



**CITY COUNCIL AGENDA
JUNE 13, 2016 – 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 May 23, 2016**
5. MAYOR'S COMMENTS
6. CITY MANAGER'S COMMENTS
7. AGENDA CHANGES (ADDITIONS/DELETIONS)
8. GUEST SPEAKERS:
 - A. **Greg Janik – Pleasant Street – Obstruction of Fire Apparatus Access Roads**
 - B. **Dean Kapenga – Allegan County Commissioner**
9. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
10. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable**
11. PUBLIC HEARINGS: **None**
12. UNFINISHED BUSINESS: **None**
13. NEW BUSINESS
 - A. **Resolution No. 160613-A – Set Public Hearing for FY 16/17 Budget (ROLL CALL)**
 - B. **HGACBuy Cooperative Purchasing Agreement (VOICE VOTE)**
 - C. **Schedule of Fees Adjustment – Short Term Rental (VOICE VOTE)**
14. CONSENT AGENDA: **None**
15. PUBLIC COMMENTS *(Limit 3 minutes)*
16. COMMUNICATIONS:
 - A. **Letter of Communication from Citizen of Year – Accept as information**
 - B. **Petition Regarding Excessive Noise – Accept as information**
17. BOARDS, COMMISSIONS & COMMITTEE REPORTS
18. COUNCIL COMMENTS
19. 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.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, May 23, 2016

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

A motion was made by Trester, 2nd 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 Spangler, 2nd by Trester, to approve the May 9, 2016 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.
5. **Mayor's Comments:** Mayor Peterson announced the following: Oval Beach parking lot project is complete and looks wonderful; Oval Beach tractor and beach cleaner will be making its first sweep prior to this weekend; congratulations to the Saugatuck Township Fire Department for being the recipient of FEMA Grant; priority lists are due so discussion can begin at the June 9, 2016; and wishes for a successful 2016 season.
6. **City Manager's Report:** City Manager Harrier reported the following: Oval Beach is ready for the season; Coghlin Park shopper docks have been installed; curbs throughout town have been painted.
7. **Agenda Changes:** None
8. **Guest Speakers:**
 - A. **Fleis & VandenBrink Capital Improvement Plan Summary:** Paul Galdes and Jon Moxey of Fleis & VandenBrink reviewed the 2015 Capital Improvement Plan with Council.
9. **Public Comment:** Marilyn Starring (*resident*) with regards to agenda item 13(A) is concerned that allowing the use of city property to conduct private business is setting a precedent and the launching of novice kayakers from this busy street end is a public safety concern and would like to see the city designate a spot to launch kayaks other than the Spear Street Boat Launch.
10. **Request for Payment:** A motion was made by Hess, 2nd by Johnson, to approve the accounts payable in the amount of \$350,006.19. Upon voice vote the motion carried unanimously.
11. **Public Hearings:** None
12. **Unfinished Business:** None
13. **New Business:**
 - A. **License Agreement – Big Lake Outfitters Kayak Storage:** A motion was made by Hess, 2nd by Verplank, to indefinitely postpone until the Planning Commission has time to review and make a recommendation to City Council. Upon voice vote the motion carried unanimously.

B. Encroachment Agreement – Griffith Alley LLC Planter Encroachment: A motion was made by Spangler, 2nd by Trester, to approve the Encroachment Agreement between the City of Saugatuck and Griffith Alley, LLC as presented and authorize the Mayor and City Clerk to effectuate the Agreement. Upon voice vote the motion carried unanimously.

C. Resolution No. 160523-A – Road Millage Proposal Renewal Language: A motion was made by Hess, 2nd by Verplank, to approve Resolution No. 160523-A certifying the proposal language to the Allegan County Clerk for submittal to the qualified electors of the City at the regular City election held November 8, 2016. Upon roll call the motion carried unanimously.

14. Consent Agenda: A motion was made by Hess, 2nd by Spangler, to approve the consent agenda item as presented. Upon voice vote the motion carried unanimously.

