



**CITY COUNCIL AGENDA
March 22, 2021 – 7: 00 pm**

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes:**
 - A. **Regular City Council Meeting of March 8, 2021** (Roll Call)
4. **Mayor's Comments**
5. **City Manager's Comments**
6. **Agenda Changes** (Additions/Deletions)
7. **Guest Speakers:**
 - A. **Lt. Brett Ensfield** – Allegan County Sheriff's Department
 - B. **Dan Fox** – Saugatuck Township Fire Board
8. **Public Comment** (Limit 3 minutes) Select "unmute" mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.
9. **Request for Payment:**
 - A. **Approval of Accounts Payable** (Roll Call)
10. **Introduction of Ordinances:** None
11. **Public Hearings:** None
12. **Unfinished Business:** None
13. **New Business:**
 - A. **Special Event Permit - Mt. Baldhead Challenge**
 - B. **Special Event Permit - Town Crier Race**
 - C. **Special Event Permit - Bike MS: West Michigan Great Lakes Breakaway**
 - D. **Removal of Hesco Barrier**
 - E. **Recycling Committee Contribution**

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

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:
ryan@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 erin@saugatuckcity.com for further information.

14. Consent Agenda: None

15. Public Comments: (Limit 3 minutes) Select "unmute" mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.

16. Communications: None

17. Boards, Commissions & Committee Reports:

18. Council Comments:

19. Adjourn (Roll Call)



1. Call to Order

2. Roll Call:

Present: Bekken, Dean, Leo, Lewis, Peterson, Stanton, Trester

Absent: None

Others Present: Lt. Ensfield, Clerk Wilkinson

3. Approval of Minutes:

- A. Regular City Council Meeting of February 22, 2021** - A motion was made by Peterson, 2nd by Trester, to approve the minutes as presented. Upon roll call vote the motion carried unanimously.

4. Mayor's Comments: None

5. City Manager's Comments: The City Manager provided updates on the Social District.

6. Agenda Changes (Additions/Deletions): None

7. Guest Speakers:

- A. Lt. Brett Ensfield - Allegan County Sheriff's Department** - Updated council on the human remains recently located and "slow no wake" grant funding.

- B. Dan Fox - Saugatuck Township Fire Board** - provided council with an overview of the February fire department statistics.

8. Public Comment: **Jane Underwood** (resident) thanked council for implementing the Department of Public Works Mutual-Aid agreement.

9. Request for Payment:

- A. Approval of Accounts Payable** - A motion was made by Lewis, 2nd by Leo to approve the accounts payable in the amount of \$73,153.31. Upon roll call vote the motion carried unanimously.

10. Introduction of Ordinances: None

11. Public Hearings: None

12. Unfinished Business: None

13. New Business:

- A. Radar Speed Signs** - A motion was made by Trester, 2nd by Peterson, to approve the purchase of three speed radar signs, at a total cost not to exceed \$10,100.00. Upon roll call vote the motion carried unanimously.
- B. Resolution #210308-A - Mutual Aid Agreement** - A motion was made by Leo, 2nd by Peterson, to approve the mutual aid agreement as presented contingent on staff and legal review and City of Douglas approval. Upon roll call vote the motion carried unanimously.
- C. Oval Beach Fee Increase** - A motion was made by Trester, 2nd by Lewis, to approve the increase of the Oval Beach non-resident seasonal fee from \$50.00 to \$60.00 for the 2021 season. Upon roll call vote the motion carried unanimously.
- D. Open Board Positions:**
 - 1. Harbor Authority Board** - A motion was made by Peterson, 2nd by Stanton, to re-appointment Mark Klungle to the Kalamazoo Lake Harbor Authority. Upon roll call vote the motion carried unanimously.
 - 2. Library Board** - A motion was made by Lewis, 2nd by Trester, to appoint Bonnie Lowe to the Saugatuck-Douglas District Library Board of Trustees. Upon roll call vote the motion carried unanimously.

14. Consent Agenda: None

15. Public Comments: Dan Fox (resident) suggested the council slow down and take more time to collect input on large decisions, as has been their practice previously, before implementing things like the Social District.

16. Communications: None

17. Boards, Commissions & Committee Reports: The Council received reports from the Historic District Commission and the Tri-Community Non-Motorized Trail Study Committee.

18. Council Comments: Council Member Lewis updated council on Open Meetings Act updates.

19. Adjourn - A motion was made by Peterson, 2nd by Trester, to adjourn the meeting at 7: 51 pm. Upon roll call vote the motion carried unanimously.

Respectfully Submitted,

Erin Wilkinson

City of Saugatuck Clerk

Vendor Name	Description	Amount
1. ALLEGAN COUNTY NEWS	PRINTING	105.00
2. ALLEGAN COUNTY SHERIFF	OIL CHANGE	33.93
	SHERIFF CONTRACT	25,725.72
	TOTAL	25,759.65
3. AT&T MOBILITY	CELL PHONES	82.16
4. BLOOM SLUGGETT PC	TAX TRIBUNAL	3,752.00
	LEGAL FEES	4,320.00
	TOTAL	8,072.00
5. BOAT LIFTS UNLIMITED INC	BOUYS IN & OUT	1,695.00
6. COMCAST	INTERNET	84.90
7. CONSUMERS ENERGY	ELECTRIC	3,394.00
8. D & L TRUCK & TRAILER LLC	TIRE REPAIR #11	60.50
9. DIANNA MC GREW	ASSESSING SERVICES	2,689.47
10. DO IT CORPORATION	SOCIAL DISTRICT SIGNS	540.00
11. FLEIS & VANDENBRINK ENGINEERING INC	CAMPBELL ROAD	3,050.00
	PARK STREET	388.00
	TOTAL	3,438.00
12. IHLE AUTO PARTS	SUPPLIES	66.34
13. MICHIGAN GAS UTILITIES	CITY HALL	226.65
14. NET2PHONE INC	TELEPHONES	177.63
15. SMART BUSINESS SOURCE LLC	SUPPLIES	104.83
16. STREAMLINE DESIGN.COM LLC	OVAL BEACH SIGNS	354.00
TOTAL - ALL VENDORS		46,850.13
FUND TOTALS:		
Fund 101 - GENERAL FUND		42,940.31
Fund 202 - MAJOR STREETS		3,050.00
Fund 203 - LOCAL STREETS		388.00
Fund 661 - MOTOR POOL FUND		434.96
Fund 715 - ROSE GARDEN		36.86



Incident Analysis Report Detail

Print Date/Time: 03/18/2021 20:41
Login ID: allegancountybensfield
Incident Type: All
Call Source: All

From Date: 03/08/2021 00:00
To Date: 03/18/2021 23:59

Officer ID: Hagerly, Janel L.
Location: All
ORI Number: MI0310300
Allegan County Sheriff's Office

Incident Date/Time	Incident Number	Incident Type	Location	Officers	Caller	Source
03/15/2021 05:55	2021-00004135	Alarm	PALMETTO CT	424 - Hagerly Officers	adt	Telephone
03/15/2021 15:14	2021-00004154	Traffic Offense	BLUE STAR HWY / CLEARBROOK DR	424 - Hagerly Officers		Telephone
03/16/2021 13:43	2021-00004211	Domestic Assault	PINEGROVE DR	424 - Hagerly Officers		Telephone
03/16/2021 16:32	2021-00004218	Alarm	128TH AVE	424 - Hagerly Officers		Telephone
Total Matches : 4						



Incident Analysis Report

Detail

Print Date/Time: 03/18/2021 20:45
 Login ID: allegancountybensfield
 Incident Type: All
 Call Source: All

From Date: 03/08/2021 00:00
 To Date: 03/18/2021 23:59

Allegan County Sheriff's Office
 ORI Number: MI0310300
 Officer ID: Klinge, Phillip A.
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
03/08/2021 17:22	2021-00003794	General Assist	N MAPLE ST		Telephone
	Report Required:	Yes	Officers		
			648 - Klinge		
			PERRYMAN ST		
	Report Required:	Inspections	Officers		Officer
		Yes	648 - Klinge		
			BUTLER ST / MAIN ST		
	Report Required:	General Assist	Officers		Officer
		Yes	648 - Klinge		
			SB I 196 HWY		
	Report Required:	PIA	Officers		Telephone
		Yes	648 - Klinge		
			MASON ST		
	Report Required:	Juvenile Delinquent	Officers		911
		Yes	648 - Klinge		
			OLD ALLEGAN RD		
	Report Required:	Domestic Assault	Officers		Telephone
		Yes	648 - Klinge		
			N MAPLE ST F4		
	Report Required:	Check Welfare	Officers		Telephone
		Yes	648 - Klinge		
			BUTLER ST / MAIN ST		
	Report Required:	General Assist	Officers		Officer
		Yes	648 - Klinge		
			RABBIT RIVER DR 1		
	Report Required:	Probation Violation	Officers		Telephone
		Yes	648 - Klinge		
			64TH ST		
	Report Required:	Suicidal Subject	Officers		Telephone
		Yes	648 - Klinge		
			BUTLER ST / MAIN ST		
	Report Required:	General Assist	Officers		Officer
		Yes	648 - Klinge		
			WATER ST		
	Report Required:	Health and Safety	Officers		Telephone
		Yes	648 - Klinge		

