



**CITY COUNCIL AGENDA
AUGUST 12, 2019 – 7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. MAYOR PRO TEM NOMINATION/ELECTION
5. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of July 22, 2019**
6. MAYOR'S COMMENTS
7. CITY MANAGER'S COMMENTS
8. AGENDA CHANGES (ADDITIONS/DELETIONS)
9. GUEST SPEAKERS:
 - A. **Lt. Brett Ensfield – Allegan Co. Sheriff's Department**
10. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
11. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable**
12. INTRODUCTION OF ORDINANCES:
 - A. **Addition to Ordinance Title XI, Chapter 116, Sections 116.01-116.12 – Small Cell Wireless Facilities (VOICE VOTE)**
13. PUBLIC HEARINGS: **None**
14. UNFINISHED BUSINESS: **None**
15. NEW BUSINESS
 - A. **Resolution No. 190812-A – DPW Equipment Purchase (ROLL CALL)**
 - B. **Kalamazoo Harbor Invasive Species Proposals (VOICE VOTE)**
 - C. **Special Event Application – Annual Sidewalk Sales (VOICE VOTE)**
 - D. **Special Event Application – Art in the Park (VOICE VOTE)**
 - E. **Special Event Application – Labor Day Bridge Walk (VOICE VOTE)**
 - F. **Special Event Application – Mt. Baldhead Challenge (VOICE VOTE)**
 - G. **Special Event Application – Collector Car Cruise (VOICE VOTE)**
16. CONSENT AGENDA: **None**
17. PUBLIC COMMENTS *(Limit 3 minutes)*
18. COMMUNICATIONS:
 - A. **Lucy & Water Street Riparian Survey – Accept as information**
 - B. **South Haven November Ballot Initiative – Recreational Pot - Accept as information**
19. BOARDS, COMMISSIONS & COMMITTEE REPORTS
 - A. **KLSWA, HDC**
20. COUNCIL COMMENTS
21. ADJOURN

NOTICE

This facility is wheelchair accessible with accessible parking spaces available. 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 monica@saugatuckcity.com for further information.

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



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Mayor Pro Tem Nomination/Election

DESCRIPTION

City Charter (Section 4.12) requires the council at its first meeting following each regular city election to elect one of its members as mayor and one as mayor pro tem by an affirmative vote of the majority of its members. Council member Jeff Spangler was serving as mayor pro tem however he resigned due to retiring and plans to move out of the city boundaries. Therefore the City Council is required to nominate and elect a replacement mayor pro tem to serve the remaining term expiring in November.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal attorney Jeff Sluggett has approved the “process” described below.

PROCESS:

- 1.) Mayor opens nominations for office of mayor pro tem;
- 2.) Any member may make a nomination (does not need a second); Mayor then asks for other nominations and the process is continued until no further nominations are offered
- 3.) A vote is then held for each nominee in the order nominated (roll call by City Clerk) until a majority of the Council has voted in favor of a particular nominee, at which point the person is announced to be elected as mayor pro tem and that election is over;

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, July 22, 2019

The City Council met in regular session at 7:00 p.m. at City Hall, 102 Butler Street, Saugatuck, Michigan.

1. **Call to Order** by Mayor Trester at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Attendance:**
Present: Johnson, Hess, Verplank, Peterson & Trester
Absent: Bekken
Others Present: City Manager Harrier & City Clerk Nagel

A motion was made by Johnson, 2nd by Hess, to excuse Council Member Bekken with prior notification. Upon voice vote the motion carried unanimously.

4. **Approval of Minutes:** A motion was made by Peterson, 2nd by Hess, to approve the July 8, 2019 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.

5. **Mayor's Comments:** None

6. **City Manager's Report:** City Manager announced the Chain Ferry has been closed due to the high winds and strong current.

7. **Agenda Changes:** *(addition)* **18. Boards, Commissions & Committee Reports - HDC**

8. **Guest Speakers:**
A. Lt. Brett Ensfield – Allegan Co. Sheriff Department: Lt. Ensfield announced the following: with the help of Douglas PD they were able to apprehend two (2) suspects in the recent larcenies; Plainwell students created a recruitment video for the Allegan County Sheriff's Department that showcases Saugatuck; Saugatuck Deputies are ready for Venetian Festival.

9. **Public Comment:** None

10. **Request for Payment:** A motion was made by Hess, 2nd by Johnson, to approve the accounts payable in the amount of \$634,836.11. Upon voice vote the motion carried unanimously.

11. **Introductions of Ordinances:** None

12. **Public Hearings:** None

13. **Unfinished Business:** None

14. **New Business:**
A. City Council Vacancy Appointment: A motion was made by Johnson, 2nd by Verplank, to appoint Catherine Simon to fill the vacant unexpired portion of the City Council At-Large term ending November 11, 2019 effective upon being sworn in. The motion carried by the following voice vote:

Yes: Johnson, Verplank, Hess, Trester
No: Peterson
Absent: Bekken

B. Historic District Commission Reappointment: A motion was made by Hess, 2nd by Verplank, to approve the Mayor's reappointments of Nico Leo and Jennifer Davenport to the Historic District Commission with said terms expiring August 1, 2022. Upon voice vote the motion carried unanimously.

15. Consent Agenda: None

16. Public Comment: Dan Fox (*resident*) expressed concerns with the latest Friends of Blue Star Trail renderings that bring the Blue Star Bridge down to two lanes and getting public safety vehicles across the bridge safely and in a timely manner.

Mark Klungle (*resident*) with regards to portion of Water and Lucy Streets being under water due to the high-water levels, would like to work with the city in long term emergency plan to prevent flooding in the future.

John Adams, Friends of Blue Star Trail, announced that the recent Friends of Blue Star Trail renderings of Blue Star Bridge do meet safety standards, however, is meeting with Fire Chief Janik to discuss safety concerns.

Garnet Lewis (*resident*) expressed disappointment that there were no public interviews conducted for the council vacancy.

17. Communications:

18. Boards, Commissions & Committee Reports: Council received reports from the following committee(s): Harbor Authority, Fire Board, Planning Commission, Tree Board, HDC

19. Council Comments: Council Member Hess with regards to the Friends of Blue Star Trail latest renderings is pleased to see reduction in infrastructure costs.

20. Adjournment: Mayor Trestler adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk

11A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY NEWS	PRINTING	110.00
2. ALLEGAN COUNTY SHERIFF	OIL CHANGE S-2	33.93
3. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	90,199.26
4. AMERICAN BOTTLING COMPANY	CONCESSION	648.00
5. AT&T MOBILITY	CELL PHONES	79.54
6. BLOOM SLUGGETT PC	LEGAL FEES	2,253.00
	LEGAL FEES	424.50
	LEGAL FEES	780.00
	TOTAL	3,457.50
7. BS&A SOFTWARE	ANNUAL UPDATES	3,187.00
8. CARELTON EQUIPMENT	BOBCAT REPAIRS	265.19
9. COMCAST	TELEPHONES & INTERNET	284.60
10. CONSUMERS ENERGY	ELECTRIC	3,858.48
11. DAVID CALVANO	OVAL BEACH	50.00
12. DK CONSTRUCTION INC	FLOATING DOCK REMOVAL	1,900.00
13. ERLANDSON CONCRETE LLC	SIDEWALK REPAIRS	1,050.00
14. FIRST BANK CARD	WEBSITE	6.99
	OVAL	304.42
	TRAINING, OVAL & SUPPLIES	506.43
	TOTAL	817.84
15. FIRST NATIONAL BANK OF MICHIGAN	CD TRANSFER	250,000.00
16. FLEIS & VANDENBRINK ENGINEERING INC	MANCHESTER DRIVE	850.38
	PARK STREET	4,122.54
	TOTAL	4,972.92
17. FRIS OFFICE OUTFITTERS	SUPPLIES	40.66
	SUPPLIES	24.45
	TOTAL	65.11
18. FRONTIER	OVAL	187.26
	DPW GARAGE	218.77
	911 OVAL BEACH	70.85
	TOTAL	476.88
19. GIVE* EM A BRAKE SAFETY	ROAD SIGNS	888.00
20. GORDON FOOD SERVICE	CONCESSION	6,081.64
21. GROUNDS MANAGEMENT SOLUTIONS	PARKS PEST CONTROL	367.00

Vendor Name	Description	Amount
22. HOLLAND MEDI-CENTER	DRUG TEST	19.25
23. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	184.55
24. KAMMINGA & ROODVOETS INC	ALLEGAN STREET	8,584.07
25. LAKE VISTA VALU	SUPPLIES	4.65
26. MCKELLIPS PLUMBING INC	PLUMBING SERVICES	885.00
27. MERS	RETIREMENT	4,500.00
28. MICHIGAN CAT	FILTERS	66.85
	LOADER PARTS REPAIR	1,978.08
	TOTAL	2,044.93
29. MICHIGAN OFFICE SOLUTIONS	COPIER USE	366.06
30. MINER SUPPLY CO	SUPPLIES	91.00
31. MMAAO	TRAINING	75.00
32. MONICA NAGEL	ELECTION	77.14
33. OTTAWA AREA INTERMEDIATE	SCHOOL DIS	
	PROPERTY TAXES	53,644.33
34. OVERISEL LUMBER COMPANY	SUPPLIES	442.16
35. PETER STANISLAWSKI	TRAINING	147.96
36. PETTY CASH	POSTAGE & SUPPLIES	14.63
37. PRO-TEMP INC	CONCESSION	162.80
38. PURITY CYLINDER GASES INC	CONCESSION	37.95
	CONCESSION	19.25
	TOTAL	57.20
39. RATHCO SAFETY SUPPLY CO	SIGNS	69.34
40. ROTARY CLUB OF SAUGATUCK	FIREWORKS	3,000.00
41. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	196.40
42. SAUGATUCK FIRE	PROPERTY TAXES	440.41
43. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	75,860.31
44. SEPTIC TANK SYSTEMS CO INC	OVAL	670.00
	ART FAIR	405.00
	OVAL	295.00
	TOTAL	1,370.00
45. SHELL	GASOLINE & DIESEL	1,610.77
46. SHERWIN WILLIAMS	STREET PAINT & BEADS	599.92
	STREET PAINT	505.20

Vendor Name	Description	Amount
	TOTAL	1,105.12
47. SHORELINE TECHNOLOGY SOLUTIONS		
	COMPUTER SERVICES	558.75
48. SPRING BROOK SUPPLY		
	IRRIGATION	327.80
49. STATE OF MICHIGAN		
	CONCESSION SALES TAX	1,115.18
	CONCESSION SALES TAX	2,928.26
	OVAL WATER TEST	18.00
	TOTAL	4,061.44
50. VALLEY CITY LINEN INC		
	SHOP TOWELS	325.50
51. XEROX FINANCIAL SERVICES		
	COPIER LEASE	430.36
TOTAL - ALL VENDORS		529,449.82
FUND TOTALS:		
Fund 101 - GENERAL FUND		39,016.05
Fund 202 - MAJOR STREETS		9,428.07
Fund 203 - LOCAL STREETS		130,922.04
Fund 592 - WATER AND SEWER		125,000.00
Fund 661 - MOTOR POOL FUND		4,529.47
Fund 701 - CURRENT TAX FUND		220,525.26
Fund 715 - ROSE GARDEN		28.93

08/08/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 07/01/2019 - 07/31/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
07/01/2019	2479(A)	DIANNA MC GREW	ASSESSING SERVICES	2,611.13
07/08/2019	16220	ALLEGAN COUNTY NEWS	PRINTING	90.00
07/08/2019	16221	CARELTON EQUIPMENT	SKID STEER REPAIR	185.78
07/08/2019	16222	GANGES TOWNSHIP	ELECTION	24.48
07/08/2019	16223	GROUNDS MANAGEMENT SOLUTIONS	PEST CONTROL	531.00
07/08/2019	16224	MICHIGAN MUNICIPAL LEAGUE	DUES	946.00
07/08/2019	16225	MINER SUPPLY CO	SUPPLIES	4,090.95
07/08/2019	16226	NICK UNEMA PLUMBING & HEATING IN	TOP SOIL	760.00
07/08/2019	16227	OVERISEL LUMBER COMPANY	SUPPLIES	477.25
07/08/2019	16228	QUALITY DOOR COMPANY INC	DPW DOOR REPAIR	135.00
07/08/2019	16229	RATHCO SAFETY SUPPLY CO	SIGNS	136.65
07/08/2019	16230	SAUGATUCK DRUG	SUPPLIES	3.69
07/08/2019	16231	SEPTIC TANK SYSTEMS CO INC	OVAL	295.00
07/08/2019	16232	STANDARD INSURANCE COMPANY	INSURANCE	344.32
07/08/2019	16233	WESTENBROEK MOWER INC	SUPPLIES	151.95
07/08/2019	16234	WYOMING ASPHALT PAVING CO	ASPHALT	288.75
07/08/2019	2480(E)	AT&T MOBILITY	CELL PHONES	80.57
07/08/2019	2481(E)	COMCAST	TELEPHONES & INTERNET	284.60
07/08/2019	2482(E)	CONSUMERS ENERGY	ELECTRIC	3,506.72
07/08/2019	2483(E)	FIRST BANK CARD	TRAINING, POSTAGE & SUPPLIES	1,634.94
07/08/2019	2484(E)	GORDON FOOD SERVICE	CONCESSION	4,963.10
07/08/2019	2485(E)	MICHIGAN GAS UTILITIES	CITY HALL	40.19
07/08/2019	2486(E)	MICHIGAN GAS UTILITIES	BUTLER RESTROOM	27.52
07/08/2019	2487(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	241.14
07/08/2019	2488(E)	PRIORITY HEALTH	INSURANCE	7,034.07
07/08/2019	2489(E)	REPUBLIC SERVICES	TRASH	88.37
07/08/2019	2490(E)	VALLEY CITY LINEN INC	SHOP TOWELS	110.80
07/08/2019	2491(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	430.36
07/08/2019	2492(A)	BELL EQUIPMENT CO	STREET SWEEPER	182.27
07/08/2019	2493(A)	FLEIS & VANDENBRINK ENGINEERING IN	PARK STREET	8,704.83
07/08/2019	2494(A)	MML WORKER COMP	WORKER COMP INSURANCE	10,647.00
07/08/2019	2495(A)	MONICA NAGEL	TRAINING	172.76
07/08/2019	2496(A)	PRO-TEMP INC	CONCESSION	130.00
07/08/2019	2497(A)	PURITY CYLINDER GASES INC	CONCESSION	16.15
07/08/2019	2498(A)	REPCOLITE	SIDEWALK PAINTS	266.66
07/08/2019	2499(A)	SAUGATUCK FIRE	KNOX LOCK	163.00
07/08/2019	2500(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	563.75
07/08/2019	2501(A)	STREAMLINE DESIGN.COM LLC	LOGO	20.00
07/12/2019	DD4070(BOSCH, LEXIE	PAYROLL	522.80
07/12/2019	DD4071(BULTMAN, LINDA	PAYROLL	1,326.08
07/12/2019	DD4072(CARPER, KAYLA	PAYROLL	459.86
07/12/2019	DD4073(DEJAEGHER, JOHN	PAYROLL	929.39
07/12/2019	DD4074(DEROO, EASTON	PAYROLL	442.36
07/12/2019	DD4075(DEROO, MADYSON	PAYROLL	637.37

08/08/2019		CHECK REGISTER FOR CITY OF SAUGATUCK		
CHECK DATE FROM 07/01/2019 - 07/31/2019				
Check Date	Check	Vendor Name	Description	Amount
07/12/2019	DD4076(A)	DISTEFANO, KELLIE	PAYROLL	360.16
07/12/2019	DD4077(A)	ELLISON, KATE	PAYROLL	479.46
07/12/2019	DD4078(A)	GOODRICH, RICHARD	PAYROLL	339.52
07/12/2019	DD4079(A)	HARRIER, KIRK	PAYROLL	1,959.04
07/12/2019	DD4080(A)	HERBERT, SCOTT	PAYROLL	1,644.90
07/12/2019	DD4081(A)	HINKLE, MARY	PAYROLL	979.67
07/12/2019	DD4082(A)	KAZDA, AIDEN	PAYROLL	914.43
07/12/2019	DD4083(A)	KAZDA, AUDREY	PAYROLL	748.10
07/12/2019	DD4084(A)	KAZDA, NATHAN	PAYROLL	1,104.04
07/12/2019	DD4085(A)	KERRIDGE, ADAM	PAYROLL	1,084.56
07/12/2019	DD4086(A)	KUPRES, GERALDINE	PAYROLL	1,108.85
07/12/2019	DD4087(A)	NAGEL, MONICA	PAYROLL	1,526.40
07/12/2019	DD4088(A)	NYBOER, KARSYN	PAYROLL	253.90
07/12/2019	DD4089(A)	OSMAN, CINDY	PAYROLL	1,565.61
07/12/2019	DD4090(A)	PARKHURST, KYLE	PAYROLL	296.37
07/12/2019	DD4091(A)	SOLOMON, SAMUEL	PAYROLL	544.38
07/12/2019	DD4092(A)	STANISLAWSKI, PETER	PAYROLL	1,400.03
07/12/2019	DD4093(A)	WEBB, BETTY	PAYROLL	608.24
07/12/2019	DD4094(A)	WENDT, MICHAEL	PAYROLL	1,103.43
07/12/2019	EFT1177(A)	457-VALIC	PAYROLL	3,770.25
07/12/2019	EFT1178(A)	STATE OF MICHIGAN	PAYROLL	249.43
07/12/2019	EFT1179(A)	MERS HYBRID	PAYROLL	1,166.72
07/12/2019	EFT1180(A)	FEDERAL TAX DEPOSIT	PAYROLL	7,596.05
07/22/2019	16236	IHLE AUTO PARTS	SUPPLIES	117.75
07/22/2019	16237	INTERNAL SOUND & COMMUNICATION	SPARE TELEPHONE	210.66
07/22/2019	16238	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN	3,115.00
07/22/2019	16239	MUTT MITT	MUTT MITTS	1,404.44
07/22/2019	16241	STANDARD INSURANCE COMPANY	INSURANCE	344.32
07/22/2019	16242	TERRY SHULL PROPERTIES LLC	DPW PAINTING	3,800.00
07/22/2019	16243	WYOMING ASPHALT PAVING CO	ASPHALT HOT PATCH	66.55
07/22/2019	2502(A)	ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
07/22/2019	2503(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	151,642.34
07/22/2019	2504(A)	BLOOM SLUGGETT PC	LEGAL FEES	2,841.72
07/22/2019	2505(A)	DIANNA MC GREW	ASSESSING SERVICES	2,535.08
07/22/2019	2506(A)	FLEIS & VANDENBRINK ENGINEERING IN	STREET IMPROVEMENTS	1,236.38
07/22/2019	2507(A)	FRIS OFFICE OUTFITTERS	SUPPLIES	83.59
07/22/2019	2508(A)	HIGH POINT ELECTRIC	OVAL TICKET BOOTH	1,011.74
07/22/2019	2509(A)	MEECO SULLIVAN	SHOPPER DOCK	104,369.40
07/22/2019	2510(A)	MML LIABILITY & PROPERTY POOL	LIABILITY & PROPERTY POOL	30,656.00
07/22/2019	2511(A)	OTTAWA AREA INTERMEDIATE SCHOOL	PROPERTY TAXES	91,229.77
07/22/2019	2512(A)	PURITY CYLINDER GASES INC	CONCESSION	75.24
07/22/2019	2513(A)	SAUGATUCK FIRE	SHORT TERM RENTALS	575.00
07/22/2019	2514(A)	SISTERS IN INK	UNIFORMS	218.00
07/22/2019	2515(E)	CAPITAL ONE	HAND TOOLS	52.11
07/22/2019	2516(E)	FRONTIER	DPW TELEPHONE & INTERNET	218.77
07/22/2019	2517(E)	FRONTIER	OVAL BEACH	188.27

08/08/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 07/01/2019 - 07/31/2019				
Check Date	Check	Vendor Name	Description	Amount
07/22/2019	2518(E)	FRONTIER	911 PHONES OVAL	102.41
07/22/2019	2519(E)	GORDON FOOD SERVICE	CONCESSION	5,214.28
07/22/2019	2521(E)	MERCHANTS BANCARD NETWORK	GATE BANK FEES	1,810.40
07/22/2019	2522(E)	MERS	RETIREMENT	100,000.00
07/22/2019	2525(E)	SHELL	GASOLINE & DIESEL	1,362.64
07/22/2019	16240	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	95,405.96
07/22/2019	2520(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	1,558.64
07/22/2019	2523(E)	PRIORITY HEALTH	INSURANCE	6,959.13
07/22/2019	2524(E)	REPUBLIC SERVICES	TRASH	704.80
07/22/2019	16235	MML UNEMPLOYMENT COMPENSATIO	PAYROLL	11.33
07/26/2019	DD4095(BOSCH, LEXIE	PAYROLL	448.60
07/26/2019	DD4096(BULTMAN, LINDA	PAYROLL	1,425.01
07/26/2019	DD4097(CARPER, KAYLA	PAYROLL	452.08
07/26/2019	DD4098(DEJAEGHER, JOHN	PAYROLL	956.78
07/26/2019	DD4099(DEROO, EASTON	PAYROLL	382.03
07/26/2019	DD4100(DEROO, MADYSON	PAYROLL	626.67
07/26/2019	DD4101(DISTEFANO, KELLIE	PAYROLL	636.29
07/26/2019	DD4102(ELLISON, KATE	PAYROLL	434.95
07/26/2019	DD4103(GOODRICH, RICHARD	PAYROLL	816.44
07/26/2019	DD4104(HARRIER, KIRK	PAYROLL	2,009.79
07/26/2019	DD4105(HERBERT, SCOTT	PAYROLL	1,701.22
07/26/2019	DD4106(HINKLE, MARY	PAYROLL	806.54
07/26/2019	DD4107(KAZDA, AIDEN	PAYROLL	495.87
07/26/2019	DD4108(KAZDA, AUDREY	PAYROLL	791.85
07/26/2019	DD4109(KAZDA, NATHAN	PAYROLL	1,176.36
07/26/2019	DD4110(KERRIDGE, ADAM	PAYROLL	1,513.73
07/26/2019	DD4111(KERRIDGE, LUCAS	PAYROLL	189.09
07/26/2019	DD4112(KUPRES, GERALDINE	PAYROLL	1,024.09
07/26/2019	DD4113(NAGEL, MONICA	PAYROLL	1,731.97
07/26/2019	DD4114(NYBOER, KARSYN	PAYROLL	198.26
07/26/2019	DD4115(OSMAN, CINDY	PAYROLL	1,404.49
07/26/2019	DD4116(PARKHURST, KYLE	PAYROLL	321.11
07/26/2019	DD4117(SOLOMON, SAMUEL	PAYROLL	644.55
07/26/2019	DD4118(STANISLAWSKI, PETER	PAYROLL	1,398.98
07/26/2019	DD4119(WEBB, BETTY	PAYROLL	599.22
07/26/2019	DD4120(WENDT, MICHAEL	PAYROLL	1,175.76
07/26/2019	EFT1181(457-VALIC	PAYROLL	3,927.58
07/26/2019	EFT1182(STATE OF MICHIGAN	PAYROLL	249.43
07/26/2019	EFT1183(MERS HYBRID	PAYROLL	1,201.69
07/26/2019	EFT1184(FEDERAL TAX DEPOSIT	PAYROLL	7,854.25
07/26/2019	EFT1185(MERS	PAYROLL	3,409.92
07/26/2019	EFT1186(MI DEPT OF TREASURY	PAYROLL	4,435.09
Total of 132 Checks:				764,789.28
Less 0 Void Checks:				0.00
Total of 132 Disbursements:				764,789.28



City Council Agenda Item Report

City of Saugatuck

FROM: Jeff Sluggett, City Attorney

MEETING DATE: **Introduction:** August 12, 2019
Action date: August 26, 2019

SUBJECT: Introduction of Ordinance to add Title XI, Chapter 116, Sections 116.01 through 116.12, inclusive, entitled "Small Cell Wireless Facilities" to City Code

DESCRIPTION:

New Public Acts 365 and 366 became effective in March of this year. Together, these acts significantly alter the laws governing the placement of small cell wireless facilities in public rights of way. While previously the City (like other local governments with control of their rights of way) had significant discretion to determine whether to permit the installation of structures and facilities in those rights of way, and the conditions under which it would do so, much of that discretion has now been removed with respect to small cell wireless facilities and the City is now under an affirmative obligation to allow such placements if the facilities to be installed are within certain design parameters. The ability of the City to charge for the use of its right of ways has also been restricted significantly.

To address the new acts, the Grand Valley Metro Council developed a series of proposed ordinance amendments which would (A) still permit a municipality to require that a provider obtain a permit from the municipality before installing new poles, (B) set minimal design parameters for the installation of small cell wireless facilities in certain districts, (C) expressly require zoning approval (in addition to a permit) where the facilities to be installed are outside of the design parameters noted above and (D) set forth a new application and permit fee structure. The ordinance being submitted to the City Council is a result of the efforts of the Grand Valley Metro Council working group.

In addition to consideration of the ordinance, at the August 26 meeting of the City Council a resolution to set fees for processing and permitting such facilities will be submitted (consistent the terms of Acts 365 and 366). We also anticipate that the ordinance in its present format may be modified slightly before August 26 to include enhanced restrictions within certain historic, residential and downtown districts.

BUDGET ACTION REQUIRED:
N/A

COMMITTEE/COMMISSION REVIEW:
N/A

SAMPLE MOTION:

Motion to place the proposed ordinance amendment to add a new Chapter 116, entitled “Small Cell Wireless Facilities,” to the Code of the City of Saugatuck on the August 26, 2019 regular council meeting agenda for action.

Small cells, CERTAINTIES



Small cell wireless systems promise smart city innovation via 5G, but federal intervention into their deployment is costing local officials the ability to govern public property

By Jason Axelrod

Like the turning of a page, Sept. 27, 2018, opened into a new chapter in local telecommunication systems regulation in the U.S.

That day, the Federal Communications Commission (FCC) released an order that drastically altered the way local governments can administer small wireless telecommunication facilities, otherwise known as "small cells," which enable technology such as 5G.

Among other mandates, the rules prevented local governments from establishing certain requirements on small cells. Notably, the order doesn't grandfather in past state and local regulations that are out-of-line with the new order.

The FCC justified the order in stating its intent to remove regulatory hurdles towards implementing 5G-related systems, according to an official news release. This intent comes as part of its "commitment to ensuring that the United States wins the global race to 5G."

Many advocates for local governance, however, have publicly lambasted the order, denouncing its pre-

emption of local power.

"The FCC's impractical actions will significantly impede local governments' ability to serve as trustees of public property, safety and well-being. The decision will transfer significant local public resources to private companies, without securing any guarantee of public benefit in return," the National Association of Counties (NACo) and the National League of Cities (NLC) wrote in a joint statement on the FCC's order.

Challenges to the FCC's order are moving through Congress and the U.S. judicial system. However, wireless system companies like Verizon and AT&T have begun deploying small cells to cities across the country. Moreover, the FCC set a deadline of April 15 for local governments to publish updated aesthetic standards for small cells that fall in line with the new order.

"The FCC's approach is a pretty blanket approach. And it may not account for all of the nuances of local government. But at the same time, we've seen the conflict is that the cities need to take this seriously," notes David Witkowski, executive director of civic technology initiatives at Joint Venture Silicon Valley, a nonprofit organization that convenes Silicon Valley leaders across sectors to solve various regional issues together.

Now that the deadline has passed, what can local governments do to manage these systems and their deployment?

To answer, it helps to know exactly what they're dealing with.

ISSUES AT HAND

A cell tower is hard to miss if you're around one. Sometimes disguised as trees, the lofty spires send and receive data to and from devices across a wide radius, according to a report from CTIA, an association that represents the U.S. wireless communications industry. Data transmission is naturally strongest near a tower (also called a macro cell) and weakest at its transmission radius' edge.

Small cells predictably are smaller installations of radio equipment — typically about the size of a pizza box — that transmit data in a much tinier radius. In this way, they're effective for densely populated areas like city cores, according to a report from Verizon. They've even been deployed already to enhance 4G LTE coverage.

Over a 5G network, information is transmitted via millimeter waves, which allow more data to be transmitted in less time but cannot travel as far as waves used in 4G networks, according to a NACo report. Small cells enable the transmission of millimeter waves, but many are needed in close vicinity to ensure that devices in transit receive uninterrupted coverage.

Given their size, small cells are frequently placed on public property or in local public rights-of-way, the NACo report explains.

This creates a number of issues. For starters, small

"The FCC's approach is a pretty blanket approach. And it may not account for all of the nuances of local government. But at the same time, we've seen the conflict is that the cities need to take this seriously."

cells aren't the prettiest objects. Improperly disguised small cells could look out-of-character for culturally-distinct areas like the French Quarter in New Orleans or in San Francisco's Haight-Ashbury district.

"[There is] the potential for... the creation of blight in otherwise beautiful neighborhoods," says James Kennedy, founder and CEO of Steepsteel, which facilitates the management and consulting of wireless agreements and infrastructure. "That's something that cities... they have great planners and they have these ordinances, aesthetic guidelines for all kinds of things, and then to get caught flat-footed on this, you could see how that could be detrimental."

The relocation of wireless equipment into densely-populated areas has forced cities to rethink how they administer it, Witkowski says. Small cells can't be disguised as trees, and unlike cell towers, they'll need to be placed in residential areas.

"A city that is used to doing a [cell] tower every 10 years probably can do that through real estate or economic development, some other entity," Witkowski explains. "Now, it's falling largely in the bucket of public works. Previously, public works was not really involved in telecom because towers were not in public rights-of-way."

Public works officials, however, most likely don't have telecom expertise. So, another issue develops — a learning curve towards knowledge of telecom. But Witkowski says that knowledge of telecom isn't common among many municipal leaders in general.

"Cities are really good at streets and parks and sidewalks and tree trimming and permits for house additions. They're just not up-to-speed on telecom," he explains. "What we find is that most cities don't have that expertise in-house, and it's also hard to hire."

These issues have been compounded especially by cities now needing to construct rules that are in-line with the FCC's sweeping and

restrictive September 2018 order, the Declaratory Ruling and Third Report and Order.

RULES OF THE GAME

In its Declaratory Order and Third Report and Order, the FCC defines small cells (referred to within as small wireless facilities or SWF) and places a number of restrictions on state and local governments that try to manage the deployment of small cells, according to a document from the National Association of Telecommunications Officers and Advisors (NATOA).

For starters, the order caps all recurring and non-recurring fees related to small cells; the caps can only be raised if local governments can show that the costs are reasonable approximations of reasonable costs levied on the government, the NATOA report states.

"It shifts away all the financial benefit, reduced it by 80 to 90 percent relative to what it was prior to the passage of this order," Kennedy explains. "But this is very specific. It's for assets that are on city property or the public right-of-way, right? So, it's just going to incentivize carriers and tower companies to put their small cells on government-owned property."

The order pre-empts local governments from establishing certain aesthetic requirements for small cells. Aesthetic requirements are allowed only if they are "reasonable," "objective" and aren't more arduous than requirements put on other infrastructure

deployments. The rules must also be published in advance. The order also pre-empts the requirements of all small cells being placed underground or being placed underground in a way that inhibits service.

"Other than safety issues, the rights-of-way are deregulated... [the FCC has] granted [carriers] unfettered and effectively unregulated [access] to the rights of way to install and deploy poles and wireless equipment with minimal at best local oversight," says Rusty Monroe, founder and owner of Monroe Telecom Associates, which assists local governments in their dealings with the wireless industry. "And they're doing great harm."