A. Annual Town Crier Race – June 18, 2016

15. Public Comment: Bob Genetski (*resident*) introduced himself as a candidate running for Allegan County Clerk.

16. Communications:

A. Sign Ordinance Amendment – Feather Flags in Right-of-Way- *accepted as information*

B. Request to Operate Business in Right-of-Way- *accepted as information*

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

18. Council Comments: None

19. Adjournment: Mayor Peterson adjourned the meeting at 8:30 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk



SAUGATUCK TOWNSHIP FIRE DISTRICT



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
Fax: 269 857-1228
E-mail: stfd-clerk@outlook.com

Saugatuck, June 10, 2016

Kirk Harrier
City Manager
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

Re: Pleasant Street, Obstruction of Fire Apparatus Access Roads

Kirk,

I would like to express my concern regarding a recent incident that occurred on Pleasant Street, Saugatuck on Saturday May 21, 2016. Please keep in mind this is not the first occurrence on Pleasant Street or other streets within Saugatuck City. I have had several residents come directly to my office to voice concerns, and in particular...overcrowding and parking on Pleasant Street.

Here is a brief timeline of the incident.

- On Saturday May 21st at 12:33 pm Fire Chief Greg Janik receives an email from a Pleasant Street resident stating concern for the bachelorette party occurring over the weekend at 715 Pleasant Street. The complainant states there were 7 cars on Friday May 20th and more to arrive on Saturday May 21st at 715 Pleasant Street. Complainant informed the renters the fire department and emergency vehicles could not "weave up and down the street" with parking on both sides of the street. Pleasant Street is a *fire apparatus access road* by definition of the 2012 International Fire Code (IFC 202). It was observed that Pleasant Street is not very wide. Complainant requests renters park on one side, however, this did not occur. Complainant requests I do something about the "occupancy and parking".
- On Saturday May 21st at 2:06 pm Fire Chief Greg Janik receives another email from original complainant containing an actual video of the parking on Pleasant Street. The video shows numerous cars parked on both sides of the street. (Photos have been emailed to you).
- On Saturday May 21st at 08:30 pm Fire Chief Greg Janik reads emails and responds to 715 Pleasant Street. Fire Chief Greg Janik arrives to find 10 cars, five on each side of the street, and three cars in the parking area, totaling 13 cars from the renter's bachelorette party in front of 715 Pleasant Street. The fire apparatus road is obstructed with cars on both sides.
- Chief Greg Janik requests Saugatuck-Douglas Police Department and Saugatuck Township Fire District Duty Officer to respond in an attempt to have renter move cars. Officer Jordan Cadahia (ID #411) and Lieutenant Scott Seymour (ID #2108) respond.

