



**CITY COUNCIL AGENDA  
OCTOBER 28, 2019 – 7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES  
**A. Regular City Council Meeting of October 14, 2019**
5. MAYOR’S COMMENTS
6. CITY MANAGER’S COMMENTS
7. AGENDA CHANGES (ADDITIONS/DELETIONS)
8. GUEST SPEAKERS:  
**A. Lt. Brett Ensfield – Allegan Co. Sheriff Department**
9. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
10. REQUESTS FOR PAYMENT  
**A. Approval of Accounts Payable**
11. INTRODUCTION OF ORDINANCES:
12. PUBLIC HEARINGS: **None**
13. UNFINISHED BUSINESS: **None**
14. NEW BUSINESS  
**A. Proclamation No. 191028-P1 – Proclamation of Appreciation – William Hess (ROLL CALL)**  
**B. Special Event Application – Veterans Day Honor Event (VOICE VOTE)**
15. CONSENT AGENDA: **None**
16. PUBLIC COMMENTS *(Limit 3 minutes)*
17. COMMUNICATIONS:  
**A. Letter of Communication from State Representative Whiteford– Accept as information**
18. BOARDS, COMMISSIONS & COMMITTEE REPORTS  
**A. Fire Board, KLSWA, Harbor Authority**
19. COUNCIL COMMENTS
20. 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](mailto:monica@saugatuckcity.com) for further information.

Proposed Minutes  
**Saugatuck City Council Meeting**  
**Saugatuck, Michigan, October 14, 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: Simon, Johnson, Hess, Verplank, Peterson & Trester  
 Absent: Bekken  
 Others Present: City Manager Harrier & City Clerk Nagel

A motion was made by Hess, 2<sup>nd</sup> by Johnson, 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, 2<sup>nd</sup> by Veplank , to approve the September 23, 2019 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.
5. **Mayor's Comments:** None
6. **City Manager's Report:** None
7. **Agenda Changes:** None
8. **Guest Speakers:**  
**A. Sherry Tedaldi – Cow Hill Yacht Club Venetian Festival Recap:** Sherry Tedaldi of the Cow Hill Yacht Club presented Council with a check in the amount of \$955.79 for holiday lighting.
9. **Public Comment:** John Adams, Friends of Blue Star Trail President, with regards it agenda item 14(B), requested Resolution No. 191014-B be tabled to a November meeting.

Sherry Tedaldi (*resident*) thanked Council for making informative decisions regarding bike trail.

John Porzondek (*resident*) utilizes the bike trail and supports project.

Fran Poposki (*non-resident*) bike trails give individuals a safe place to walk.

Todd Hoskins (*resident*) supports request to table Resolution No. 191014-B.

Nancy Kimbel (*resident*) supports request to table Resolution No. 191014-B.

Sandra Randolph (*resident*) encourages Council and Friends of Blue Star Trail to work thru issues to conclude project.

Mark Klungle (*resident*) regarding agenda item 17(A) due to the high-water levels and continuous street flooding, encourages Council to consider engineers recommendation of raising the street levels rather than pumping out the water.

Patricia Kealey (*resident*) Resolution No. 191014-B is reactive instead of proactive.

Vicky Cobb (*resident*) supports request to table Resolution No. 191014-B.

Corwin Stoppel (*resident*) supports request to table Resolution No. 191014-B.

Cynthia McKean (*resident*) supports request to table Resolution No. 191014-B.

**10. Request for Payment:** A motion was made by Hess, 2<sup>nd</sup> by Peterson, to approve the accounts payable in the amount of \$146,528.27. Upon voice vote the motion carried unanimously.

**11. Introductions of Ordinances:** None

**12. Public Hearings:** None

**13. Unfinished Business:** None

**14. New Business:**

**A. Resolution No. 191014-A – Adoption of Personnel Policies & Procedures Manual:** A motion was made by Verplank, 2<sup>nd</sup> by Peterson, to approve Resolution No. 191014-A adopting the City of Saugatuck Personnel Policies and Procedures Manual dated October 15, 2019 as presented following notices to all employees. Upon roll call the motion carried unanimously.