Lastly, the order establishes "shot clocks" of 60 or 90 days for approvals of small cell deployments. A few actions can pause or stop these shot clocks, but inaction during a shot clock window is considered a violation of the Communications Act.

While the FCC's order is restrictive, it can also be detrimental to local governments in its vagueness.

"The FCC order uses terms like 'reasonable' and doesn't define those. And ultimately, even on what's considered the most concrete part of the order, where it talks about fees, it doesn't say that those are definitely fee caps or that those fees are definitely acceptable," explains NLC Principal Associate for Technology and Communications Angelina Panettieri.



Small cells like the ones on this pole, will be deployed throughout the country to build 5G networks.

TOOLS OF THE TRADE

Before the FCC's order was passed, the NLC released a report, "Small Cell Wireless Technology in Cities," that explains small cell technology, profiles several cities' small cell-related efforts and presents strategies for city leaders. The first strategy is to become familiar with the technology and its safety considerations.

"These are not simple topics. And so, the challenge I think is, telecom is complex enough that a city really unless they've staffed up...the others would have to hire consultants," Witkowski says.

It is feasible that carriers like Verizon or AT&T could honor aesthetic guidelines that a city passes after April 15, as long as the city provides those guidelines before application discussions begin.

Witkowski provides the example of a carrier entering a city without aesthetic guidelines in place. If the city were to say that it would provide the guidelines at a specific date within a reasonably quick timeframe, he posits that a carrier would most likely honor that agreement.

"I think carriers don't want a fight. I don't think the industry wants a fight. They're not looking to make enemies," he says. "It would be rational for them to say, 'OK fine, we'll give you that amount of time.'"

Panettieri notes that resident involvement was a common theme among the cities profiled in the NLC report. Officials were working with homeowners associations, neighborhood commissions and other groups of residents that were likely to be concerned with small cells. "Proactively working with residents, I think that's a huge one," she says.

The shot clocks are particularly important for this strategy, she says. That's due to the need to keep residents and resident groups abreast of planning processes and to ensure feasible input on placement and designs, as the shot clocks can prevent officials from adequately doing so once time becomes critical.

Monroe believes that the best way to draft up such guidelines is to have a

person or team draft them who knows the industry from the inside. He believes that if aesthetics guidelines are drafted up correctly, that they can protect the public in the majority of instances.

"The key is in having well-done regulations by someone who knows what's happening and how to deal with it," he says.

Going it alone can be dangerous — Monroe adds that local officials trying to work with the communications industry as equals is, "an effort in futility without expert assistance. They don't even know what they don't know."

Panettieri however, believes that entering into



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Ip CONSISTENTLY LEADING THE WAY...

agreements with carriers is a viable option. "Proactively speaking with providers, if [officials] know that they're a city that's going to see development, it ensures that they at least have some time to think through what they might be able to come to an agreement on."

Two cities in particular so far, have been able to obtain desired outcomes in negotiating directly with carriers.

WORKING TOGETHER

Instead of rallying against the FCC's rules, San Diego officials decided to work with Verizon to accelerate small cells' deployment in the city and improve its technological initiatives.

"We went ahead and took a little bit of a different approach even though we were taken aback a little bit by the FCC rules that came out," says San Diego Assistant Chief Operating Officer Ron Villa. "But we decided to... embrace the potential that is 5G rather than try and fight everything."

Announced on April 8, San Diego's agreement with the city involves the city working with Verizon to streamline its permitting process to lower review times and deploy small cells quicker and more efficiently, according to a news release from the city. San Diego will develop a master permit for digital fiber installation to give more users access to broadband.

"Our development services department that handles

all of our permitting... they really came together," Villa says. "They put a core group of folks together that really started looking at what they did and what they could do with regard to reviewing this, and they took the review cycles from months down to weeks, if not days."

In return, Verizon will give 500 smartphones to the San Diego Police Department and 50 tablets to the San Diego Fire-Rescue Department, according to the release. Verizon will also install traffic gathering and sensing technology at five intersections where crashes are common, and it will inventory about 60,000 city light poles to provide wireless capability to residents. The carrier will also deploy fiber and small cells to the light poles.

Villa admits that San Diego embraces technology, but that officials also keep the public's best interest in mind. While concerns about privacy must be addressed, the government has the public trust in them. "San Diego tends to get out in front of some of these things," he says.

At the end of 2018, Syracuse, N.Y. found itself with a standing small cell-related ordinance that didn't comply with the FCC's new order, Syracuse, N.Y. Chief Data Officer Sam Edelstein says.

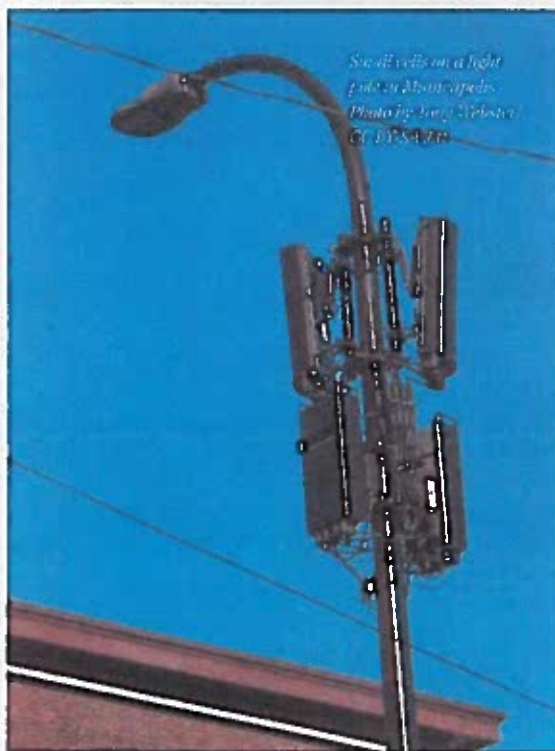
Realizing that federal rules governing small cells could change again in the future, Syracuse officials decided to rescind their standing order, Edelstein says. Instead, the city would negotiate directly with each carrier as it entered the city until a larger enterprise agreement could be put into place that would govern the city as a whole, Edelstein says.

One concern that has been raised about 5G and small cells concerns the health effects that the technology and the frequencies it emits would have on the public. An agreement between Syracuse and Verizon has enabled the city to address those concerns while having small cells implemented in its community.

"Because there hasn't been tons of research into the effects of having radio frequencies that 5G provides, it would be good to have regular checks on those antennas," Edelstein says. "But then additionally, we knew that people would be nervous about them... we wanted to ensure that we could check on that to give some more confidence to the public that not just anything can go into facilities that can emit whatever kind of radio frequencies that the carrier wants."

Another critical part of the agreement was ensuring that the city would have an equitable level of connectivity deployed across its area, since certain parts of the city lack internet access, Edelstein says.

The desire to inspect the small cells hadn't been asked of Verizon before, Edelstein says. However, Verizon was confident that health wouldn't be an issue because they do their own testing of the cells. The city is still determining how exactly it will carry out small cell inspections, but officials have thought about it in a similar way to how inspections of other pieces of infrastructure are carried out.



Small cells on a light pole in Abington, Mass.
Photo by Greg Wilson
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"We are excited about the technology and think it's also our job to find ways to provide access to the right-of-way in a safe and responsible way," Edelstein says. "And so, we feel like we did that with this agreement."

There is much to be excited about as far as 5G is concerned — especially because it will enhance far more than mobile handset connectivity.

CLOSE TO THE CUTTING EDGE

The deployment of 5G will certainly carry technological benefits to cities, but it will also yield economic benefits.

A report from Accenture indicates that U.S. carriers and telecom operators could invest about \$275 billion over seven years to deploy small cells and other next-generation wireless technology. This, in turn, is expected to create 3 million jobs and lead to \$500 billion in gross domestic product (GDP) growth.

Witkowski explains that 5G is simply the next incremental step in a better performing network — it's not akin to simply flipping a switch on a new technology. However, 5G networks are more flexible in that they don't just offer technological benefits for mobile handsets.

5G will improve fixed wireless, mobile technology, weightless positioning, the Internet of Things (IoT) and more efficient use of spectrum, Witkowski says.

The Accenture report states that 5G will allow the high-speed, pervasive connection of more devices and sensors, and it will provide better redundancy and reliability with low power consumption.

An example of improvement for cities lies in GPS efficiency — 5G and small cells will improve that efficiency in dense urban areas where buildings can reflect GPS signals, Witkowski says. This, along with enhanced vehicle-to-vehicle communications via 5G, can improve the use of autonomous vehicles.

However, the 5G that has been launched isn't necessarily up to par with what the technology promises. For example, AT&T has launched what it calls 5G Evolution (5Ge) in 400 markets, but that technology runs on its existing LTE network, according to an AT&T statement.

So, regarding both the launch of 5G and the concrete benefits it will bring to cities, governments may have to play the waiting game for the time being.

"I think it's kind of a wait-and-see situation," Panettieri says. "Because if the technical benefits of 5G include lower latency and higher network load, then potentially, this is going to be most effective for those smart city Internet of Things deployments where you're dealing with a lot of devices on a network over a short distance."

CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

ORDINANCE NO. _____-__

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF SAUGATUCK BY
ADDING A NEW CHAPTER 116, WHICH NEW CHAPTER 116 SHALL BE
DESIGNATED AS SECTIONS 116.01 THROUGH 116.12, CHAPTER 116, TITLE XI OF
SUCH CODE**

The City of Saugatuck Ordains:

Section 1. Amendment of Code to Add Title XI, Chapter 116, Sections 116.01 through 116.12. That Title XI, Chapter 116, Sections 116.01 through 116.12, inclusive, is added to the Code of the City of Saugatuck, entitled "Small Cell Wireless Facilities," to read as follows:

Chapter 116. Small Cell Wireless Facilities.

Section 116.01 *Definition.* For purposes of this chapter, the following words, terms and phrases shall be defined as follows:

Act shall mean Public Act 365 of 2018, as amended, the Small Wireless Communications Facilities Deployment Act

Co-locate means to install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole. "Co-location" has a corresponding meaning. Co-locate does not include make-ready work or the installation of a new utility pole or new wireless support structure.

Public right-of-way or *ROW* means the area on, below, or above a public roadway, highway, street, alley, bridge, sidewalk, or utility easement dedicated for compatible uses. Public right-of-way does not include any of the following:

- (i) A private right-of-way.
- (ii) A limited access highway.
- (iii) Land owned or controlled by a railroad as defined in section 109 of the railroad code of 1993, 1993 PA 354, MCL 462.109.
- (iv) Railroad infrastructure.

Small cell wireless facility means a wireless facility that meets both of the following requirements:

(i) Each antenna is located inside an enclosure of not more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements would fit within an imaginary enclosure of not more than 6 cubic feet.

(ii) All other wireless equipment associated with the facility is cumulatively not more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

Utility pole means a pole or similar structure that is or may be used in whole or in part for cable or wireline communications service, electric distribution, lighting, traffic control, signage, or a similar function, or a pole or similar structure that meets the height requirements in section 13(5) of the Act and is designed to support small cell wireless facilities. Utility pole does not include a sign pole less than 15 feet in height above ground.

Wireless facility means equipment at a fixed location that enables the provision of wireless services between user equipment and a communications network, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless facility includes a small cell wireless facility. Wireless facility does not include any of the following:

(i) The structure or improvements on, under, or within which the equipment is co-located.

(ii) A wireline backhaul facility.

(iii) Coaxial or fiber-optic cable between utility poles or wireless support structures or that otherwise is not immediately adjacent to or directly associated with a particular antenna.

Wireless infrastructure provider means any person, including a person authorized to provide telecommunications services in this state but not including a wireless services provider, that builds or installs wireless communication transmission equipment, wireless facilities, or wireless support structures and who, when filing an application with the City under this chapter, provides written authorization to perform the work on behalf of a wireless services provider.

Wireless provider means a wireless infrastructure provider or a wireless services provider. Wireless provider does not include an investor-owned utility whose rates are regulated by the MPSC.

Wireless services means any services, provided using permitted or unpermitted spectrum, including the use of Wi-Fi, whether at a fixed location or mobile.

Wireless services provider means a person that provides wireless services.

Wireless support structure means a freestanding structure designed to support or capable of supporting small cell wireless facilities. Wireless support structure does not include a utility pole.

All other terms and phrases used herein shall be defined consistent with the Act.

Section 116.02 *Permit Required.* A wireless provider may not co-locate a small cell wireless facility or install, modify, or replace a utility pole or wireless support structure on which a small cell wireless facility will be co-located within the public right-of-way without first applying for and receiving a small cell wireless permit from the City in a form and subject to such terms and conditions as are acceptable to the City.

Section 116.03 *Permitting Process.* The processing of an application for a permit under this chapter is subject to all of the following:

(1) An application in such form as prepared by the City shall be completed and submitted as set forth in this chapter.

(2) The City may require an applicant to provide information and documentation to enable the City to make a compliance determination with regard to the criteria in this chapter involving, without limitation, subsection 116.04(3). The City may also require a certificate of compliance with FCC rules related to radio frequency emissions from a small cell wireless facility.

(3) If the proposed activity will occur within a shared ROW or an ROW that overlaps another ROW, a wireless provider shall provide, to each affected jurisdiction, to which an application for the activity is not submitted, notification of the wireless provider's intent to locate a small cell wireless facility within the ROW. The City may require proof of other necessary permits, permit applications, or easements to ensure all necessary permissions for the proposed activity are obtained.

(4) The City may require an applicant to attest that the small cell wireless facilities will be operational for use by a wireless services provider within 1 year after the permit issuance date, unless the City and the applicant agree to extend this period or delay is caused by lack of commercial power or communications transport facilities to the site.

(5) An applicant may, at the applicant's discretion, file a consolidated application and receive a single permit for the co-location of up to 20 small cell wireless facilities within the City. The small cell wireless facilities within a consolidated application must consist of substantially similar equipment and be placed on similar types of utility poles or wireless support structures. The City may approve a permit for 1 or more small cell

wireless facilities included in a consolidated application and deny a permit for the remaining small cell facilities.

(6) The application for a permit under this chapter shall be accompanied by an application fee as set by resolution of the City from time to time.

(7) The permit application shall be accompanied by a map(s) for any proposed small cell wireless facilities which shall be legible, to scale, labeled with streets, and contain sufficient detail to precisely identify the proposed small cell wireless facilities' locations and surroundings. Where applicable, the required map(s) shall include and identify any requested pole height(s), all attachments and detailed drawings of any attachment.

(8) The permittee shall field-stake all proposed locations for small cell wireless facilities which shall be subject to the advance approval of the City, Allegan County Road Commission and/or the Michigan Department of Transportation, as applicable. All approved small cell wireless facilities' locations shall be on a per pole/equipment/other basis.

(9) Once precise locations have been approved, the permittee shall provide latitude and longitude coordinates for the small cell wireless facilities' locations to the City's engineering department as well as detailed as-built drawings within 90 days of the completion of installation.

(10) The permittee shall be responsible to obtain such other permits and approvals as otherwise required by law.

Section 116.04 *Determination.*

(1) Within 25 days after receiving an application, the City shall notify the applicant in writing whether the application is complete. If the application is incomplete, the notice shall clearly and specifically identify all missing documents or information.

(2) Upon receipt of a complete application, the City shall approve or deny the application and notify the applicant in writing within the following period of time after the completed application is received:

(A) For an application for the co-location of small cell wireless facilities on a utility pole, 60 days, subject to the following adjustments:

(i) Add 15 days if an application from another wireless provider was received within 1 week of the application in question.

(ii) Add 15 days if, before the otherwise applicable 60-day or 75-day time period elapses, the City notifies the applicant in writing that an extension is needed and the reasons for the extension.

(B) For an application for a new or replacement utility pole that meets the height requirements of section 13(5)(a) of the Act and associated small cell facility, 90 days, subject to the following adjustments:

(i) Add 15 days if an application from another wireless provider was received within 1 week of the application in question.

(ii) Add 15 days if, before the otherwise applicable 90-day or 105-day time period elapses, the City notifies the applicant in writing that an extension is needed and the reasons for the extension.

If the City fails to comply with this subsection, an application otherwise complete is considered to be approved subject to the condition that the applicant provide the City not less than 7 days' advance written notice that the applicant will be proceeding with the work pursuant to this automatic approval and the applicant shall be responsible to comply with all provisions of this chapter and the Act.

The City and an applicant may extend a time period under this subsection by mutual agreement.

(3) The City may deny a completed application for a proposed co-location of a small cell wireless facility or installation, modification, or replacement of a utility pole that meets the height requirements in section 13(5)(a) of the Act if the proposed activity would do any of the following:

(A) Materially interfere with the safe operation of traffic control equipment.

(B) Materially interfere with sight lines or clear zones for transportation or pedestrians.

(C) Materially interfere with compliance with the Americans with Disabilities Act of 1990, Public Law 101-336, or similar federal, state, or local standards regarding pedestrian access or movement.

(D) Materially interfere with maintenance or full unobstructed use of public utility infrastructure under the jurisdiction of the City.

(E) With respect to drainage infrastructure under the jurisdiction of the City, either of the following:

(i) Materially interfere with maintenance or full unobstructed use of the drainage infrastructure as it was originally designed.

(ii) Not be located a reasonable distance from the drainage infrastructure to ensure maintenance under the drain code of 1956, 1956 PA 40, MCL 280.1 to 280.630, and access to the drainage infrastructure.

(F) Fail to comply with reasonable, nondiscriminatory, written spacing requirements of general applicability adopted by the City by ordinance or otherwise that apply to the location of ground-mounted equipment and new utility poles and that do not prevent a wireless provider from serving any location.

(G) Fail to comply with applicable codes.

(H) Fail to comply with any provision of this chapter.

(I) Fail to meet reasonable, objective, written stealth or concealment criteria for small cell wireless facilities applicable in a historic district or other designated area, as specified in an ordinance or otherwise and nondiscriminatorily applied to all other occupants of the ROW, including electric utilities, incumbent or competitive local exchange carriers, fiber providers, cable television operators, and the City.

(4) Within 1 year after a permit is granted, a wireless provider shall complete co-location of a small cell wireless facility that is to be operational for use by a wireless services provider, unless the City and the applicant agree to extend this period or the delay is caused by the lack of commercial power or communications facilities at the site. If the wireless provider fails to complete the co-location within the applicable time, the permit is void, and the wireless provider may reapply for a permit.

(5) Approval of an application authorizes the wireless provider to do both of the following:

(A) Undertake the installation or co-location.

(B) Subject to relocation requirements that apply to similarly situated users of the ROW and the applicant's right to terminate at any time, maintain the small cell wireless facilities and any associated utility poles or wireless support structures covered by the permit for so long as the site is in use and in compliance with the initial permit under this act.

(6) The City may propose an alternate location within the ROW or on property or structures owned or controlled by the City within 75 feet of the proposed location to either place the new utility pole or co-locate on an existing structure. The applicant shall use the alternate location if, as determined by the applicant, the applicant has the right to do so on reasonable terms and conditions and the alternate location does not impose unreasonable technical limits or significant additional costs. The City may request written confirmation of any decision rendered by the applicant under this subsection and the specific basis for the same.

(7) Nothing herein shall prohibit the City from requiring a separate ROW access permit for work that will unreasonably affect traffic patterns or obstruct vehicular or pedestrian traffic in the ROW.

(8) As a condition of the issuance of a permit, the applicant shall obtain and maintain a bond, in the amount of \$1,000.00 per small cell wireless facility, in a form reasonably satisfactory to the City, for the small cell wireless facilities as applicable to similarly situated users of the ROW for one or more of the following purposes:

(A) To provide for the removal of abandoned or improperly maintained small cell wireless facilities, including those that an authority determines should be removed to protect public health, safety, or welfare.

(B) To repair the ROW as provided under the Act.

(C) To recoup rates or fees that have not been paid by a wireless provider in more than 12 months, if the wireless provider has received 60-day advance notice from the authority of the noncompliance.

(9) It is a condition of any permit issued under this chapter that:

(A) A wireless provider, with respect to a small cell wireless facility, a wireless support structure, or a utility pole, shall defend, indemnify, and hold harmless the City and its officers, agents, and employees against any claims, demands, damages, lawsuits, judgments, costs, liens, losses, expenses, and attorney fees resulting from the installation, construction, repair, replacement, operation, or maintenance of any wireless facilities, wireless support structures, or utility poles to the extent caused by the applicant, its contractors, its subcontractors, and the officers, employees, or agents of any of these. A wireless provider has no obligation to defend, indemnify, or hold harmless the City, or the officers, agents, or employees of the City or governing body against any liabilities or losses due to or caused by the sole negligence of the City or its officers, agents, or employees.

(B) A wireless provider, with respect to a small cell wireless facility, a wireless support structure, or a utility pole, shall obtain insurance, in an amount and of a type reasonably satisfactory to the City, naming the City and its officers, agents, and employees as additional insureds against any claims, demands, damages, lawsuits, judgments, costs, liens, losses, expenses, and attorney fees. A wireless provider may meet all or a portion of the City's insurance coverage and limit requirements by self-insurance. To the extent it self-insures, a wireless provider is not required to name additional insureds under this subsection. To the extent a wireless provider elects to self-insure, the wireless provider shall provide to the City evidence demonstrating, to the City's satisfaction, the wireless provider's financial ability to meet the City's insurance coverage and limit requirements.

It is the policy of the City to encourage the co-location of small cell wireless facilities first, outside of public rights-of-way and, secondarily, within the public rights-of-way. The co-location of uses shall be a condition of approval of any permit granted for a new wireless support structure or utility pole in the public right-of-way; provided, however, that the co-location requirement may be waived if the pole or support structure is

disguised or stealthed so as to blend with the immediate environment (e.g., streetlights, power poles, etc.).

Section 116.05 *METRO Act permit.* No person shall install or operate "telecommunications facilities," as defined in the Metropolitan Extension Telecommunications Rights-Of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended (the "act") without first obtaining a permit in accordance with that act from the City, including any part of a small cell wireless facility, utility pole, or wireless support structure constituting telecommunication facilities.

Section 116.06 *Design parameters.* The following minimal design parameters shall apply to small cell wireless facilities, utility poles and wireless support structures in the City's public rights-of-way:

(1) A wireless provider may, as a permitted use not subject to zoning review or approval, but still subject to approval by the City under this chapter, co-locate small cell wireless facilities and construct, maintain, modify, operate, or replace utility poles in, along, across, upon, and under the ROW consistent with the following:

(A) A utility pole in the ROW installed or modified on or after the effective date of the Act shall not exceed 40 feet above ground level, unless a taller height is agreed to by the City consistent with all applicable laws.

(B) A small cell wireless facility in the ROW installed or modified after the effective date of the Act shall not extend more than 5 feet above a utility pole or wireless support structure on which the small cell wireless facility is co-located.

(2) Such structures and facilities shall be constructed and maintained so as not to obstruct or hinder the usual travel or public safety on the ROW or obstruct the legal use of the City's ROW or uses of the ROW by other utilities and communications service providers.

(3) A wireless provider may co-locate a small cell wireless facility or install, construct, maintain, modify, operate, or replace a utility pole that exceeds the height limits under subsection (1), or a wireless support structure, in, along, across, upon, and under the ROW only upon issuance of a permit in accordance with this Chapter and upon receiving zoning approvals required by the City.

(4) The following design and concealment measures shall apply to the co-location of any small cell wireless facility or utility pole in an historic, residential, or downtown district:

(A) Equipment on a supporting structure may not exceed an aggregate width of four feet (centered on pole) and shall be secured a minimum of ten feet from the ground surface or 18 feet where equipment may overhang the back of curb line. Ground level equipment or shelters are not permitted.

(B) Small cell wireless facilities shall be located no closer than 18 inches from an existing sidewalk/face of curb or 18 inches from a proposed future sidewalk/face of curb location.

(C) Small cell wireless facilities shall be located no closer than ten feet from any driveway.

(D) Small cell wireless facilities shall be located in line with a side lot line and not in front of a residence.

(E) Unless otherwise required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or applicable codes poles shall either maintain a galvanized silver, gray or concrete finish or, subject to any applicable standards of the FAA, FCC or such codes, be painted a neutral color so as to reduce visual obtrusiveness.

(F) At all pole sites related equipment shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and environment to the extent reasonably practical.

(G) All poles shall be of monopole design and construction unless the City approves an alternate design. Disguising or stealthing poles is encouraged.

Any such requirements shall not have the effect of prohibiting any wireless provider's technology.

(5) A wireless provider shall comply with any City requirements that prohibit communications service providers from installing structures on or above ground in the ROW in an area designated solely for underground or buried cable and utility facilities if each of the following apply:

(A) The City has required all cable and utility facilities, other than City poles, along with any attachments, or poles used for street lights, traffic signals, or other attachments necessary for public safety, to be placed underground by a date that is not less than 90 days before the submission of the wireless provider's application.

(B) The City does not prohibit the replacement of City poles by a wireless provider in the designated area.

Section 116.07 *Modification of design parameters.* Upon the written request of an applicant for a permit, the City Council may modify or waive the design parameters of subsection 116.06(4) and 116.06(5) in its discretion following a hearing and based on its review of factors affecting the public health, safety and welfare including, but not limited to, the following: the presence of existing poles or other structures or equipment in the immediate vicinity; the ability to reasonably comply with the design parameters set forth in subsection 116.06(4) and 116.06(5); the visual and aesthetic impact of the

proposed pole, antenna or facilities on the adjacent area; the existing and planned character of the adjacent area; public comment; the scale and scope of the poles, antennas or facilities relative to the existing character of the area; whether granting the modification will adversely impact public safety; and the recommendations of City department heads (if any). Following its review, the City Council may grant, deny or grant with conditions a request to modify or waive the design parameters and shall provide its decision and the basis for the same to the applicant in writing. All applications for a waiver or modification of the design parameters as set forth herein shall be addressed in a uniform and nondiscriminatory manner. The applicant shall be responsible to pay all costs of the City associated with the request to modify or waive the design parameters.

Section 116.08 Repair of ROW. As a condition to the issuance of a permit under this chapter, a wireless provider is required to repair all damage to the ROW directly caused by the activities of the wireless provider while occupying, constructing, installing, mounting, maintaining, modifying, operating, or replacing small cell wireless facilities, utility poles, or wireless support structures in the ROW and to return the ROW to its functional equivalent before the damage. If the wireless provider fails to make the repairs required by the City within 60 days after written notice, the City may make those repairs and charge the wireless provider the reasonable, documented cost of the repairs

Section 116.09 Discontinuance of Use. Before discontinuing its use of a small cell wireless facility, utility pole, or wireless support structure, a wireless provider shall notify the City in writing. The notice shall specify when and how the wireless provider intends to remove the small cell wireless facility, utility pole, or wireless support structure. The City may impose reasonable and nondiscriminatory requirements and specifications for the wireless provider to return the property to its pre-installation condition. If the wireless provider does not complete the removal within 45 days after the discontinuance of use, the City may complete the removal and assess the costs of removal against the wireless provider. A permit under this chapter for a small cell wireless facility expires upon removal of the small cell wireless facility.

Section 116.10 Revocation of Permit. The City may revoke a permit, upon 30 days' notice and an opportunity to cure, if the permitted small cell wireless facilities and any associated utility pole fail to meet the requirements of subsection 116.04(3).

Section 116.11 Compliance with applicable law. The permittee shall be responsible to comply with all applicable legal requirements and to obtain any permits or approvals otherwise required by law relative to the installation or operation of small cell wireless facilities in the City's public rights-of-way (e.g., electrical permits). The City, in reviewing and authorizing a permit under the act and/or a permit referred to in this chapter, and the permittee, in the establishment and operation of any small cell wireless facilities, shall comply with all applicable federal and state laws.

Section 116.12 Fees. Fees for the permits as authorized under the Act shall be as provided for in the Act or those documents and as periodically authorized by resolution

of the City Council; provided, however, that for installations of utility poles designed to support small cell wireless facilities or co-locations of small cell wireless facilities installed and operational in the ROW before the effective date of the Act, the fees, rates, and terms of an agreement or ordinance for use of the ROW remain in effect subject to the termination provisions contained in the agreement or ordinance.

Section 2. Effective Date. This ordinance shall become effective upon its publication unless otherwise provided by law.

YEAS: _____

NAYS: _____

ABSENT: _____

ORDINANCE NO. ____ ADOPTED

I, Monica Nagel, the Clerk of the City of Saugatuck, certify that the foregoing is a true and accurate copy of an ordinance adopted at a regular meeting of the City Council of the City of Saugatuck, held on _____, 2019, and noticed in accordance with all legal requirements.

Monica Nagel, Clerk

Introduced: _____

Adopted: _____

Published: _____



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: August 12, 2019

SUBJECT: Resolution No. 190812-A (DPW Equipment Purchase)

DESCRIPTION

Attached is a recommendation to purchase a 2020 GMC 3500HD pickup with dump box. The proposed vehicle will be purchased through the State of Michigan's MiDeal program which is a competitively bid process. The MiDeal program represents a discount from MSRP for governmental units in the program.

This purchase will replace the City's 2009 GMC 3500 pickup dump truck. This vehicle was scheduled to be replaced as part of the FY 19/20 budget adopted by City Council.

The Saugatuck Department of Public Works maintains a fleet of 3 pickup trucks and 1 pickup with a dump box to adequately perform the necessary public services in the City. Below is a current list of the City's pickup truck fleet:

- 2009 GMC 3500 pickup/dump box (scheduled to be replaced FY 19/20)
- 2014 GMC 2500
- 2016 GMC 2500 with plow and tommy gate
- 2018 GMC 3500 with plow w/salt spreader

BUDGET ACTION REQUIRED

City Council appropriated funds in the FY 19/20 budget for this expenditure. Funds are allocated in the City's Motor Pool Fund.