03/13/2021 00:25	2021-00004047	OWI	648 - Klinge BUTLER ST / MARY ST	Officer
	Report Required:	Yes	Officers	
03/13/2021 02:21	2021-00004050	Car/Deer PDA	648 - Klinge BLUE STAR HWY / 129TH AVE	Officer
	Report Required:	Yes	Officers	
03/13/2021 21:01	2021-00004084	General Assist	648 - Klinge MAIN ST / BUTLER ST	Officer
	Report Required:	Yes	Officers	
03/13/2021 23:11	2021-00004089	Civil	648 - Klinge CAMPBELL RD	Telephone
	Report Required:	Yes	Officers	
03/14/2021 00:14	2021-00004092	Obstruct Justice	648 - Klinge CAMPBELL RD	Telephone
	Report Required:	Yes	Officers	
03/14/2021 22:25	2021-00004129	General Assist	648 - Klinge BUTLER ST / MAIN ST	Officer
	Report Required:	Yes	Officers	
03/17/2021 22:03	2021-00004284	General Assist	648 - Klinge BUTLER ST / MAIN ST	Officer
	Report Required:	Yes	Officers	
Total Matches : 19				



Incident Analysis Report

Detail

Print Date/Time: 03/18/2021 20:49
Login ID: allegancountybensfield
Incident Type: All
Call Source: All

From Date: 03/08/2021 00:00
To Date: 03/18/2021 23:59

Officer ID: Kruthoff, Jason Lee
Location: All
ORI Number: MI0310300

Allegan County Sheriff's Office

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
03/08/2021 00:35	2021-00003756	OWI	HOLLAND ST / MILL ST		Officer
	Report Required:	Yes	Officers		
			490 - Kruthoff		
			HANGRAI LA DR		
			Officers		
			490 - Kruthoff		
			136TH AVE / 62ND ST		
			Officers		
			490 - Kruthoff		
			BLUE STAR HWY		
			Officers		
			490 - Kruthoff		
			ELIZABETH ST		
			Officers		
			490 - Kruthoff		
			BUTLER ST / MAIN ST		
			Officers		
			490 - Kruthoff		
			ELIZABETH ST		
			Officers		
			490 - Kruthoff		
			57TH ST		
			Officers		
			490 - Kruthoff		
			BLUE STAR HWY / 63RD ST		
			Officers		
			490 - Kruthoff		
			BUTLER ST / MAIN ST		
			Officers		
			490 - Kruthoff		
			MAIN ST / BUTLER ST		
			Officers		
			490 - Kruthoff		
			BLUE STAR HWY		
			Officers		
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			BLUE STAR HWY		

Total Matches : 12

490 - Kruthoff



Incident Analysis Report

Detail

Print Date/Time: 03/18/2021 20:42
 Login ID: allegancountybensfield
 Incident Type: All
 Call Source: All

From Date: 03/08/2021 00:00
 To Date: 03/18/2021 23:59

Allegan County Sheriff's Office
 ORI Number: MI0310300
 Officer ID: Flokstra, Robert John
 Location: All

Incident Date/Time	Incident Number	Incident Type	Location	Caller	Source
03/08/2021 08:16	2021-00003764	Domestic Assault	S BLUE STAR HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/09/2021 10:46	2021-00003834	Assault	LAKESHORE DR / 126TH AVE		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/12/2021 11:42	2021-00004001	Harassment/Threats	1035 N MAPLE ST D4		Telephone
	Report Required:	No	Officers		
			1133 - Flokstra		
03/12/2021 13:35	2021-00004009	Assist Other Agencies	46 SB US 31 HWY		911
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/13/2021 05:59	2021-00004053	BREATHING PROBLEMS	GRIFFITH ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/13/2021 14:34	2021-00004073	Alarm	LAKEVIEW DR		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/13/2021 16:14	2021-00004076	Open Container	CULVER ST / BUTLER ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/17/2021 09:37	2021-00004245	Assist Other Agencies	SBI 196 HWY		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/18/2021 14:39	2021-00004313	FALLS	LAKEVIEW DR		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/18/2021 15:20	2021-00004316	PDA	58TH ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		
03/18/2021 15:47	2021-00004317	Tree Down	125TH AVE / 35TH ST		Telephone
	Report Required:	Yes	Officers		
			1133 - Flokstra		

Total Matches : 11



13A

From: Erin Wilkinson
Meeting Date: March 22, 2021
Subject: Special Event Permit – Mt. Baldhead Challenge

Description:

This year the Saugatuck-Douglas Rotary Club would like to host the 21st Annual Mt. Baldhead Challenge at Oval Beach on on September 11th.

The race will start and finish at the Oval Beach, with a phased start to reduce group sizes, and will be primarily a trail run. They will shift to a mostly contact-less processes for the registration, race, and finish. Safety plans are still evolving and staff has recommended the Police, Fire, and DPW sign off on the finalized plans.

They have asked to place a banner on the Saugatuck palate sign for 15 days leading up to the event. They would also like to use the concession stand, and bathrooms, and have requested permission to close the Oval Beach to non-race participants during the race.

The Department of Public Works has strongly discouraged permitting access to use the concession stand.


Committee / Commission Review: None

Budget Action Required: None

Legal Review:

Possible Motion:

Motion to approve the Special Event Permit for the Mt. Baldhead Challenge, and authorize city staff to handle execution and details administratively.

From: Scott Sullivan s-sullivan2@comcast.net 
Subject: Mt. Baldhead updated event application
Date: March 14, 2021 at 10:52 AM
To: Erin Wilkinson Erin@saugatuckcity.com



Saugatuck City Council
Saugatuck Township Fire District

Hi again:

The Rotary-sponsored Mt. Baldhead Challenge committee — as others keep being called on to do during what we hope are waning phases of the pandemic — keeps learning and updating plans for our Sept. 11 event.

Having interviewed two professional race timing firms last week, they tell us it's standard for races that have planned or already held 2021 returns to scale back start/finish area activities to NO food or drink offerings; perhaps just leave water bottles and finishers medals on tables for runners to grab and go; offer only pre-race registration and packet pickups to minimize group gatherings, and take more safety measures we are still learning.

Given that and the threat Lake Michigan winds pose tents, it looks like we may not request a permit for one after all. We are wondering whether, given Oval Beach will have shut down concessions after Labor Day, less than one week before our event, and brick-and-mortar restrooms will still be open, if it might be possible for Rotary volunteers to utilize the concession portion of that complex ... but that's just a thought now.

We are also wondering if we can close the beach for just our event that morning. Given numbers we are expecting/hoping for, that seems the best way to minimize conflicts there and confusion.

We have tweaked the special events application form sent last week to reflect what our best knowledge is now. (See attached) It is important we start marketing our charity funder as soon as possible, even though we are still working out the details and adapting. We will of course remain in communication and cooperation with the city on all of this.

Thanks you for your patience and consideration.

2021 Mt. Baldhead Challenge Committee

(Jim Sullivan, Gordon Stannis, Ed Karasak, Steve Baker, Megan Scheerhorn, Tom Throop, Chris Yoder & Scott Sullivan)



application-

Saugatuck City Council
Saugatuck Township Fire District
Ox-Bow School of Art & Artists' Residency

Dear Friends:

Great news ... we hope! The Mt. Baldhead Challenge — which drew 525 runners and raised more than \$75,000 in 2019 to help the Saugatuck-Douglas Rotary Club start a Boys and Girls Club serving youths in the Saugatuck Public Schools, then took a Covid-19 hiatus in 2020 — will return on Saturday, Sept. 11 this year.

The event — which we bill as “The Ultimate Multi-Terrain Race” — has become in its 21 years the 501c3 Rotary Club’s biggest local charity funder. It also allows us, with you, to showcase the area’s natural beauty in a fun and healthy way that draws hundreds of guests at the start of our fall “shoulder season.”