**B. Resolution No. 191014-B – Joint Resolution to Construct a Non-Motorized Trail Segment within Three Governmental Entities:** A motion was made by Johnson, 2<sup>nd</sup> by Peterson to amend Resolution No. 191014-B by striking "agree to explore" after Now, Therefore, it be Resolved and replace with "support". Upon roll call the motion carried unanimously.

A motion was made by Simon, 2<sup>nd</sup> by Hess, to approve Resolution No. 191014-B as amended. Upon voice vote the motion carried unanimously.

**C. Lead & Copper Preliminary DSMI Proposal:** A motion was made by Hess, 2<sup>nd</sup> by Simon, to approve the proposal dated September 20, 2019 from Fleis & Vandenbrink to conduct a Preliminary Distribution System Materials Inventory (DSMI) in an amount not to exceed \$6,000.

**D. Special Event Application – Glow in the Park:** A motion was made by Peterson, 2<sup>nd</sup> by Simon, to approve SDABA's Special Event Application to hold a Glow in the Park event in Coghlin Park on October 25, 2019 contingent on applicant signing the Letter of Understanding dated October 14, 2019. Upon voice vote the motion carried unanimously.

**E. Special Event Application – Halloween Parade/Costume Contest:** A motion was made by Peterson, 2<sup>nd</sup> by Simon, to approve SDABA's Special Event Application to hold a Halloween Parade and Costume Contest event in the City of Saugatuck on October 26, 2019 contingent on applicant signing the Letter of Understanding dated October 14, 2019. Upon voice vote the motion carried unanimously.

**15. Consent Agenda:** None

**16. Public Comment:** John Sharar (*resident*) updated Council on the flooding issue at Water/Lucy Streets and expressed pedestrian safety concerns as the flooding has forced individuals to walk in the streets.

Vicky Cobb (*resident*) encouraged Council and Friends of Blue Star Trail to engage engineers when dealing with vehicular, bicycling and pedestrian safety going across Blue Star Bridge.

Corwin Stoppel (*resident*) announced November 11, 2019 at 11:00 a.m. is Veteran's Day Observance in Village Square and that this year is also the 100<sup>th</sup> Anniversary of the American Legion.

John Adams, President of Friends of Blue Star Trail, expressed concerns with Resolution No. 191014-B regarding commitments.

Dan Fox (*resident*) supports trail efforts by working together to design best trail possible.

**17. Communications:**

**A. Michiana Dunes Region Lambda Car Club International:** *Accepted as information*

**B. Lucy/Water Street Flooding Engineering Options:** *Accepted as information*

**18. Boards, Commissions & Committee Reports:** Council received reports from the following committee(s): HDC

**19. Council Comments:** Council Member Simon announced the Convention and Visitors Bureau (CVB) has donated \$5,000 towards holiday lighting.

Council Members Hess, Johnson, Peterson, Verplank & Mayor Trester agreed approving Resolution No. 191014-B is the next step in moving forward with the bike trail project.

**20. Adjournment:** Mayor Trester adjourned the meeting at 8:22 p.m.

Respectfully Submitted,

Monica Nagel, CMC  
City Clerk

10A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY		
	DNR WATERWAYS GRANT MATCH	5,000.00
2. ALLEGAN COUNTY CLERK		
	PARK STREET RECORDING	30.00
3. ALLEGAN COUNTY SHERIFF		
	SHERIFF CONTRACT	25,725.72
4. ALLEGAN COUNTY TREASURER		
	PROPERTY TAXES	7,916.21
5. AT&T MOBILITY		
	CELL PHONES	79.59
6. CAPITAL ONE		
	DRIVEWAY MARKERS & SUPPLIES	132.51
7. COMCAST		
	TELEPHONES & INTERNET	284.60
8. DIANNA MC GREW		
	ASSESSING SERVICES	2,611.13
9. FLEIS & VANDENBRINK ENGINEERING INC		
	PARK STREET	1,869.32
	MANCHESTER DRIVE	1,778.67
	TOTAL	3,647.99
10. FRIS OFFICE OUTFITTERS		
	OFFICE SUPPLIES	21.02
11. FRONTIER		
	DPW TELEPHONES & INTERNET	224.61
	OVAL BEACH	23.83
	911 PHONE OVAL BEACH	96.95
	TOTAL	345.39
12. IHLE AUTO PARTS		
	PARTS OIL FILTERS	688.19
13. JAMES LINDSEY		
	2019 Sum Tax Refund 57-850-023-00	1,448.73
	2019 Sum Tax Refund 57-009-068-00	3,194.88
	TOTAL	4,643.61
14. LAKE VISTA VALU		
	ELECTION TRAINING	14.65
15. MACATAWA BANK		
	ROAD BOND PAYMENT	218,162.75
16. MERS		
	RETIREMENT	4,500.00
17. MICHIGAN CAT		
	LOADER PARTS	434.78
18. MICHIGAN GAS UTILITIES		
	DPW GARAGE	68.25
	BUTLER STREET BATHROOM	52.05
	CITY HALL	38.31
	TOTAL	158.61
19. MMTA		
	TRAINING	40.00
20. OTTAWA AREA INTERMEDIATE		
	SCHOOL DIS	
	PROPERTY TAXES	4,762.50
21. PRIORITY HEALTH		
	HEALTH INSURANCE	6,959.13
22. RIVER VALLEY TITLE		
	PARK STREET TITLE FEE	606.00
23. RW CONCRETE SAWING INC		
	SIDEWALK CURB CUTS	150.00
24. SAUGATUCK PUBLIC SCHOOLS		