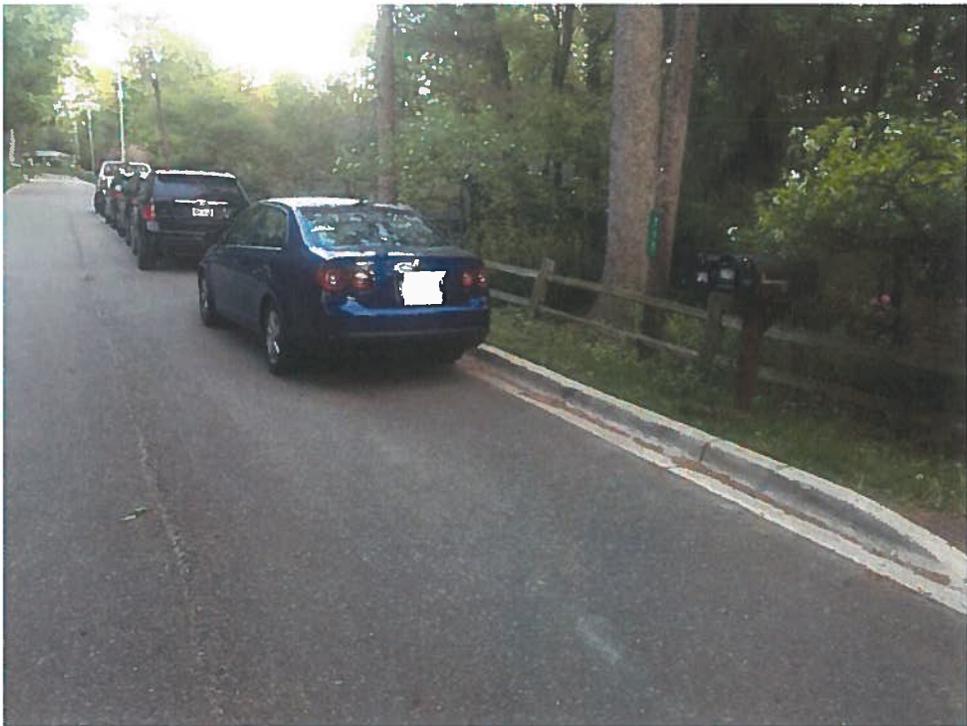
- Officer Cadahia acknowledges the road obstruction and offers to go to the door of 715 Pleasant Street and ask the renters to relocate the park cars. Officer Cadahia finds no one is at home. It was observed that there were beer cans scattered in the back yard and a 2-4 person tent erected in the front lawn with a suitcase inside the tent.
- Fire Chief Greg Janik discusses the parking conditions with the neighbor across the street. The neighbor is “scared to report the occupant and parking issues” and “this is not the first time these conditions have occurred”. The neighbor states “it’s not even the summer season yet and they are already having problems with the number of occupants and parked cars”. The neighbor continued to say she had to ask one of the guests of the renter to move a car so she could access her own driveway.
- Officer Cadahia issued a complaint number, (16-892), and mentioned the City of Saugatuck will have to handle the parking problems. Officer Cadahia left the scene. Lt. Scott Seymour left the scene as the result of a 911 Emergency Dispatch.
- Chief Greg Janik remained on scene in an attempt to have the cars moved.
- At approximately 10:20 pm Fire Chief Greg Janik met with Pleasant Street neighbors returning home from an outing. The neighbors talked with the renters acknowledging 19 occupants. It is unknown if all 19 occupants sleep at the premises.
- At 10:30 pm Fire Chief Greg Janik emails City of Saugatuck Zoning Administrator Cindy Osman with details as to the complaint.
- Unable to locate owners of parked cars obstructing fire apparatus access road, (Pleasant Street), Fire Chief Greg Janik clears the scene at 11:00 pm.

As your Fire Chief and Code Official, my job is to provide a reasonable level of safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, and to provide safety to fire fighters and emergency responders during emergency operations. Unfortunately, the conditions experienced above will seriously restrict fire department and emergency response to the area of Pleasant Street. I strongly encourage the City of Saugatuck require short term rental parking plans and set occupancy loads to prevent overcrowding.

I would be happy to discuss viable options at any time in the near future.