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal Attorney Jeff Sluggett has prepared the attached Resolution.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 190812-A as presented and purchase a 2020 GMC Sierra 3500 HD truck with dump box in the amount of \$44,236.55 through the State of Michigan MiDeal program.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 190812-A

**A RESOLUTION APPROVING THE PURCHASE OF AN
2020 GMC SIERRA 3500HD 4X4 TRUCK WITH DUMP BOX**

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

WHEREAS, the State of Michigan has entered into a competitively bid contract with the General Motors Corporation, for commercial equipment; and

WHEREAS, MiDEAL, Michigan's cooperative purchasing program, extends State contracts to municipalities, colleges/universities, schools districts, and non-profit hospitals; and

WHEREAS, as a member of MiDEAL, the City of Saugatuck is able to leverage purchasing power, leading to substantially discounted prices; and

WHEREAS, it is in the City's best interest to enter into a purchase agreement with Todd Wenzel GMC for the purchase of one (1) 2020 GMC Sierra 3500HD 4x4 truck with dump box in a not-to exceed amount of \$44,236.55; this amount reflecting the State of Michigan contract price with the General Motors Corporation.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The City Council concludes that the contract between the General Motors Corporation and the State of Michigan resulted from a competitive bid process that the City Council reasonably believes meets or exceeds the requirements of Section 32.17 of the City Code of Ordinances.
2. The City Council determines that no advantage will result from having the item competitively bid given the discounts available under the State's contract.
3. The City Council determines that the public interest is best served by purchasing one (1) 2020 GMC Sierra 3500HD 4x4 truck with dump box through the State's contract.
4. The City Council approves the agreement for the purchase of (1) 2020 GMC Sierra 3500HD 4x4 truck with dump box, attached hereto as Exhibit A.
5. The City's approval is contingent on the purchase price from Todd Wenzel GMC not exceeding a total cost of \$44,236.55.
6. The Mayor and City Clerk are authorized to execute the purchase agreement and all related documents necessary to effectuate this Resolution.
7. All resolutions and parts of resolutions that conflict with the provisions of this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 12th day of August, 2019

Signed: _____
Ken Trester, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held _____, 2019, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Monica Nagel, City Clerk

TODD WENZEL BUICK GMC of WESTLAND

35100 FORD RD
WESTLAND, MI 48185

ALBERT LI

Fleet / Municipal Sales

Ph (734) 721-1144 x 4265 Fax (734) 467-7181

ali@toddwenzel.com

State of Michigan MiDeal Contract # 071B7700184

MiDeal Spec # 4WDM-0111

City of Saugatuck Pricing

(MiDeal Pricing)

2020 All-New GMC Sierra 3500HD Reg Cab 4x4 Dump

14000# GVWR Gas / 6-spd Automatic 60" CA Chassis

SPEC 0111 - 2020 GMC Sierra 3500HD Reg Cab 4x4	\$ 28,911.00
QZT – LT235/80R17E All-Terrain Tires	\$ 182.00
G7C – Cardinal Red Paint	\$ 177.45
H1T – Cloth Seat Trim	\$ 75.00
ZLQ – Pwr Locks/Windows/Htd Mirrors/Keyless Entry	\$ 1,137.50
VYU – Snow Plow Prep Package	\$ 273.00
K4B – Auxiliary 730CCA Battery	\$ 122.85
JL1 – Integrated Elec. Trailer Brake Controller	\$ 250.25
9L7 – Upfitter Switches	\$ 136.50
	Sub-Total \$ 31,265.55
MTE 9' Dump Package w/ Fold Down Sides	\$ 10,943.00
MTE Municipal LED Lighting Package (Amber)	\$ 1,668.00
Delivery per MiDeal (FOB Saugatuck, MI)	\$ 360.00
	Total \$ 44,236.55

Options:

4SB – 4" Rectangular Step Bars (Black)	+ \$ 487.50
ZZT – Spare Wheel & Tire (Shipped Loose)	+ \$ 345.80
KI4 – 120V Power Outlet (In Dash)	+\$ 136.50

Prices Quoted are for a MiDeal Factory Order.
FOB Saugatuck, MI



[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

Price Summary

PRICE SUMMARY

	MSRP
Base Price	\$38,700.00
Total Options	\$2,460.00
Vehicle Subtotal	\$41,160.00
Destination Charge	\$1,595.00
Grand Total	\$42,755.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 8758. Data Updated: Jul 9, 2019 9:52:00 PM PDT.



[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

Selected Model and Options

MODEL

CODE	MODEL
TK31003	2020 GMC Sierra 3500HD 4WD Regular Cab 146" WB, 60" CA

COLORS

CODE	DESCRIPTION
G7C	Cardinal Red

OPTIONS

CODE	DESCRIPTION
1SA	Work Truck Preferred Equipment Group
9L3	Spare tire delete.
9L7	Upfitter switch kit, (5)
A52	Seats, front 40/20/40 split-bench (no storage)
AED	Window, power front, passenger express down
AQQ	Remote Keyless Entry
AU3	Door locks, power
AXG	Window, power front, drivers express up/down
BG9	Floor covering, rubberized-vinyl
DBG	Mirrors, outside power-adjustable vertical trailering
FE9	Emissions, Federal requirements
G7C	Cardinal Red
GT4	Rear axle, 3.73 ratio
H1T	Jet Black, Cloth seat trim
IOR	Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo
JL1	Trailer brake controller, integrated
K34	Cruise control, steering wheel-mounted
K4B	Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr
KW5	Alternator, 220 amps
L8T	Engine, 6.6L V8
MYD	Transmission, 6-speed automatic, heavy-duty

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[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

OPTIONS

CODE	DESCRIPTION
NZZ	Skid Plates
QZT	Tires, LT235/80R17E all-terrain, blackwall
R9Y	Fleet Free Maintenance Credit
VQ1	Fleet Processing Option
VYU	Snow Plow Prep Package
ZLQ	Fleet Convenience Package

Options Total

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[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

Standard Equipment

Mechanical

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, 6-speed automatic, heavy-duty (STD)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine.)

Differential, heavy-duty locking rear

Air filter, high-capacity

Air filtration monitoring

Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Recovery hooks, front, frame-mounted, Black

Body, Chassis Cab

Frame, fully-boxed, hydroformed front section and an open "C" rear section

GVWR, 14,000 lbs. (6350 kg)

Suspension Package

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Fuel tank, front and rear, 63.5 gallon (240 liters) (Late availability.)

Capped Fuel Fill

Exterior

Tires, LT235/80R17E all-season highway, blackwall (STD)

Spare tire delete. Deletes the spare tire and wheel. (STD)

Wheels, 17" (43.2 cm) painted steel

Wheel trim, painted trim skins and painted center caps

Bumper, front chrome lower

Bumper, rear, delete

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[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

Exterior

Moldings, beltline, Black

Grille (Chrome surround with Black mesh.)

Headlamps, LED reflector with incandescent turn signals and LED signature Daytime Running Lamps

Smoked Amber LED roof marker, (LED)

Lamps, cargo area, cab mounted integrated with center high mount stop lamp with switch in bank on left side of steering wheel

Mirrors, outside high-visibility vertical trailing lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black

Glass, solar absorbing, tinted

Door handles, Black grained

Entertainment

Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; featuring Android Auto and Apple CarPlay capability for compatible phones (STD)

Audio system feature, 2-speakers (Requires Regular Cab model.)

Bluetooth for phone, connectivity to vehicle infotainment system

Interior

Seats, front 40/20/40 split-bench (no storage) (STD)

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Floor covering, color-keyed carpeting

Floor mats, rubberized vinyl front (Included and only available with (B30) color-keyed carpeting. Deleted when LPO floor liners are ordered.)

Steering column, Tilt-Wheel, manual with wheel locking security feature

Steering wheel, urethane

Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Driver Information Center, 3.5" diagonal monochromatic display

Exterior Temperature Display, located in radio display

Windows, manual (Standard on Regular Cab model. Crew Cab models have power windows standard.)

Door locks, manual (Requires Regular Cab model.)

Power outlet, front auxiliary, 12-volt

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[Fleet] 2020 GMC Sierra 3500HD (TK31003) 4WD Regular Cab 146" WB, 60" CA

Interior

USB port, located on instrument panel

Air conditioning, single-zone

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

Back-up alarm calibration. This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting

Safety-Mechanical

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Brake lining wear indicator

Safety-Exterior

Daytime Running Lamps, LED signature lighting

Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

Teen Driver configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

WARRANTY

Warranty Note: <<< Preliminary 2020 Warranty Note >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance Note: 1 Year/1 Visit

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Monroe Truck Equipment
 2400 Reo Drive
 Flint, MI 48507
 Ph./Fax: 810-853-6834/810-238-5009
 www.MonroeTruck.com



7MMS007869

Job Order #: _____
 Quote Date: 6/18/2019
 Quote valid until: 7/18/2019
 Terms: NET 30
 Salesperson: RISER, RANDY
 Quoted by: Mike Smithson
 Email: msmithson@monroetruck.com

Customer: WENZEL BUICK GMC OF WESTLAND Contact: ALBERT Dealer Code: _____
35100 FORD RD Phone: 734-721-1144 Fax: 734-721-5539 Sourcewell Member #: _____
WESTLAND, MI 48185 Email: _____ P.O. Number: _____

Re-Assign (Required for all pool units): Fleet Retail
 MSO/MCO (ONLY check if legally required): MSO MCO

Accepted by: _____ Date: _____
Customer must fill out all information above before the order can be processed.

Chassis Information

Year: 2020	Make: GMC	Model: 3500 CHASSIS CAB	Chassis Color:	Cab Type: REGULAR
Single/Dual: DRW	CA: 60.0 CT: -1.0	Wheelbase: 138.0 Engine: DIESEL	F.O. Number #:	Vin:

Comments: SAUGATUCK

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description Amount

MTE-ZEE 9', MILD STEEL, 3-4 YD CAPACITY, FOLDING SIDE, DUMP BODY
 - 3/16" FLOOR, 12 GA. SIDES & 10 GA. ENDS, 16" H SIDES, 22" H TAILGATE
 - 50,000 PSI YIELD STRENGTH STEEL CONSTRUCTION
 - HEAVY DUTY FRONT BULKHEAD WITH TAPERED LASER CUT WINDOW & INTEGRAL 12" TAPERED CAB SHIELD (GM MEDIUM-DUTY BODY TO HAVE FULL-WIDTH SQUARE CAB SHIELD IN LIEU OF TAPERED)
 - INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE
 - WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
 - SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
 - (2) UNDERBODY TIE LOOPS
 - L.E.D. FMVSS108 LIGHTS & REFLECTORS
 - RUBBER REAR FLAPS
 - UNDERCOATED & 100% DURABLE POWDER COATED
 GM RED

DOUBLE-ACTING ELECTRIC SUB-FRAME HOIST (CHAMPION)
 DOUBLE ACTING CHAMPION HOIST FOR GM
 3 YEAR LIMITED WARRANTY

1/2" PLATE w/ ADJUSTABLE 10-HOLE PATTERN

PINTLE HOOK/BALL COMBO: BOLT-ON, RIGID MOUNT, 2-5/16" CHROME-FINISH BALL, POWDER-COATED BLACK (4-BOLT)
 ***NOTE: MOUNTING HEIGHT 21" FROM PINTLE HOOK SADDLE TO GROUND UNLESS NOTED OTHERWISE

PINTLE HOOK, COMBO HITCH W/ 2-5/16 BALL, (VF#23081981)

TRAILER RECEPTACLE
 7-WAY CONNECTOR, ROUND SOCKET, FLAT PIN, RV STYLE (GM)

US TARP: HAND-CRANK REWIND TARP W/ REAR PULL BAR
 TARP FOR CRYSTEEL E SERIES BODY AND MONROE Z SERIES BODY (HAND CRANK REWIND)

***PRICING ON QUOTES FOR 2020 GM 2500/3500 CHASSIS SUBJECT TO CHANGE UPON CHASSIS PRODUCTION



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: August 12, 2019

SUBJECT: Kalamazoo Harbor Invasive Species Treatment Proposals

DESCRIPTION:

The City Council instructed staff to research and obtain bids for treatment of invasive species in the Kalamazoo Harbor. Specifically an area in the southeast corner that has an abundance Eurasian Water Milfoil (see attached map). Six (6) different chemical contractors were contacted and asked to submit proposals. The contractors contacted were: Clarke Aquatic Services, Aquatic Doctors, Lake Pond Solutions LLC, Mid-Michigan Ponds, Aquatic Nuisance Control and Watersolve LLC. The City received two bids which are attached to this report.

- Clarke Aquatic Services bid for chemical treatment was \$1,200 per acre with an estimated treatment area of 11.5 acres (\$13,800). The City would also be responsible for obtaining the required authorization forms from each property owner in the treatment area and paying the fee for the State of Michigan permit (\$408). Total cost \$14,208.
- Aquatic Doctors bid for chemical treatment listed a number of different chemical treatment options and costs. However if the City is interested in just treating the Eurasian Water Milfoil they recommend using the Navigate granular herbicide which is \$315 per acre. 11.5 acres would cost \$3,622. The City would also be responsible for obtaining the required authorization forms from each property owner in the treatment area paying the fee for the State of Michigan permit, which is assumed to be the same costs as identified by Clarke Aquatic Services (\$408). Total cost \$4,030.

The City Council has two options to pay for this service and obtain authorizations for the state permit process.

- The first option is simply to pay for the entire treatment costs out of the general fund tax revenues. However the State of Michigan informed the City that approval requires every property owner in the treatment area to grant authorization for treatment. If one property owner is not comfortable with the chemical treatment options and does not grant authorization, then the permit would not be issued by the State of Michigan.
- The second option would be to implement a special assessment district. There are two benefits with funding weed control activities in the harbor with this method. First is a guaranteed source of revenue to perform the work on an ongoing basis each year for as long as the special assessment is in place. Second if the special assessment district is adopted, then a minority number of property owners would not be able to prevent the treatment from occurring.

Attached to this report you will find the following additional information that is recommended Council members review:

- 1.) Attachment A: Bid Proposals From Aquatic Doctors and Clarke Aquatic Services
- 2.) Attachment B: Treatment Area
- 3.) Attachment C: Parcel/Property Owner List Identifying Treatment Area
- 4.) Attachment D: DEQ Information Regarding Obtaining Permission and Frequently Asked Questions.

BUDGET ACTION REQUIRED

City Council appropriated \$5,000 in the FY 19/20 budget for harbor expenditures.

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the proposal from _____ and authorize the Mayor and City Clerk to effectuate the agreement and place this project on the top of the city's manager's priority project agenda for completion.

ATTACHMENT A



AQUATIC DOCTORS LAKE MANAGEMENT, INC. ("Aqua Docs") of P.O. Box 150247, Grand Rapids, Michigan 49515 and City of Saugatuck of Saugatuck, Michigan agree:

Aqua Docs will provide a professional aquatic program for the control of weeds and/or algae in Kalamazoo Harbor. The program will consist of the following:

May/June: Weed and Algae treatment applying restrictive products such as Navigate (2,4-D), Diquat, Triclopyr, Aquathol K, Hydrothol 191, and non-water restrictive products such as copper sulfate, Cutrine-Plus, Cutrine-Ultra, Cygnet Plus, and shade as a tracer.

****3-4 weeks after initial treatment- spot treat weed beds and algae treatment.**

July and August: Algae treatments applying non-water restrictive products such as copper sulfate, Cutrine-Plus, Cutrine-Ultra, Cygnet Plus and shade as a tracer. Spot weed treatment for EWM and other nuisance plant growth.

Cost per Acre:

Navigate: Granular systemic 2,4-D herbicide to control Eurasian Watermilfoil	\$ 315.00
Triclopyr: Granular systemic herbicide to control Eurasian	\$ 560.00
Triclopyr: Liquid systemic herbicide to control EWM	\$ 285.00
Clipper: systemic herbicide to control Starry Stonewort	\$ 575.00
Harpoon: granular systemic herbicide to contro Starry Stonewort	\$ 425.00
Diquat: Liquid herbicide to control EWM, Curlyleaf, and Pondweeds	\$ 185.00
Aquathol K-Hydrothol 191: Liquid herbicide to control Pondweeds	\$ 205.00
Algaecides: Granular products to control Chara	\$ 50.00
Algaecides: Granular and liquid products to control algae	\$ 40.00
Water Quality Program:	\$ 50.00/sample

Description and Optional Services:

Weed Treatment: Milfoil, Curly-leaf, Coon-tail, Chara, and various pondweed treatments applying restrictive products such as granular Navigate (2,4-D), Aquathol K, Hydrothol 191, Diquat, Triclopyr, Komeen, Glyphosate, and Cygnet Plus.

Algae treatment: Non-water restrictive algaecides such as Copper Sulfate, Curtain-Plus, Cutrine-Ultra, Chelated Copper, Earthtech, Greenclean, and shade as a tracer. Treatments should occur monthly to prevent existing growth and prevent re-growth. Surrounding conditions (i.e. sunlight, temperature, nutrient concentration, etc...) may require additional treatments.

Muck/Enzyme Treatment: Designed to decrease levels of organic sediment in lakes and ponds while reducing odors and improving water clarity. The pellets sink quickly, targeting 'muck' on the bottom. Muck Busster does not contain pathogenic bacteria and it is fish and wildlife friendly. Contains 3 billion CFU/gram (Colony-forming units).

Water Quality Program: Water quality program consists of lake samples taken and sent to an independent laboratory (Prein & Newhof). The samples can be tested for a variety of things including: fecal bacteria (E. coli), dissolved oxygen, conductivity, total dissolved solids, pH and alkalinity. Primarily E. coli is the focus.



- Specific treatment dates will be set by Aqua Docs, in cooperation with Kirk Harrier.
- Please be aware Aqua Docs can only treat weeds and algae present at the time of treatment. We have no control over future weed or algae growth based on the current chemicals registered for aquatic use in Michigan.
- Unless otherwise stated in the program, all other aquatic pest control will require a separate program (i.e. cattails, duckweed, largeleaf pondweed, lily pads, purple loosestrife, watermeal, etc...)

Aqua Docs will obtain the DEQ "Aquatic Nuisance Control permit" and post restriction signs as required. Any facility or location related permits/requirements, for example, "Discharge or Retention" permits will be the responsibility of the customer, association, resident or facility. It is your association's/group's responsibility to notify each resident within one hundred (100) feet of the treatment area at least seven (7) days in advance of the first treatment that chemicals will be applied. This notification requirement must be provided to every property owner who has consented to have their property treated. Lake boards and townships who assess the lake property owners are exempt from individual consent documentation. The property owner is responsible for removing any restriction signs ten (10) days after the conclusion of water use restrictions.

Aqua Docs carries a general liability policy of insurance for workmans comp, bodily injury and property damage with limits of \$1,000,000.00 per occurrence. Certificates of insurance will be provided upon request.

The State of Michigan requires a minimum fee of \$75.00 and increases the fee to \$1500.00 for treatment areas of 100 acres or more. Please make check to the State of Michigan. Application for the DEQ "Aquatic Nuisance Control permit" shall occur promptly after the fee is received from the customer.

Special Notes & Conditions of Treatments

- #1 - Our office must be notified of any inlets/outlets to meet specific permit requirements with the Michigan DEQ.
- #2 - If the water body is being used as a source of irrigation, please notify our office prior to any treatments.
- #3 - To minimize the possible effects on health and the environment, the treated waters MAY be restricted for such uses as swimming, bathing, irrigation, fish consumption and/or livestock.
- #4 - If an access site has not been determined or established prior to services rendered, then an access site must be determined at the discretion of the applicator at the time of treatment.

Payment in full is due within fifteen (15) days of each application. Any amount remaining unpaid when due shall accrue a penalty of 1.5% per month.

All materials utilized by Aqua Docs shall be of the highest quality and are registered with the U.S. Environmental Protection Agency and the Michigan Department of Agriculture.

The accumulation of dying and decomposing plants and algae can deplete the dissolved oxygen supply in the water, which may result in fish mortality. Please note that such occurrences are minimal, however, the possibility does exist. Due to their level of sensitivity, Goldfish, Coy, and Trout are more susceptible to a treatment than other fish species. During Late Spring and Summer, many NATURAL fish kills occur due to an increase in water temperature and spawning habits, primarily.

Three or five year treatment program: As an incentive to establish a multiple year agreement we will treat your lake or pond at the same price structure as 2019 for 2020! The remaining years (2021-2023) will have cost increases of three percent or less. If total chemical costs exceeds 10% from the previous year a new agreement will have to be mutually acceptable. If during the life of the contract the DNR or other regulatory agencies significantly change the approved treatment procedures or the client finds the manner in which the work is performed less than satisfactory, either party may terminate this agreement upon giving ninety (90) days advance written notice thereof.



Contract:

Signature Page for “City of Saugatuck”

Program Option for City of Saugatuck:

One (1) Year Program- _____
Three (3) Year Program- _____
Five (5) Year Program- _____
(Just initial your choice)

Aquatic Doctors Lake Management, Inc.

By: MT Ryan Schauland B.S.
President

Signature

Date

For City of Saugatuck Representative:

Name (Print) _____

Title _____

Address: _____

Phone: _____

(Day): _____

(Eve): _____

Signature

Date

email: _____



**Clarke Aquatic Services, Inc.
Professional Services Agreement For
2019 For The City of Saugatuck
Integrated Aquatics Management Program**

Clarke Aquatic Services, Inc. (Clarke) will provide an aquatic weed control program for the lake(s) named below subject to the conditions listed below.

The City of Saugatuck, Saugatuck Michigan

A. Program Details

- *Nuisance plant control program for The City of Saugatuck.*
- *Treatment each season shall be performed between Mid-April through September as requested by the City of Saugatuck.*
- *Payment will be due upon completion of the treatment.*

B. Additional Program Information

Clarke's customized water management plan includes eight inspection, assessment, recommendations, implementation, and customized reports. This integrated approach uses a maximum number of inspections to keep the pond as healthy and balanced as possible. Clarke will determine the proper treatment program at the time of inspection based on the weather and environmental conditions of the water. All Clarke products used are EPA registered and labeled for aquatic use and permitted by the State.

Treatment of vallisneria, hydrilla, duckweed or cabomba is not guaranteed unless specifically addressed above in "Program Details." Treatment will also not be effective against emergent plants (Lily pads, cattails etc.) or copper resistant algae. Re-growth of weeds and algae may occur later in the season and Clarke cannot be held responsible for re-growth of weeds and algae. Program does not include removal of plant material.

C. Customer Responsibilities

The area customer must take responsibility for passing out notification to residents within 100 feet of the treatment areas at least seven (7) days prior to the estimated treatment date. Notifications will be forwarded to the area coordinator three (3) weeks prior to treatment.

It is required by the Michigan Department of Environmental Quality that permission be obtained from lakefront property owners for treatment of their bottomland property.

D. Agreement Term and Termination

The term of the Professional Services Agreement shall commence on the signature date and shall continue for a period ending on December 31, 2019. If a party hereto fails to comply with a provision of this Agreement, then the other party shall have the right to terminate this Agreement if it gives written notice of the default to the defaulting party and the defaulting party fails to cure the default within sixty days of receipt of said notice.



E. Program Pricing and Payment

1. Pricing for treatment of aquatic vegetation (Eurasian Water Milfoil) for the City of Saugatuck. Current acreage is estimated at 11.5 acres in the two areas surveyed. In the event these areas expand the cost per acre will be \$1,200.00. Due to the flow in the area we are recommending using a rate of 4ppm as suggested on the label for flowing waters.
2. The cost will include posting, permit preparation (if required), purchase of chemicals, and their application. Weed treatments must be done in conjunction with an algae treatment. All work to be completed in a workman-like manner in accordance with accepted lake management practices. Critical and unforeseeable factors beyond our control prevent us from eliminating all risk in the use of chemicals; therefore, any warranty, except as stated, shall be limited to that provided by the manufacturer of the product(s) used.
3. **The customer is responsible for the permit fee of \$408.00 to the State of MI. Clarke Aquatic Services will pay the permit fee and add the cost to the invoice, if so requested by the customer.**

E. Liability, Damage, and Confidentiality Clauses

1. Clarke Aquatic Services shall not be responsible or liable for any personal injury and/or property damage resulting from drinking, use of, or exposure to chemically treated water. Allegations of property damage resulting from scheduled Clarke service must be submitted in a written report and filed directly with respective Aquatic Specialist within thirty (30) business days. The Clarke Aquatic Services team will review the report, determine a fair and equitable resolution, and respond within a timely manner.
2. This contract is subject to and conditioned upon issuance of necessary and appropriate permits. While Clarke Aquatic Services will promptly apply for same, issuance is uncertain and in the event the permit is not granted, this contract may be canceled at Clarke Aquatic Services' option. In the event this contract shall be canceled due to the unavailability of a permit, no damages shall be assessed due to such a cancellation.
3. This contract, including any additional information provided, contains confidential information. It is intended solely for the use of the individual or entity to whom it is addressed and others authorized to receive it. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or taking any action in reliance on the contents of this information is strictly prohibited.

SIGNING AND RETURNING this document will authorize Clarke Aquatic Services to perform the services stipulated within the limits of this contract unless otherwise stated.

		<i>Luke Britton</i>	<u>7-29-19</u>
City of Saugatuck	Date	Luke Britton Water Resource Manager, Midwest Clarke Aquatic Services, Inc.	Date



City of Saugatuck

PLEASE ASSIST US IN MAINTAINING OUR RECORDS BY COMPLETING THE FOLLOWING:

BILLING ADDRESS:

Name: _____

Name of Property Management firm (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Accounts Payable E-mail: _____

CONTACT PERSON FOR LAKE (if different from above):

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

ALTERNATE CONTACT PERSON FOR LAKE:

Name: _____ Title: _____

Phone: _____ Fax: _____

E-mail: _____

INSPECTION REPORTS:

Email service reports to the following email addresses:

Email: _____

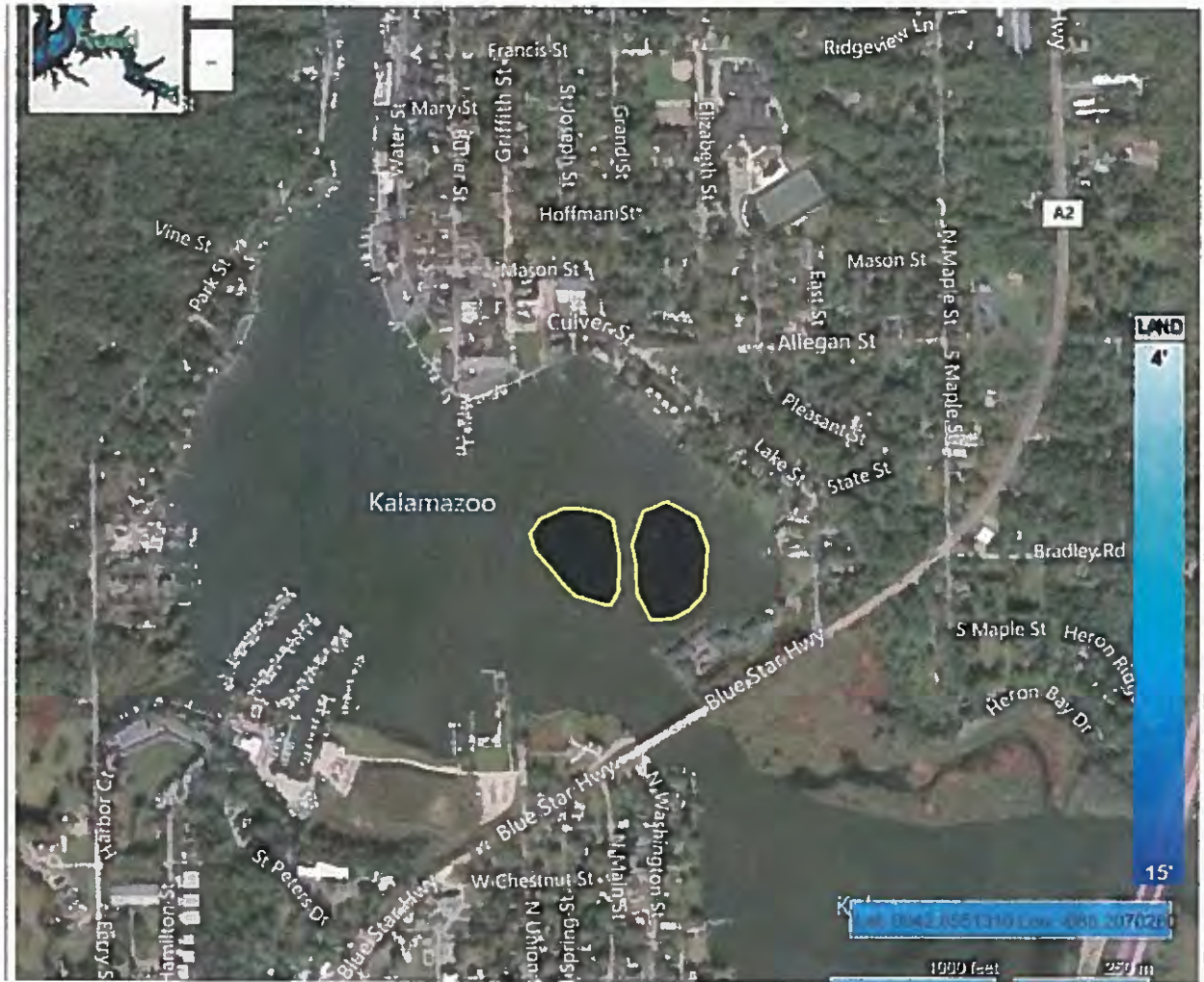
Email: _____

Please sign and return a copy of this completed contract to:

Clarke Aquatic Services
Attention: **Luke Britton**
P.O. Box 121
Spring Lake, MI 49456
Phone: 616-638-6794
Fax: 630-443-3070
Lbritton@clarke.com

ATTACHMENT B

TREATMENT AREA



ATTACHMENT C



Parcel List

Parcel Number	Address	Owner	area	
57-016-010-00	845 LAKE ST	WENDEL TOM & NUNN MARIAN M	14985	R-RESORTDIST 107
57-060-001-00	455 CULVER ST # 1	EVERSE HARLAN K (TRUST)		LS-LAKE ST R-2 296 &
57-060-002-00	455 CULVER ST # 2	VAN DYKE NANCY REVOCABLE TRUST		LS-LAKE ST R-2 296 &
57-060-003-00	455 CULVER ST # 3	DE MENT DANIEL & JACQUELINE		LS-LAKE ST R-2 296 &
57-060-004-00	455 CULVER ST # 4	STEWART TERRY L & CYNTHIA R		LS-LAKE ST R-2 296 &
57-060-005-00	455 CULVER ST # 5	FISHER DAVID A & LINDA M		LS-LAKE ST R-2 296 &
57-060-006-00	455 CULVER ST # 6	BIEKE RONALD & SHEILA		LS-LAKE ST R-2 296 &
57-060-007-00	455 CULVER ST # 7	NICOL PENNY		LS-LAKE ST R-2 296 &
57-060-008-00	455 CULVER ST # 8	PARKER CHRISTOPHER J & PETTY TOD		LS-LAKE ST R-2 296 &
57-080-001-00	977 LAKE ST # B1U1	ZIBELL JACK J & KAREN		LS-LAKE ST R-2 107-A
57-080-002-00	977 LAKE ST # B1U2	HOLDER DANIEL E & VIRGINIA B		LS-LAKE ST R-2 107-A
57-080-003-00	977 LAKE ST # B1U3	COZZINI CLAUDIO (TRUSTEE)		LS-LAKE ST R-2 107-A
57-080-004-00	977 LAKE ST # B1U4	COZZINI CLAUDIO (TRUSTEE)		LS-LAKE ST R-2 107-A
57-080-005-00	977 LAKE ST # B1U5	ROTH RUBY C		LS-LAKE ST R-2 107-A
57-080-006-00	977 LAKE ST # B1U6	LOOK KATHERINE Y		LS-LAKE ST R-2 107-A
57-080-007-00	977 LAKE ST # B1U7	WYGONIK RICHARD & ADRENNE M		LS-LAKE ST R-2 107-A
57-080-008-00	977 LAKE ST # B2U8	BERRIS KENNETH A & MARIA C		LS-LAKE ST R-2 107-A
57-080-009-00	977 LAKE ST # B2U9	BERRIS KENNETH A & MARIA C		LS-LAKE ST R-2 107-A
57-080-010-00	977 LAKE ST # B1U10	RITCHIE MICHAEL R & AMY R		LS-LAKE ST R-2 107-A
57-080-011-00	977 LAKE ST # B1U11	SHUCHMAN ROBERT & KUEBLER LEAN		LS-LAKE ST R-2 107-A
57-080-012-00	977 LAKE ST # B1U12	OLESON WRISLEY B II & FRANCES		LS-LAKE ST R-2 107-A
57-080-013-00	983 LAKE ST # B2U13	LANINGA KENNETH J & JUDITH A		LS-LAKE ST R-2 107-A
57-080-014-00	983 LAKE ST # B2U14	VAUGHN THEODORE N II		LS-LAKE ST R-2 107-A
57-080-015-00	983 LAKE ST # B2U15	BURGWALDT DIANE		LS-LAKE ST R-2 107-A
57-080-016-00	983 LAKE ST # B2U16	LEWIS MARVIN L		LS-LAKE ST R-2 107-A
57-080-017-00	983 LAKE ST # B2U17	MC CABE DONALD ALLEN & DEBORAF		LS-LAKE ST R-2 107-A
57-080-018-00	983 LAKE ST # B2U18	VERMERRIS MICHAEL N		LS-LAKE ST R-2 107-A
57-080-019-00	983 LAKE ST # B2U1920	LEWIS CANDICE J TRUST		LS-LAKE ST R-2 107-A
57-080-021-00	983 LAKE ST # B2U21	GLASPIE LINDA A		LS-LAKE ST R-2 107-A
57-080-022-00	983 LAKE ST # B2U22	BRATCHER HENRY JACKSON		LS-LAKE ST R-2 107-A
57-080-023-00	983 LAKE ST # B2U23	BARTON RONALD M & MERKLE PAULA		LS-LAKE ST R-2 107-A