We, like you, take Covid-19 protocols in full earnest. We hope by Sept. 11 vaccine distribution will be widespread and certain strictures may be relaxed, but take none of that for granted for runners or volunteers.

Because the idea of a crowded start/finish gathering at Wicks Park, as has been done in past years, seems inimical to this intent, we are proposing to both start and finish long (about 10 miles) and short (6 miles) courses this year at Oval Beach, which is spread out and has ample parking, and run mostly trails (as is shown in maps attached) on the west side of the river. To

mitigate congestions, we anticipate starting in several “waves,” i.e. with faster runners going in a smaller group first, waiting a couple minutes, then sending more spread-outwaves as needed.

The paved-roads portion would consist entirely of Park Street from Vine Street north to the Ox-Bow Crow’s Nest Trail turnoff, then back down from there to the races’ signature Mt. Baldhead stair climb. This spring’s North Park Street improvements will be showcased and, we hope, police traffic-control needs minimized.

Our races will start almost 20 years to the minute the first 9-11 terrorist plane hit the World Trade Center. We plan an observance of that and tribute to first responders’ ongoing service at the event.

Our community could never have enjoyed past MBC celebrations and successes without a constructive partnership with the city and its DPW, police, fire district, Ox-Bow and many others. We welcome your input, support and ideas as to how to make our collaboration even better.

For a fun referral, visit www.mtbaldheadchallenge.com, scroll down and click on the YouTube video. For questions or information, call race committee member Scott Sullivan at (616) 822-2058 or speak with any of us listed below. We look forward to working with you!

Cheers,
2021 Mt. Baldhead Challenge Committee
(Jim Sullivan, Gordon Stannis, Ed Karasak, Steve Baker, Megan

Scheerhorn, Tom Throop, Chris Yoder & Scott Sullivan)



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 APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: _____

TELEPHONE: _____

MAILING ADDRESS: _____

CONTACT NAME: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

CELL PHONE: _____

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: _____

DATE(S) OF EVENT: _____

PURPOSE OF EVENT: _____

RAIN DATE: _____

- | | | | |
|--|--|--|---------------------------------------|
| <input type="checkbox"/> Non-Profit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> City Operated/Sponsored | <input type="checkbox"/> Co-Sponsored |
| <input type="checkbox"/> Marathon/Race | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Video/Film Production | <input type="checkbox"/> Other _____ |

EVENT LOCATION: _____

EVENT HOURS: _____

ESTIMATED NUMBER OF ATTENDEES: _____

ESTIMATED NUMBER OF VOLUNTEERS: _____

ESTIMATE DATE / TIME FOR SET-UP: _____ A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: _____ 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: ____ (Maximum size is 2’ x2’. 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: _____

(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: _____ A.M. P.M.

Street re-open date/time: _____ 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







13B

From: Erin Wilkinson
Meeting Date: March 22, 2021
Subject: Special Event Permit – Town Crier Race

Description:

This year the Town Crier would like to host their Town Crier Races on June 19th, starting at the High School and ending in Douglas.

Event organizers have scheduled a meeting with the cities and public safety for April 21st to finalize several pending details. After the meeting we should have their finalized route maps, COVID safety plan, and a better idea what specific support they will require.

Committee / Commission Review: None

Budget Action Required: None

Legal Review: None

Possible Motion:

Motion to approve the Special Event Application for the Town Crier Race, and authorize staff to handle execution and details administratively.

Sue Poolman
Race Organizer
c: 269.227.3448
e: towncrierrace@gmail.com



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 APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Town Crier Races

TELEPHONE: 269-857-2133

MAILING ADDRESS: PO Box 1040

CONTACT NAME: Linda B Kinnaman

TELEPHONE: 616.566.7316

E-MAIL ADDRESS: lindabkinnaman@gmail.com

CELL PHONE: _____

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Rick Bauer

TELEPHONE: 269.857.2133

E-MAIL ADDRESS: rbauer@saugatuckps.com

CELL PHONE: 616.848.9313

EVENT INFORMATION

NAME OF EVENT: Town Crier Races

DATE(S) OF EVENT: 06/19/2021

PURPOSE OF EVENT: \$\$ for SPS CC, Track & Running Club

RAIN DATE: n/a

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

EVENT LOCATION: City, Village and Township

EVENT HOURS: 6:30am-12:30pm

ESTIMATED NUMBER OF ATTENDEES: 200-300

ESTIMATED NUMBER OF VOLUNTEERS: 30-50

ESTIMATE DATE / TIME FOR SET-UP: 06/19/2021 6:00 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 06/19/2021 12:30 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: ____ (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: _____
(Signs at event site cannot be displayed prior to day of the event and must be 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: _____ A.M. P.M.

Street re-open date/time: _____ 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: Insurance is provided by Saugatuck Public Schools

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.

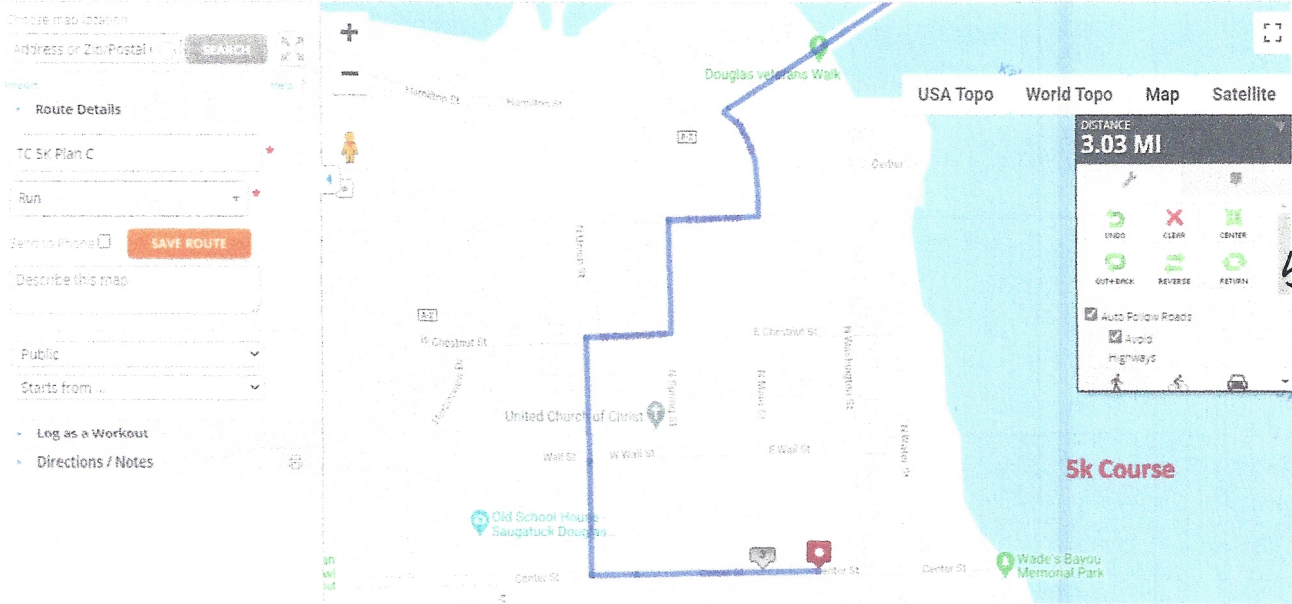
Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, 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.