Sincerely,
Greg Janik





10A

Vendor Name	Description	Amount
1. 7UP HOLLAND	CONCESSION	1,036.80
2. ACCURATE STRIPING	STREET PAINTING	4,725.03
3. ACTION INDUSTRIAL SUPPLY CO	UNIFORMS	91.99
4. AMERICAN LEGAL PUBLISHING CORP.	ORDINANCES	495.00
5. AT&T MOBILITY	CELL PHONES	173.76
6. BARCO PRODUCTS COMPANY	SIGNS	63.81
7. BLOOM SLUGGETT MORGAN	LEGAL FEES	222.00
	LEGAL FEES	5,750.00
	TOTAL	5,972.00
8. CHEF CONTAINER, LLC	TRASH	1,722.90
9. CHEMICAL BANK	BANK FEES	11.70
10. CITY OF DOUGLAS	POLICE SERVICES	46,072.92
11. COMCAST	TELEPHONE & INTERNET	284.60
	TELEPHONES & INTERNET	284.60
	TOTAL	569.20
12. DECATUR DOOR & GLASS SERVICE INC	BUTLER STREET BATHROOM DOORS	4,916.00
13. DEMONDS SUPER VALU	CITIZEN YEAR	72.26
14. ELECTION SOURCE	ELECTION	32.01
15. FIRST BANK CARD	CONCESSION	770.62
	UNIFORMS, TRAINING & CITIZEN OF YEAR	837.08
	WEBSITE & COMPUTER	255.35
	TOTAL	1,863.05
16. FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING	277.19
	OVAL BEACH	21,934.04
	TOTAL	22,211.23
17. FRIS OFFICE OUTFITTERS	OFFICE SUPPLIES	344.53
18. FRONTIER	TELEPHONES	271.64
19. GORDON FOOD SERVICE	CONCESSION	3,035.22
20. GROUNDS MANAGEMENT SERVICES	PEST CONTROL	45.00
21. KATHERINE ECONOMOS	PARK FLOWERS	36.02
22. LEMON FRESH CLEANERS	DRY CLEANING	84.00
23. MARILYN A. STARRING	SPEAR BOAT LAUNCH	525.00
24. MEEKHOF TIRE SALES	BACK HOE & BUCKET TRUCK	2,340.34

Vendor Name	Description	Amount
25. MERCHANTS BANCARD NETWORK		
	OVAL	280.46
	CONCESSION	101.98
	TOTAL	382.44
26. MICHAEL CLARK		
	PLANNING & HDC SERVICES	158.40
27. MICHIGAN CAT		
	PEDAL WHEEL LOADER	307.21
28. MICHIGAN ELECTRO FREEZE INC		
	CONCESSION	714.48
29. MICHIGAN GAS UTILITIES		
	BUTLER ST BATHROOM	47.06
	CITY HALL	48.06
	DPW	105.96
	TOTAL	201.08
30. MICHIGAN PAVING & MATERIALS CO		
	OVAL BEACH	5,000.00
31. MINER SUPPLY CO		
	SUPPLIES	1,231.57
	SUPPLIES	284.67
	TOTAL	1,516.24
32. OVERISEL LUMBER COMPANY		
	SUPPLIES & REPAIRS	900.35
33. PERMA GREEN WEED CONTROL		
	PEST CONTROL	200.00
34. PLUMMER'S ENVIRONMENTAL SERVICES IN		
	STREET BASINS	1,875.00
	STREET BASINS	2,025.00
	TOTAL	3,900.00
35. POSTMASTER		
	PO BOX	66.00
36. PRIORITY HEALTH		
	HEALTH INSURANCE	8,641.23
37. PURITY CYLINDER GASES INC		
	CONCESSION	37.25
	CONCESSION	10.16
	TOTAL	47.41
38. REPCOLITE		
	STREET PAINT	449.70
	STREET PAINT	486.85
	STREET PAINTER	74.30
	TOTAL	1,010.85
39. ROBIN'S FLOWER GARDENS		
	OVAL	52.97
40. SAUGATUCK FIRE		
	RENTAL INSPECTIONS & TRAINING	520.95
41. SAUGATUCK PUBLIC SCHOOLS		
	CANNON REPAIR	182.99
42. SHORELINE COMPUTER SYSTEMS		
	UPGRADED SERVER	2,809.00
	COMPUTER SERVICES	350.00
	TOTAL	3,159.00