Parcel List

Parcel Number	Address	Owner	area
57-080-024-00	983 LAKE ST # B2U24	NOWACEK DUSTIN G & KLOSS KATHR'	LS-LAKE ST R-2 107-A
57-080-025-00	987 LAKE ST # B3U25	SPOELSTRA THOMAS A & CATHERINE V	LS-LAKE ST R-2 107-A
57-080-026-00	987 LAKE ST # B3U26	MCCLENDON JOY & LEE JEFF	LS-LAKE ST R-2 107-A
57-080-027-00	987 LAKE ST # B3U27	VANDERWERFF ROBERT G	LS-LAKE ST R-2 107-A
57-080-028-00	987 LAKE ST # B3U28	TRESTER KENNETH G	LS-LAKE ST R-2 107-A
57-080-029-00	987 LAKE ST # B3U29	JAEGER STEVEN F & LAURA C	LS-LAKE ST R-2 107-A
57-080-030-00	987 LAKE ST # B3U30	COBB VICKY	LS-LAKE ST R-2 107-A
57-080-031-00	987 LAKE ST # B4U31	YOUNG BRYAN MARK & BRIDGET ANN	LS-LAKE ST R-2 107-A
57-080-032-00	987 LAKE ST # B4U32	RISTAU PROPERTIES LLC	LS-LAKE ST R-2 107-A
57-080-033-00	987 LAKE ST # B4U33	LEWIS MARVIN L	
57-080-034-00	987 LAKE ST # B4U34	SYLVESTER JULIA	LS-LAKE ST R-2 107-A
57-080-035-00	987 LAKE ST # B4U35	BRUURSEMA COREY ADAM & EMILY M	LS-LAKE ST R-2 107-A
57-080-036-00	987 LAKE ST # B4U36	KARAIKOVIC ELDIN & SAMIA	LS-LAKE ST R-2 107-A
57-080-037-00	983 LAKE ST # B4U37	BRYERS TIMOTHY D & PAMELA J	LS-LAKE ST R-2 107-A
57-080-038-00	983 LAKE ST # B4U38	SCIO CORP	LS-LAKE ST R-2 107-A
57-080-039-00	991 LAKE ST # B4U39	EYDE LOUIS J LTD FAM PARTNERSHIP	LS-LAKE ST R-2 107-A
57-080-040-00	991 LAKE ST # B4U40	DEJONG HENRY & SUSAN	LS-LAKE ST R-2 107-A
57-080-041-00	991 LAKE ST # B4U41	MILLER MARK	LS-LAKE ST R-2 107-A
57-080-042-00	991 LAKE ST # B4U42	ENGLEHART DENISE L & JAMES E (H&V)	LS-LAKE ST R-2 107-A
57-080-043-00	995 LAKE ST # B5U43	TESTER STEVEN	LS-LAKE ST R-2 107-A
57-080-044-00	995 LAKE ST # B5U44	KEYSER GREGORY D & HELEN R	LS-LAKE ST R-2 107-A
57-080-045-00	995 LAKE ST # B5U45	TYLER SALLY, TRUSTEE	LS-LAKE ST R-2 107-A
57-080-046-00	995 LAKE ST # B5U46	HEFNER JOHN & BONITA	LS-LAKE ST R-2 107-A
57-080-047-00	995 LAKE ST # B5U47	RIEDBERGER GLENN & BARBARA	LS-LAKE ST R-2 107-A
57-080-048-00	995 LAKE ST # B5U48	SCHULTZ BURTON J TRUST	LS-LAKE ST R-2 107-A
57-080-049-00	995 LAKE ST # B5U49	DOWNING DALE P JR (TRUSTEE)	LS-LAKE ST R-2 107-A
57-080-050-00	995 LAKE ST # B5U50	WILLARD DEBRA L	LS-LAKE ST R-2 107-A
57-080-051-00	995 LAKE ST # B5U51	WHITEHEAD-KRESSLEY JOSEPH	LS-LAKE ST R-2 107-A
57-080-052-00	995 LAKE ST # B5U52	DEWITT NANCY D & SCOTT W	LS-LAKE ST R-2 107-A
57-080-053-00	995 LAKE ST # B5U53	VAUGHN SHARON A	LS-LAKE ST R-2 107-A
57-080-054-00	995 LAKE ST # B5U54	FOSTER STEVEN M	LS-LAKE ST R-2 107-A

Parcel List

Parcel Number	Address	Owner	area	
57-300-203-00	445 CULVER ST	BRIDGES OF SAUGATUCK	4950	CC-CITYCENT (297
57-300-204-00	407 CULVER ST	CSHD, LLC	4966	LS-LAKE ST R-2 298
57-300-206-00	303 CULVER ST	CITY OF SAUGATUCK	52272	WSS-WATER S COGI
57-515-058-10	737 LAKE ST	DEPREE DORIS	15239	LS-LAKE ST R-2 494 &
57-515-059-00	721 LAKE ST	COTTON WILLIAM	28880	LS-LAKE ST R-2 496
57-515-060-00	707 LAKE ST	LEMONS JAMES R & SHERRON L TRUST	13068	LS-LAKE ST R-2 497
57-515-061-00	703 LAKE ST	MEACHAM ROBERT ET AL	3564	LS-LAKE ST R-2 498
57-515-062-00	699 LAKE ST	MURZYN FIONA & DANIEL	9888	LS-LAKE ST R-2 499 L
57-515-063-00	685 LAKE ST	STEENBERGH CRAIG A & HART CATHY	11220	LS-LAKE ST R-2 500
57-515-064-00	673 LAKE ST	MRM-SAUGY TULIP, LLC	11220	LS-LAKE ST R-2 501 L
57-515-065-00	649 LAKE ST	LEONIDAS CHRISTOPHER J & ELIZABE'	11238	LS-LAKE ST R-2 502
57-515-066-00	645 LAKE ST	RELAX RENTALS LLC	22440	LS-LAKE ST R-2 503
57-515-067-00	625 LAKE ST	RELAX RENTALS LLC	11220	LS-LAKE ST R-2 504-A
57-515-068-00	611 LAKE ST	COREY LOUIS & LISA	11543	LS-LAKE ST R-2 505
57-515-069-00	609 LAKE ST	GOLF JERRY J (TRUSTEE) JJG TRUST	10626	LS-LAKE ST R-2 505-A
57-805-001-00	409 LAKE ST	BREDE MARY S & MISKOTTEN KIM S		LS-LAKE ST R-2
57-805-002-00	411 LAKE ST	KORF LARRY M & CHANG MARCY		LS-LAKE ST R-2
57-805-003-00	413 LAKE ST	CLARK CHARLES JS		LS-LAKE ST R-2
57-805-004-00	415 LAKE ST	VOGEL RICK A	1650	LS-LAKE ST R-2
57-805-005-00	419 LAKE ST	GLYNN SHAUN V		LS-LAKE ST R-2
57-805-006-00	LAKE	VOGEL RICK A		
57-805-007-00	LAKE	TAE PROPERTIES LLC		
57-805-008-00	LAKE	TAE PROPERTIES LLC		
57-805-009-00	LAKE	GLYNN SHAUN V		
57-805-010-00	LAKE	GLYNN SHAUN V		
57-805-011-00	LAKE	VOGEL RICK A		
57-805-012-00	LAKE	KORF LARRY M & CHANG MARCY		
57-805-013-00	LAKE	VAN DOMELEN MARK W		
57-805-014-00	LAKE	VAN DOMELEN MARK W		
57-805-015-00	LAKE	LAMAR KRAIG		
57-805-016-00	413 LAKE ST	CLARK CHARLES JS		

Parcel List

Parcel Number	Address	Owner	area
57-805-017-00	LAKE	BREDE MARY S & MISKOTTEN KIM S	
57-830-001-00	555 LAKE ST # 1	COLLINS RONALD W	LS-LAKE ST R-2 507 &
57-830-002-00	555 LAKE ST # 2	ALLEN IRIS S	LS-LAKE ST R-2 507 &
57-830-003-00	555 LAKE ST # 3	COLLINS RONALD W & SANDRA K	LS-LAKE ST R-2 507 &
57-830-004-00	555 LAKE ST # 4	CALENGOR GERALD D & KAREN E	LS-LAKE ST R-2 507 &
57-830-005-00	555 LAKE ST # 5	MCDAVID BRIAN	LS-LAKE ST R-2 507 &
57-830-006-00	555 LAKE ST # 6	GASPARAITIS ARUNAS E & BEVERLY A	LS-LAKE ST R-2 507 &
57-830-007-00	555 LAKE ST # 7	MILLER CHRISTOPHER L (TRUSTEE)	LS-LAKE ST R-2 507 &
57-830-008-00	555 LAKE ST # 8	SUAREZ HUMBERTO & BRADLEY MAUF	LS-LAKE ST R-2 507 &
57-830-009-00	555 LAKE ST # 9	FREDERICK DENNIS & SHELLEY	LS-LAKE ST R-2 507 &
57-830-010-00	555 LAKE ST # 10	FREDERICK DENNIS & SHELLEY	LS-LAKE ST R-2 507 &
57-830-011-00	555 LAKE ST # 11	BOSSERT DAVID B TRUST	LS-LAKE ST R-2 507 &
57-830-012-00	555 LAKE ST # 12	APKARIAN ARTHUR J & MARY R	LS-LAKE ST R-2 507 &
57-830-013-00	555 LAKE ST # 13	AKERSHOEK FAMILY 1990 TRUST	LS-LAKE ST R-2 507 &
57-830-014-00	555 LAKE ST # 14	CLEE JEFFREY P & PAULETTE M	LS-LAKE ST R-2 507 &
57-830-015-00	555 LAKE ST # 15	HAMMERSLEY BRUCE J & CAROL S	LS-LAKE ST R-2 507 &
57-830-016-00	555 LAKE ST # 16	DRAVES CHRISTOPHER J & RENEE	LS-LAKE ST R-2 507 &
57-860-001-00	515 LAKE ST # 1	MCPHERSON BERNARD C & DENISE	LS-LAKE ST R-2 509/1
57-860-002-00	515 LAKE ST # 2	JONES WAYNE D & SHELLY	LS-LAKE ST R-2 509/2
57-860-003-00	515 LAKE ST # 3	BURROUGHS LOUANN TRUST	LS-LAKE ST R-2 509 3
57-860-004-00	515 LAKE ST # 4	CERNY PATTI B TRUST	LS-LAKE ST R-2 509/4
57-860-005-00	515 LAKE ST # 5	BREIHOF TRACY (TRUSTEE)	LS-LAKE ST R-2 509/5
57-860-006-00	515 LAKE ST	GOLUB MITCHELL F & TOBEY JUDITH I	LS-LAKE ST R-2 509/6
57-870-001-00	331 CULVER ST	PANJAN GEORGE F JR & HERZOG CHEI	LS-LAKE ST R-2 299/1
57-870-002-00	335 CULVER ST	PATERSON KEITH A & CYNTHIA L	LS-LAKE ST R-2 299/2
57-870-003-00	329 CULVER ST	BUBNIAK WILLIAM & PANEPUCCI LISA	LS-LAKE ST R-2 299/3
57-870-004-00	333 CULVER ST	THEDERS RICHARD R & ANN F	LS-LAKE ST R-2 299/4
57-870-005-00	337 CULVER ST	STRAKER TIM & CANNARSA JOHN	LS-LAKE ST R-2 299/5
57-870-006-00	339 CULVER ST	MARTINEZ ROJELIO & ANGELA L	LS-LAKE ST R-2 299/6
57-875-000-00		SHADY SHORES CONDOMINIUM ASSC.	R-RESORTDIST
57-875-001-00	807 LAKE ST # 1	ILES ZACHARY E	R-RESORTDIST

Parcel List

Parcel Number	Address	Owner	area
57-875-002-00	807 LAKE ST # 2	GEISLER JEFFREY R & SUZANNE E	R-RESORTDIST
57-875-003-00	807 LAKE ST # 3	SCHWARTZ BRIAN L TRUST	R-RESORTDIST
57-875-004-00	807 LAKE ST # 4	BURCH BRENDA K	R-RESORTDIST
57-875-005-00	807 LAKE ST # 5	RESENER MICHEAL	R-RESORTDIST
57-875-006-00	807 LAKE ST # 6	KHAN ANGELA	R-RESORTDIST
57-875-007-00	807 LAKE ST # 7	HASTINGS RICHARD & LANA	R-RESORTDIST
57-875-008-00	807 LAKE ST # 8	IGNASIAK LES A	R-RESORTDIST
57-875-009-00	807 LAKE ST # 9	GEISELHART ROGER D & JUDY L	R-RESORTDIST
57-875-010-00	807 LAKE ST # 10	WILLIAMS ROBERT J & NANCY A	R-RESORTDIST
57-875-011-00	787 LAKE ST	SAUGATUCK HARBOR INN, LLC	R-RESORTDIST
57-875-012-00	807 LAKE ST	SHADY SHORES CONDOMINIUM ASSC.	R-RESORTDIST

Population: All Records



2253 104806

CITY OF SAUGATUCK
KIRK HARRIER
PO BOX 86
SAUGATUCK MI 49453-0086

First Bankcard
P.O. Box 2818
Omaha, NE 68103-2818

Account Number: 5477 2593 4983 0930
New Balance: \$6.99
Minimum Payment Due: \$6.99
Payment Due Date: August 22, 2019

Make checks payable to First Bankcard
Amount of Payment Enclosed

\$

Change of Address? If yes, please complete reverse side.

5477259349830930 0000000000699 0000000000699

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

BusinessCard® Mastercard®

Account Number:
5477 2593 4983 0930
Page 001 of 002



Account Summary

Previous Balance	\$14.39
Payments	-\$14.39
Other Credits	-\$0.00
Purchases	+\$6.99
Balance Transfers	+\$0.00
Cash Advances	+\$0.00
Fees Charged	+\$0.00
Interest Charged	+\$0.00
New Balance	\$6.99
Statement Closing Date	07/24/19
Days in Billing Cycle	30
Total Credit Limit	\$10,000.00
Available Credit	\$9,993.00
Cash Limit	\$2,000.00
Available Cash	\$2,000.00



Payment Information

New Balance	\$6.99
Minimum Payment Due	\$6.99
Past Due Amount	\$0.00
Payment Due Date	August 22, 2019

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REWARDS SUMMARY

Earn reward points everyday - you earn 5 points per \$1 spent on qualifying Business Expenses (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent); 2 points per \$1 spent on qualifying Gas and Dining Purchases (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent); and 1 point per \$1 spent on other purchases

Regular points earned this month	7
Business Expense points earned this month	0
Gas and Dining points earned this month	0
Bonus points earned this month	0
Total points earned this month	7
Points redeemed this month	0
Current point balance	4,696

Points expiring on your next statement closing date 0

(Points earned expire on or after 3 years from the date they are awarded. To avoid expiring your points, please redeem them before your due date listed on this statement)

Redeem your points for travel, gift cards, merchandise, cash back as a statement credit to the designated Account, an ACH deposit to any checking or savings account (ABA routing number required), or as a check sent to you by mail. You can redeem online 24/7 by accessing the Account at the web address listed above or by calling the Rewards Service Center at 888-801-7987 during hours of operation Monday through Friday, 8:00 a.m. to 11:00 p.m. Central Standard Time, and Saturday and Sunday, 8:00 a.m. to 4:30 p.m. Central Standard Time.



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
7-05	7-08	75418239186075818419194	WEB*NETWORKSOLUTIONS888-6429675 FL	\$6.99
7-22	7-22	85411179203007203005430	ONLINE PAYMENT THANK YOU	\$14.39 (CR)

ATTACHMENT D



DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER RESOURCES DIVISION

OBTAINING WRITTEN PERMISSIONS FOR CHEMICAL TREATMENT OF AQUATIC NUISANCE PLANTS, ALGAE, OR SWIMMERS ITCH

In Michigan, the chemical control of aquatic nuisance plants, algae, and swimmer's itch is regulated by Part 31, Water Resource Protection, and Part 33, Aquatic Nuisance Control, of the Natural Resources and Environmental Protection Act (NREPA), 1994 PA 451, as amended. Pursuant to [Section 324.3308](#) of Part 33, "An applicant shall obtain authorization to chemically treat the proposed area of impact by obtaining written permission from each person who owns bottomlands in the area of impact"¹. Written permissions must be maintained for one year from the expiration date of the permit and shall be available to the Department of Environmental Quality upon request.

When obtaining permissions, it is important to ensure that, at a minimum, your permission form includes:

- Printed name of property owner
- Property location information – street address, tax ID number, lot ID number etc.
- Statement indicating whether the property owner grants permission for the chemical treatment of aquatic nuisance vegetation/algae or swimmers itch to occur on their property (e.g., a yes/no check box).
- Year or time period for which the permission is granted
- Signature of property owner
- Date of signature

Your permission form may also be used to request additional information as determined by your organization. For example, you may ask each property owner to confirm the presence and location of private drinking water wells. For more information on this subject, please refer to the fact sheet: ["Aquatic Nuisance Control: Identifying and Protecting Drinking Water Wells"](#)

If you have any questions or would like additional information, contact the ANC Program staff at 517-284-5593 or DEQ-WRD-ANC@michigan.gov.

¹ *Written permission from each bottomland owner is not required if the applicant is providing, or has contracted to provide, chemical treatments for either of the following: (a) A lake board established under part 309 for the waterbody for which chemical treatment is proposed (b) This state or a local unit of government acting under authority of state law to conduct lake improvement projects or to control aquatic vegetation. However, a standard lake association does not typically have the legal authority to treat private property without the permission of each property owner.*



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ)
WATER RESOURCES DIVISION (WRD)

Aquatic Nuisance Control Frequently Asked Questions (FAQ's)

The Aquatic Nuisance Control (ANC) Program regulates the chemical control of aquatic plants, algae, and the snails associated with swimmer's itch when they impair the use or enjoyment of the water. Aquatic species may include various forms of algae (planktonic, filamentous, and macroalgae such as *Chara* and starry stonewort), submersed plants (i.e., those located underwater, such as coontail, pondweeds, and milfoils), floating-leaf plants (e.g., lilies and water shield), and emergent plants (e.g., cattails, rushes, and *Phragmites*). Program staff members issue permits pursuant to Part 33, Aquatic Nuisance Control, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 33; NREPA); Part 31, Water Resources Protection, of the NREPA (Part 31); and the administrative rules promulgated thereunder.

If you are interested in controlling other types of aquatic nuisances, please contact the MDEQ's Environmental Assistance Center by e-mail at deg-assist@michigan.gov or by telephone at 1-800-662-9278 to be directed to the appropriate program.

General Information

1. Do I need a permit to control aquatic vegetation on my property?
2. Whom do I contact for permits for lake digging, dredging, and/or beach grooming?
3. What is a General Permit and Certificate of Coverage?
4. How long do the permits last?
5. Where can I purchase aquatic pesticides?
6. May I apply chemicals myself, or do I need to hire a certified applicator?
7. If I decide to hire a contractor, where can I find a list of licensed pesticide applicators?
8. What happens if I treat without a permit or violate my permit?
9. How can I determine if there has been a permit application submitted for a specific waterbody?
10. How do I request a public hearing or notification of the treatment on my lake?
11. Can I prevent my neighbor from putting aquatic pesticides in my lake?
12. What can I do if I think someone is treating without a permit or is not following the terms of their permit?

Applying for a Permit

1. How do I apply for an Aquatic Nuisance Control Permit?
2. What is the deadline to apply for an individual/standard permit or a Certificate of Coverage?
3. How do I know which permit application form to use?

4. How do I know which chemical to use and how much?
5. How can I obtain depth contour maps for my lake/pond?
6. Once my application is received by the MDEQ, how long will it take for my permit decision to be issued? Can I check the status of my application?

Expansions/Revisions/Transfers

1. I have already received a permit, but I need to modify or transfer it. What are my options?
2. What is a revision?
3. What is an expansion?
4. How does my fee change if I add treatment area(s)? When is the additional fee due, and do we have to wait to treat until the fee is received?
5. How do I transfer a permit?

Permit Fees

1. What is the required permit application fee for my proposed treatment?
2. If the fees are subject to change each year, how can I pay for multiple years up-front?
3. What happens if I miss payment of the annual fee? How do I reactivate my permit?
4. What payment methods are available?
5. If my permit is denied or modified, will I get a fee refund?

Permit Conditions

1. Annual treatment reports are due no later than November 30th each year. However, the permits run through the end of the year. How should treatments in December be reported?
2. Does notification of adjacent waterfront properties apply to all types of waterbodies or just lakes? Does the written notification for waterfront property owners within 100 feet of the treatment area apply only to owners with waterfront property or to properties that are within 100 feet inland from the treated waters but are not actually on the waterbody?
3. What are the special requirements for a whole lake treatment for aquatic nuisance control (including fluridone treatments)?

Environment/Human Health

1. Are the aquatic pesticides safe for public health and the environment?
2. Will the pesticides contaminate drinking water wells?
3. Will the aquatic pesticides affect swimming or fishing in the lake?
4. What if there are threatened or endangered species that are associated with my lake?
5. What if my lake has wetlands adjacent to the shoreline?
6. How is the treatment of native and non-native aquatic vegetation permitted differently?
7. I think I found a non-native invasive species in my lake. What should I do?

8. I am interested in learning more about improving the water quality in my lake. Whom should I contact?
9. I still have questions concerning aquatic nuisance control. What is the Aquatic Nuisance Control Program's contact information?

General Information

1. Do I need a permit to control aquatic vegetation on my property?

Chemical Control

Chemical control of nuisance aquatic species is typically a regulated activity and requires a permit from the [MDEQ's ANC Program](#), particularly when targeting species in inland lakes, ponds, streams, wetlands, road-side ditches, etc., where water is visibly present in the area of impact at the time of treatment. For shoreline areas along the Great Lakes or Lake St. Clair, a permit is always required for all treatments below the [ordinary high-water mark](#), regardless of whether water is visibly present in the area of impact at the time of treatment.

A permit is not required for inland areas where water is not visibly present in the area of impact at the time of treatment. In addition, [Part 33](#) grants authority to a bottomlands owner to chemically treat aquatic nuisances in a waterbody without issuance of a permit by MDEQ if the waterbody meets ALL of the following criteria:

- No outlet
- No record of state or federal endangered or threatened species, pursuant to [Part 365 of 1994 PA 451](#)
- Surface area less than 10 acres
- Bottomlands are owned by either one person, or more than one person and written permission is obtained from each property owner
- The person posts the area of impact with notification signs in the manner provided in [Section 324.3310\(d\) of the NREPA](#)
- The person conducting the chemical treatment maintains any required written permissions and records of treatment, including treatment date, chemicals applied, amounts applied, and a map indicating the area of impact, for 1 year from the date of each chemical treatment. The records shall be made available to the department upon request.

Physical/Mechanical Control

A permit is generally not required from the MDEQ to control aquatic submerged vegetation in inland lakes by mechanical harvesting (i.e., cutting plants above the lake bottom with no soil disturbance). Inconsequential or insignificant ("de minimis") vegetation removal done by hand (e.g., hand pulling, raking a few plants) does not require a permit. Small scale removal of plants that are an aquatic nuisance as defined in Part 33 does not require a permit, if the removal is accomplished by hand-pulling and all plant fragments are removed from the water and properly disposed of on land. A permit is not required for hand-raking of lake bottomlands where vegetation is not present before raking and that are predominantly composed of sand or pebbles. Larger scale removal of plants requires a permit from the MDEQ's WRD. A use permit or authorization may be necessary from the Michigan Department of Natural Resources (MDNR) to use a state operated access site for physical/mechanical control. In addition, cutting vegetation, including mechanical harvesting and mowing, on Great Lakes bottomlands in the St. Clair Flats requires a permit from the WRD. Disposal of harvested material within inland lakes, on Great Lakes bottomlands, or in wetlands is not allowed without prior written approval from the WRD.

Other physical control measures, such as benthic barriers, weed rollers, or lake draw-down, require a permit from the WRD. Contact the Environmental Assistance Center by e-mail at deq-assist@michigan.gov or by telephone at 1-800-662-9278 for more information regarding WRD permit requirements.

Biological Control

A permit is not required from the State of Michigan for certain methods of biological control, such as the introduction of *Galerucella* beetles for purple loosestrife control. However, the introduction of banned species (e.g., grass carp) to control plant growth is illegal in the State of Michigan. Contact your local [Michigan Department of Natural Resources \(MDNR\) office](#) for further information.

Other Permits

Please contact your local units of government, including counties and townships, as they may have additional requirements or restrictions covering these activities. A permit from the U.S. Army Corps of Engineers is required for most activities that alter Great Lakes coastal areas. Contact the [U.S. Army Corps of Engineers](#) Detroit District at 1-888-694-8313.

2. Whom do I contact for permits for lake digging, dredging, and/or beach grooming?

Contact the [MDEQ's Environmental Assistance Center](#) by e-mail at deq-assist@michigan.gov or by telephone at 1-800-662-9278 to be directed to the appropriate program.

3. What is a General Permit and Certificate of Coverage?

A General Permit (GP) is a special broad permit for a class of aquatic nuisance control activities that the state has determined should not negatively impact human health and should have no more than minimal short-term adverse impacts on the natural resources and environment. If a waterbody is eligible for coverage under a GP, an applicant may choose to apply for a Certificate of Coverage (COC) in place of an individual or standard permit. A COC provides written authorization from the MDEQ to conduct an activity under the terms outlined in a GP. The process for obtaining a COC is usually simpler, quicker, and less costly than the application process for an individual or standard permit.

To view the current ANC GPs, please click [here](#).

The GPs for ponds and Great Lakes canals and marinas have pre-qualified waterbody lists. If a waterbody is not found on the candidate waterbody list, the permit application for that waterbody must go through the individual or standard application process. Each year the ANC permit writers review newly permitted waterbodies and treatment sites to determine if they fit the criteria to be covered under a GP. If they do fit the criteria, they may be added to the candidate waterbody list for the following year. You may request that your waterbody or treatment site be considered for GP eligibility if you think that the waterbody or treatment site meets the criteria outlined in the GP.

4. How long do the permits last?

[Part 33](#) specifies that the term of a permit or COC shall not be less than 3 years unless the applicant requests a shorter term. All permits and COCs will terminate at midnight on

December 31st in the year of expiration. Because of this statutory requirement, some permits and COCs will be issued for 4 treatment seasons in order to accommodate the minimum 3 year term (unless otherwise requested by the applicant).

5. Where can I purchase aquatic pesticides?

Consult the telephone directory or internet to find local agricultural supply stores or pesticide distributors. Many stores that carry fertilizers and landscape supplies carry aquatic pesticides. Additionally, you may refer to this [list of approved pesticides in Michigan](#) and contact the manufacturer for locations of retailers in your area or contact the ANC Program for assistance.

6. May I apply chemicals myself, or do I need to hire a certified applicator?

In Michigan, most aquatic pesticides may be applied by individuals with proper authorization, including a permit, if required, and permission of the property owner. However, the majority of treatments are carried out by [certified applicators](#). If you decide to apply chemicals on your own, be sure to follow all directions as indicated on the product label to protect yourself, others, and the environment. Certain chemical products, such as those with the active ingredient imazapyr or diquat dibromide, are categorized as restricted use pesticides, which means they can only be purchased and applied by certified applicators.

7. If I decide to hire a contractor, where can I find a list of licensed pesticide applicators?

If you are interested in hiring a licensed pesticide applicator, visit the [MDARD Pesticide Application Business web page](#) and select "Pesticide Application Businesses Currently Licensed to do Business in Michigan" or call the MDARD Central Licensing Unit for general information at 517-284-5771. On the licensed pesticide application businesses list, look for a company with individuals certified in Category 5, Aquatics, for lake and pond treatments, and Category 6, Right-of-Way, for exposed Great Lakes bottomlands. You may also seek referrals from other lake associations or riparian owners. The [ANC Program](#) also maintains a list of companies that routinely obtain ANC permits, which you may request by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593.

8. What happens if I treat without a permit or violate my permit?

Violations of Part 33 include conducting chemical treatment without a permit, unless exempt as described in [Question 1](#). [Part 33](#) violations and permit violations are subject to both civil action and criminal enforcement. Penalties can be as high as a \$25,000 fine and up to two years of imprisonment. Permittees should review the statute and/or permit carefully and comply with all requirements. If there are any questions about complying with Part 33 or the terms of a permit(s), contact ANC staff by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593.

9. How can I determine if there has been a permit application submitted for a specific waterbody?

The [MiWaters Site Map Explorer](#) provides public access to many documents associated with the MiWaters database, including current (and some historical) Water Resources Division permits. If a permit has recently been issued for a Site, you will be able to view it [here](#).

In the future, this feature will also include access to information about new and in process permit applications. Until this public access function is available for applications, individuals who are not the permit applicant can contact the ANC Program by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593 to check whether a permit application has been submitted for a given waterbody and/or to check the status of a permit application.

10. How do I request a public hearing or notification of the treatment on my lake?

Unlike other sections of the NREPA, [Part 33](#) does not contain a provision for a public hearing regarding an ANC permitting decision.

In terms of pre-treatment notifications, each permit normally requires that the permittee notify, in writing, an owner of any waterfront property within 100 feet of the area of impact, not less than 7 days and not more than 45 days before the initial pesticide treatment of the treatment season. Written notification includes contact information for the permittee, a list of pesticides to be used with the corresponding water use restrictions, and approximate treatment dates. On the day of treatment, the permittee (or his/her contracted applicator) is required to post signs along the shoreline of treated areas to identify the locations and provide information about the treatment.

11. Can I prevent my neighbor from putting aquatic pesticides in my lake?

You generally cannot prevent your neighbor from treating his/her property under a valid permit. In Michigan, waterfront property owners typically own the bottomlands in wedge shape out to the center point or thread of the lake or stream, respectively. Just as your neighbor has a right to maintain or fertilize their lawn, they also have the right to control aquatic vegetation associated with their bottomlands, install a seawall, etc., as long as they have a permit from the MDEQ. Except in certain circumstances (such as in a Special Assessment District), you also have the right to *not* chemically treat your bottomlands.

12. What can I do if I think someone is treating without a permit or is not following the terms of their permit?

If you suspect that a violation of [Part 33](#) and/or an ANC permit has occurred, please contact ANC staff by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593 with as much information as possible (e.g. location, dates, chemicals used, people involved, any photos, etc.).

Applying for a Permit

1. How do I apply for an Aquatic Nuisance Control Permit?

The ANC permit application process is handled online in the [MiWaters permitting and compliance database](#). A [general introduction to MiWaters with links to training materials](#) is available on the WRD website. The applicant must establish an account in MiWaters that is linked to the applicant's e-mail address. The applicant must submit a [certifier agreement form](#), complete the permit application form for the proposed treatment site online, and submit the permit application fee by credit card or by a check in the mail. If you have applied for an ANC permit for a waterbody or treatment site in MiWaters previously, please apply for a permit out of that waterbody or treatment site in your MiWaters site inventory. Please contact the ANC

program at 517-284-5593 or deq-wrd-anc@michigan.gov if you would like assistance with the permit application process in MiWaters.