Vendor Name	Description	Amount
	PROPERTY TAXES	4,540.98
25. STANDARD INSURANCE COMPANY	INSURANCE	343.59
26. WYOMING ASPHALT PAVING CO	ASPHALT	166.65
TOTAL - ALL VENDORS		291,965.60
<b>FUND TOTALS:</b>		
Fund 101 - GENERAL FUND		47,091.24
Fund 202 - MAJOR STREETS		404.82
Fund 203 - LOCAL STREETS		4,265.87
Fund 301 - DEBT SERVICE		218,315.77
Fund 661 - MOTOR POOL FUND		1,684.64
Fund 701 - CURRENT TAX FUND		20,203.26

10/11/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 09/01/2019 - 09/30/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
09/06/2019	DD4178(A)	BOSCH, LEXIE	PAYROLL	397.84
09/06/2019	DD4179(A)	BULTMAN, LINDA	PAYROLL	1,360.00
09/06/2019	DD4180(A)	DEJAEGHER, JOHN	PAYROLL	839.21
09/06/2019	DD4181(A)	DEROO, EASTON	PAYROLL	210.69
09/06/2019	DD4182(A)	DISTEFANO, KELLIE	PAYROLL	1,176.54
09/06/2019	DD4183(A)	GOODRICH, RICHARD	PAYROLL	786.77
09/06/2019	DD4184(A)	HARRIER, KIRK	PAYROLL	2,009.81
09/06/2019	DD4185(A)	HERBERT, SCOTT	PAYROLL	1,610.12
09/06/2019	DD4186(A)	HINKLE, MARY	PAYROLL	816.44
09/06/2019	DD4187(A)	KAZDA, NATHAN	PAYROLL	965.35
09/06/2019	DD4188(A)	KERRIDGE, ADAM	PAYROLL	1,117.74
09/06/2019	DD4189(A)	KERRIDGE, LUCAS	PAYROLL	198.25
09/06/2019	DD4190(A)	KUPRES, GERALDINE	PAYROLL	1,278.37
09/06/2019	DD4191(A)	NAGEL, MONICA	PAYROLL	1,565.36
09/06/2019	DD4192(A)	NYBOER, KARSYN	PAYROLL	144.46
09/06/2019	DD4193(A)	OSMAN, CINDY	PAYROLL	1,807.48
09/06/2019	DD4194(A)	PARKHURST, KYLE	PAYROLL	165.02
09/06/2019	DD4195(A)	SNELLER, RANDY	PAYROLL	667.51
09/06/2019	DD4196(A)	SOLOMON, SAMUEL	PAYROLL	309.68
09/06/2019	DD4197(A)	STANISLAWSKI, PETER	PAYROLL	1,398.97
09/06/2019	DD4198(A)	WEBB, BETTY	PAYROLL	646.20
09/06/2019	DD4199(A)	WENDT, MICHAEL	PAYROLL	1,135.75
09/06/2019	EFT1197(E)	457-VALIC	PAYROLL	3,904.76
09/06/2019	EFT1198(E)	STATE OF MICHIGAN	PAYROLL	249.43
09/06/2019	EFT1199(E)	MERS HYBRID	PAYROLL	1,187.58
09/06/2019	EFT1200(E)	FEDERAL TAX DEPOSIT	PAYROLL	6,984.35
09/09/2019	16281	COMPASS MINERALS AMERICA	ROAD SALT	7,367.54
09/09/2019	16282	GROUNDS MANAGEMENT SOLUTIONS	IRRIGATION REPAIRS	864.88
09/09/2019	16283	HOLLAND MEDI-CENTER	MEDICAL	164.93
09/09/2019	16284	MCKELLIPS PLUMBING INC	OVAL	110.00
09/09/2019	16285	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	226,616.69
09/09/2019	16286	SEPTIC TANK SYSTEMS CO INC	CULVER STREET	1,630.00
09/09/2019	16287	WEST OLIVE NURSERY INC	SHRUBS PARKS	206.50
09/09/2019	2580(E)	CONSUMERS ENERGY	ELECTRIC	3,800.01
09/09/2019	2581(E)	GORDON FOOD SERVICE	CONCESSION	742.95
09/09/2019	2582(E)	MICHIGAN GAS UTILITIES	BUTLER RESTROOMS	36.35
09/09/2019	2583(E)	MICHIGAN GAS UTILITIES	CITY HALL	36.35
09/09/2019	2584(E)	SHELL	GASOLINE & DIESEL	1,458.96
09/09/2019	2585(E)	STATE OF MICHIGAN	CONCESSION SALES TAX	2,340.33
09/09/2019	2586(E)	VALLEY CITY LINEN INC	SHOP TOWELS	368.05
09/09/2019	2587(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	430.36