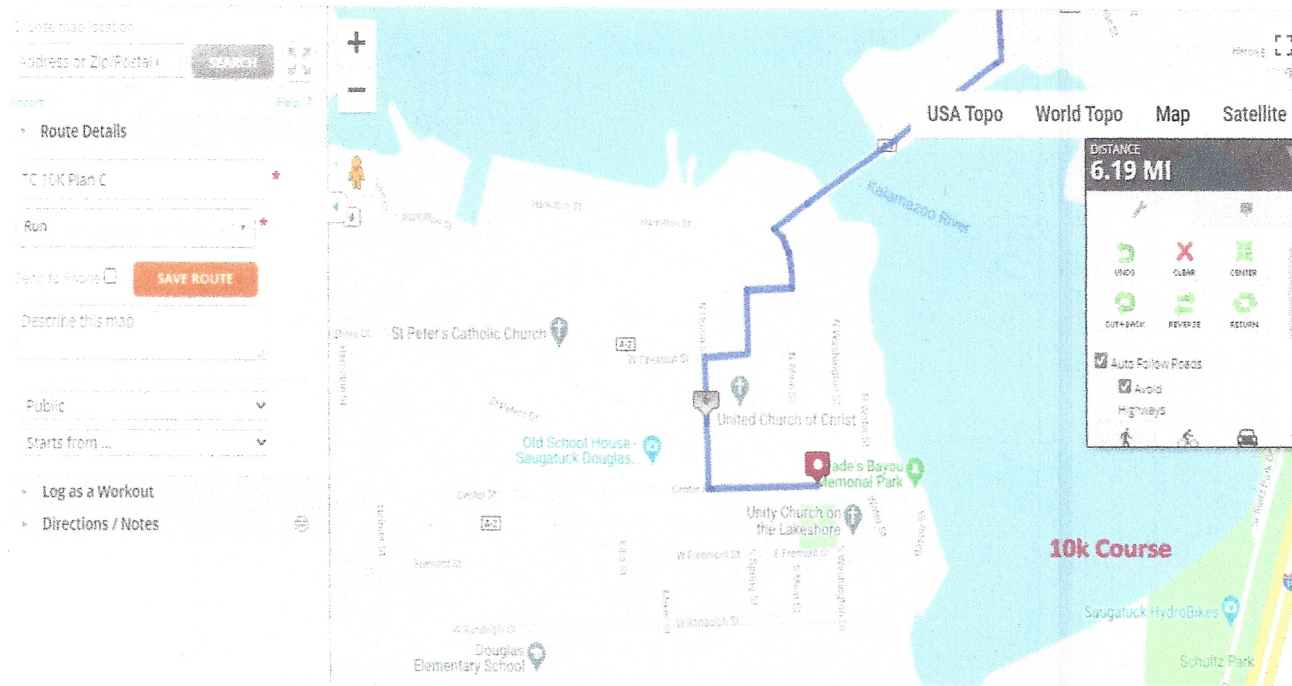

Applicant Signature

3/4/21
Date

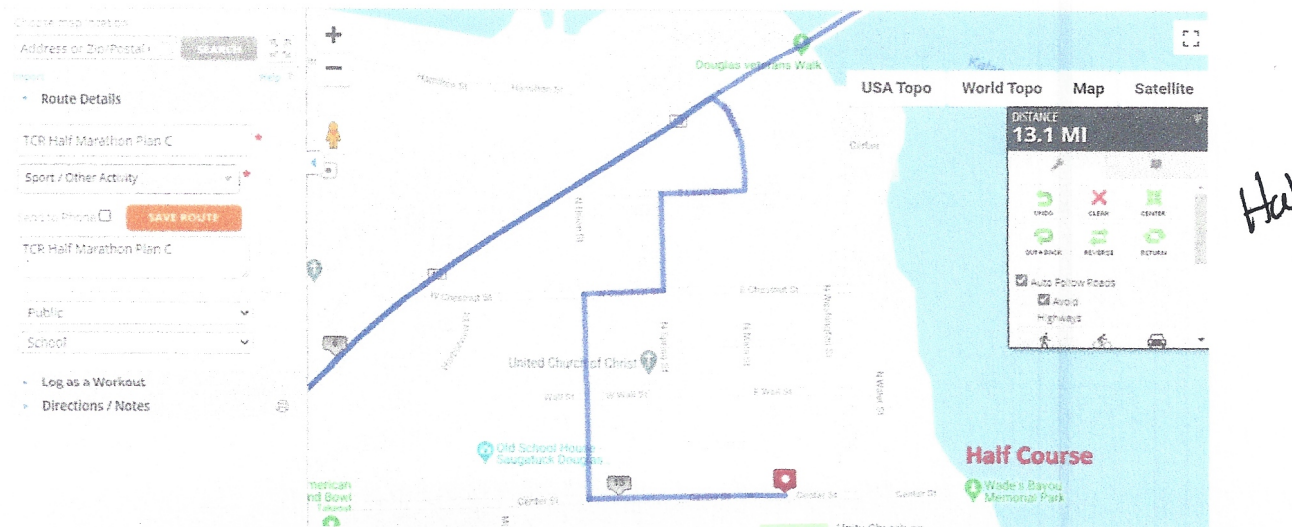
2021 - Ending Route through Douglas



5K +
5K Comm
Walk



10K

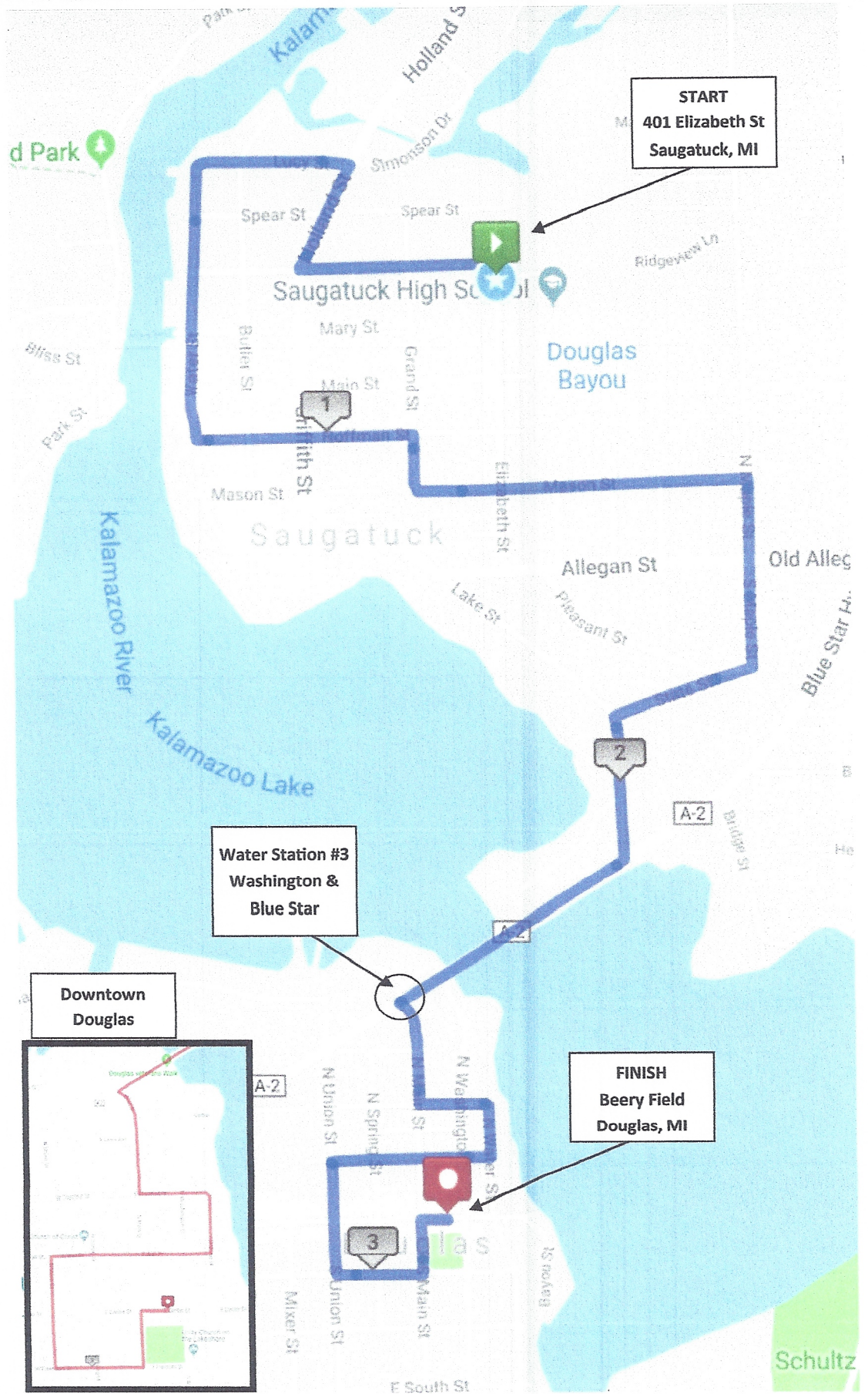


Half

5k Plan B

○ = cross over streets

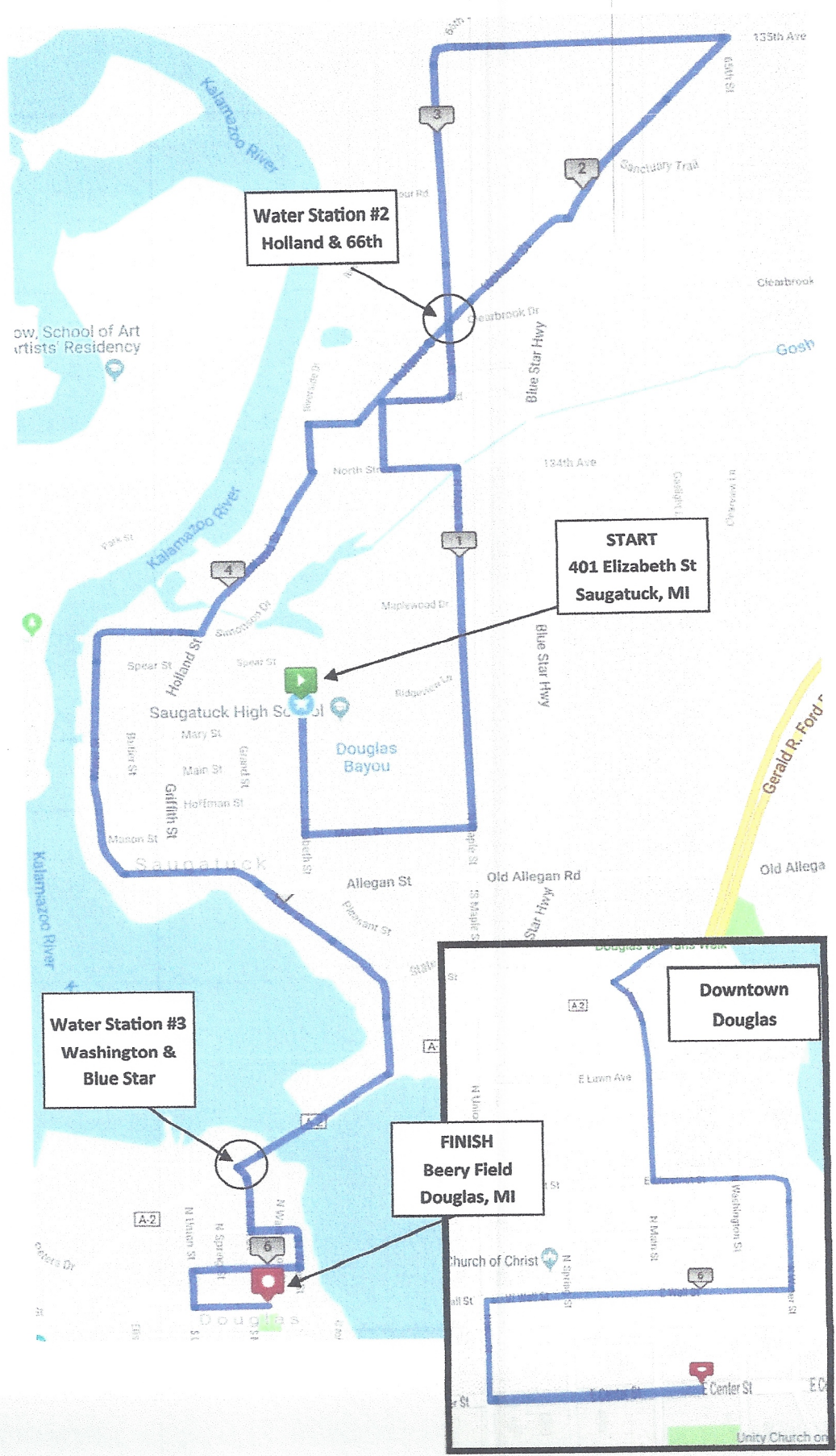
2019 Route



10 K Plan B

○ = cross over streets

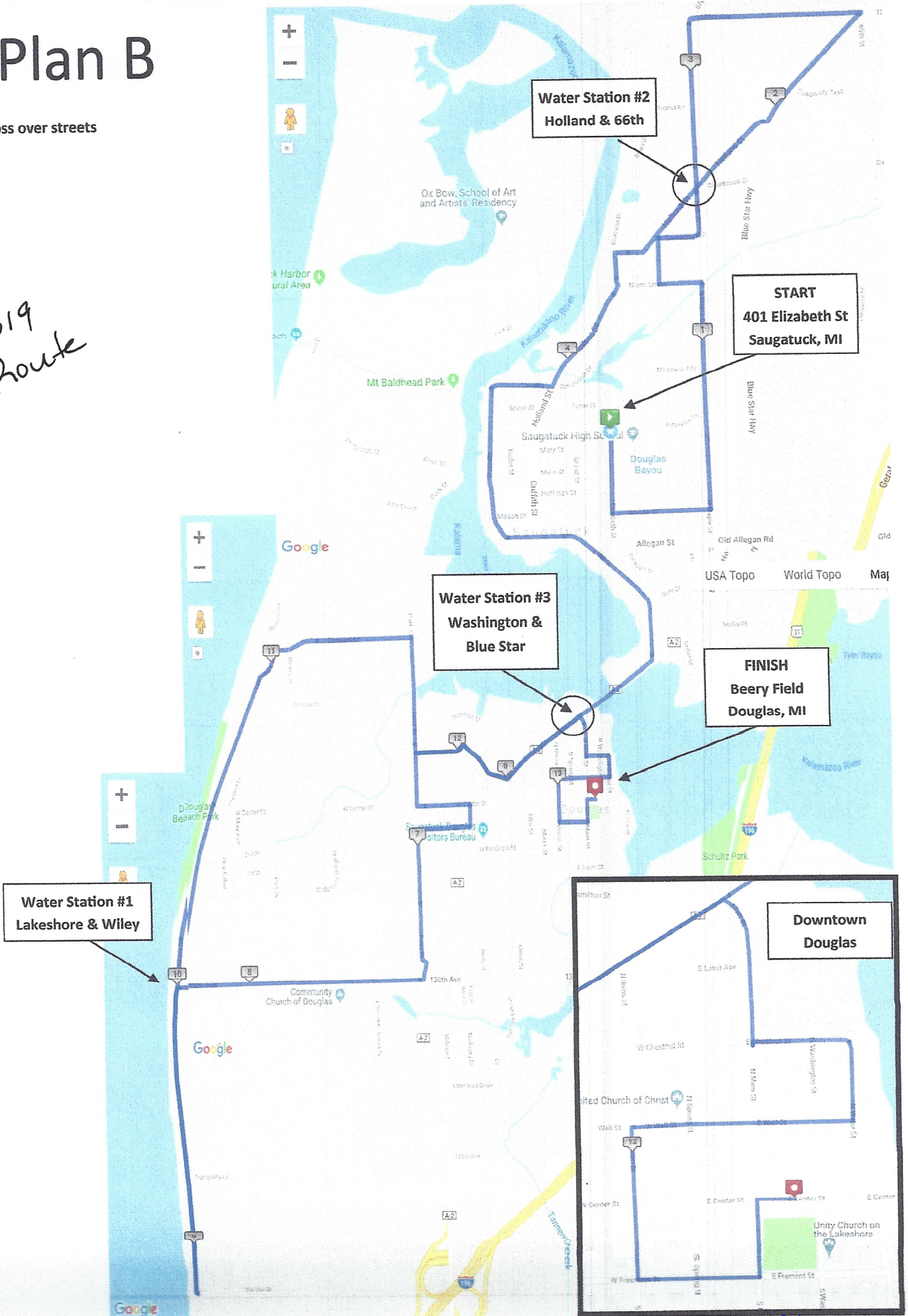
2019 Route



Half Plan B

○ = cross over streets

2019
Route





13C

From: Erin Wilkinson
Meeting Date: March 22, 2021
Subject: Special Event Permit – Bike MS

Description:

This year the National Multiple Sclerosis Society would like to host their Bike MS: West Michigan Great Lakes Getaway on June 5th.

The ride will start and finish at the Dow Center in Holland. They have a planned rest stop at Spectator's, before routing through Saugatuck and Douglas. They have requested permission to install 30 directional yard signs.

Committee / Commission Review: None

Budget Action Required: None

Legal Review: None

Possible Motion:

Motion to approve the Special Event Permit for the Bike MS, and authorize city staff to handle execution and details administratively.