2. What is the deadline to apply for an individual/standard permit or a Certificate of Coverage?

There is no deadline to submit an application in order to receive a permit or COC to treat in a given year. However, the ANC statute requires that MDEQ meet permit application processing deadlines. The deadlines for issuance of a permit decision are as follows: the later of April 15th or 30 working days after receipt of a complete application for a permit, the later of April 15th or 15 working days after receipt of a complete application for a COC, or by any date requested by the applicant and agreed to by the MDEQ. There are exceptions to these deadlines for applications meeting certain criteria; however, please keep these deadlines in mind when planning your treatments and submitting a permit application.

3. How do I know which permit application form to use?

All permit applications must be completed online through the [MiWaters database](#) using one of the three ANC permit application forms:

Name of form in MiWaters	Form description
Application for Permit to Chemically Control Nuisance Aquatic Plants and Algae	Application for an individual permit, usually for a lake or pond
Application for Certificate of Coverage (COC) to Chemically Control Nuisance Aquatic Plants and Algae	Application for a certificate of coverage (COC) for eligible ponds, eligible Great Lakes canals and marinas, and non-native floating leaf and emergent species
Application for Permit to Chemically Control Swimmer's Itch (ANC)	Application for a permit to treat the snails associated with swimmer's itch

Please contact the ANC Program by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593 if you have questions about or need assistance with the online application process in MiWaters.

4. How do I know which chemical to use and how much?

The species of targeted aquatic vegetation must be correctly identified before an effective chemical can be selected. A document titled "[Common Aquatic Plants of Michigan](#)" and [other aquatic plant identification resources](#) are available on the [ANC web page](#) to help with aquatic plant identification. Once you have identified the plant(s) that you wish to treat, review the document titled "[What are the Chemical Control Options?](#)" to select an effective chemical product. To determine the chemical amount(s) necessary for effective control, first determine the treatment area size (acres) and the average water depth (feet). Then, using the correct application rate found on the product label, calculate the amount of chemical needed by multiplying the treatment area or water volume by the application rate. The [list of chemicals approved for use on the ANC Standard Permits](#) includes the chemicals and the typical application rates allowed on ANC permits.

5. How can I obtain depth contour maps for my lake/pond?

The location of the 5 foot depth contour is critical for the delineation and approval of treatment areas on ANC permits. The MDNR has many [lake depth contour maps](#) available to the public. If depth contour maps are not available on the MDNR website for your waterbody, the depth contours in the treatment area may be estimated by using a depth measurement device. Consultants or professional chemical applicators may also offer the service of delineating water depth contours. You may also check local fishing, bait, and sporting good/boating retailers and websites for locally generated lake maps.

6. Once my application is received by the MDEQ, how long will it take for the permit decision to be issued? Can I check the status of my application?

Every treatment proposal is considered unique, and each proposal will be reviewed individually. Therefore, the timeframe for review inevitably varies based on the scope of the proposal, site conditions, requirements for outside agency review, and other factors. However, the MDEQ must either approve or deny an application for a permit or COC by the later of April 15 or 30 working days (15 working days for a COC) from receipt of a complete application or by any date requested by the applicant and agreed to by the MDEQ. The MDEQ must issue a 15 percent refund of the application fee specified by statute if this deadline is not met, provided the application was complete upon submittal.

Additionally, if the MDEQ does not meet the deadline, certain applications shall qualify for the 15 percent application fee refund and be considered to be approved if all of the following apply:

- The proposed area of impact is the same as or entirely contained within the area of impact approved in a previous permit.
- The active ingredient or trade name of each chemical proposed to be applied is the same as approved in a previous permit and each chemical is currently approved for use by the department.
- The application rate and number of treatments do not exceed those approved in the previous permit.
- The minimum length of time between treatments is not less than that approved in the previous permit.

Your MiWaters account will provide an indication of the status of your permit application (preprocessing, in process, completed, etc.). Authorized users associated with your site may also check the status of the permit application in MiWaters. In the future, the public may access the MiWaters database to determine whether an application has been submitted for a specific site.

Expansions/Revisions/Transfers

1. I have already received a permit, but I need to modify or transfer it. What are my options?

Depending on your situation, you may need to revise your permit, expand a treatment area for non-native species, transfer a permit to a new permittee, or submit a new permit application. These options are explained below.

2. What is a revision?

Revisions (also called amendments) are changes to a permit that do not constitute a change in scope of what was permitted. A revision request is not a change of scope if it meets one or more of the following criteria:

- addition of chemical(s) or modification of chemical amount(s) for an existing approved treatment area;
- addition, deletion, or modification of permit conditions to protect natural resources or improve treatment efficacy or operations;
- addition of treatment areas consistent with the conditions of your permit (other than for an expansion of invasive treatment meeting the expansion criteria);
- correction of an MDEQ error.

A proposal for a permit revision that does not meet one or more of these criteria must be submitted as a new permit application for the Site in MiWaters.

To apply for a permit revision, complete the Permit Revision Request form in MiWaters. This form can be found under “Apps, Requests and Reports” → “Start New Forms” → “Permit Change Forms” for the permitted Site in MiWaters.

If the revision involves additional treatment acreage that places the permit into a higher fee category, the difference between the original fee and the new fee is paid during the process of completing the Permit Revision Request form in MiWaters. More information is provided under [Question 4 of this section](#).

Revisions must comply with the notification requirements described in the permit and in [Question 10 of the General Information section](#) if additional treatment area is added.

3. What is an expansion?

The ANC statute allows a permittee to expand the area of impact, without a formal permit revision, beyond that authorized in the permit to include *adjacent* (contiguous) areas of the same waterbody that became infested after the application was submitted. These areas allowed for expansion, without a formal revision, include *infestations only*. Infestations include non-native invasive species that have grown into dense, monotypic stands causing ecological or economic harm. The expansion treatment must use the same chemicals and application rates as those currently authorized in the permit. Expansions must comply with the notification requirements described in the permit and in [Question 10 of the General Information section](#).

[Part 33](#) requires that the permittee submit 1) a notification of an impending expansion treatment, and 2) an expansion report.

1. Notification of impending expansion treatment - If expanding the area of impact for treatment of an infestation, the permittee shall notify the MDEQ prior to the initial treatment of the impending expansion area. This notification may be submitted by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593, except in the following two situations:

- a) The original area of impact authorized on the permit or COC is greater than 100 acres and the proposed expansion exceeds 50 percent of the original authorized area.
- b) The treatment area expansion is proposed in a waterbody or treatment area that is located within or along the shoreline of the Great Lakes or inland waters in a municipality or township on the list in Appendix A.

In these two situations, the permittee shall complete the ANC Pre-Expansion Notification in the MiWaters permitting database not less than two (2) full business days before the planned treatment of the expanded area. This form can be found under "Apps, Requests and Reports" → "New and Draft Compliance Reports" → "ANC Pre-Expansion Notification" for the permitted Site in MiWaters. This notification shall include a map of the proposed expansion area(s), a list of chemical(s) to be applied, the date and time of anticipated treatment, and contact information for the on-site chemical applicator. The MDEQ has two (2) business days to notify the permittee of any specific concerns about the proposal.

2. Expansion Report Form - The permittee shall complete the ANC Treatment Expansion Report in the MiWaters permitting database no later than 15 days following the initial expansion treatment. This form can be found under "Apps, Requests and Reports" → "New and Draft Compliance Reports" → "ANC Expansion Report Form" for the permitted Site in MiWaters.

If the additional treatment acreage for an expansion(s) places the permit into a higher fee category, the difference in fee is due within 15 days of the initial expanded treatment. This fee is paid during the process of completing the MiWaters Treatment Expansion Report form. More information is provided under [Question 4 of this section](#).

Expansion treatments must comply with the notification requirements described in the permit and in [Question 10 of the General Information section](#) if additional treatment area is added.

4. How does my fee change if I add treatment area(s)? When is the additional fee due, and do we have to wait to treat until the fee is received?

Your fee only changes if the additional treatment area(s) adds sufficient area to place you into a higher fee category and your permit was not a COC (a COC application has a flat fee that does not change based on treatment area size). Then the difference between the fee initially paid and the fee for the new total treatment area size is due. The due date for the additional fee varies depending on whether the area is added through an expansion or a revision. Expansion payments are due 15 days after the initial treatment along with the Expansion Report Form. Therefore, you may treat under an expansion prior to the MDEQ receiving the payment. Revision payments are due with the Permit Revision Request Form (prior to treating the revised area).

Permit application fees and annual fees are based on the size of the proposed treatment area. Treatment area categories are defined by statute as:

- Less than ½ acre
- ½ acre or more but less than 5 acres
- 5 acres or more but less than 20 acres

- 20 acres or more but less than 100 acres
- 100 acres or more

For example, if the fee for a permit for less than ½ acre is \$75 and the fee for a permit for ½ to less than 5 acres is \$200, then **expanding** a ¼ acre treatment area by adding 2 more acres results in an additional fee of \$125 due 15 days after the treatment. If the permit is revised from ¼ acres to 2 ¼ acres, then \$125 is due at the time of the revision request. If the permit was issued as a COC, no additional fee is due in either case.

5. How do I transfer a permit?

For instructions about how to transfer a permit from one permittee to another, please contact the ANC program by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593.

Permit Fees

1. What is the required permit application fee for my proposed treatment?

The permit application fee structure is based on the size of the proposed treatment area (not the waterbody size) and may vary from year to year in order to achieve a target in fee revenue, in accordance with [Part 33](#). The COC application fee is a flat fee and does not vary by size of the proposed treatment area, but may also vary on an annual basis. Please visit the [ANC homepage](#) and view the “ANC Fee Information” under the Application & Permit Information header for the latest fee information.

Please be aware that an annual fee due by April 1st is also a requirement for subsequent years of in-effect multi-year permits.

2. If the fees are subject to change each year, how can I pay for multiple years up-front?

To calculate the permit application fee and the annual fees for multiple years up-front, multiply the initial permit application fee by the number of requested seasons of coverage. Additional fees due to a revision or expansion that places the treatment area in a higher fee category are based on the fee structure in place during the initial year of the multi-year permit. Additional fees are due at the time the permit revision request is submitted or within 15 days of an expanded treatment in the first year. An example of this scenario for both revisions and expansions is provided under [Question 4 of the section on Revisions/Expansions/Transfers](#).

3. What happens if I miss payment of the annual fee? How do I reactivate my permit?

If you do not pay the annual fee for a multi-year permit by April 1st, your permit is suspended until payment is received. Your permit is reactivated once the annual fee is paid. However, all unpaid annual fees are due at that time. For example, if you do not treat and therefore do not pay the annual fee for year two of a three-year permit, but you do want to treat in year three, you must pay both the annual fees for years two and three to reactivate your permit. From a compliance perspective, conducting treatment prior to paying the annual fee of a multi-year permit is considered treatment without a permit, a violation of Part 33.

4. What fee payment methods are available?

Fee payments may be submitted online using a credit card or by sending a check in the mail. Online payments by credit card are completed during the MiWaters permit application process or annual fee submission process and are subject to a 2 percent, non-refundable processing charge. To pay by mail, you must print the voucher at the end of the MiWaters permit application submission process or annual fee submission process, and mail the voucher with the check. You may submit multiple checks for a single permit application fee. However, you may not submit one check to cover multiple permit applications.

5. If my permit is denied or modified, will I get a fee refund?

Except in the case of an incorrect overpayment of the application fee, all application fees are non-refundable once the application review process begins. However, a 15 percent application fee refund will be issued if a permit decision is not made within the statutory deadlines described in [Question 6 of the "Applying for a Permit" section](#).

Permit Conditions

1. Annual treatment reports are due no later than November 30th each year. However, the permits run through the end of the year. How should treatments in December be reported?

Treatments in December rarely if ever occur. If a December treatment occurred, the permittee could either revise a treatment report that was submitted earlier in order to meet the November 30 deadline, or they could contact the ANC Program to negotiate the approval of a late submittal of the annual treatment report.

2. Does notification of adjacent waterfront properties apply to all types of waterbodies or just lakes? Does the written notification for waterfront property owners within 100 feet of the treatment area apply only to owners with waterfront property or to properties that are within 100 feet inland from the treated waters but are not actually on the waterbody?

Part 33 allows the MDEQ to require the permittee to notify an owner of any waterfront property within 100 feet of the area of impact. This may include any type of waterfront property, whether the waterbody is a lake, river, or wetland. Written notification is not required for those property owners who live within 100 feet inland from the treatment area and who do not own waterfront property within 100 feet of the area of impact.

3. What are the special requirements for a whole lake treatment for aquatic nuisance control (including fluridone treatments)?

A request for a whole lake chemical treatment must be accompanied by a Lake Management Plan (LMP) pursuant to [Part 33](#). An LMP includes the following items:

- Physical characterization of waterbody
- Biological characterization of waterbody
- Water quality information
- Description of nuisance conditions
- Management goals
- History of waterbody management
- Vegetation management plan
- Monitoring and evaluation

The LMP is a tool used by riparian owners, resource managers, lake managers, consultants, and commercial pesticide applicators to review characteristics of the lake in order to determine the aquatic plant management problems, outline possible solutions, and consider the various methods to achieve these solutions successfully. The LMP also provides sufficient scientific information for the MDEQ to determine if proposed treatments can selectively control an aquatic nuisance without causing unacceptable impacts on native aquatic vegetation, other aquatic or terrestrial resources, or human health and safety. For further details, please click [here](#) or contact the ANC Program by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593.

In addition, supplementary permit conditions may be applied to a whole lake treatment permit. These conditions allow for monitoring of a chemical application to determine adverse impacts on native aquatic vegetation or other aquatic life. Special pre- and post-treatment monitoring procedures are already in place for fluridone treatments. These guidelines can be found on the ANC website under [Fluridone Treatments](#).

Please note that requests for whole lake treatments are not common. Typically these treatments are intended for control of large-scale infestations of non-native invasive species. Before you apply for a whole lake treatment, please contact the ANC Program by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593 for additional guidance. Application fees are not refundable once the review process begins.

Environment/Human Health

1. Are the aquatic pesticides safe for public health and the environment?

The aquatic pesticides that are permitted by the [ANC Program](#) are registered by the [United States Environmental Protection Agency](#) and the [Michigan Department of Agriculture and Rural Development \(MDARD\)](#). They also undergo toxicological review by the MDEQ. If the pesticides are applied according to label instructions and permit requirements, these chemicals should pose no danger to public health and the environment.

General product safety information is included on the federal product label. In addition, you may review human and environmental health and safety information on the Safety Data Sheet (SDS) or Material Safety Data Sheet (MSDS) for the product. This information is usually posted on the manufacturer's website.

2. Will the pesticides contaminate drinking water wells?

Most registered aquatic pesticides break down quickly and are not a threat to drinking water wells. Some granular aquatic pesticides containing either 2,4-D (e.g., Navigate, Aquacide) or endothall (e.g., Aquathol Super K, Hydrothol 191 Granular) require extra precautions when used near active drinking water wells due to the potential for persistence and mobility in the environment. When these products are proposed for use, the MDEQ imposes isolation distances (or "no-treatment" zones, measured from the well, not the shoreline) as follows:

- Wells less than 30 feet deep: do not apply the pesticide within 250 feet of the well.
- Wells more than 30 feet deep: do not apply the pesticide within 75 feet of the well.

Prior to using the above aquatic pesticides, the user should develop a comprehensive list of private drinking water wells around the waterbody. The list should be reviewed on a regular basis to confirm that the information is accurate. Over time, wells may be abandoned (often in favor of municipal connections) and/or new wells may be constructed. The list of wells may include the following information:

- Names, addresses, and telephone numbers for all property owners within and adjacent to the treatment area.
- Well information for each parcel – the distance from the shoreline, the depth, and whether the well is actively used.
- Map showing the waterbody, parcel boundaries, and well locations. Use the map scale to draw the isolation distances around the wells.

The permittee is required to obtain information on wells prior to applying any of these products. The MDEQ may ask the permittee to submit the list of wells on any waterbody where there is a concern.

3. Will the aquatic pesticides affect swimming or fishing in the lake?

The MDEQ institutes a 24-hour swimming restriction only in the treatment area. This restriction is in place primarily to keep swimmers out of the way of the applicator boat, to minimize disturbance within the treatment area, and to maximize plant uptake of the active ingredient. The only product with a swim restriction on the federal label is 2,4-D ester (Navigate and Aquacide, 24-hour swim restriction). Currently, there are no fish consumption restrictions required by the aquatic pesticide labels of products permitted in Michigan and, if properly used, the pesticides approved on ANC permits should not directly affect fish.

4. What if there are threatened or endangered species that are associated with my lake?

The [ANC Program](#) assesses each waterbody to determine whether there is a threatened or endangered species present using historical records and multiple data sources of species occurrences. If there is a protected species present, ANC Program staff will work with applicable agencies, the permit applicant, and other waterbody stakeholders to minimize impacts of the treatment activity to the threatened or endangered species.

5. What if my lake has wetlands adjacent to the shoreline?

The ANC permit application requires that known wetlands be identified on the treatment map(s). ANC staff use multiple resources to verify wetlands during the review process. Sometimes, areas that appear to be wetlands are not. For example, the presence of a few cattails along the shoreline does not necessarily mean that an area is considered a wetland. The ANC Program typically does not permit treatment of native plants adjacent to wetlands and/or along other types of undeveloped shoreline. For additional guidance on identifying wetlands, including regulatory information, you may visit the MDEQ's Wetlands, Lakes, and Streams Unit at www.michigan.gov/water (click on Wetlands tab). You may also review the information available on the [MDEQ Wetlands Map Viewer](#).

6. How is the treatment of native and non-native aquatic vegetation permitted differently?

MDEQ permits the chemical control of both native and non-native aquatic vegetation. Treatment of native vegetation is typically restricted in size and location to areas with the highest recreational usage (along developed shoreline). Treatment of non-native vegetation may be permitted anywhere in the waterbody, provided that it can be conducted in a selective manner (through selection of the herbicide active ingredient, dosage, seasonal timing, treatment frequency, etc.) and with the required [bottomland owner permissions](#) and treatment map delineations.

7. I think I found an invasive aquatic species in my lake. What should I do?

If you think you have found a non-native invasive aquatic plant species, please contact the [ANC Program](#) by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593.

You may also visit the [Michigan Invasive Species](#) web page for more information, as well as further contacts for reporting the species.

8. I am interested in learning more about improving the water quality in my lake. Whom should I contact?

The MDEQ, in partnership with the Michigan Lake and Stream Associations, Inc., developed the [Cooperative Lakes Monitoring Program](#) (CLMP) as a cost-effective method for citizens to monitor water quality and to document changes in lake water quality over time. The [CLMP website](#) has additional information, such as how to join.

Additional information may be obtained from local universities, environmental consultants, non-profit organizations, local units of government, other state agencies, and the federal government.

9. I still have questions concerning aquatic nuisance control. What is the Aquatic Nuisance Control Program's contact information?

ANC staff members welcome any questions you may have. You may contact staff members by e-mail at deq-wrd-anc@michigan.gov or by telephone at 517-284-5593. If you wish to contact a particular staff person, please view the [ANC Program staff contact list](#).



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Special Event Application (Annual Sidewalk Sales)

DESCRIPTION:
Special event application submitted from SDABA to hold an annual sidewalk sales event in downtown Saugatuck City on August 15, 2019.

BUDGET ACTION REQUIRED:
N/A

COMMITTEE/COMMISSION REVIEW:
N/A

LEGAL REVIEW:
N/A

SAMPLE MOTION:
Motion to **approve/deny** special event application from SDABA to hold annual sidewalk sales event in downtown Saugatuck City on August 15, 2019 contingent on applicant signing the letter of understanding.



2019 Annual Sidewalk Sales
Letter of Understanding

August 12, 2019

SDABA
PO Box 221
Saugatuck, MI 49453

Re: Letter of Understanding

Dear Mr. Muncey:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to SDABA’s (“Applicant”) proposal to hold, operate and conduct an **Annual Sidewalk Sales** event within the City on **Thursday, August 15, 2019** (“Event”).

The Special Event Application and associated materials dated July 23, 2019 (collectively, the “Application”) to the City which has been reviewed by the City Council. After due consideration, the City Council has approved that Application subject to Applicant’s willingness to sign this Letter. This Letter shall be construed to incorporate and include the Application as well as the materials attached thereto. In the event of a conflict between the terms of this Letter and the Application, the terms of this Letter shall control.

In granting approval for the event, the City is consenting to the use of downtown streets identified in the Application. In addition, the City agrees that, subject to compliance with this Letter, the City shall provide the following at its cost for the Event:

- Road Closed Barricades.

In exchange for the City’s approval and commitments as set forth above, Applicant agrees to the following:

- Attend a pre-event planning meeting if requested by City.
- Compliance with all adopted local, county and state codes, regulations, and laws including applying for and obtaining any required state or county alcohol/food service permits.
- Provide adequate event personnel for the safety and well-being of attendees.

- (Indemnification and Hold Harmless Provision) save, defend, reimburse, indemnify, and hold the City and its officials, employees, officers, and agents (such parties are included in the term “City” in this section), harmless from and against any liability, damages, causes of action, cost, expense (including attorney’s fees), or claim that is made against the City or incurred by the City as a result of: (a) any breach of this Letter by Applicant, its agents and contractors, and others acting for or through Applicant (b) any bad act, omission, or negligence of Applicant its agents and contractors, and others acting for or through Applicant and/or (c) all claims for damages to public or private property and for injuries to persons arising out of the work, use, or presence of Applicant, and its agents and contractors, and others acting for or through Applicant, with respect to this Event.
- Return the area(s) to a condition similar to that prior to use immediately after Event. Applicant may be charged a cleanup fee if property is left in an unreasonable disorderly condition. Any damage to underground utilities or irrigation system will be the responsibility of Applicant.
- The City of Saugatuck may cancel or postpone Event for any condition affecting the public health or safety of the city or any condition that would place parks, facilities or other property at risk of damage or destruction if the Event were permitted to take place.

Assuming the above accurately reflects the Applicant’s understanding and agreement please have an authorized official(s) sign and date where indicated below and return one original copy of this Letter to the City.

Sincerely,

CITY OF SAUGATUCK

Date: _____, 2019

By: _____
Ken Trester, Mayor

Date: _____, 2019

By: _____
Monica Nagel, City Clerk

The foregoing accurately reflects the understanding and our agreement with respect to our proposal to hold, operate and conduct the Event in the City of Saugatuck.

SDABA

Date: _____, 2019

By: _____
Its: _____



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: SDABA

TELEPHONE: 269-857-1626

MAILING ADDRESS: P.O. Box 221 Saugatuck, MI 49453

CONTACT NAME: Gregory Muncey

TELEPHONE: 269-857-1626

E-MAIL ADDRESS: gmuncey@gmail.com

CELL PHONE: 269-355-9917

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Gregory Muncey

TELEPHONE: 269-857-1626

E-MAIL ADDRESS: gmuncey@gmail.com

CELL PHONE: 269-355-9917

EVENT INFORMATION

NAME OF EVENT: Annual Sidewalk Sale

DATE(S) OF EVENT: 8/15/2019

PURPOSE OF EVENT: Bringing business to businesses

RAIN DATE: N/A

- | | | | |
|--|--|--|---------------------------------------|
| <input checked="" 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: Butler St, Mason St., Hoffman Street.

EVENT HOURS: 9 a.m. - 5 p.m.

ESTIMATED NUMBER OF ATTENDEES: 500 - 750

ESTIMATED NUMBER OF VOLUNTEERS: 8

ESTIMATE DATE / TIME FOR SET-UP: 8/15/2019 7 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 8/15/2019 5 - 7:30 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: 11 a.m. END: 5 p.m.

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: 6 (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): Restroom & More shops directional signs
Description of signs: Same as previous years.
(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 30
 AWNINGS - QUANTITY _____ TABLES - QUANTITY 60
 PORTABLE TOILETS - QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No
If yes, where do you propose your vendors park? Saugatuck High School Parking Lot

Will the Interurban be utilized? Yes No Time(s) 11 a.m. - 5 p.m.

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 8

BARRICADES – QUANTITY 10

TRAFFIC CONES – QUANTITY _____

PARKING SIGNS – QUANTITY As needed

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: 8/15/2019 7 A.M. P.M.

Street re-open date/time: 8/15/2019 7:30 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: _____

Downtown Street / Sidewalk Closure(s)



— = Barriers x 2

— = Merchant/tented areas allowing proper easement for emergency vehicles if needed.

*Same set up as in years past.



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

7/23/2019

Date

SAUGATUCK TOWNSHIP FIRE DISTRICT

3342 Blue Star Highway
Saugatuck, MI 49453
269-857-3000 269-857-1228(Fax)
Greg Janik
Fire Chief/Fire Marshal

REQUIREMENTS FOR TENT STRUCTURES

Note this is a partial check list of requirements based on the International Fire Code (IFC). If you have further requirements consult with Saugatuck Township Fire District.

Check off when complete:

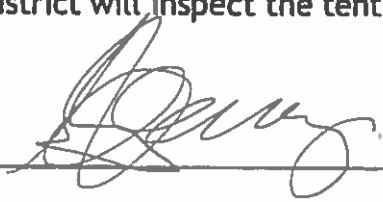
- A detailed site and floor plan for tents with an occupant load of 50 or more shall be provided with each application for approval. The floor plan shall indicate details of the means of egress, seating capacity, arrangement of seating and location of any heating and electrical equipment.
- Fire apparatus access roads shall be provided.
- Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guy wires shall be considered as part of the tent. Note: There are exceptions, consult with the Saugatuck Township Fire District.
- An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes, or other obstructions shall be maintained on all sides of all tents.
- All tents and side curtains shall be composed of flame resistant material in accordance with NFPA 701 and IFC.
- Tents shall have a permanently affixed label bearing the identification of size and fabric or material type.
- A copy of the certificate attesting to the flame resistance of the fabric shall be submitted to Saugatuck Township Fire District.
- Combustible materials shall not be located within any tent structure.
- Open flame or other devices emitting flame, fire or heat including parked cars shall not be permitted inside or within 20 feet of the tent.
- Portable fire extinguishers shall be provided at the exits. A minimum size of 2A 10BC.

- The occupant load shall be stated.
- Side curtains shall be flame resistant and when used at exit openings shall be of a color that contrasts with the color of the tent.
- Aisles having a minimum width of not less than 44 inches shall be provided from seating areas and aisles shall progressively increase in width to provide, at all points, not less than 1 foot or aisle width for each 50 persons served by such aisle at that point.
- A minimum number of means of egress and means of egress widths are as follows:

Occupant Load	Min. # of Means of Egress	Min. Width of Egress
10-199	2	72"
200-499	3	72"

- Exits shall be clearly marked if the occupant load is 50 or more.
- Exit signs shall be approved self-luminous type or shall be internally or externally illuminated.
- Means of egress shall be illuminated.
- Required width of exits, aisles and passageways shall be maintained at all times.
- Trained crowd manager/supervisor shall be provided at a ratio of one crowd manager/supervisor for every 250 occupants.
- "No Smoking" signs shall be posted in conspicuous locations.
- Saugatuck Township Fire District will inspect the tent installation.

Signature of Applicant: _____





City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Special Event Application (Art in the Park)

DESCRIPTION:
Special event application submitted from SDABA to hold the 3rd annual Art in the Park event in Wicks Park on August 17, 2019.

BUDGET ACTION REQUIRED:
N/A

COMMITTEE/COMMISSION REVIEW:
N/A

LEGAL REVIEW:
N/A

SAMPLE MOTION:
Motion to **approve/deny** special event application from SDABA to hold the 3rd annual Art in the Park event in Wicks Park on August 17, 2019 contingent on applicant signing the letter of understanding.



2019 3rd Annual Art in the Park
Letter of Understanding

August 12, 2019

SDABA
PO Box 221
Saugatuck, MI 49453

Re: Letter of Understanding

Dear Mr. Muncey:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to SDABA’s (“Applicant”) proposal to hold, operate and conduct the **3rd Annual Art in the Park** event within the City on **Saturday, August 17, 2019** (“Event”).

The Special Event Application and associated materials dated July 23, 2019 (collectively, the “Application”) to the City which has been reviewed by the City Council. After due consideration, the City Council has approved that Application subject to Applicant’s willingness to sign this Letter. This Letter shall be construed to incorporate and include the Application as well as the materials attached thereto. In the event of a conflict between the terms of this Letter and the Application, the terms of this Letter shall control.

In granting approval for the event, the City is consenting to the use of **Wicks Park**. In addition, the City agrees that, subject to compliance with this Letter, the City shall provide the following at its cost for the Event:

- 4 reserved parking spaces as identified in the application
- Use of City owned electrical outlets/services in event location. City does not supply electrical extension cords. **It is the responsibility of the applicant to ensure that there is adequate electrical capacity to hold the event and to obtain additional electrical supply if needed.*

In exchange for the City's approval and commitments as set forth above, Applicant agrees to the following:

- Attend a pre-event planning meeting if requested by City.
- Compliance with all adopted local, county and state codes, regulations, and laws including applying for and obtaining any required state or county alcohol/food service permits.
- Provide adequate event personnel for the safety and well-being of attendees.
- (Indemnification and Hold Harmless Provision) save, defend, reimburse, indemnify, and hold the City and its officials, employees, officers, and agents (such parties are included in the term "City" in this section), harmless from and against any liability, damages, causes of action, cost, expense (including attorney's fees), or claim that is made against the City or incurred by the City as a result of: (a) any breach of this Letter by Applicant, its agents and contractors, and others acting for or through Applicant (b) any bad act, omission, or negligence of Applicant its agents and contractors, and others acting for or through Applicant and/or (c) all claims for damages to public or private property and for injuries to persons arising out of the work, use, or presence of Applicant, and its agents and contractors, and others acting for or through Applicant, with respect to this Event.
- Return the area(s) to a condition similar to that prior to use immediately after Event. Applicant may be charged a cleanup fee if property is left in an unreasonable disorderly condition. Any damage to underground utilities or irrigation system will be the responsibility of Applicant.
- The City of Saugatuck may cancel or postpone Event for any condition affecting the public health or safety of the city or any condition that would place parks, facilities or other property at risk of damage or destruction if the Event were permitted to take place.

Assuming the above accurately reflects the Applicant's understanding and agreement please have an authorized official(s) sign and date where indicated below and return one original copy of this Letter to the City.

Sincerely,

CITY OF SAUGATUCK

Date: _____, 2019

By: _____
Ken Trester, Mayor



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: SDABA

TELEPHONE: 269-857-1626

MAILING ADDRESS: P.O. Box 221 Saugatuck, MI 49453

CONTACT NAME: Gregory Muncey

TELEPHONE: 269-857-1626

E-MAIL ADDRESS: gmuncey@gmail.com

CELL PHONE: 269-355-9917

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Gregory Muncey

TELEPHONE: 269-857-1626

E-MAIL ADDRESS: gmuncey@gmail.com

CELL PHONE: 269-355-9917

EVENT INFORMATION

NAME OF EVENT: 3rd Annual Art In The Park

DATE(S) OF EVENT: 8/17/2019

PURPOSE OF EVENT: Cultural enrichment, business to town.

RAIN DATE: N/A

- | | | | |
|--|--|--|---------------------------------------|
| <input checked="" 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: Wicks Park, Water Street, Saugatuck

EVENT HOURS: 11 a.m. - 5 p.m.