10/11/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 09/01/2019 - 09/30/2019				
Check Date	Check	Vendor Name	Description	Amount
09/09/2019	2588(A)	ALLEGAN COUNTY SHERIFF	AIR FLOW SENSOR	117.79
09/09/2019	2589(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	262,816.08
09/09/2019	2590(A)	FLEIS & VANDENBRINK ENGINEERING IN	SAW GRANT	31,429.30
09/09/2019	2591(A)	FRIS OFFICE OUTFITTERS	OFFICE	496.96
09/09/2019	2592(A)	GRAND RAPIDS POPCORN	CONCESSION	101.35
09/09/2019	2593(A)	HOLLAND P.T.	MAINTENANCE	39.09
09/09/2019	2594(A)	OTTAWA AREA INTERMEDIATE SCHOOL	PROPERTY TAXES	158,113.11
09/09/2019	2595(A)	PURITY CYLINDER GASES INC	CONCESSION	26.07
09/09/2019	2596(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	626.75
09/12/2019	2601(A)	MEECO SULLIVAN	SHOPPER DOCKS	67,729.60
09/20/2019	DD4200(A)	BULTMAN, LINDA	PAYROLL	1,425.00
09/20/2019	DD4201(A)	DEJAEGHER, JOHN	PAYROLL	293.33
09/20/2019	DD4202(A)	GOODRICH, RICHARD	PAYROLL	786.76
09/20/2019	DD4203(A)	HARRIER, KIRK	PAYROLL	2,009.79
09/20/2019	DD4204(A)	HERBERT, SCOTT	PAYROLL	1,649.00
09/20/2019	DD4205(A)	HINKLE, MARY	PAYROLL	846.12
09/20/2019	DD4206(A)	KAZDA, NATHAN	PAYROLL	1,176.35
09/20/2019	DD4207(A)	KERRIDGE, ADAM	PAYROLL	275.88
09/20/2019	DD4208(A)	KERRIDGE, LUCAS	PAYROLL	108.80
09/20/2019	DD4209(A)	KUPRES, GERALDINE	PAYROLL	388.91
09/20/2019	DD4210(A)	NAGEL, MONICA	PAYROLL	1,565.37
09/20/2019	DD4211(A)	OSMAN, CINDY	PAYROLL	1,404.50
09/20/2019	DD4212(A)	SOLOMON, SAMUEL	PAYROLL	90.19
09/20/2019	DD4213(A)	STANISLAWSKI, PETER	PAYROLL	1,398.98
09/20/2019	DD4214(A)	WEBB, BETTY	PAYROLL	109.67
09/20/2019	DD4215(A)	WENDT, MICHAEL	PAYROLL	1,175.76
09/20/2019	DD4216(A)	KERRIDGE, ADAM	PAYROLL	1,117.73
09/20/2019	EFT1201(E)	457-VALIC	PAYROLL	3,919.59
09/20/2019	EFT1202(E)	STATE OF MICHIGAN	PAYROLL	434.49
09/20/2019	EFT1203(E)	MERS HYBRID	PAYROLL	1,201.69
09/20/2019	EFT1204(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,699.51
09/20/2019	EFT1205(E)	MERS	PAYROLL	3,400.75
09/23/2019	16288	ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT	163.99
09/23/2019	16289	ALLEGAN COUNTY NEWS	PRINTING	115.00
09/23/2019	16291	CARELTON EQUIPMENT	REPAIR BOBCAT	319.35
09/23/2019	16293	GIL- ROY'S HARDWARE	GRASS SEED	109.99
09/23/2019	16296	RATHCO SAFETY SUPPLY CO	SIGNS	41.76
09/23/2019	16297	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	549,260.85
09/23/2019	16299	STANDARD INSURANCE COMPANY	INSURANCE	349.60
09/23/2019	2604(E)	FIRST BANK CARD	WEBSITE	1,145.16
09/23/2019	2606(E)	MERCHANTS BANCARD NETWORK	CREDIT CARD OVAL BEACH FEES	2,100.75
09/23/2019	2607(E)	MERS	RETIREMENT	4,500.00
09/23/2019	2608(E)	REPUBLIC SERVICES	TRASH	87.71