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 APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: National Multiple Sclerosis Society TELEPHONE: 248-936-0352

MAILING ADDRESS: 29777 Telegraph, Suite 1651, Southfield MI, 48034

CONTACT NAME: Kelly Sakorafos TELEPHONE: 248-936-0352

E-MAIL ADDRESS: kelly.sakorafos@nmss.org CELL PHONE: 586-214-3944

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Jeanne Langley TELEPHONE: _____

E-MAIL ADDRESS: jean.langley@nmss.org CELL PHONE: 248-404-8435

EVENT INFORMATION

NAME OF EVENT: Bike MS: West Michigan Great Lakes Breakaway DATE(S) OF EVENT: June 5, 2021

PURPOSE OF EVENT: Raise money and awareness for MS RAIN DATE: June 5, 2021

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

EVENT LOCATION: City streets EVENT HOURS: 7:00am-5:00pm

ESTIMATED NUMBER OF ATTENDEES: 140

ESTIMATED NUMBER OF VOLUNTEERS: 75

ESTIMATE DATE / TIME FOR SET-UP: June 4 3:00 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: June 5 5:00 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: 30 (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: _____

(Signs at event site cannot be displayed prior to day of the event and must be 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: _____ A.M. P.M.

Street re-open date/time: _____ 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.

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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

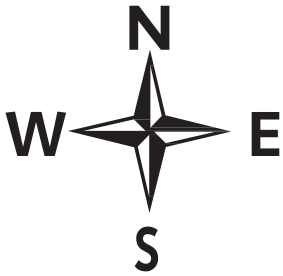


BIKE MS 2019 - West Michigan

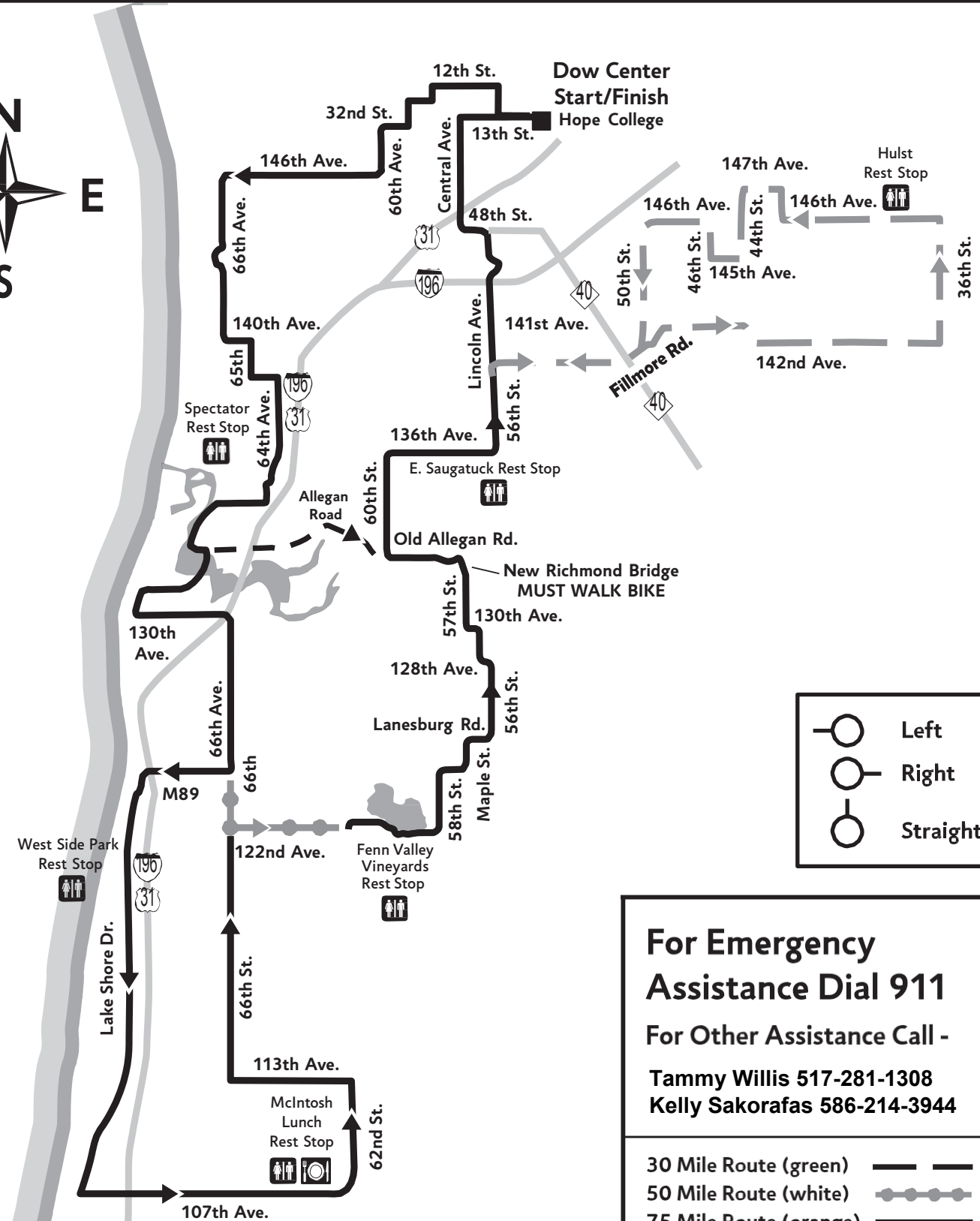
Day 1 - June 1, 2019 - 30, 50, 75 & 100 mile routes

Great Lakes
Breakaway
Ride 2019

*Bike MS Route will be CLOSED at 5:00 p.m.
*Century Loop will be CLOSED at 1:30 p.m.



LAKE MICHIGAN



	Left
	Right
	Straight

For Emergency Assistance Dial 911

For Other Assistance Call -

Tammy Willis 517-281-1308

Kelly Sakorafas 586-214-3944

30 Mile Route (green)	
50 Mile Route (white)	
75 Mile Route (orange)	
Century Route (yellow)	



West Michigan

Day 1 - June 1, 2019
30, 50, 75 mile &
Century Routes

Premier National Sponsors: Local Sponsors:



75 Mile Route - Orange - (74.67 actual miles)	75 / 30 / 50 / 100
START - Hope College, Dow Center 168 13th St., Holland	
Straight on 13th to College	0.0
Right on College to 12th.....	0.2
Left on 12th St. to Van Raalte.....	0.3
Left on Van Raalte to 28th.....	1.1
Right on W. 28th St to Ottawa.....	2.2
Left on Ottawa Ave. to 32nd.....	2.5
Right on W. 32nd St. to 60th.....	2.8
Left on 60th St. (Graafschap Rd.) to 146th.....	3.2
Right on 146th to 66th	4.2
Left on 66th St	7.2
Becomes 140th Ave. to 65th.....	10.5
Right on 65th St to Island Lake.....	11.0
Left on Island lake to 64th.....	12.8
Right on 64th St. to Blue Star Hwy.....	13.3
Right on Blue Star Highway -Get in Left Lane to 64th.....	13.5
Immediate Left on 64th St. to Rest Stop.....	13.6
Rest Stop - Spectators Bar, 6432 Washington Ave., Saugatuck	
(next rest stop 13.8m)	13.7
Right out of Rest stop on to 64th St. to 135th.....	13.7
Right on 135th Ave. to 64th	13.9
Left on 64th St. to 134th.....	14.0
Right on 134th St.....	14.7
Cross Blue Star Highway (134th becomes North St.) to Washington.....	15.3
Left on Washington to Lucy	15.7
Right on Lucy St. to Water.....	16.1
Left on Water St. to Culver.....	16.2
Left on Culver St. to Lake.....	16.7
Right on Lake St. to Blue Star Hwy.....	16.8
30 Mile (Green) Turns left on Allegan St.	
All others straight	17.0
Right on Blue Star Highway to Center.....	17.3
Cross Bridge.....	17.5
Left on Main to Center.....	17.6
Right on Center St to Lakeshore.....	17.8
Left on Lakeshore Dr. to Wiley.....	19.1
Left on Wiley Rd. (Becomes 130th Ave.).....	19.7
Cross Blue Star Highway	20.4
Cross 196 to 66th.....	21.3
Right on 66th St. to M89.....	21.6
50 Mile (White) continue straight	
Right on M89 to Lakeshore.....	24.6
Left on Lakeshore Dr. to 123rd.....	26.2
Right on 123rd Ave. to Lakeshore.....	26.6
Left on Lakeshore Dr. to Rest Stop.....	26.7
Rest Stop - West Side Park-2152 Lakeshore Dr. Fennville	
(next rest stop 11.4m)	27.5
Right out of Rest Stop on Lakeshore Dr. to 70 th St/ Adams	27.5
Right on 70 th St/ Adams to 107 th Ave.....	31.1
Left on 107th to rest stop.....	35.2
Lunch - McIntosh Orchard/Winery 6431 107th Ave., South Haven	
(next rest stop 12.9m)	39.1
Left out of lunch stop on 107 th St. to 62nd	39.1
Left on 62nd St. to 113 th Ave	40.2
Left on 113th Ave. to 66 th St.....	43.3
Right on 66 th St. to 122 nd Ave.....	45.3
Right on 122 nd Ave. to Rest Stop.....	49.7
50 Mile Route Rejoins	
Rest Stop - Fenn Valley Vineyards- 6130 122nd Ave, Fennville	
(next rest stop 15.2m)	52.1
Right out of rest stop on 122nd.....	52.1 / - / 27.7