ESTIMATED NUMBER OF ATTENDEES: 300 - 500

ESTIMATED NUMBER OF VOLUNTEERS: 8

ESTIMATE DATE / TIME FOR SET-UP: 8/17/2019 8 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 8/17/2019 5 - 6:30 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: 12 p.m. END: 5 p.m.

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: 8 (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): Same as Yard signs.

Description of signs: Same as previous years.

(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 15 (10' x 10')

AWNINGS – QUANTITY _____ TABLES – QUANTITY 24

PORTABLE TOILETS – QUANTITY _____

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

If yes, where do you propose your vendors park? Saugatuck High School

Will the Interurban be utilized? Yes No Time(s) 11 a.m. - 5 p.m.

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 6

BARRICADES – QUANTITY _____

TRAFFIC CONES – QUANTITY 4

PARKING SIGNS – QUANTITY 4

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: SHS Parking Lot

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.

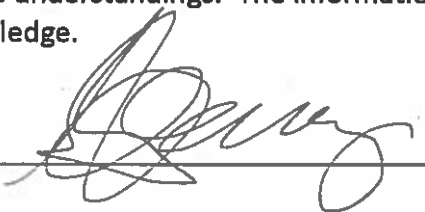
Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during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

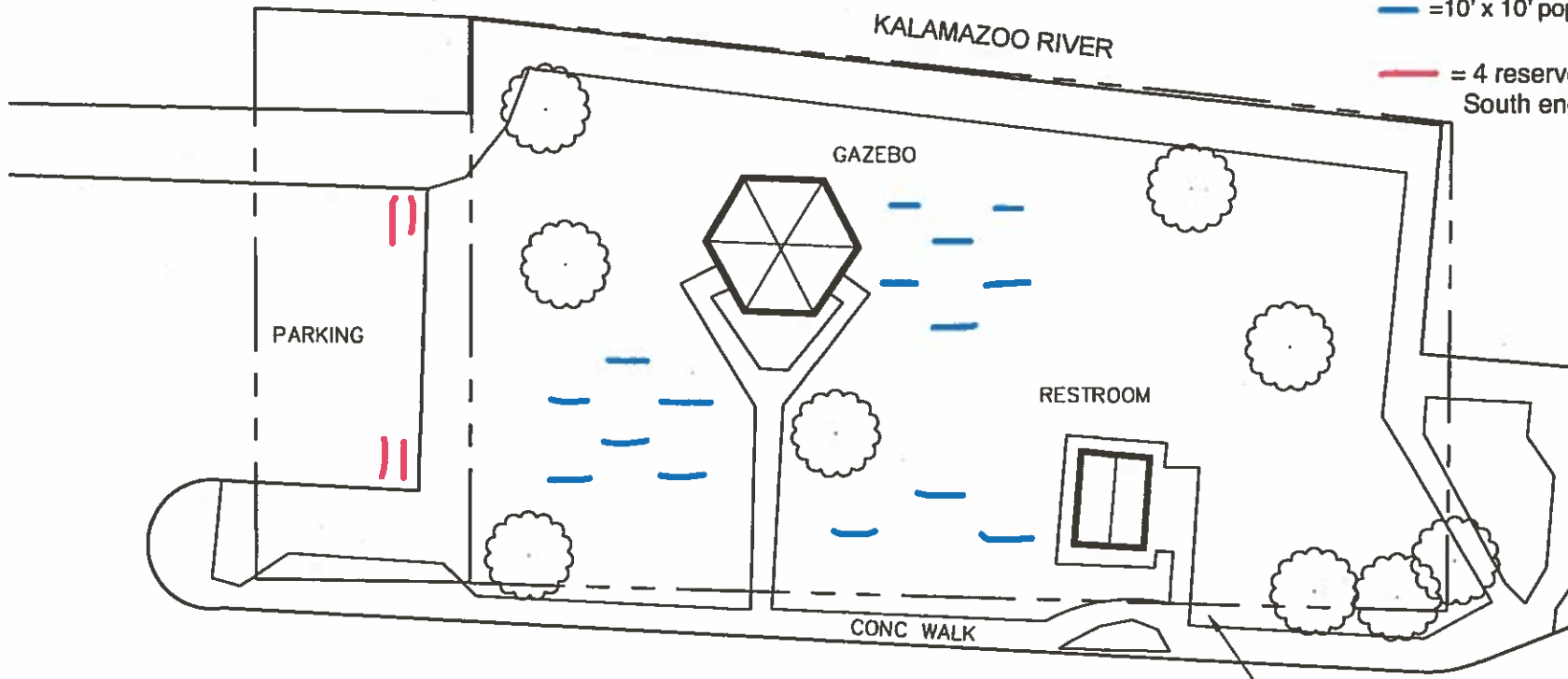
Applicant Signature



7/23/2019

Date

— = 10' x 10' pop up tents
— = 4 reserved parking spots
South end of parking lot.

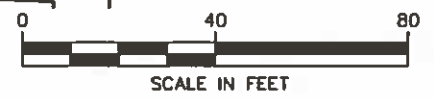


WICKS PARK BOUNDARY

WATER STREET

MAIN STREET

MARY STREET



APPLICANT TO SKETCH LOCATION OF PROPOSED
TEMPORARY STRUCTURES, TENTS, STAGES,
EQUIPMENT, TRAILERS, PORTA POTTY'S, ETC...

FLEIS & VANDENBRINK ENGINEERING, INC.

CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

WICKS PARK
PARK USE PERMIT APPLICATION

SAUGATUCK TOWNSHIP FIRE DISTRICT

3342 Blue Star Highway
Saugatuck, MI 49453
269-857-3000 269-857-1228(Fax)
Greg Janik
Fire Chief/Fire Marshal

REQUIREMENTS FOR TENT STRUCTURES

Note this is a partial check list of requirements based on the International Fire Code (IFC). If you have further requirements consult with Saugatuck Township Fire District.

Check off when complete:

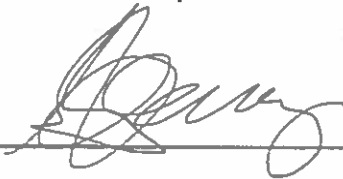
- A detailed site and floor plan for tents with an occupant load of 50 or more shall be provided with each application for approval. The floor plan shall indicate details of the means of egress, seating capacity, arrangement of seating and location of any heating and electrical equipment.
- Fire apparatus access roads shall be provided.
- Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guy wires shall be considered as part of the tent. Note: There are exceptions, consult with the Saugatuck Township Fire District.
- An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes, or other obstructions shall be maintained on all sides of all tents.
- All tents and side curtains shall be composed of flame resistant material in accordance with NFPA 701 and IFC.
- Tents shall have a permanently affixed label bearing the identification of size and fabric or material type.
- A copy of the certificate attesting to the flame resistance of the fabric shall be submitted to Saugatuck Township Fire District.
- Combustible materials shall not be located within any tent structure.
- Open flame or other devices emitting flame, fire or heat including parked cars shall not be permitted inside or within 20 feet of the tent.
- Portable fire extinguishers shall be provided at the exits. A minimum size of 2A 10BC.

- The occupant load shall be stated.
- Side curtains shall be flame resistant and when used at exit openings shall be of a color that contrasts with the color of the tent.
- Aisles having a minimum width of not less than 44 inches shall be provided from seating areas and aisles shall progressively increase in width to provide, at all points, not less than 1 foot or aisle width for each 50 persons served by such aisle at that point.
- A minimum number of means of egress and means of egress widths are as follows:

Occupant Load	Min. # of Means of Egress	Min. Width of Egress
10-199	2	72"
200-499	3	72"

- Exits shall be clearly marked if the occupant load is 50 or more.
- Exit signs shall be approved self-luminous type or shall be internally or externally illuminated.
- Means of egress shall be illuminated.
- Required width of exits, aisles and passageways shall be maintained at all times.
- Trained crowd manager/supervisor shall be provided at a ratio of one crowd manager/supervisor for every 250 occupants.
- "No Smoking" signs shall be posted in conspicuous locations.
- Saugatuck Township Fire District will inspect the tent installation.

Signature of Applicant: _____





City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Special Event Application (Labor Day Bridge Walk)

DESCRIPTION:

Special event application submitted from SPS Community Recreation to hold a Labor Day Bridge Walk event on Monday, September 2, 2019 on Blue Star Bridge.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** special event application from SPS Community Recreation to hold a Labor Day Bridge Walk event on Monday, September 2, 2019 on Blue Star Bridge contingent on applicant signing the letter of understanding.



2019 Labor Day Bridge Walk
Letter of Understanding

August 12, 2019

SPS Community Recreation
PO Box 818
Douglas, MI 49406

Re: Letter of Understanding

Dear Mr. Kierzek:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to **SPS Community Recreation** (“Applicant”) proposal to hold, operate and conduct the a **Labor Day Bridge Walk** event within the City on **Monday, September 2, 2019** (“Event”).

The Special Event Application and associated materials dated July 2, 2019 (collectively, the “Application”) to the City which has been reviewed by the City Council. After due consideration, the City Council has approved that Application subject to Applicant’s willingness to sign this Letter. This Letter shall be construed to incorporate and include the Application as well as the materials attached thereto. In the event of a conflict between the terms of this Letter and the Application, the terms of this Letter shall control.

In granting approval for the event, the City is consenting to the use of **Blue Star Bridge**. In exchange for the City’s approval, Applicant agrees to the following:

- Attend a pre-event planning meeting if requested by City.
- Compliance with all adopted local, county and state codes, regulations, and laws including applying for and obtaining any required state or county alcohol/food service permits.
- Provide adequate event personnel for the safety and well-being of attendees.
- (Indemnification and Hold Harmless Provision) save, defend, reimburse, indemnify, and hold the City and its officials, employees, officers, and agents (such parties are included in the term “City” in this section), harmless from and against any liability, damages, causes of action, cost, expense (including attorney’s fees), or claim that is made against the City or incurred by the City as a result of: (a) any breach of this

Letter by Applicant, its agents and contractors, and others acting for or through Applicant (b) any bad act, omission, or negligence of Applicant its agents and contractors, and others acting for or through Applicant and/or (c) all claims for damages to public or private property and for injuries to persons arising out of the work, use, or presence of Applicant, and its agents and contractors, and others acting for or through Applicant, with respect to this Event.

- Return the area(s) to a condition similar to that prior to use immediately after Event. Applicant may be charged a cleanup fee if property is left in an unreasonable disorderly condition.
- The City of Saugatuck may cancel or postpone Event for any condition affecting the public health or safety of the city or any condition that would place parks, facilities or other property at risk of damage or destruction if the Event were permitted to take place.

Assuming the above accurately reflects the Applicant's understanding and agreement please have an authorized official(s) sign and date where indicated below and return one original copy of this Letter to the City.

Sincerely,

CITY OF SAUGATUCK

Date: _____, 2019

By: _____
Ken Trester, Mayor

Date: _____, 2019

By: _____
Monica Nagel, City Clerk

The foregoing accurately reflects the understanding and our agreement with respect to our proposal to hold, operate and conduct the Event in the City of Saugatuck.

SPS Community Recreation

Date: _____, 2019

By: _____
Its: _____



____ 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: SPS Community Recreation TELEPHONE: 269.857.1444
MAILING ADDRESS: Po Box 818 Douglas MI 49406
CONTACT NAME: Scott Kierzek TELEPHONE: 616.886.0577
E-MAIL ADDRESS: skierzek@saugatuckps.com CELL PHONE: _____

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Same TELEPHONE: _____
E-MAIL ADDRESS: _____ CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: Labor Day Bridge Walk DATE(S) OF EVENT: Sept. 2 2019
PURPOSE OF EVENT: Tradition RAIN DATE: None

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

EVENT LOCATION: Blue Star Bridge EVENT HOURS: _____

ESTIMATED NUMBER OF ATTENDEES: 300

ESTIMATED NUMBER OF VOLUNTEERS: 12

ESTIMATE DATE / TIME FOR SET-UP: 8 8 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: _____ 10 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 One 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

9-2-19

Date

SCOT KIERZEK
616-886-0577



LABOR DAY

BRIDGE WALK

SAUGATUCK PUBLIC SCHOOLS
COMMUNITY REC.

LAKE ST.

DIRECTIONS:



- 8:45 am - Meet on the North side of Bridge, Police car will be there to stop traffic to the west lane
- Set cones North to South
- Pick up cones South to North
- Walk starts at 9:30 am
- Walk is done at 9:50 am

WASHINGTON

NORTH MAIN

WASHINGTON

UNION

-  BARRICADES
-  CONES



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Special Event Application (Mt. Baldhead Challenge)

DESCRIPTION:

Special event application submitted from Saugatuck-Douglas Rotary to hold a Mt. Baldhead Challenge race event on Friday, September 6, and Saturday, September 7, 2019 in within portions of the City of Saugatuck.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** special event application from the Saugatuck-Douglas Rotary Club to hold a Mt. Baldhead Challenge race event on Friday, September 6, and Saturday, September 7, 2019 contingent on applicant signing the letter of understanding.



2019 Mt. Baldhead Challenge
Letter of Understanding

August 12, 2019

Saugatuck-Douglas Rotary Club
PO Box 211
Douglas, MI 49406

Re: Letter of Understanding

Dear Mr. Sullivan:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to the **Saugatuck-Douglas Rotary Club’s** (“Applicant”) proposal to hold, operate and conduct a **Mt. Baldhead Challenge Race** within the City on **September 6 & 7, 2019** (“Event”).

The Special Event Application and associated materials dated July 10, 2019 (collectively, the “Application”) submitted to the City has been reviewed by the City Council. After due consideration, the City Council has approved that Application subject to Applicant’s willingness to sign this Letter. This Letter shall be construed to incorporate and include the Application as well as the materials attached thereto. In the event of a conflict between the terms of this Letter and the Application, the terms of this Letter shall control.

In granting approval for the event, the City is consenting to the use of **City Streets** and **Wicks Park** as defined in the Application. In addition, the City agrees that, subject to compliance with this Letter, the City shall provide the following for the Event:

- Traffic cones and barricades. **A member of the event agrees and will sign for all traffic cones and barricades borrowed and reimburse the City for any lost or damaged traffic cones and barricades.*
- Use of City owned electrical outlets/services in event location. City does not supply electrical extension cords. **It is the responsibility of the applicant to ensure that there is adequate electrical capacity to hold the event and to obtain additional electrical supply if needed.*

In exchange for the City's approval, Applicant agrees to the following:

- Attend a pre-event planning meeting if requested by City.
- Compliance with all adopted local, county and state codes, regulations, and laws.
- Provide adequate event personnel for the safety and well-being of attendees. If additional law enforcement or safety personnel are required/requested for the Event, the Applicant agrees to cover the costs associated with additional staffing.
- No later than five (5) business days prior to the Event, Applicant shall provide to the City Clerk a valid certificate of insurance for the Event with a minimum of \$1,000,000 per occurrence. Without limiting the foregoing, the certificate must identify the City as additional insured. All special events that involve the approved sale and consumption of alcoholic beverage must provide a liquor liability endorsement coverage limit of no less than \$1,000,000 for each occurrence. Failure to produce a valid Certificate of Insurance will result in cancellation of the Event.
- Return the streets and parks to a condition similar to that prior to use immediately after Event. Applicant may be charged a cleanup fee if property is left in an unreasonable disorderly condition. Any damage to asphalt, underground utilities, park grounds or irrigation systems will be the responsibility of Applicant.
- The City of Saugatuck may cancel or postpone Event for any condition affecting the public health or safety of the city or any condition that would place parks, facilities or other property at risk of damage or destruction if the Event were permitted to take place.

Assuming the above accurately reflects the Applicant's understanding and agreement please have an authorized official(s) sign and date where indicated below and return one original copy of this Letter to the City.

Sincerely,

CITY OF SAUGATUCK

Date: _____, 2019

By: _____
Ken Trester, Mayor

Date: _____, 2019

By: _____
Monica Nagel, City Clerk

The foregoing accurately reflects the understanding and our agreement with respect to our proposal to hold, operate and conduct the Event in the City of Saugatuck.

Saugatuck-Douglas Rotary Club

Date: _____, 2019

By: _____

Its: _____

Wednesday, July 10, 2019

**20th Annual
Mt. Baldhead Challenge
Friday-Saturday, Sept. 6-7**

Thank you for continuing to support and accommodate the 501c3 Saugatuck-Douglas Rotary Club's primary fundraiser for local charities, the Mt. Baldhead Challenge. Last year's runs, thanks to you and others, raised a record \$16,000 for these causes.

This year's 20th annual runs will resemble last year's success with somewhat-revised courses and other fresh approaches we hope attract even more sponsors and participants.

Attached are new 12- and 7-mile course maps, last year's graphics showing Wicks Park and downtown street set-ups and, for the city, last year's Special Event Form Monica Monica sent me, with 2019 updates and additions. Liability insurance forms will be forthcoming. As I recall, the City and Fire District furnished us safety checklists we will be happy to complete once again.

Course changes from 2018 include running down the back side of Baldhead to Oval Beach (we used to turn left/south at the top, then run down the path to Perryman), then run ON the beach south, up to cross the road, then take the new Woollam Trail east to Bliss (past where the 7.5-mile race also starts), Park Street, then back to Wicks.

The beauty of these trails should blow runners' minds. Using Woollam means we won't run on Perryman -- except where the trail crosses it (we'll have volunteers there) and will forego Dunegrass (maybe next year). It also adds another discrete trail stretch (Woollam) to monitor and be prepared for.

Hopefully, Greg, your new trail backboard cart won't be needed anywhere. But having it is more than we did two years ago,

I have confirmed with our new Rotary board that we/the Mt. Baldhead committee will be happy to participate with a table and display at National Night Out Tuesday, Aug. 6, from 6 to 8 p.m. Thank you for inviting us!

We learn as we go each year and your feedback is welcome. Please feel free to contact me or other committee members with your input, questions and concerns.

Sincerely,
Scott Sullivan on behalf of fellow MBC Committee members Jim Sullivan,
Gordon Stannis, Steve Baker, Megan Scheehorn, Ed Karasak, Jack Sheridan and
Chris Yoder



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: Saugatuck-Douglas Rotary Club TELEPHONE: 269 857-2570
MAILING ADDRESS: P.O. Box 211, Douglas, MI 49406
CONTACT NAME: Scott Sullivan TELEPHONE: (269) 857-2570
E-MAIL ADDRESS: editorcommrec@allegannews.com CELL PHONE: (616) 822-2058

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: See above TELEPHONE: _____
E-MAIL ADDRESS: _____ CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: ^{20th} annual Mt. Baldhead Challenge DATE(S) OF EVENT: Sept. 6-7
PURPOSE OF EVENT: Charity road/trail runs RAIN DATE: n/a

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

EVENT LOCATION: Wicks Park and route, Bliss St. EVENT HOURS: Friday, 3-7 p.m.

ESTIMATED NUMBER OF ATTENDEES: Had ~~300~~ ⁴⁰⁰ last year, hope for more Saturday, 7 a.m. - 1 p.m.

ESTIMATED NUMBER OF VOLUNTEERS: 70-100

ESTIMATE DATE / TIME FOR SET-UP: 9, 6, 18 _____ A.M. 3 P.M. (circle one)

ESTIMATE DATE / TIME FOR CLEAN-UP: 9, 8, 18 _____ A.M. 1 P.M. (circle one)

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No *SPS band members on Mt Baldy!*
TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers
PROPOSED TIME MUSIC WILL BEGIN: 9:00 am END: 11 am

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License *will do*

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured) *will do*
 Provide Copy of Michigan Liquor Control License *will do*

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: Fenced-in service area, ID's checked at entrance

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 OVER CITY STREET - Location: ~~yes. Hopefully near start on Water Street~~
 (Size cannot be greater than 16 square feet. Cannot be displayed no 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): Wicks Park: Course Maps, Sponsor Tables
 Description of signs: also course direction signs, to be removed immediately after
 (Signs at event site cannot be displayed prior to day of the event and must 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 One 20x30 Foot
 AWNINGS - QUANTITY _____ TABLES - QUANTITY ~10
 PORTABLE TOILETS - QUANTITY ~10 *maybe small food tent (10x10)*

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No
If yes, where do you propose your vendors park? New site

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

SPS buses will shuttle runners from Wicks Park to remote start across river near Bliss St,

DEPARTMENT OF PUBLIC WORKS

APPROVED

DENIED

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

TRASH RECEPTACLES - QUANTITY ~10

BARRICADES - QUANTITY 2-3

TRAFFIC CONES - QUANTITY LOTS, T.B., D.

PARKING SIGNS - QUANTITY at park

FENCING WATER ELECTRIC

RESTROOM CLEANING

OTHER _____

SAUGATUCK/DOUGLAS POLICE DEPARTMENT

APPROVED

DENIED

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times Saturday on course during races

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED

DENIED

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

Street closure date/time: 9/27/18

Pal Street 8:50-9:05 pm
8:45-9:10 A.M. P.M. (circle one)

Street re-open date/time: / /

9:10 A.M. P.M. (circle one)

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

Describe Sidewalk Use: _____

Sidewalk closure date/time: / / _____ A.M. P.M. (circle one)

Sidewalk re-open date/time: / / _____ A.M. P.M. (circle one)

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

Parking Lot Location: _____

Sidewalk closure date/time: / / _____ A.M. P.M. (circle one)

Sidewalk re-open date/time: / / _____ A.M. P.M. (circle one)

What parking arrangements are proposed to accommodate potential attendance: Shuttle from Wick's to remote start, IF numbers justify, add school lot shuttle

CITY USE ONLY - Department representative please initial if approved

[] DPW [] POLICE [] FIRE

CITY COUNCIL APPROVAL DATE: _____

AUTHORIZED BY: _____

DATE: _____

MONICA LOOMAN -CITY CLERK

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) *will provide*

Fireworks Permit (if applicable)

Michigan Liquor Control Commission Special Event License (if applicable) *will provide*

Health Department Food Service License (if applicable)

If document is missing, please explain: *Will provide. Still working out details*

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.

[Handwritten Signature]

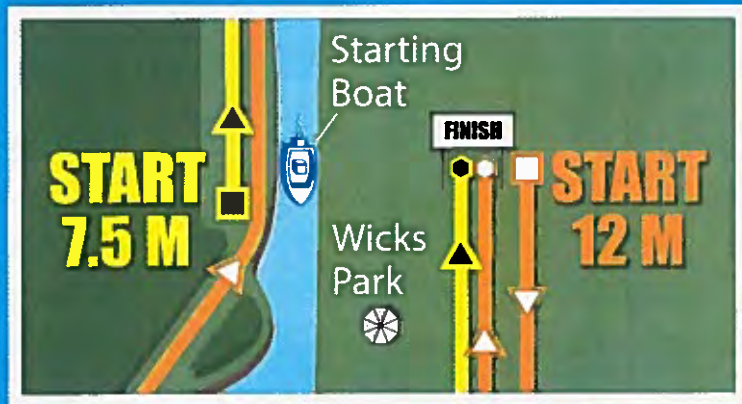
Applicant Signature

[Handwritten Signature] 7-10-19

Date

MOUNT BALDHEAD CHALLENGE

THE ULTIMATE MULTI-TERRAIN RACE™



Mid-River Starting Boat (9am Start Time)

7.5M (Includes Mt Baldhead steps and trails!)

Starts on the west side of the river and ends on the east at Wicks Park to cheer on the 12M competitors.

12M

Starts and ends on the east side of the river at Wicks Park to celebrate with the 7.5M competitors.





NAVIGATION

For a full and complete description of the navigation rules and regulations of the State of Michigan, see the Michigan Code of Laws, Chapter 207, Section 101, and the Michigan Code of Laws, Chapter 207, Section 102.

Lake Michigan
579 ft. above sea level

12 MILE
LONG COURSE



Shorewood

Arboretum

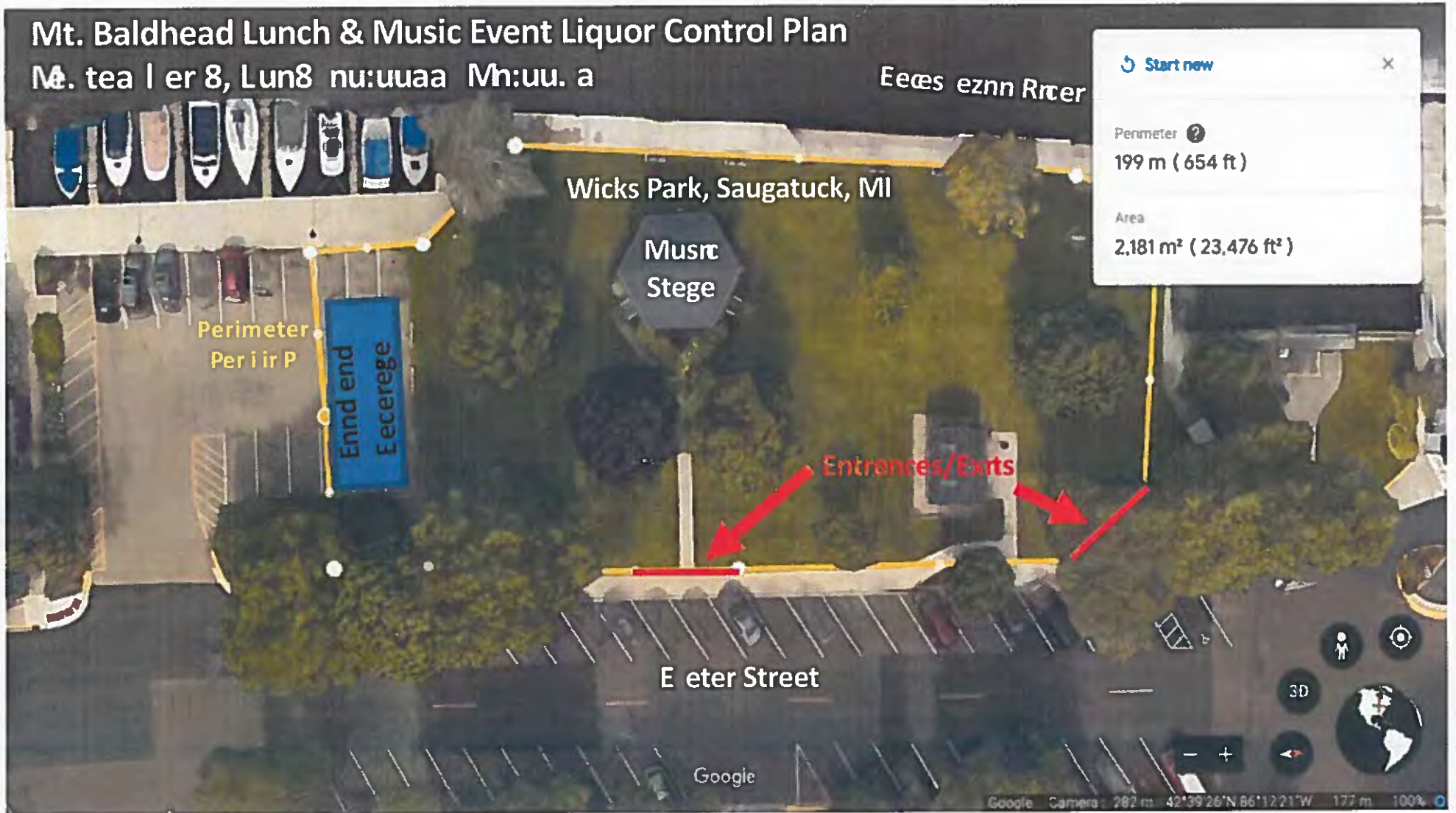
Kalamazoo Lake

Douglas



Mt. Baldhead Lunch & Music Event Liquor Control Plan

Monday, August 8, 2022 11:00 AM





SAUGATUCK

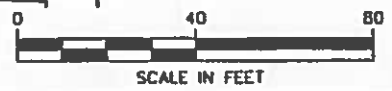
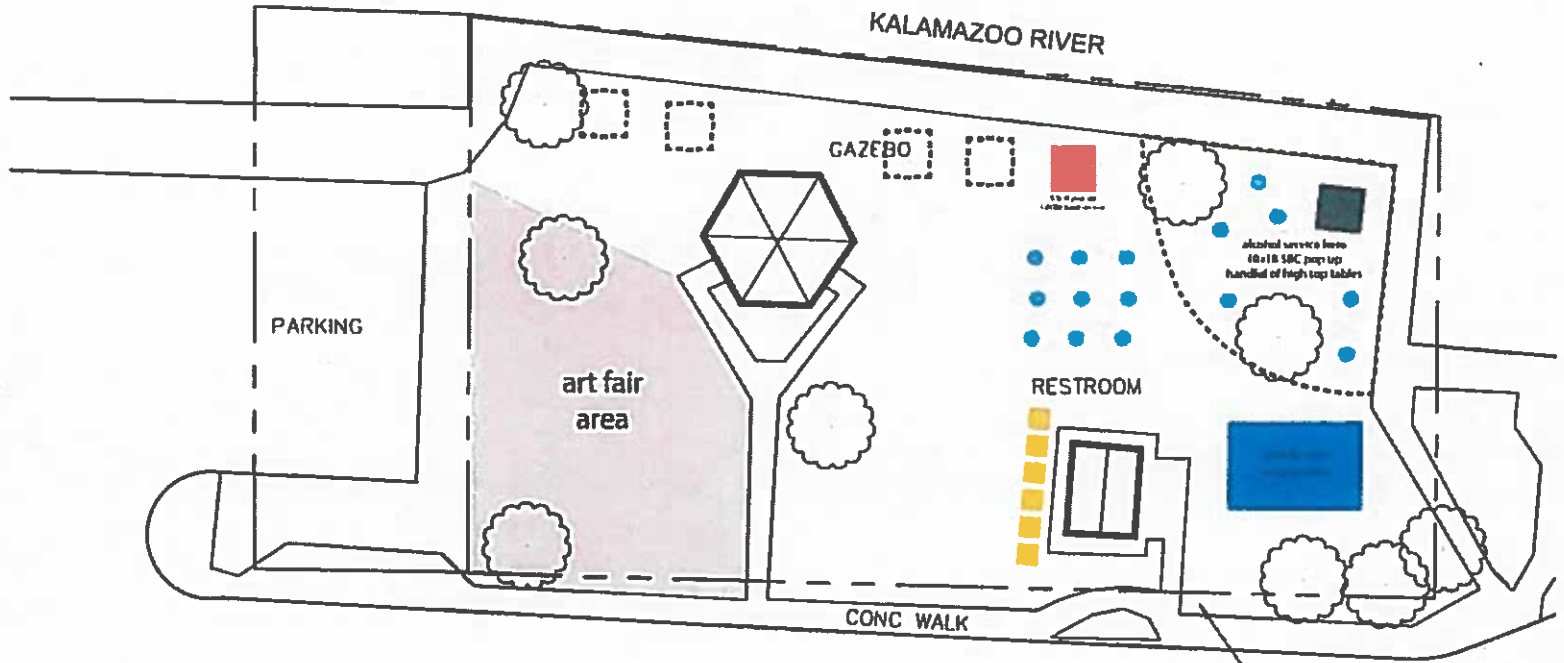


Home of the

MOUNT BALDHEAD

CHALLENGE

THE ULTIMATE MULTI TERRAIN RACE



APPLICANT TO SKETCH LOCATION OF PROPOSED
 TEMPORARY STRUCTURES, TENTS, STAGES,
 EQUIPMENT, TRAILERS, PORTA POTTY'S, ETC...

FLEIS & VANDENBRINK ENGINEERING, INC.