10/11/2019		CHECK REGISTER FOR CITY OF SAUGATUCK		
		CHECK DATE FROM 09/01/2019 - 09/30/2019		
Check Date	Check	Vendor Name	Description	Amount
09/23/2019	2609(E)	REPUBLIC SERVICES	TRASH	369.95
09/23/2019	2610(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	25,937.72
09/23/2019	2611(A)	ALLEGAN COUNTY TREASURER	TAX TRIBUNAL	897,127.26
09/23/2019	2612(A)	BLOOM SLUGGETT PC	LEGAL FEES	6,627.70
09/23/2019	2613(A)	DIANNA MC GREW	ASSESSING SERVICES	2,611.13
09/23/2019	2614(A)	FLEIS & VANDENBRINK ENGINEERING IN	ENGINEERING FEES	1,580.00
09/23/2019	2615(A)	MICHIGAN ELECTRO FREEZE INC	CONCESSION	100.00
09/23/2019	2616(A)	OTTAWA AREA INTERMEDIATE SCHOOL	PROPERTY TAXES	539,715.71
09/23/2019	2617(A)	PRO-TEMP INC	CONCESSION WINTERIZE	132.19
09/23/2019	2618(A)	R SMITH & SONS INC	ROAD GRAVEL	338.10
09/23/2019	2619(A)	SECURE N SAFE LLC	COUNCIL CHAMBERS AUDIO SYSTEM	804.00
09/23/2019	16290	AMERICAN LEGAL PUBLISHING CORP.	ORDINANCES	203.00
09/23/2019	16292	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	795.86
09/23/2019	16294	MINER SUPPLY CO	SUPPLIES	111.24
09/23/2019	16295	OVERISEL LUMBER COMPANY	PARKS & SUPPLIES	79.25
09/23/2019	16298	SAUGATUCK PUBLIC SCHOOLS	CULVER STREET	15,690.14
09/23/2019	16300	STAR OF SAUGATUCK LLC	SPEAR STREET	336.00
09/23/2019	2602(E)	CAPITAL ONE	PARKS	165.61
09/23/2019	2603(E)	CONSUMERS ENERGY	LED STREET LIGHTS	564.31
09/23/2019	2605(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	2,473.29
09/25/2019	DD4217(A)	BEKKEN, MARK	PAYROLL	174.20
09/25/2019	DD4218(A)	BONT, RICHARD	PAYROLL	26.42
09/25/2019	DD4219(A)	BOUCK, JAMES	PAYROLL	52.86
09/25/2019	DD4220(A)	CANNARSA, JOHN	PAYROLL	51.66
09/25/2019	DD4221(A)	CASPAR, MARSHA	PAYROLL	52.86
09/25/2019	DD4222(A)	COBB, VICKY	PAYROLL	51.66
09/25/2019	DD4223(A)	CRAWFORD, RICHARD	PAYROLL	78.39
09/25/2019	DD4224(A)	DAVENPORT, JENNIFER	PAYROLL	25.83
09/25/2019	DD4225(A)	HESS, WILLIAM	PAYROLL	339.68
09/25/2019	DD4226(A)	JOHNSON, BARRY	PAYROLL	274.05
09/25/2019	DD4227(A)	KUBASIAK, ROBERT	PAYROLL	26.42
09/25/2019	DD4228(A)	LEO, NICHOLAS	PAYROLL	52.26
09/25/2019	DD4229(A)	LEWIS, LEIGH	PAYROLL	78.38
09/25/2019	DD4230(A)	LUDLOW, JOHN	PAYROLL	26.42
09/25/2019	DD4231(A)	MC POLIN, KATE	PAYROLL	52.26
09/25/2019	DD4232(A)	PETERSON, CHRISTINE	PAYROLL	226.46
09/25/2019	DD4233(A)	RIEKSE, DICK	PAYROLL	52.86
09/25/2019	16301	SIMON, CATHERINE	PAYROLL	184.70
09/25/2019	DD4234(A)	SPANGLER, JEFF	PAYROLL	43.54
09/25/2019	DD4235(A)	STRAKER, TIMOTHY	PAYROLL	52.26
09/25/2019	DD4236(A)	TRESTER, KENNETH	PAYROLL	293.96
09/25/2019	DD4237(A)	VERPLANK, JANE	PAYROLL	261.30
09/25/2019	DD4238(A)	VLASITY, STEFFANIE	PAYROLL	75.80