Slight Left on 58th St. to W. Fennville.....	53.7 / - / 29.4
Right on W. Fennville St. to Maple.....	55.1 / - / 30.6
Left on S. Maple St. to Landsburg.....	55.6 / - / 31.2
Right on Landsburg Rd. to 56th	56.1 / - / 31.8
Left on 56th St. to 128th.....	56.6 / - / 32.2
Left on 128th Ave. to 56th.....	58.1 / - / 33.7
Slight Right on 56th St. to 130th.....	58.3 / - / 33.9
Left on 130th Ave. to 57th.....	59.0 / - / 34.5
Slight Right on 57th St.	60.0 / - / 35.1
Cross New Richmond Bridge	62.2 / - / 37.2
(Becomes Old Allegan Rd. after bridge)	
Cross 58th St. to 60th.....	62.8 / - / 37.8
Right on 60th St. to 136th.....	62.1 / 20.7 / 38.7
*30 Mile Route Rejoins	
Right on 136th Ave.....	64.1 / 22.6 / 40.8
Cross 58th St. to rest stop	66.3 / 23.9 / 41.9
Rest Stop - East Saugatuck Park-56th St. & 136th Ave. Manlius	
(Finish line 8.3m)	66.3 / 24.9 / 42.9
Left out of Rest Stop on to 136th Ave	66.3 / 24.9 / 42.9
Immediate Right on 56th St.....	66.3 / 24.9 / 43.1
Stay on 56th St. (Lincoln) to 48th	66.3 / 28.7 / 46.9
***Century riders turn right on 141st Ave.	
Cross I-196	71.6 / 29.0 / 47.2
Left on 48th St. to Central.....	71.6 / 30.0 / 48.1 / 98.0
Right on Central Ave. to 13th.....	72.1 / 30.5 / 48.6 / 98.5
Right on 13th St. to Finish.....	74.2 / 32.7 / 50.8 / 100.6
FINISH - Hope College, Dow Center	
168 13th St., Holland	74.67 / 33.1 / 51.3 / 101.1
*30 Mile Route - Orange to Green - (33.1 actual miles)	
Left on Allegan St. in Downtown Saugatuck	17.0
Cross Blue Star Highway	17.4
Allegan St. Becomes 132nd Ave/Old Allegan Rd. to 60th.....	17.4
Left on 60th St. (Rejoin 75 Mile Route Here)	20.7
**50 Mile Route - Orange to White - (51.3 actual miles)	
Continue Straight on 66th St. to 122nd	24.5
Left on 122nd.....	25.7
Cross 62nd (Rejoin 75 Mile Route Here)	27.7
***Century Route - Orange to Yellow - (100.0 actual miles) Closes at 1:30pm.	
Right on 141st Ave. to Fillmore	68.9
CAUTION- Cross M40.....	71.3
Becomes Fillmore to 142nd	71.5
Right on 142nd Ave to 46th St.....	72.5
Right on 46th and immediate left to stay on 142nd.....	74.1
Immediate Left to stay on 142nd Ave to 40th St.....	74.3
Left on 40th St. to 144th Ave.....	77.3
Right on 144th Ave. to 36th St.....	78.3
Left on 36th St. to 146th Ave.....	80.3
Left on 146th Ave to Rest stop.....	81.3
Rest Stop - Hulst Residence,	
A3809 146th Street, Holland (Finish line 16.7m)	82.4
Right out of rest stop to 43rd St	82.4
Right on 43rd St to 147th Ave.....	84.8
Left on 147th Ave to 44th St.....	85.4
Left on 44th Ave to 145th Ave.....	86.1
Right on 145th Ave to 46th St.....	87.1
Right on 46th St to 146th	87.8
Left on 146th Ave to 50th St.....	87.9
Right on 48th St to 146th	89.0
Left on 146th St to 50th St	89.2
Left on 50th St. to Fillmore/142nd Ave	90.3
Right on Fillmore to 56th St/ Lincoln.....	92.1
Right on 56th St (becomes Lincoln Ave.) to 48th St.	
(rejoin other riders here)	38.....95.3



13D

From: Ryan Heise
Meeting Date: March 22, 2021
Subject: Removal of Hesco Barriers

Description:

Removal of Hesco Barriers was discussed at the Thursday March 18th workshop. Council requested the cost for the purchase of the barriers be provided. The cost was \$2261.00 plus additional labor costs. Staff recommends removal, but wanted to make the council aware the Hesco barriers cannot be re-used.

Committee / Commission Review: None

Budget Action Required: None

Legal Review: None

Possible Motion:

Motion to remove all Hesco barriers from the Spear Street Boat Launch.



Hesco Bastion Inc.

**3450-C Buffalo Avenue
North Charleston,
SC 29418
United States**

Tel: +1 985-345-7332
Email: support@hesco.com

Quote Number	00003133	Contact Name	Scott Herbert
Account Name	Saugatuck City	Email	scott@saugatuckcity.com
Bill To Name	Saugatuck City	Ship To Name	Saugatuck City
Bill To	P.O. Box 86 attn: Scott Herbert Saugatuck, MI 49453	Ship To	3338 Blue Star Hwy. Saugatuck, MI 48453

Product	Line Item Description	Quantity	Sales Price	Total Price
MIL3 3939	GREEN	4.00	USD 449.00	USD 1,796.00

PAYMENT TERMS	PROFORMA INVOICE	Subtotal	USD 1,796.00
SHIPPING TERMS	By Road	Shipping	USD 465.00
Shipping Type	Pre-Pay and Add	Grand Total	USD 2,261.00

Incoterms and T&C's

- **Incoterms 2010 apply**
- **Shipping costs subject to change**
- **Unit prices are valid for 90 days.**

Please Remit to:
Hesco Bastion Inc
2245C Ashely Crossing Dr Box 120
Charleston SC 29414
accounting@hesco-usa.com

IMPORTANT NOTICE. READ BEFORE SIGNING.

I, _____ (Signature) am in receipt of, and accept the terms and conditions of HESCO Bastion Inc in regards to the purchase of Hesco Concertainer® products. (If you do not have a copy, contact us immediately for a copy of these general terms and conditions.) Purchaser is responsible for any state or local sales taxes required.

Prepared By	Aaron Ackley	Email	aaron@hesco-usa.com
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13E

From: Ryan Heise
Meeting Date: March 22, 2021
Subject: Tri-Community Household Hazardous Waste Contribution

Description:

In early 2020, the three local municipalities (City of Saugatuck, the City of Douglas, and Saugatuck Township) collaborated to form the Tri-Community Recycling Ad-hoc Committee (TCRC). The primary goals of the TCRC were to determine (1) residents' recycling knowledge, (2) the ease/difficulty of recycling, and (3) how recycling-related communication and education can be improved. The following is a funding requests for the City of Saugatuck as recommended by the TCRC.

Amount	Event
\$3,770	HHW Day (will also cover attorney costs for drafting of the "Interlocal Agreement"
\$400	Back-to-Basics Mailer
\$330	Battery collection container - three collections in 2021
\$500	Donation toward purchase of reusable bags
\$5,000	Total

Committee / Commission Review: None

Budget Action Required: Recommended not to exceed \$5000

Legal Review: None

Possible Motion:

Motion to approve the funding request in the amount not to exceed \$5,000.00 for Tri-Community Recycling Events & Activities for 2021 as outlined in the report provided by the Tri-Community Recycling Committee presented by Garnet Lewis. Delegate authority to staff to assist with the administration of Household Hazardous Waste Day; including but not limited to financial contributions and payments to participating entities.

City of Saugatuck – funding request for Tri-Community Recycling events/activities 2021

In early 2020, the three local municipalities (City of Saugatuck, the City of Douglas, and Saugatuck Township) collaborated to form the Tri-Community Recycling Ad-hoc Committee (TCRC). The primary goals of the TCRC were to determine (1) residents' recycling knowledge, (2) the ease/difficulty of recycling, and (3) how recycling-related communication and education can be improved.

Current recycling activities in the tri-community area continue to be limited to individual consumer commitment and constituent and/or business owner passion pertaining to recycling, and individual waste management contracts and that company's commitment and access to recycling. In short, the local recycling program is limited but can be improved upon.