CITY OF SAUGATUCK
 ALLEGAN COUNTY, MICHIGAN

WICKS PARK
 PARK USE PERMIT APPLICATION



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/08/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Ali Sulita PHONE (A/C No., Ext): 1-833-3ROTARY E-MAIL ADDRESS: rotary@ajg.com	FAX (A/C, No): 630-285-4062
	INSURER(S) AFFORDING COVERAGE	
INSURED All Active US Rotary Clubs & Districts Rotary Club of Saugatuck-Douglas Club 84123 ATTN: Risk Management Dept. 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A : Lexington Insurance Company	NAIC # 19437
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER: 899307648** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		Y	015375594	7/1/2019	7/1/2020	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			015375594	7/1/2019	7/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate holder is included as additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

CANCELLATION

City of Saugatuck
 P.O. Box 86
 Saugatuck, MI 49453

RE: Rotary Club of Saugatuck-Douglas Club 84123 | District 6360
 Mt. Baldhead Challenge - 9/6-7/2019

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: August 12, 2019
SUBJECT: Parade/Special Event Permit (Collector Car Cruise)

DESCRIPTION:

The City has received a request from an organization that would like to conduct a collector car cruise through the City of Saugatuck and out to Oval Beach. The event organizers have committed to having volunteers at specific intersections to direct traffic as the approximately 70 vehicles parade through town. However the organization is requesting to stop traffic at Blue Star Highway and Lake Street which does present concerns from the City's law enforcement provider. If the City Council is inclined to approve the event, it may be a safer option for the organization to rally at the high school area then initiate the cruise into town so that Blue Star Highway traffic would not be stopped.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

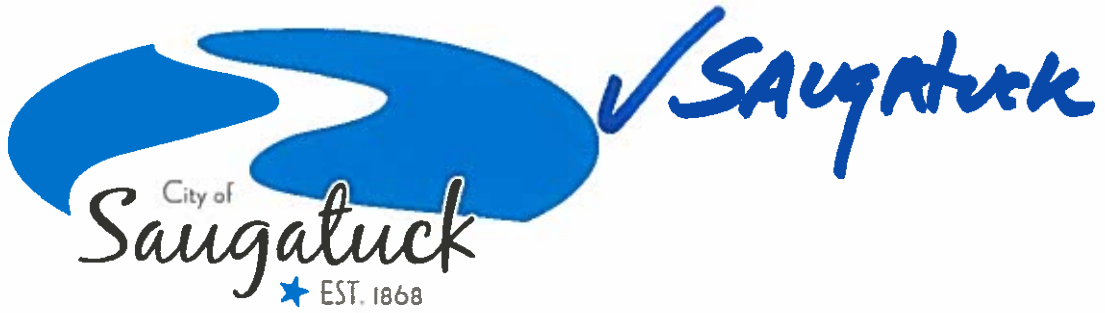
N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the parade/special event permit from the Friends of the Cruise to Oval Beach with the following stipulations:



APPLICATION FOR PARADE PERMIT
(including runs, walks, and other uses of the City public right-of-way)

APPLICANT / ORGANIZATION INFORMATION

Applicant/Organization Name: _____

Contact Person: GREG PLOWE

Address: 295 Park Street SAUGATUCK MI 49406
Street City State Zip

() _____ (616) 834 5646
Home Phone Cellular Phone

EVENT INFORMATION

Event Name: CRUISE through town to Ovac Beach

Date(s) of Event: 9/14/2019

Hours of Event: 6:30 - 7:30

Proposed Route for Event: Blue Star Highway - to Center street to
MAIN street - to Blue Star Highway - (SAUGATUCK portion
→ to LAKE to Butler to FRANCIS to WATER to
LAKE to Blue Star) - then in Douglas to Center to Ferry
(SAUGATUCK - to Park to PERRYMAN)

G. Plowe
Applicants Signature

4/16/2019
Date

I hereby approve this application for a parade permit subject to the attached conditions.

Chief of Police Giles

Date

Chief of Fire Janik

Date



APPLICATION FOR PARADE PERMIT
(including runs, walks, and other uses of the City public right-of-way)

APPLICANT / ORGANIZATION INFORMATION

Applicant/Organization Name: FRIENDS of the 'CRUISE to OVAL BEACH'

Contact Person: GREG PLOWE

Address: 295 Park Street Saugatuck MI 49406
Street City State Zip

() _____ (616) 834 5646
Home Phone Cellular Phone

EVENT INFORMATION

Event Name: CRUISE to OVAL BEACH

Date(s) of Event: Sept 14, 2019

Hours of Event: 6:45 - 7:15

Proposed Route for Event: BLUE STAR to LAKE then LAKE to CULVER
then CULVER to WATER then WATER to FRANCIS
then FRANCIS to BUTLER then BUTLER to CULVER
then CULVER to LAKE then LAKE to BLUE STAR

Greg Plowe
Applicants Signature

5/09/2019
Date

I hereby approve this application for a parade permit subject to the attached conditions.

Chief of Police

Date

Chief of Fire Janik

Date



____ 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: Friends of the Cruise to Oval Beach TELEPHONE: 616 834 5646
 MAILING ADDRESS: PO Box 399 325 Water Street, Douglas, 49405
 CONTACT NAME: Greg Plowe TELEPHONE: 616 834 5646
 E-MAIL ADDRESS: Greg.Plowe@MAC.com CELL PHONE: SAME

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Greg Plowe TELEPHONE: _____
 E-MAIL ADDRESS: Greg.Plowe@MAC.com CELL PHONE: 616 834 5646

EVENT INFORMATION

NAME OF EVENT: Cruise to Oval Beach DATE(S) OF EVENT: 9/14/2019
 PURPOSE OF EVENT: CLASSIC CAR PARADE RAIN DATE: N/A

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

EVENT LOCATION: _____ EVENT HOURS: _____

ESTIMATED NUMBER OF ATTENDEES: 70 Vehicles

ESTIMATED NUMBER OF VOLUNTEERS: 10-15

ESTIMATE DATE / TIME FOR SET-UP: 9/14 6:30 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 9/14 7:30 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)
- N/A Fireworks Permit (if applicable)
- N/A Michigan Liquor Control Commission Special Event License (if applicable)
- N/A 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.

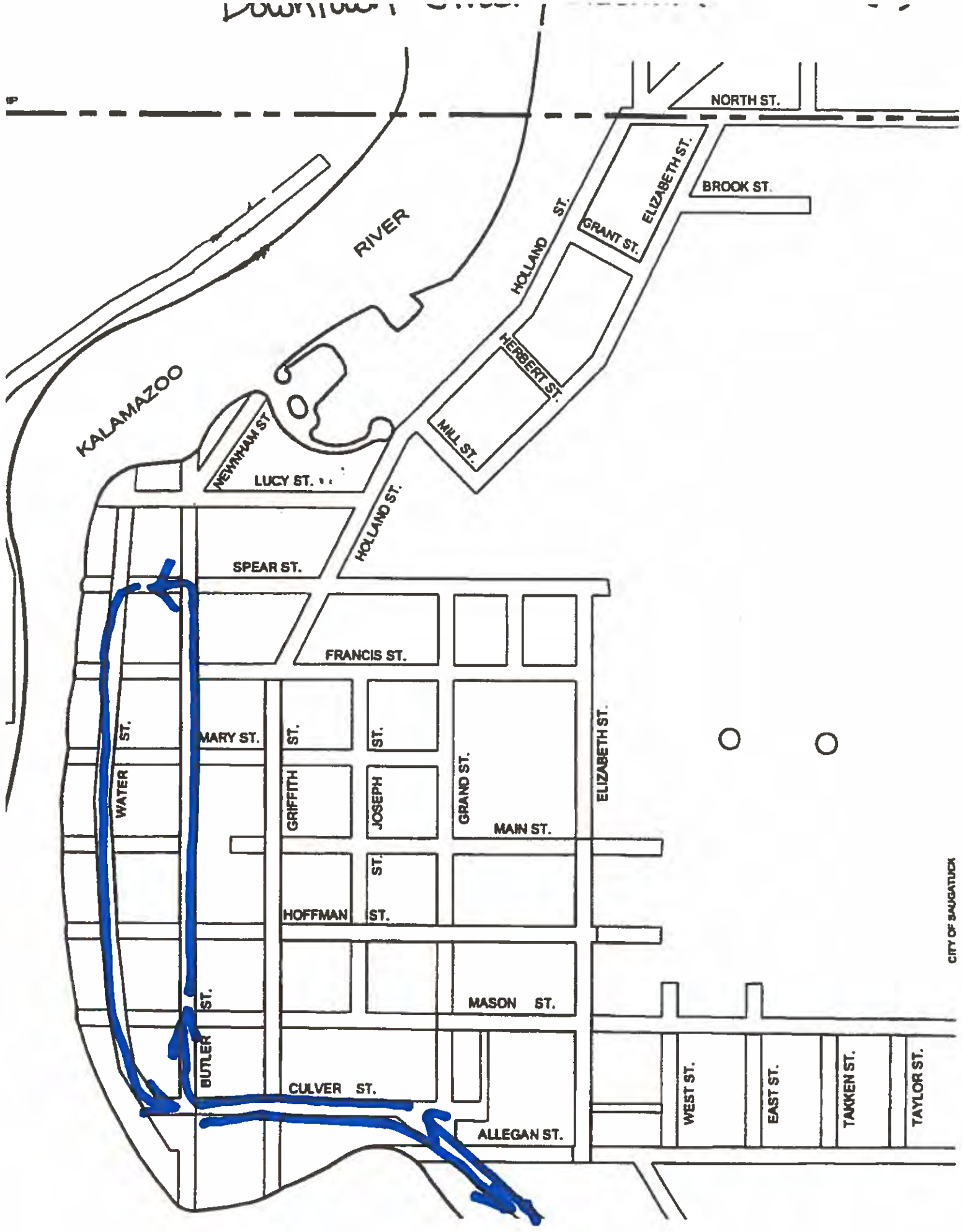


Applicant Signature



Date

Lowwater Street



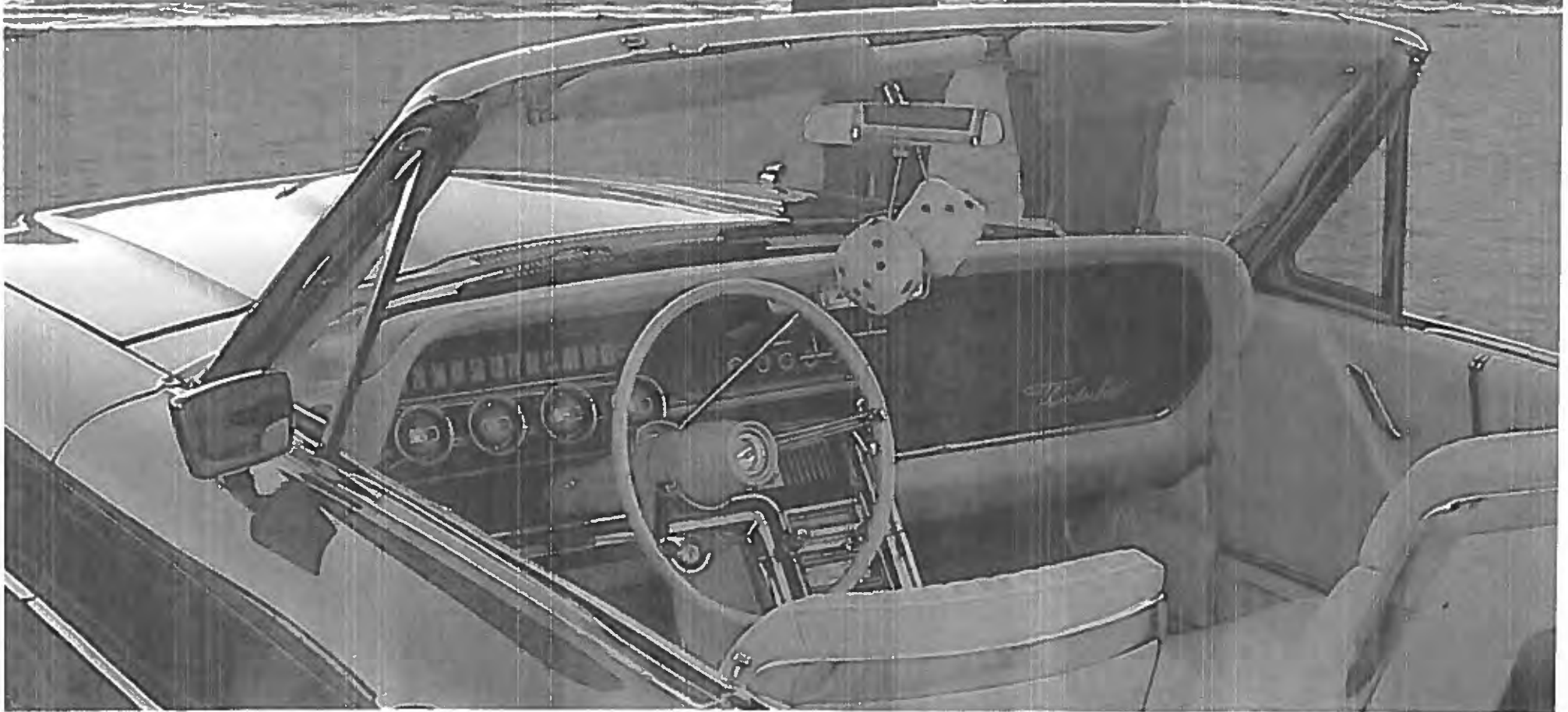
CITY OF SAUGATUCK

There's Something About Saugatuck

Michigan's finest LGBT collector car event

September 13-14-15, 2019

[Sign up »](#)



Schedule of Events

Friday

6 p.m. Welcome reception at the Saugatuck Center for the Arts. Reconnect with old friends over hors d'oeuvres. Cash bar and fifty-fifty raffle. Keep one eye on the parking gallery to see who drives in next—and in what! Please note, no alcohol is allowed to be brought in.

Evening. Hang out at The Dunes Resort. Take a spin on the dance floor, cool off in the pool, enjoy lubricated conversation at the bar or soak in a hot tub (if your room is so equipped).

Saturday

11 a.m. Parking opens at The Dunes Resort, for any cars that need to enter on Saturday.

1 p.m. Car show at The Dunes Resort. Vote for your favorites on our fun-filled ballot, and turn it in to the registration table (near the pool entrance) by 3:00.

3 p.m. Poolside happy hour.

5:30 p.m. Awards banquet.

7 p.m. Cruise to Oval Beach for a breathtaking taillight glow and sunset on the sandy shore of Lake Michigan.

Evening. Another free-form night at The Dunes Resort.

Sunday

11:00 a.m. Farewell Brunch at The Dunes.

Our Venues



The Dunes Resort, 333 Blue Star Highway, Douglas. The Dunes is the Midwest's largest GLBT resort and entertainment complex, and our home for most of our event and evening entertainment. Open year round with six bars, dance floor, outdoor heated pool, outdoor hot tubs, and then there's the woods. Phone (269) 857-1401.



The Saugatuck Center for the Arts, 400 Culver Street, Saugatuck. Hosts our Friday evening reception. The center of Saugatuck's robust and vibrant arts community. Please note, no alcohol is allowed to be brought in.

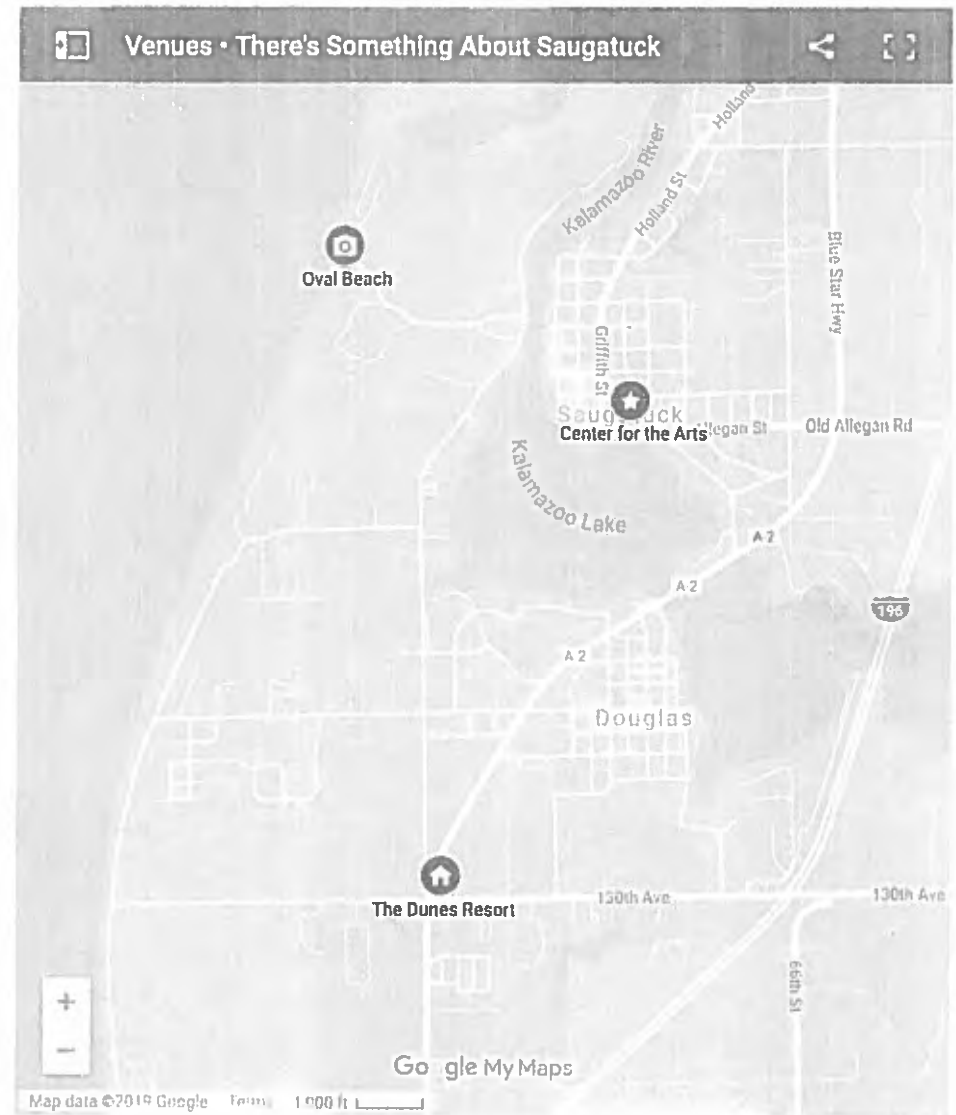


Oval Beach is where we go for our picture-perfect taillight glow sunset on Saturday. Oval Beach boasts the ideal combination of stunning sand dunes, seclusion and services, earning Saugatuck the nickname "Provincetown of the Midwest."

Hugging the mostly undeveloped dunes of Lake Michigan's eastern shore, the back dunes area of Oval Beach is perfect for sunbathing in seclusion.



The Town—actually the twin resort towns of Saugatuck and Douglas—draw visitors year-round with their quaint restaurants and boutiques, and vibrant nightlife. Downtown Douglas is walkable from The Dunes Resort; downtown Saugatuck is a two-mile drive north.

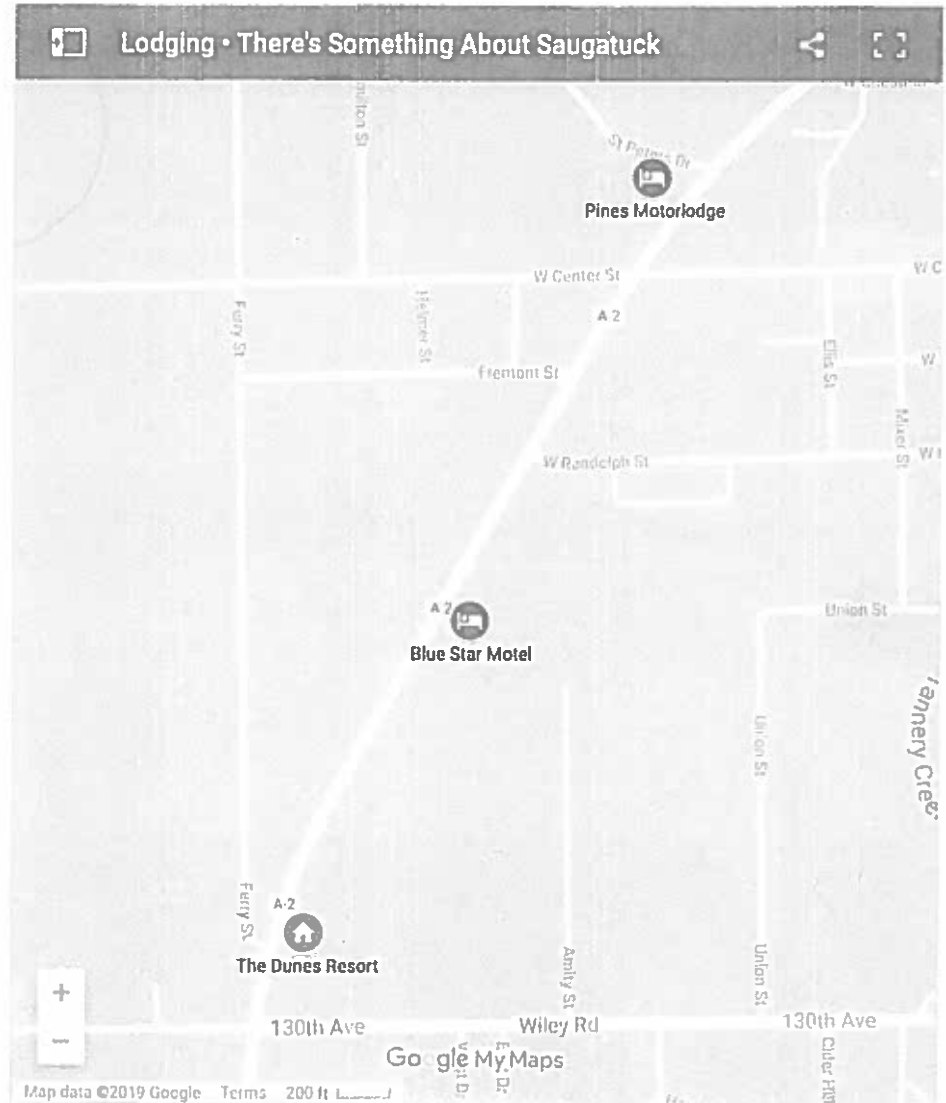


Lodging

The Dunes Resort, 333 Blue Star Highway, Douglas. 81 rooms on twenty acres. Standard and king hotel rooms, one- and two-bedroom cottages/suites, and we typically fill all of them several weeks before the event. Mention that you're with the Lambda Car Club and get Sunday night free when you stay Friday and Saturday nights. Dial (269) 857-1401, or book online and use group code Lambda2019.

The Blue Star Motel, 167 Blue Star Highway, Douglas. A great alternative if the Dunes is full, or if you'd simply rather retire for the evening someplace where the action *isn't*. Within easy walking distance of The Dunes. Phone (269) 348-0199.

The Pines Motor Lodge, 56 Blue Star Highway, Douglas. The Pines used to be our headquarters until we outgrew it. So yeah, we've moved on, but we're still friends. About 6/10 miles north of The Dunes. Phone (269) 857-5211.



Frequently Asked Questions

Is this event open to the general public?

The Dunes Resort and Oval Beach remain open to the public during our event. Anyone is welcome to come and look at the cars on Saturday. Membership in Lambda Car Club International is a prerequisite for event registration.

How big is this thing?

Last year we had about 150 people and 100 cars. The more the merrier!

How does the awards program work?

It's all by popular vote, so there's no need to stress over a panel of judges assigning (or docking) points. We have over twenty award categories, including all the ones you'd expect, plus a few you might not... like Dunes Delight, Best Grocery-Getter, Best Car for the Drive-In, Most Femme, and Most Butch.

Can I enter two cars for awards? Does it cost extra?

Yes you can, and no it doesn't. The event fees are all per person; there is no fee for a car per se.

What about "car widows?" Anything for them to do?

Absolutely yes. The towns of Saugatuck and Douglas are very walkable and resortish, offering charming little boutiques selling artwork, clothing, chocolates, ice cream, and such. There are paddlewheel boat rides on the **Star of Saugatuck** and even **duck tours**. There's a lovely riparian boardwalk through the Singapore Yacht Club, where visitors may stroll and admire dockside. (Saugatuck's original name was Singapore!) They'll have to get a lift into town, as it's about two miles. Downtown Douglas is a nice walk from The Dunes, but there's not as much there.

So do "car widows" have to register and pay for our event then?

The Dunes and Oval Beach are open to the public, so we expect (and welcome) well-behaved casual browsers to stroll through and admire our iron. However, if there is food where you are, then you have to pay to be there, regardless of whether you partake.

Contact Us

Michiana Dunes Region of LCCI

michianadunes@gmail.com

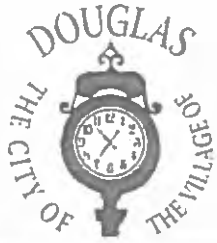
Michiana Dunes Region LCCI
19155 Beaver Dam Road
Galien, Michigan 49113

Lambda Car Club International (LCCI)

lambdacarclub.com

[How to Join the Club](#)





CITY OF THE VILLAGE OF DOUGLAS
86 West Center Street, P.O. Box 757
Douglas, MI 49406
(269) 857-1438 phone / (269) 857-4751 fax
www.ci.douglas.mi.us.com
douglas@ci.douglas.mi.us

APPLICATION FOR SPECIAL EVENT PERMIT

Applicant/Organization: FRIENDS of "There's Something About Saugatuck" Cruise to OVAL BEACH
Contact Person(s): GREG FLOWE
Street Address/P.O. Box: PO Box 399 325 Water Street
City/State/Zip Code: Douglas, MI: 49406
Telephone/Fax/E-mail: 616 834 5646 GREGFLOWE@MAC.COM
Event Date(s): Sept 14, 2019 Anticipated Number of Attendees: 60 collector cars
Event Start & End Hours (including time for set-up and clean-up): 6:30 - 7:30

Description of Event: Classic Car parade from the Dunes Resort thru Douglas thru Saugatuck, Returning to Sunset @ Oval Beach

Location of Event: SEE MAP
Designate location on attached map, including parade route, etc. if applicable, and the location of barricades, parking restrictions, etc.

Plan for Managing: (Include an explanation and drawings where applicable, of your plans to provide for the services your providing below. Attach additional pages if necessary.)

Volunteers will be a 9 spots to help direct the Classic Vehicles & maintain traffic safety

Insurance & Bonding Arrangements (copies provided): N/A

If the event include signs a temporary sign permit is required. Please see application provided.

Public Services Requested (Applicable permit fees may apply depending upon the assistance required by the City):

Field Lights:	<u>N/A</u>	Electrical:	<u>N/A</u>
Police Protection:		Barricades:	<u>N/A</u>
Clean Up & Waste Disposal (\$50 per hour):	<u>N/A</u>	Fire Department Services:	<u>N/A</u>

Will tents/canopies be installed? No Qty — If yes, please notify the supervisor at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations of such tents/canopies. Please refer to the Requirements For Tent Structures form and/or call Saugatuck Township Fire Department with questions - (269) 857-3000.

Do you plan to sell food or beverages? No If yes, Health Department license and other state approvals must be furnished. Evidence of liability insurance indemnifying or additionally insuring the city is required when applicable and determined by the City Manager.

NOTE: It shall be unlawful for any person within the city to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the city, unless the consumption is authorized under a valid permit issued by the city or its authorized agent. (1995 Code, 42-166) (Ord.43, passed 6-5-1961)

The applicant below, hereby certifies that they will indemnify and hold the City harmless from any and all claims, lawsuits, and other liability arising from or as a result of the proposed special event, that the City shall also be named as additionally insured on all insurance policies, that reasonable costs and attorney fees incurred by the City in defense of any claim, action, or liability shall be the responsibility of the applicant.

The applicant also agrees to clean-up and leave the area as it was found. The City is not responsible for equipment or personal items left on public property.