10/11/2019		CHECK REGISTER FOR CITY OF SAUGATUCK		
CHECK DATE FROM 09/01/2019 - 09/30/2019				
Check Date	Check	Vendor Name	Description	Amount
09/30/2019	2620(E)	AT&T MOBILITY	CELL PHONES	79.54
09/30/2019	2621(E)	PRIORITY HEALTH	HEALTH INSURANCE	6,959.13
09/30/2019	EFT1206(E)	FEDERAL TAX DEPOSIT	PAYROLL	470.35
09/30/2019	EFT1207(E)	MI DEPT OF TREASURY	PAYROLL	1,959.95
<b>Total of 131 Checks:</b>				<b>2,897,061.67</b>
<b>Less 0 Void Checks:</b>				<b>0.00</b>
<b>Total of 131 Disbursements:</b>				<b>2,897,061.67</b>

14A

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

**PROCLAMATION NO. 191028-P1**

**MAYORS PROCLAMATION:  
“A PROCLAMATION OF APPRECIATION”**

**WHEREAS**, from the time William Hess began his service to the City of Saugatuck he has remained steadfast in his dedication to the community and citizens that he represented, in the best tradition of American public service; and

**WHEREAS**, during this time, William Hess has worked tirelessly while devoting many hours of service to the City of Saugatuck in various capacities; and

**WHEREAS**, William Hess, has served the City of Saugatuck as Mayor, Council Member, Planning Commission and Historic District Member as well as an active member of the Saugatuck Douglas History Center; and

**WHEREAS**, William Hess, has demonstrated in many practical ways his deep and genuine love for our community by supporting activities that benefit our community and has contributed to the growth and development of our area and his influence is still being felt; and

**NOW, THEREFORE BE IT KNOWN**, that I, Ken Trester, Mayor of the City of Saugatuck, on behalf of the Saugatuck City Council and the citizens of Saugatuck, express our deepest appreciation to William Hess for representing the citizens of Saugatuck with the utmost integrity and professionalism and we extend to him our sincerest wishes for happiness and success in his future endeavors.

Signed: \_\_\_\_\_ Dated \_\_\_\_\_  
Ken Trester, Mayor

Signed: \_\_\_\_\_ Dated \_\_\_\_\_  
Monica Nagel, City Clerk



# City Council Agenda Item Report

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City of Saugatuck

**FROM:** Kirk Harrier, City Manager  
**MEETING DATE:** October 28, 2019  
**SUBJECT:** Special Event Application—Veterans Day Honor Event

**DESCRIPTION**

Recognition event in honor of Veterans Day to be held in Village Square Park on November 11<sup>th</sup> from 10:50AM to 11:15AM.