Given the environmental focus of the lakeshore community, residents and business owners are committed to ensuring that the local environment is cleaner, conserving materials, saving energy, and reducing the amount of garbage in West Michigan landfills. Tri-community residents and business owners recognize that recycling (1) reduces the amount of waste sent to landfills and incinerators, (2) conserves natural resources, (3) increases economic security by tapping a domestic source of materials, (4) prevents pollution by reducing the need to collect new raw materials, (5) saves energy, (6) supports American manufacturing and conserves valuable resources, and (7) helps create jobs in the recycling and manufacturing industries. What has been lacking is a clear determination of individual and business owner commitment to recycling and the sacrifice they are willing to make in order to implement and sustain a long-term, permanent recycling program.

As a result, our first measurable objective was to administer a survey that would adequately gather recycling-related practices and relevant information from tri-community residents and business owners.

Survey results and recommendations

An initial review of the data, resident and business-owner comments, suggest the following:

1. That the TCRC must address the continued use of the yellow bags, specifically in Saugatuck Township. Apparently, Republic Services is continuing to make the yellow bags available. This has led to confusion and adds more plastic to our local landfills. **Done**
2. A "Back-to-basics" education initiative. The TCRC could provide educational materials to local residents and business-owners. Within this initiative, the TCRC would encourage residents and business-owners to ONLY recycle: cardboard boxes, paper, metal cans/pop cans, milk jugs, water and soda plastic bottles.
3. Resident-specific suggestions:
 - a. Create one-page mailer for residents of the tri-communities to inform them of the results of the Recycling Survey and the immediate Action Plan of the Recycling Committee. This flier would include 'getting back to basics' and how they can help support the effort. Note on this flier that information will be available online. Flier would include:
 - i. What Items Can Be Recycled (Specific items will be determined upon feedback from Republic, with a focus on items we know Republic has an interest in recycling as opposed to "wish-list" items. Critical piece in shifting publics' expectations away from wanting to recycle everything to recognizing that increasing the volume of materials successfully recycled depends upon recycling only those materials capable of being recycled.
 - ii. How to Properly Prepare Material to be Recycled (Important follow-up piece to increase the likelihood that appropriate materials put into the recycling will be recycled and not rejected due to contamination.
 - iii. How to Compost at Home (Educate residents about how to compost at home and respond to misconceptions about composting as a means of reducing overall waste)
 - b. Create an easily accessible Facebook page for Saugatuck/Douglas Recycling where the above educational sheets can live and be easily accessed by residents and visitors. **Done**
 - c. Regular Column in the Commercial Record (Approach Scott Sullivan about having a semi-monthly article in the Commercial Record keeping the public informed about recycling trends,

news, and developments in the Recycling Committee. We would need 2-3 contributing writers to create the articles to print. The TCRC could create an outline of all the articles we would like to cover in the year. Everything from single use plastics, composting, to ways we can recycle better. **In progress**

- d. Provide composting-related education through FB page, possible live stream demos, explaining the difference around backyard vs. industrial composting.
- e. Connect with the Garden Club to see if they would be willing to host/manage a compost drop off site to then use in the gardens. Coordinate with school efforts around this as well.
4. Connect with Jim Yost and Kelly Roche to explore possible composting opportunities especially with respect to compostable materials most likely to be used by businesses that may require special processing. **In progress**
5. Business-owner specific suggestions:
 - a. Determine business owner interest in group-buys for compostable materials. **In progress**
 - b. Explore possibilities for food waste reduction: connect with local farmers to see if there is interest or need in utilizing unusable food for animal feed.
 - c. Explore opportunity to create branded, reusable bags to cut down on plastic bag use and generate funds for the Recycling Committee.
 - d. Discuss ways to eliminate single-use plastics and identify more sustainable options. Start discussions to eliminate plastic bags from retail stores in town for something more sustainable.
 - e. "Group Buy" of sustainable single-use packaging throughout the tri-community area.
6. General community-wide thoughts, for both residents and businesses:
 - a. **Research the cost of household hazardous waste drop off & medical waste/pills events that includes all 3 municipalities.**
 - b. Discuss options about a recycle drop-off location(s).
 - c. Research community composting location(s) and/or farmers.
 - d. Reach out to Saugatuck Public Schools to explore educational and program opportunities with the students and, subsequently, their parents/guardians.

Since beginning our efforts last April, we have been able to make significant strides in increasing resident awareness of recycling and beginning to meet their needs as to how to dispose of recyclable and compostable materials. However, we do not yet have a mechanism to collect what is generally described as Household Hazardous Waste.

Household Hazardous Waste (HHW) Day

The City of Saugatuck ended its contract with Allegan County for HHW pickup in July, 2008. (I am not aware of any similar efforts in the City of Douglas or Saugatuck Township.) It became cost prohibitive primarily due to general neglect and disrespect of the HHW drop-off location (behind the City of Saugatuck DPW).

At this time, not one of the local municipalities has a contract with Allegan County for HHW pickup. As a result, constituents are left to find their own means of HHW disposal and cannot participate in other contracted municipality HHW Day events such as:

- May 1, 2021 – HHW/Electronics Collection at Wayland Harding's
- June 5, 2021 – HHW/Electronics Collection with Republic in Hamilton
- August 7, 2021 (tentative) – Scrap Tire Collections, Salem & Trowbridge Townships
- August 14, 2021(tentative) – Scrap Tire Collection, Otsego Township
- October 2, 2021 – HHW/Electronics Collection 1. City of Otsego DPW

TCRC Request to the City of Saugatuck

1. **Household Hazardous Waste Day** – The Rotary Club of Saugatuck/Douglas (RCSD) has awarded the Tri-Community Recycling Committee a \$5,000 grant. We must match that amount. Total cost of the HHW Day is approximately \$10,000 - \$15,000.
 - City of Saugatuck = **\$3,770.00**

2. **Back-to-basics mailer** – we would mail a postcard to each household in the City of Saugatuck, the City of Douglas, and Saugatuck Township.
 - **City of Saugatuck** - \$335 (Saugatuck PO Box - 640 residences, no businesses. \$260 for postage, \$75 for postcards). **\$400 – to cover incidentals**
 - Saugatuck Township - \$205 (Route 1 = 660 residences; Route 2 = 708 residences. \$130 postage, \$75 for postcards.)
 - City of Douglas - \$300 (1045 residences; no businesses. \$220 postage, \$75 for postcards)
3. **Battery recycling** – following the HHW Day, we would like to place a collection bucket at each municipality office.
 - Subscription cost = \$110/location/pickup
 - Recommend planning for 3 collections each year = \$330
4. **Reusable bags (with logo)** - \$1.00/bag
 - \$1,000 - \$2,000
 - Note: we would sell these for a \$1.00

City of Saugatuck

Amount	Event
\$3,770	HHW Day (will also cover attorney costs for drafting of the “Interlocal Agreement”)
\$400	Back-to-Basics Mailer
\$330	Battery collection container – three collections in 2021
\$500	Donation toward purchase of reusable bags
\$5,000	Total

Additional consideration: Renegotiate our single-hauler contract with Republic Services to:

1. Include recycling pickup twice per month. This would equal \$2.50/household/month = total of \$30/year.
2. Include in that contract a \$1.00/household/month surcharge to cover the cost of an annual HHW Day.

Note: I would advise using the “Township of Laketown, Michigan Residential Solid Waste Removal and Recyclable Collection Service License Agreement” as a template. (See attachment.)

Questions/Concerns raised:

Who is the contract for this clean up between? **Drug & Lab Disposal (dld-inc.com); Plainwell, MI**

Who will work on the interlocal? **City of Saugatuck is willing to take the lead.**

Who will be collecting checks/donations and making payment for services? **City of Saugatuck is willing to take the lead.**

How will expenses be capped? There is a sense that there is a lot of HHW material because it’s been several years since the last event (5 years?). **Garnet explained that this will be highly orchestrated event from 9 AM – 12 PM. It will require pre-registration and volunteers will assist with coordinating registration and traffic flow. The vendor will be handling all HHW.**

Is there any need for insurance coverage in case of an accident? **I have a call in to my contact at D&LD**

Is there any insurance policy for sight clean up in case of a spill? STFD needs a hold harmless certification. **See above.**

We need a clear statement that this is not a fire department sponsored event and STFD is not libel for anything. STFD is only volunteering help with traffic control and site management.

Is there a written guarantee that the sight will be cleaned up after the recycling effort? ***See above.***