Signature of applicant: *Amy K. Plone* Date: 5/10/2019

(TO BE COMPLETED BY THE CITY)

Event Charges:
Item(s): _____ Total Charge: \$ _____

Received on: _____ By: _____

Approval: _____ Yes _____ No

With Conditions: _____

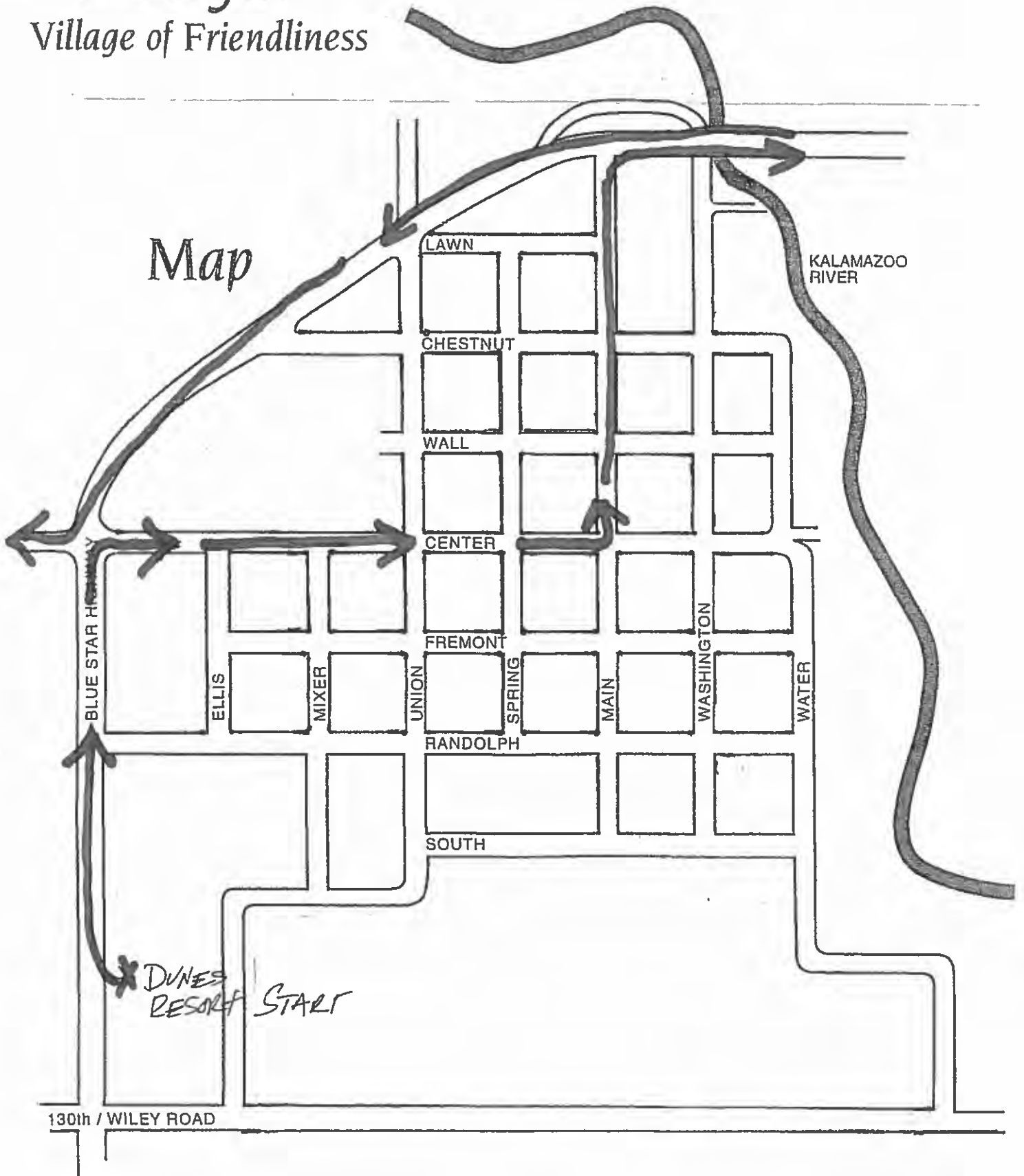
Notification to: (initial & date)

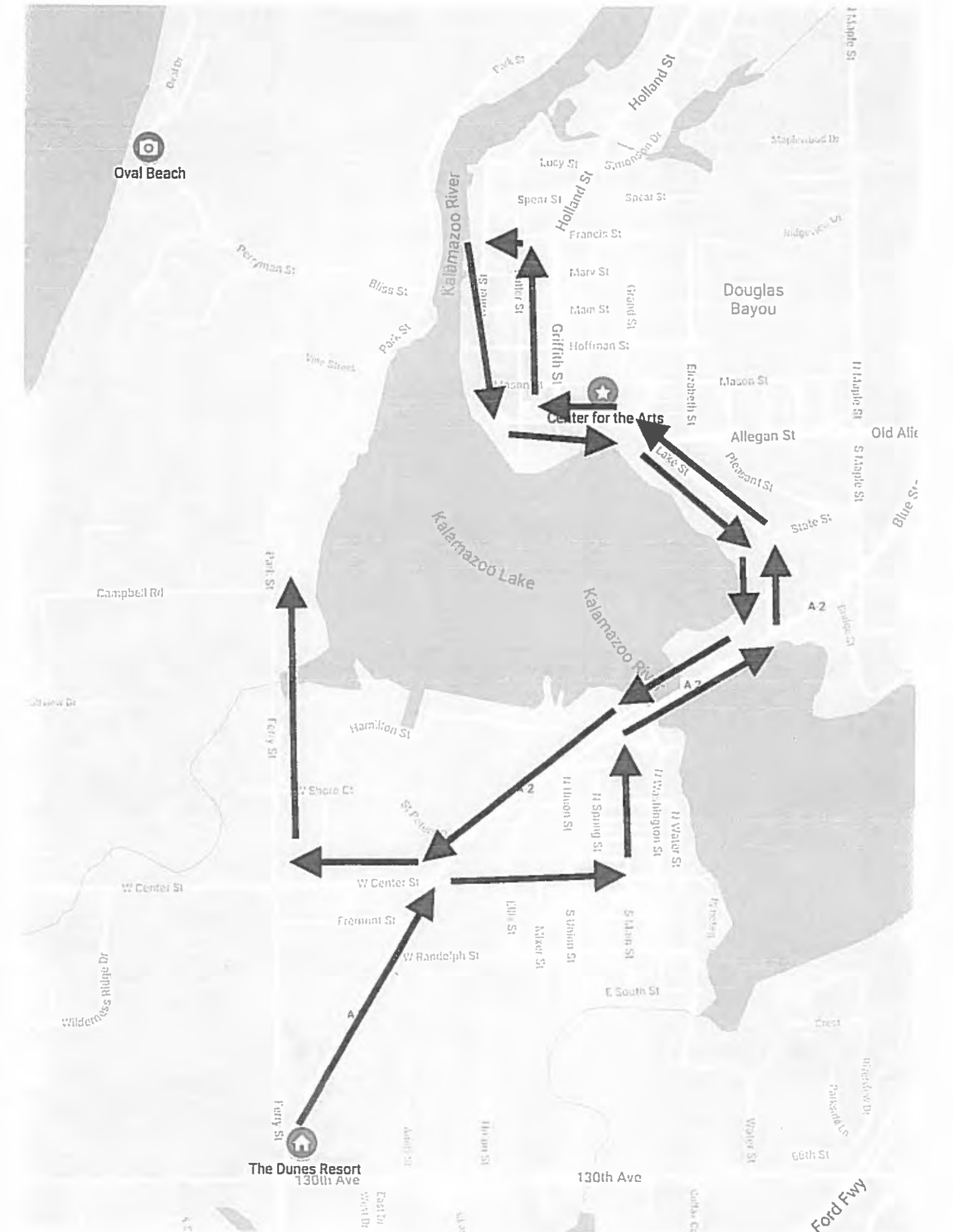
DPW _____ Police _____ Fire _____ Other _____

Douglas

Village of Friendliness

Map





Oval Beach

The Dunes Resort
130th Ave

Center for the Arts

Douglas Bayou

130th Ave

Ford Fwy



Memo

To: Saugatuck City Council
From: Kirk Harrier—City Manager
Date: August 9, 2019
Re: Lucy & Water Street Riparian Survey

Mr. John Sharar, owner of Retro Boats located at 740 Water Street, has requested the City Council give notice on which riparian survey the City is adopting as the final riparian survey for the Lucy & Water Street end.

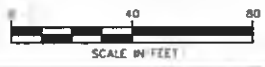
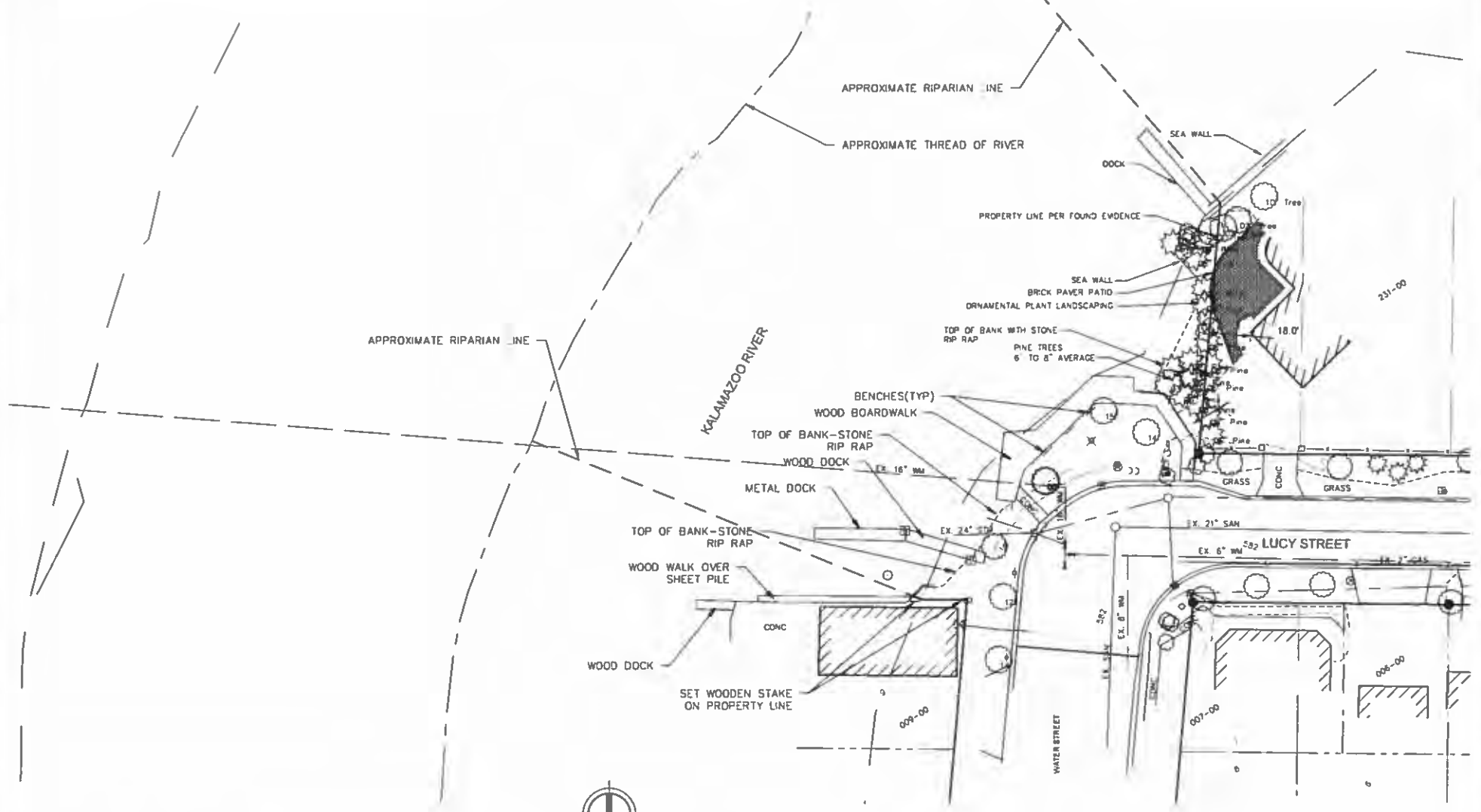
The City's engineering firm (F&V) was contacted to prepare a topographical survey of Lucy & Water Street end area. The primary purpose of this topographical survey was to determine where the City street right-of-way is located for purposes of determining where the street-end lines are located. F&V was also asked to show the docks and other structure that are there now and where the public water main traverses across the river. F&V was asked to identify where they believed the riparian lines were as well.

The Fire District's attorney (Cliff Bloom) recommended hiring a consultant that specializes in riparian bottomlands and boundary consulting to perform a riparian survey. Mr. Bloom's rationale was if the riparian lines were challenged, only a court could make the final determination. It has been Mr. Bloom's experience courts will typically rely on reports from specialized consultants to make their final ruling. Mr. Bloom recommended Mr. Corey J. Hughes to perform the riparian survey. The Fire District agreed to pay for half of this riparian work.

Both surveys are attached to this memo. As you will see the riparian line to the south (next to the business that Mr. Sharar operates) is slightly different in each survey. The F&V survey appears to favor more riparian rights to the property to the south (Retro Boats) while the Cory Hughes survey appear to favor more riparian rights to the property to the north (City of Saugatuck).

I contacted F&V to discuss both surveys and was told neither survey is "wrong" but rather each surveyor used a different method of identifying the lines.

SKETCH OF SURVEY



- LEGEND**
- FOUND IRON STAKE
 - SET IRON STAKE

WATER & LUCY ST WATERFRONT
SECTION 9, T3N, R13W
ALLEGAN CO, MICHIGAN

CITY OF SAUGATUCK
PARCEL NO./PARCEL ADDRESS

FLEIS & VANDENBRINK
DESIGN. BUILD. OPERATE.

4796 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972

F&V PROJECT NO.
3187



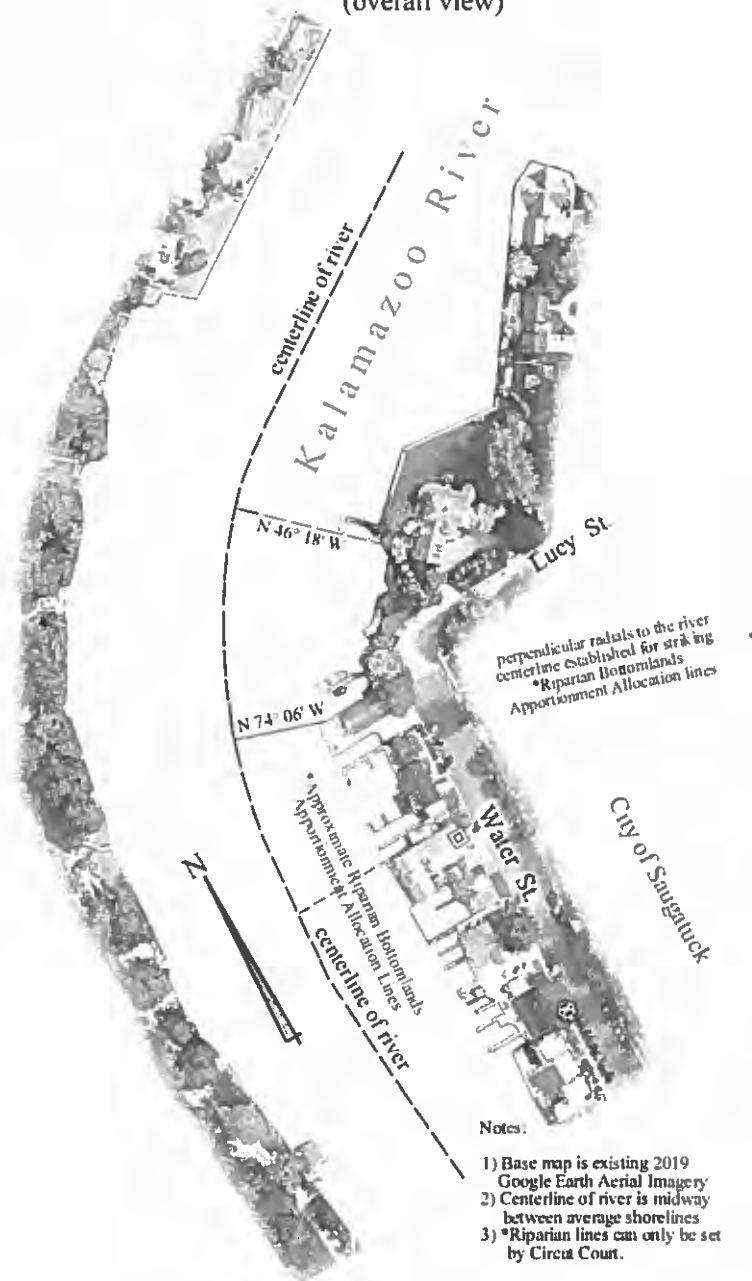
Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

23 May 2019

CJH File No 29Apr12019 1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

Client Representative Clifford Bloom Bloom Sluggett, P C 15 Ionia Avenue, S W Suite 640 Grand Rapids, MI 49503	Client City of Saugatuck Saugatuck, Michigan
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Certified Survey
*Riparian Bottomlands Apportionment and Allocation
(overall view)



- Notes:
- 1) Base map is existing 2019 Google Earth Aerial Imagery
 - 2) Centerline of river is midway between average shorelines
 - 3) *Riparian lines can only be set by Circuit Court.



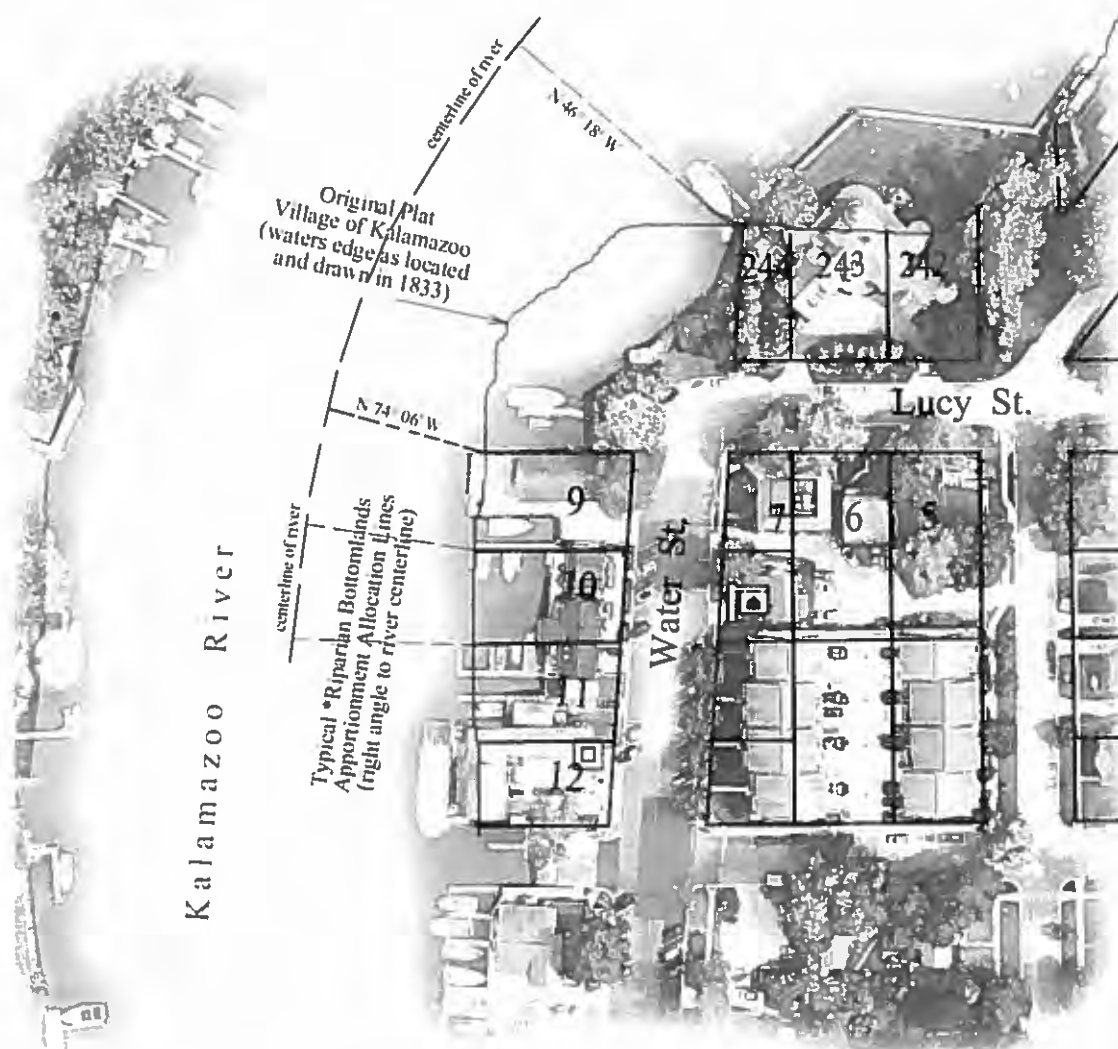
Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

23 May 2019

CJH File No 29April2019.1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

Client Representative Clifford Bloom Bloom Sluggett, P C 15 Ionia Avenue, S W Suite 640 Grand Rapids MI 49503	Client City of Saugatuck Saugatuck, Michigan
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Certified Survey *Riparian Bottomlands Apportionment and Allocation
Detail View 1



* Riparian Bottomlands Apportionment Boundary Only a Court can set the riparian boundary. The Surveyor's layout is an interpretation of what he or she believes that the Court would do in that particular lake configuration. The Surveyor's primary objective is to create a proposed apportionment configuration that is "Fair and Equitable" to all of the upland owners involved in that particular lake.



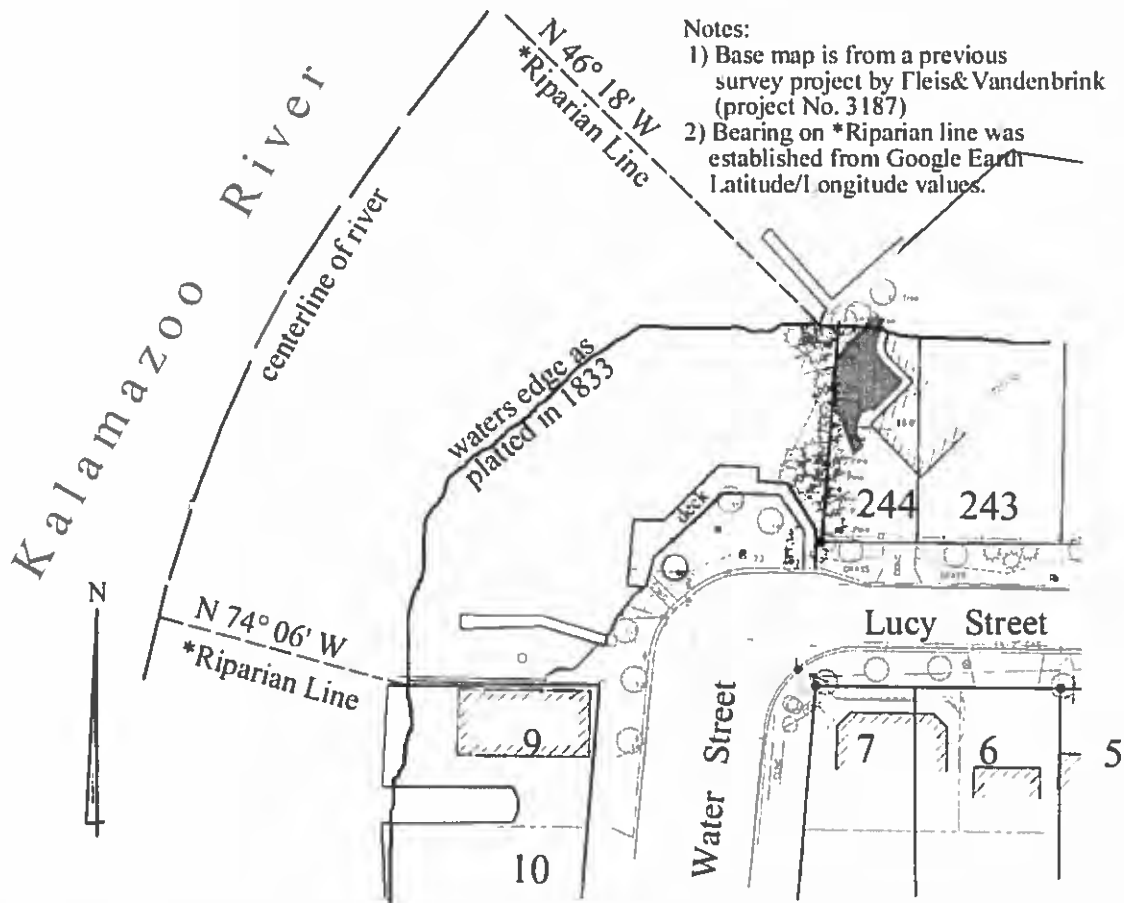
Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

23 May 2019

CJH File No 29April2019 1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

Client Representative Clifford Bloom Bloom Sluggert Morgan, P C 15 Ionia Avenue, S W Suite 640 Grand Rapids, MI 49503	Client City of Saugatuck Saugatuck, Michigan
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Certified Survey *Riparian Bottomlands Apportionment and Allocation
Detail View 2



* Riparian Bottomlands Apportionment Boundary. Only a Court can set the riparian boundary. The Surveyor's layout is an interpretation of what he or she believes that the Court would do in that particular lake configuration. The Surveyor's primary objective is to create a proposed apportionment configuration that is "Fair and Equitable" to all of the upland owners involved in that particular lake.



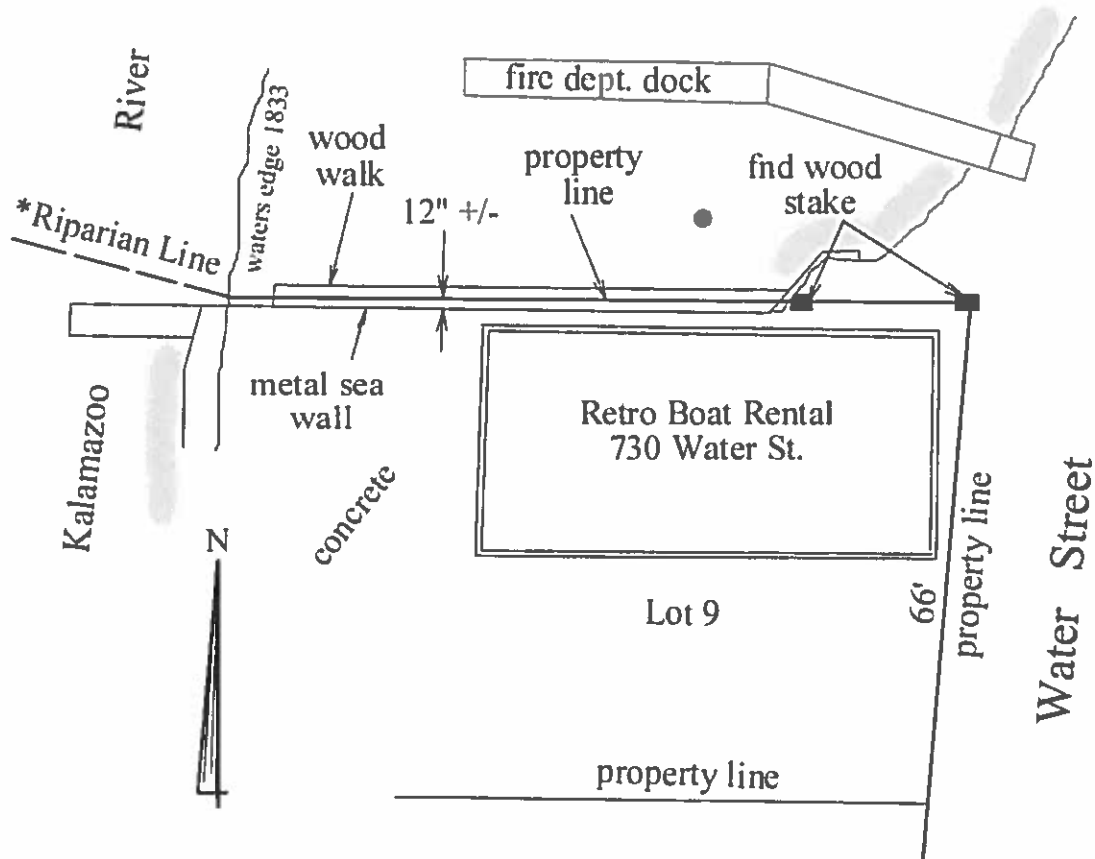
Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

23 May 2019

CJH File No. 29April2019.1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

Client Representative: Clifford Bloom Bloom Sluggett, P.C. 15 Ionia Avenue, S.W. Suite 640 Grand Rapids, MI 49503	Client: City of Saugatuck Saugatuck, Michigan
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Certified Survey *Riparian Bottomlands Apportionment and Allocation
Detail View 3



* Riparian Bottomlands Apportionment Boundary: Only a Court can set the riparian boundary. The Surveyor's layout is an interpretation of what he or she believes that the Court would do in that particular lake configuration. The Surveyor's primary objective is to create a proposed apportionment configuration that is "Fair and Equitable" to all of the upland owners involved in that particular lake.



Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

23 May 2019

CJH File No. 29April2019.1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

Client Representative: Clifford Bloom Bloom Sluggett, P.C. 15 Ionia Avenue, S.W. Suite 640 Grand Rapids, MI 49503	Client: City of Saugatuck Saugatuck, Michigan
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Surveyor's Certificate:

I hereby certify that At the request of the above named Clifford Bloom, representative for the City of Saugatuck, that I have prepared the attached *Riparian Bottomlands Apportionment Allocation Survey in accordance with commonly accepted Michigan methods of riparian bottomlands surveying for elongated and irregular lakes and rivers such as Saugatuck River, and That the base map drawing for this survey was created utilizing field survey inspection, county records, a previous topographic survey by Fleis & Vandenbrink, and current existing (in 2019) Google Earth Aerial Imagery.

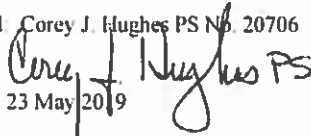
In the case of *Heeringa v Petrolje*, 279 Mich App 444 (2008), the court stated: "The object to be kept in view in cases of this kind is to secure to each proprietor access to navigable water, and an equal share of dockage line at navigable water, in proportion to his share on the original shoreline, and if that goal could not be accomplished by drawing right angles to the thread, some other method may be required." (citing *Blodgett & Davis Lumber Co. v Peters*, 78 Mich 498, 506 (1891)).

It appears that there has been extensive shoreline changes (natural and/or manmade) along the Water Street and Lucy Street areas since the Original plat of the Village of Kalamazoo was prepared in 1833. It also appears that the land changes made by dredging and/or filling of land have been done while also maintaining the platted location and direction of the original 1833 lot lines, that is, maintaining East and West directions of the lot lines. The land owned by the City of Saugatuck lying northerly and westerly of the intersection of Water Street and Lucy Street does not appear to have been filled but has more likely been eroded over the past 186 years by river currents and spring ice flows. I have utilized the commonly accepted surveying method of beginning the *Riparian Bottomlands Apportionment Allocation Lines at the intersection of the upland lot lines and waters edge of the Kalamazoo River as platted in 1833.

It is my professional opinion that this survey conforms to the precepts and guidelines as presented in *Heeringa v Petrolje*, 279 Mich App 444 (2008), and that it meets the doctrine of being "Fair and Equitable" to all adjacent upland property owners on said Kalamazoo River.

Certificate of Survey:

I, the undersigned Corey J. Hughes PS, being a Licensed Michigan Professional Surveyor, hereby certify that I have prepared the above survey. The error of closure of the parcel surveyed has an error of less than 1 part in 5000 which is within the accepted limits of the act and that I have complied with the regulations of Act 132, P.A. 1970 as amended.

Signed Corey J. Hughes PS No. 20706

Dated: 23 May 2019

* Riparian Bottomlands Apportionment Boundary: Only a Court can set the riparian boundary. The Surveyor's layout is an interpretation of what he or she believes that the Court would do in that particular lake configuration. The Surveyor's primary objective is to create a proposed apportionment configuration that is "Fair and Equitable" to all of the upland owners involved in that particular lake.

SOUTH HAVEN

Voters to decide recreational pot issue

Council members opt for November election

By BECKY KARK
For The Herald-Palladium

SOUTH HAVEN — Let the voters decide.

That's the consensus of South Haven City Council members who have decided to let local residents determine whether to ban recreational marijuana businesses within city limits.

Council members voted 6-1 on Monday to put a citizen-initiated ordinance on the November ballot. If approved, no recreational cannabis retail shops, grow operations, processing and distribution facilities, or testing plants would be allowed to locate in South

Haven. The proposed ordinance made it to the council's hands on Monday courtesy of the group Concerned Citizens of South Haven, which gathered enough signatures — 128 — on a petition to force the council to make a decision. Council members had several options — approve the ordinance, reject it, or send the measure to voters.

The majority thought the third option best.

"For us to say we will accept the petition and not go to the public, I think that's wrong," said council member Joe Reeser. "So far, 128 people signed a petition. There's over 1,000 voting residents in this town. We would only be representing

those 128 people if we were to vote on it tonight."

Council members also pointed out the planning commission has spent the last six months crafting an ordinance designating which medical and recreational cannabis-related businesses could locate in town, and where they could set up shop.

The proposed ordinance is now in front of the city council, which had planned to consider it either this month or in September.

Now it looks like the council will be waiting to see what voters decide in November.

One business owner who would like to start a cannabis testing lab in town expressed his frustration

regarding the petition and the city council's decision in February to opt out of the new state law legalizing recreational marijuana businesses, while studying whether to allow them or not.

"You've already hindered us from expanding," said Scott Wall, president of New Age Laboratories. New Age Laboratories tests agricultural products throughout Southwest Michigan. Wall wants to add cannabis testing by obtaining a safety compliance license from the state, but can't because the city has temporarily banned recreational marijuana businesses.

"The fact we have delayed this has cost me a significant amount of money,"

Wall said. "It's stopped me from being able to apply for a safety compliance license."

Mayor Scott Smith is sympathetic to Wall's position.

"It is my hope we get the laboratory piece approved. Sooner rather than later," Smith said, regarding the five types of cannabis-related businesses that could potentially locate in South Haven. "You're a business losing revenue."

Municipalities throughout Michigan have until the end of this year to decide whether to allow or ban recreational marijuana businesses. Those that don't make a decision will automatically opt in to the new law.

If South Haven city voters turn down the proposed ordinance, the city council could conceivably lift the temporary ban and allow businesses to locate in town. However, if voters approve the ordinance, the city would have to wait at least a year before determining whether to revisit the issue of whether to allow marijuana facilities, according to City Attorney Nick Curcio.

"If passed the ordinance would have to be in place for at least a year, per city charter," he said.

Another interesting caveat is that the citizen-led proposed ordinance only addresses recreational marijuana businesses, not medical marijuana businesses.

A FUN NIGHT OUT



Berrien Twp. mulls