**BUDGET ACTION REQUIRED**

N/A

**COMMITTEE/COMMISSION REVIEW**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION:**

Motion to **approve/deny** the American Legion's special event application to hold event in honor of Veterans Day in Village Square Park on November 11<sup>th</sup> contingent on applicant signing the letter of understanding dated October 28, 2019.



Council Action
_____ Approved
_____ Denied
_____ Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453  
 Phone: 269-857-2603 • Website: [www.saugatuckcity.com](http://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: Am LEGION TELEPHONE: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 E-MAIL ADDRESS: G STOPPEL@I SERU.NET CELL PHONE: \_\_\_\_\_

#### CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: GC STOPPEL TELEPHONE: \_\_\_\_\_  
 E-MAIL ADDRESS: G STOPPEL@I SERU.NET CELL PHONE: 616 386 8007

#### EVENT INFORMATION

NAME OF EVENT: VETERANS DAY DATE(S) OF EVENT: 11 NOV 12  
 PURPOSE OF EVENT: HONOURING VETS RAIN DATE: \_\_\_\_\_

- |  |  |  |                                       |
|--|--|--|---------------------------------------|
| <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: VILLAGE SQUARE EVENT HOURS: 10<sup>50</sup> - 11<sup>15</sup>

ESTIMATED NUMBER OF ATTENDEES: ?

ESTIMATED NUMBER OF VOLUNTEERS: 4

ESTIMATE DATE / TIME FOR SET-UP: 10<sup>50</sup> \_\_\_\_\_  A.M.  P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 11<sup>30</sup> \_\_\_\_\_  A.M.  P.M.

OCTOBER 25, 2019



**2019 Veterans Day**  
**Letter of Understanding**

October 28, 2019

American Legion  
248 Mason Street  
Saugatuck, MI 49453

**Re: Letter of Understanding**

Dear Mr. Stoppel:

This Letter of Understanding (“Letter”) is intended to memorialize the City of Saugatuck’s understanding with respect to the **American Legion’s** (“Applicant”) proposal to hold, operate and conduct a **Veterans Day Honor** event on **November 11, 2019** (“Event”).

The Special Event Application and associated materials dated October 25, 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 **Village Square 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:

- Provision of available traffic control devices (cones and barricades). *\*It is the responsibility of the applicant to sign for and return all traffic cones and traffic control devices. Applicant will be charged for any damaged or lost traffic control devices.*
- 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. *\*The City will make available the City's dedicated Sheriff Deputy on the day of the Event to assist personnel supplied by the Applicant. If additional law enforcement personnel are required for the Event, the City may charge the Applicant for the actual costs. The City does not supply other personnel for the 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

CITY OF SAUGATUCK

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.

American Legion

Date: \_\_\_\_\_, 2019

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_



17A



STATE CAPITOL  
P.O. BOX 30014  
LANSING, MI 48909-7514  
PHONE: (517) 373-0836  
FAX: (517) 373-8728  
marywhiteford@house.mi.gov  
www.repwhiteford.com

MICHIGAN HOUSE OF REPRESENTATIVES  
**MARY WHITEFORD**  
ASSISTANT MAJORITY FLOOR LEADER  
80TH DISTRICT

Chair, Health and Human Services  
Appropriations Subcommittee  
Member:  
Joint Capital Outlay  
Appropriations Subcommittee  
Appropriations Committee  
Health Policy Committee

October 2, 2019

Saugatuck City Council  
102 Butler Street  
Saugatuck, Michigan 49453

Dear Saugatuck City Council,

I would like to personally congratulate you on the ribbon cutting for the City of Saugatuck Shoppers Dock!

It is so uplifting to see our community moving forward and becoming a more accessible place for our citizens. Congratulations!

If I can ever be of assistance, please do not hesitate to contact me at (517)373-0836 or by email [marywhiteford@house.mi.gov](mailto:marywhiteford@house.mi.gov). I encourage you to provide me with input on matters of concern to yourself and our community.

Sincerely,

Mary Whiteford  
State Representative  
80<sup>th</sup> District

*Thanks for all that you do for our community!*