after 22 years of service; a resolution has been prepared in his honor for
28 presentation at an MML event (March 2005; Gallagher read the resolution into the record.
29 Motion by Johnson/2nd McKean to adopt Resolution #050110 in honor of George D.
30 Goodman, as presented. Discussion: typos will be corrected prior to signing. Motion
31 carried.

32 B. Citizen of the Year - Proposal submitted by Council member Tony Vettori to establish
33 an annual program honoring a Saugatuck resident for their personal efforts and
34 contributions to the City; the item was discussed at committee meetings. Vettori read the
35 proposal into the record and has offered to head up a committee including members from
36 local community organizations to initiate the award program. Motion by Vettori/2nd
37 Johnson to approve the formation of the *Citizen of the Year Committee*, to begin efforts to
38 establish the "*City of Saugatuck - Citizen of the Year*" award program. Discussion:
39 Bekken suggested that one individual from City staff be part of the committee to help
40 process data. Motion carried.

41 C. Park Street Workshop – Item was discussed previously; recommendation to set a
42 council workshop for Monday, January 17th at 7:00 P.M. Motion by McKean/2nd Spangler
43 to schedule a council workshop session for Monday, January 17, 2005 at 7:00 P.M. to
44 review the DRAFT Agreement for Park Street. Motion carried. The meeting will be
45 posted to the public - audience members are welcome to listen or comment.

46 D. Beach Management - VanSingel stated that the issue has been a "hot spot" for 6-8
47 years; the City may have some upcoming changes in its beach property. VanSingel
48 proposed eliminating lifeguard personnel at Oval Beach; the expense to the City is
49 \$40,000 to \$45,000 annually; the issue is being brought up now - prior to hiring staff.
50 VanSingel urged Council to begin thinking about changes and bring up for discussion at
51 the next committee meeting of the whole.

52 10. Communications: Informational items.

53 A. Saugatuck-Douglas District Library - Item was moved up and discussed earlier.

54 B. John Breen - Park Street letter.

55 C. FEMA - Flood map digital formatting/consolidation between MDEQ and FEMA.

Saugatuck City Citizen of the Year Award Committee Mission Statement

Our mission is to each year select a Saugatuck City resident as Citizen of the Year in recognition of outstanding community service while fostering community participation and involvement.

SAUGATUCK CITIZEN OF THE YEAR AWARD

Proposal:

To establish an annual Saugatuck City "Citizen of the Year" Award. An award of this type provides an opportunity for our city to recognize one of our community members for outstanding community service for extraordinary achievement in public service, sports, arts, science or an act of heroism. This also fosters community participation and involvement.

Administration:

The committee is represented by the following civic organizations:

Historical Society	City Clerk (non-voting)
Woman's Club	Garden Club
Community Fund	SCA
Education Foundation	Art Club
Saugatuck/Douglas Library	Saugatuck City Council
	Previous year Citizen of the Year Award recipient

Nomination forms may be submitted by anyone to nominate a Saugatuck City resident for the award.

The Committee will review nomination submissions and select the recipient of the award. The award will be presented during the first quarter of the year at a location that may be suitable to the award recipient. Costs for the Award Presentation Ceremony will be funded by the City of Saugatuck.

All activities relating to the award may be covered by the press.

Kirk Harrier

From: Gerald Stoppel <gstoppel@iserv.net>
Sent: Tuesday, January 7, 2020 11:47 AM
To: Kirk Harrier
Subject: 7 January: Kirk, would you please include this at the next Council Workshop? Thank you. GCS

To: Kirk Harrier
From: G C Stoppel
Date: 7 January 2019

RE: Proposal for a change to the Citizen of the Year Award

Saugatuck has always been at its best when it recognizes its residents for any worthy accomplishment that benefits all of us. For many years the premier accolade has been the Tony Vettori Citizen of the Year Award. However, as many of us know, it appears that there is a marked decrease in interest in this, and for the past few years there have been if, if any, nominations.

Considering the intentional and successful work done by the City Manager and City Council to improve relationships with Douglas and the Township Board, I am asking that you consider expanding this award to include the entire tri-community area.

Once an agreement with the two other communities is secured, a small committee could be formed to set the parameters for nomination, announce the dates for receiving nominations, and to where they should be sent for review and final selection. The committee can also work out the details of the date and location for the award.

All three communities benefit from the attributes and services of individuals who do not necessarily live within their boundaries; expanding the Citizen of the Year Award honours and verifies our sense of the wider community.

G Corwin Stoppel
579 Mason Street
Saugatuck
616 886 8007



City Council Workshop Discussion Item

To: Saugatuck City Council
From: Kirk Harrier—City Manager
Date: January 8, 2020
Re: Holiday Lighting—Removal Schedule

City staff would like to work with Council to establish a uniform schedule for the removal of the City's holiday lighting decorations to maximize operational efficiencies. Currently the City utilizes two forms of holiday light installs/removals. The City's parks, street light poles, buildings, and signs are decorated by the Department of Public Works (DPW) staff. The street trees along Butler and Culver Streets are decorated using a third party contractor. The contractor is responsible for the installation and removal of those specific lights on the street trees only.

In past years the City's DPW staff starts the removal of the City's general holiday decorations the second or third week of January depending on weather. This coincides close to the holiday season officially ending on January 6, which is the 12th day of Christmas known as the Feast of the Epiphany or Three Kings' Day. This schedule also allows for better operational efficiency with the DPW as winter weather usually starts to get worse soon after the first of the year and staff time is dedicated to plowing and snow removal activities.

The lights in the streets trees installed by the third party contractor have been left in longer after the DPW removes the general holiday lights from the City parks and buildings. How long however has become a matter of debate in the community from year-to-year. Concerns have been if the lights on the street trees are removed too soon after Christmas, Butler Street looks too dark and if left in too long after Christmas it makes the town look "tacky". The contractor has scheduling flexibility to power off the lights as directed by the City. However the actual physical removal of the lights may not be at the same time as removal is dependent on weather.

A survey of other nearby West Michigan communities found the following removal schedule. Weather was a notable factor for all the communities I contacted.

City of Douglas (1st week of January)
City of Allegan (1st week of January)
City of Otsego (1st week of January)
City of Holland (2nd week of January)
City of Wayland (2nd week of January)
City of Plainwell (2nd week of January)
City of South Haven (Early February after Icebreaker Festival)