Vendor Name	Description	Amount
43. SISTERS IN INK	CONCESSION	12.00
	CONCESSION	187.00
	OVAL BEACH UNIFORMS	337.00
	UNIFORMS	268.80
	OVAL BEACH	28.03
	TOTAL	832.83
44. SPRING BROOK SUPPLY	PARKS IRRIGATION	96.96
45. STANDARD INSURANCE COMPANY	INSURANCE	339.80
46. STATE OF MICHIGAN	SHOPPERS DOCK PERMIT	50.00
47. STINGERS PEST CONTROL	PEST CONTROL	50.00
48. STREAMLINE DESIGN.COM LLC	SIGNS	1,002.00
49. TOM ALLEN ENTERPRISES, INC	CHAIN FERRY	199.50
50. TOWER MARINE	CHAIN FERRY	354.67
51. TRUCK & TRAILER SPECIALTIES	REPAIR PUMP	779.17
52. VALLEY CITY LINEN INC	SHOP TOWELS	49.35
53. VAN TILL'S GREENHOUSE	FLOWERS	571.35
54. VS FLOWERS	CITIZEN OF YEAR	40.00
55. WESTENBROEK MOWER INC	CHAINSAW, VACUUM & SUPPLIES	407.92
	CHAIN SAW OIL & PARTS	71.48
	TOTAL	479.40
56. WYOMING ASPHALT PAVING CO	ASPHALT	90.16
	ASPHALT	94.30
	TOTAL	184.46
57. XEROX FINANCIAL SERVICES	COPIER LEASE	326.06
TOTAL - ALL VENDORS		129,028.56
FUND TOTALS:		
Fund 101 - GENERAL FUND		117,114.36
Fund 202 - MAJOR STREETS		3,721.03
Fund 203 - LOCAL STREETS		3,763.42
Fund 661 - MOTOR POOL FUND		4,429.75

06/10/2016 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 05/01/2016 - 05/31/2016				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
05/06/2016	DD2304(A)	HARRIER, KIRK	PAYROLL	1,858.80
05/06/2016	DD2309(A)	SIMONSON, BRUCE	PAYROLL	1,703.21
05/06/2016	DD2303(A)	HALLGREN, JON	PAYROLL	1,213.15
05/06/2016	DD2306(A)	JONES, MICHAEL	PAYROLL	1,257.18
05/06/2016	DD2310(A)	STANISLAWSKI, PETER	PAYROLL	1,400.48
05/06/2016	DD2307(A)	NAGEL, MONICA	PAYROLL	1,370.50
05/06/2016	DD2305(A)	HERBERT, SCOTT	PAYROLL	1,131.74
05/06/2016	DD2301(A)	BULTMAN, LINDA	PAYROLL	1,115.42
05/06/2016	DD2302(A)	FENTERS, AARON	PAYROLL	703.34
05/06/2016	DD2308(A)	OSMAN, CINDY	PAYROLL	1,198.38
05/06/2016	EFT787(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,038.55
05/06/2016	EFT786(E)	MERS HYBRID	PAYROLL	855.67
05/06/2016	EFT785(E)	457-VALIC	PAYROLL	2,898.55
05/10/2016	15158	ALLEGAN COUNTY SHERIFF	DEBT CREW	264.00
05/10/2016	15159	BILLS DOZER SERVICE INC	OVAL BEACH	3,380.00
05/10/2016	15160	BS&A SOFTWARE	SOFTWARE SERVICES	927.00
05/10/2016	15161	CAPITAL ONE	OVAL, PLANNING SUPPLIES	86.94
05/10/2016	15162	FRIS OFFICE OUTFITTERS	SUPPLIES	118.57
05/10/2016	15163	H. BARBER & SONS	BEACH CLEANER	53,750.00
05/10/2016	15164	INTELLIGENT PRODUCTS INC.	MUTT MITTS	803.62
05/10/2016	15165	JOHN HOEKSEMA, INC	LAWN TIRES	97.90
05/10/2016	15166	LINDA BULTMAN	CONCESSION SUPPLIES	304.90
05/10/2016	15167	MICHIGAN WOOD FIBERS	PARK MULCH	2,450.00
05/10/2016	15168	MINER SUPPLY CO	SUPPLIES	1,462.40
05/10/2016	15169	OVERISEL LUMBER COMPANY	SUPPLIES & REPAIRS	294.24
05/10/2016	15170	REED'S TIRE SERVICE, INC.	GMC 1 TON	1,111.50
05/10/2016	15171	SAUGATUCK DRUG	SUPPLIES	21.98
05/10/2016	15172	STAR OF SAUGATUCK BOAT CRL	CHAIN FERRY	25.00
05/10/2016	15174	TOM ALLEN ENTERPRISES, INC	CHAIN FERRY	291.50
05/10/2016	15175	WESTENBROEK MOWER INC	CHAINSAW PARTS	77.60
05/10/2016	1080(E)	BARTLETT TREE EXPERTS	TREE STUMP GRINDING	148.00
05/10/2016	1081(E)	CHEF CONTAINER, LLC	TRASH	261.05
05/10/2016	1082(E)	CONSUMERS ENERGY	STREET LIGHTS	1,787.49
05/10/2016	1083(E)	FIRST BANK CARD	TRAINING	361.99
05/10/2016	1084(E)	MERCHANTS BANCARD NETWO	BANKING FEES	52.67
05/10/2016	1085(E)	MICHIGAN GAS UTILITIES	CITY HALL	398.74
05/10/2016	1086(E)	VALLEY CITY LINEN INC	SHOP TOWELS	32.90
05/10/2016	1087(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	326.06
05/10/2016	1088(A)	CITY OF DOUGLAS	POLICE SERVICES	46,072.92
05/10/2016	1089(A)	INTERURBAN TRANSIT AUTHOR	PROPERTY TAXES	3,215.76
05/10/2016	1090(A)	MICHIGAN OFFICE SOLUTIONS	COPIER USE	530.39
05/10/2016	1091(A)	SAUGATUCK FIRE	SHORT TERM RENTAL INSPECTIONS	11,053.99
05/10/2016	1092(A)	SHORELINE COMPUTER SYSTEM	COMPUTER SERVICES	350.00

