



**Parks and Public Works Committee Meeting
September 27, 2022 – 10:00 am**

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. PUBLIC COMMENTS/TODAY'S AGENDA TOPICS ONLY (LIMIT 3 MINUTES)** *Use the "raise hand" button in the participant's screen found in the Zoom interface or enter *9 if calling in by phone to raise hand.*
- 5. REVIEW/DISCUSSION:**
 - A. Kickoff Comments from Chairman
 - B. Staff Presentation
- 6. REVIEW NEXT STEPS**
- 7. PUBLIC COMMENTS (LIMIT 3 MINUTES)** *Use the "raise hand" button in the participant's screen found in the Zoom interface or enter *9 if calling in by phone to raise hand.*
- 8. MEMBER CLOSING COMMENTS**

NOTICE:

Join online by visiting:
<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or Wolters@saugatuckcity.com for further information.



Parks and Public Works Committee

Kickoff Meeting

Agenda

- **Introductions- Staff and Committee Members**
- **Scope of Committee – Who are we and what do we do?**
- **Committee Decorum- Roberts Rules and Open Meeting Laws**
- **Quick review - List of Council priorities- High level review**
- **Review list of staff priorities – Major theme of maintaining your current assets (playgrounds, Mt. Baldhead Stairs, etc.)**
- **Assign homework- you're welcome**

Intro's

- Your Saugatuck team
 - Scott Herbert & the elite Department of Public Works –(DPW) crew
 - Oval Beach squad (Seasonal workforce) with a full time Beach Manager/DPW Employee
 - Administrative staff
 - Council support of adding staff to support logistics and communication with residents/stakeholders
 - Assistant DPW Supervisor
 - Deputy Clerk/DPW Admin
 - Planning Zoning/ Project Coordinator
 - City Manager -

Who Are You? And Why Are You Even Here?

- In no particular order
 - Nancy Kimble
 - Keith Charak
 - Glenna Dejong
 - Ruth Johnson
 - Kelly Roche
 - Scott Dean (non-voting Chair)

Why you are here- scope of work

- **A recommending body**
- **No involvement with staff and equipment decisions**
- **Stay in your lane- Please no distractions with panning and zoning, or other stuff not related to parks**

Meeting Decorum and Open Meeting Laws

- Don't let Roberts Rules scare you
- Please do.... take Open Meeting Laws very seriously
 - To not follow the rules can result in horrible setbacks with projects and possible state violations
 - It's pretty easy- Don't email the entire group on a potential project- sunshine rules
- Set agendas and meetings to be run by the Chair – Scott Dean
- Recommendations voted on by Committee sent to Council for decision making

Council Priorities
Priority #1:
Essential

■ **PARKS AND RECREATION**

- Five-year parks plan (#15)
- Mt Baldhead building and bathroom (#26)
- Mt Baldhead parking (#27)
- Mt Baldhead steps (#28)

Priority #2: Desirable

- Master plan for Oval Beach and Natural Harbor Area (#24)
- Peterson Preserve invasive treatment (#35)
- Woolly Adelgid and other invasives (#54)

Priority #3: Acceptable

- ~~Manage landscape improvements on Village Square/Rose Garden (#21)~~
- Streetscape plan for urban trees and sidewalks (#48)
- What to do with the tri-community non-motorized committee (#52*)

Priority #4: Deferrable

- Solar lights along Crows Nest Trail (#46)
- Volleyball nets at Oval Beach (#49)
- Wicks Park Gazebo improvements (#53*)

No Detailed
Discussion

- Prioritize items of interest in the 5-year parks plan
- State of Michigan Lead & Copper Rules & Replacement
- Oval Beach Storage Building
- Blue Star Bike Path
- Wicks Park Gazebo Repair
- Charter Fishing Facilities
- South Park Street Safety/Sidewalk Project
- Parks/Trails Master Plan
- Oval Beach restroom/parking/storage
- Mt. Baldhead Radar Building
- Tri-Community Parks and Trails Committee
- Tri-Community Collaboration
- Bathrooms at Coughlin Park
- Recycling Bins in Parks

No Detailed Discussion

- Mt. Baldhead lower park improvements
- Mt. Baldhead Upper Deck improvements
- Wicks Park Restroom removal/replacement
- City Square
- Coghlin Park
- Willow Park Sidewalk Extension
- Sidewalk and Street Tree Plan
- List of Community Funded Projects
- Invasive Species Program
- Bike Path to Oval Beach
- Basketball courts repainted
- Sidewalk analysis
- Wayfinding Signage/Directional Kiosk
- Oval Beach Cam
- Airport Property Utilization
- Kayak Launch at Coghlin Park

No Detailed Discussion

- Improved Fishing Area at Willow Park
- Solar lights along Crow's Nest Trail
- Fight invasive plants at Peterson Preserve
- Volleyball nets at Oval Beach
- Memorial Donation Program
- Sustainability Designation
- Woolly Adelgid
- Solar Field on remote city property
- Electric car Charging Stations
- Willow Park Improvements
- Rose Garden Park
- City Dock Improvements

Your homework

- Thank you
- Review Master Parks Plan
- Review list of potential projects

Next meeting

October 25th 10 AM

What to be prepared for-

A discussion on projects and priorities

Recommendations from Committee will be presented to Council in December for Strategic Planning

Many thanks! – We appreciate you.