06/10/2016 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 05/01/2016 - 05/31/2016				
Check Date	Check	Vendor Name	Description	Amount
05/10/2016	1093(A)	SISTERS IN INK	DPW UNIFORMS	3,174.60
05/10/2016	15173	STINGERS PEST CONTROL	PEST CONTROL	115.00
05/20/2016	DD2314(A)	HARRIER, KIRK	PAYROLL	1,858.81
05/20/2016	DD2319(A)	SIMONSON, BRUCE	PAYROLL	1,797.21
05/20/2016	DD2313(A)	HALLGREN, JON	PAYROLL	1,213.14
05/20/2016	DD2316(A)	JONES, MICHAEL	PAYROLL	1,175.41
05/20/2016	DD2320(A)	STANISLAWSKI, PETER	PAYROLL	1,400.47
05/20/2016	DD2317(A)	NAGEL, MONICA	PAYROLL	1,416.93
05/20/2016	DD2315(A)	HERBERT, SCOTT	PAYROLL	1,106.36
05/20/2016	DD2311(A)	BULTMAN, LINDA	PAYROLL	1,216.13
05/20/2016	DD2312(A)	FENTERS, AARON	PAYROLL	804.21
05/20/2016	DD2318(A)	OSMAN, CINDY	PAYROLL	1,198.37
05/20/2016	EFT789(E)	MERS HYBRID	PAYROLL	862.33
05/20/2016	EFT790(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,059.27
05/20/2016	EFT791(E)	MERS	PAYROLL	3,662.06
05/20/2016	EFT792(E)	MI DEPT OF TREASURY	PAYROLL	1,459.82
05/20/2016	EFT788(E)	457-VALIC	PAYROLL	2,894.48
05/23/2016	1094(E)	CONSUMERS ENERGY	ELECTRIC	902.19
05/23/2016	1095(E)	GORDON FOOD SERVICE	CONCESSION	3,393.26
05/23/2016	1097(E)	SHELL	GASOLINE & DIESEL	373.91
05/23/2016	1098(A)	DIANNA MC GREW	ASSESSING SERVICES	2,388.87
05/23/2016	1099(A)	JANE ELEANOR VERPLANK	UNIFORMS	75.00
05/23/2016	1100(A)	SAUGATUCK FIRE	SHORT TERM INSPECTIONS	60.00
05/23/2016	1101(A)	SISTERS IN INK	CONCESSION	2,954.94
05/23/2016	1102(A)	WILLIAM HESS	CITIZEN OF THE YEAR	20.00
05/23/2016	1096(E)	KALAMAZOO LAKE SEWER & W	WATER	971.26
05/24/2016	15176	ACCURATE STRIPING	CURBS	1,479.35
05/24/2016	15177	BLOOM SLUGGETT MORGAN	LEGAL FEES	1,868.50
05/24/2016	15178	BRINK WOOD PRODUCTS	PLAYGROUND WOOD CHIPS	196.00
05/24/2016	15179	CAPITAL ONE	PARK SUPPLIES	169.48
05/24/2016	15180	CMS MEDICARE INSURANCE	INSURANCE	365.40
05/24/2016	15182	FLEIS & VANDENBRINK ENGINEE	CAPITAL IMPROVEMENT PLAN	12,805.37
05/24/2016	15183	FRIS OFFICE OUTFITTERS	SUPPLIES	31.20
05/24/2016	15184	GRAND RAPIDS POPCORN	CONCESSION	276.75
05/24/2016	15186	MICHIGAN PAVING & MATERIAL	OVAL BEACH	318,850.22
05/24/2016	15187	PETTY CASH	START UP OVAL & CHAIN FERRY	1,750.00
05/24/2016	15181	EDGEWATER RESOURCES	HARBOR	910.00
05/24/2016	15185	IHLE SERVICE	TIRE REPAIR	27.00
05/31/2016	1103(E)	CHEMICAL BANK	BANK FEES	11.70
05/31/2016	1104(E)	COMCAST	TELEPHONE & INTERNET	284.60
05/31/2016	1105(E)	FRONTIER	TELEPHONES	271.64
Total of 84 Checks:				532,655.32
Less 0 Void Checks:				0.00
Total of 84 Disbursements:				532,655.32

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
06/03/2016	PR	S	18197 274	SUMMARY PR 06/03/2016		
101-000-001.000				CASH IN CHEMICAL		13,515.31
101-000-228.002				STATE INCOME TAX WITHHELD		886.94
101-000-229.000				DUE TO FEDERAL GOVERNMENT		6,074.44
101-000-234.000				DUE TO RETIREMENT PLANS		6,364.27
101-173-702.000				SALARY/WAGES	3,308.31	
101-173-720.000				FRINGE BENEFITS	826.88	
101-215-702.000				SALARY/WAGES	1,903.56	
101-215-720.000				FRINGE BENEFITS	487.68	
101-253-702.000				SALARY/WAGES	2,389.43	
101-253-720.000				FRINGE BENEFITS	929.11	
101-265-702.000				SALARY/WAGES	145.86	
101-265-720.000				FRINGE BENEFITS	26.50	
101-441-702.000				SALARY/WAGES	2,792.36	
101-441-720.000				FRINGE BENEFITS	939.94	
101-540-702.000				SALARY/WAGES	55.94	
101-540-720.000				FRINGE BENEFITS	26.38	
101-721-702.000				SALARY/WAGES	1,246.15	
101-721-720.000				FRINGE BENEFITS	319.68	
101-723-702.000				SALARY	830.77	
101-723-720.000				FRINGE BENEFITS	213.11	
101-751-702.000				SALARY/WAGES	2,111.91	
101-751-720.000				FRINGE BENEFITS	453.91	
101-756-702.000				SALARY/WAGES	5,873.81	
101-756-720.000				FRINGE BENEFITS	1,264.11	
101-758-702.000				SALARY	646.13	
101-758-720.000				FRINGE BENEFITS	49.43	
202-000-001.000				CASH IN BANK		946.28
202-463-702.000				SALARY/WAGES	554.42	
202-463-720.000				FRINGE BENEFITS	175.78	
202-464-702.000				SALARY/WAGES	147.14	
202-464-720.000				FRINGE BENEFITS	68.94	
203-000-001.000				CASH IN BANK		912.35
203-463-702.000				SALARY/WAGES	518.74	
203-463-720.000				FRINGE BENEFITS	177.73	
203-464-702.000				SALARY/WAGES	147.04	
203-464-720.000				FRINGE BENEFITS	68.84	
661-000-001.000				CASH IN BANK		889.21
661-443-702.000				SALARY/WAGES	651.93	
661-443-720.000				FRINGE BENEFITS	237.28	
					<u>29,588.80</u>	<u>29,588.80</u>
					<u>29,588.80</u>	<u>29,588.80</u>



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: June 13, 2016

SUBJECT: Resolution No. 160613-A (Set Budget Hearing)

DESCRIPTION

Attached is a Resolution to set a public hearing on June 27, 2016 at 7:00 p.m.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal attorney Jeff Sluggett prepared the attached Resolution.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 160613-A and set a public hearing for the proposed FY 16/17 budget on June 27, 2016 at 7:00 p.m.

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

RESOLUTION NO. 160613-A

RESOLUTION SETTING PUBLIC HEARING ON PROPOSED BUDGET

Councilmember _____, supported by Councilmember _____, moved the adoption of the following resolution:

WHEREAS, Section 7.4 of the City Charter and the Budget Hearings of Local Governments Act, Public Act 43 of 1963, 2nd Ex. Session (“Budget Hearings Act”) require that a public hearing be held regarding the proposed budget for the City of Saugatuck prior to its final adoption; and

WHEREAS, Section 7.4 and the Budget Hearings Act also require that notice of the public hearing be published in a newspaper having general circulation within the City prior to the hearing (the “Required Publication”) and that the proposed budget be available for public inspection.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The City shall hold a public hearing on **June 27, 2016**, at 7:00 p.m., at the City Hall, 102 Butler Street, Saugatuck, Michigan, 49453 for the purpose of considering adoption of the proposed **2016/2017** budget for the City of Saugatuck.
2. The City Clerk is hereby authorized and directed to provide the Required Publication stating the time, place, and purpose of the hearing.
3. The proposed budget shall be on file in the office of the City Clerk at least one week prior to the public hearing where it shall be available to the public.

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED.

Dated: June 13, 2016

Christine Z. Peterson, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, Monica Looman, the City 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 **June 13, 2016**, 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

399396.01



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: June 13, 2016
SUBJECT: HGACBuy Cooperative Purchasing

DESCRIPTION

HGACBuy is a program that allows participating local governments to be eligible to receive products and services through their cooperative purchasing program. This program is similar to the MiDeal cooperative purchasing program the City has used for equipment purchases. The City is not obligated to purchase products through the HGACBuy program however it is an option for the City to use if needed. In order for the City of Saugatuck to be eligible to participate, the local governing body has to authorize participation.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal attorney Jeff Sluggett has reviewed the Contract and there are no legal conflicts for the City to participate in the program.

SAMPLE MOTION:

Motion to **approve/deny** authorization in the HGACBuy cooperative purchasing program and authorize the Mayor and City Clerk to effectuate the agreement.



**INTERLOCAL CONTRACT
FOR COOPERATIVE PURCHASING**

ILC
No.: _____
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and * _____, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at * _____

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on * _____ (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began * _____ and ends * _____. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

* City of Saugatuck
Name of End User (local government, agency, or non-profit corporation)

* PO Box 86
Mailing Address

* Saugatuck MI 49453
City State ZIP Code

*By: _____
Signature of chief elected or appointed official

* _____
Typed Name & Title of Signatory Date

Houston-Galveston Area Council
3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Attest: _____
Manager

Date: _____

*Denotes required fields



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Planning and Zoning Administrator

MEETING DATE: June 13, 2016

SUBJECT: Schedule of Fees Adjustment (Short Term Rental)

DESCRIPTION:

Increase short term rental registration fee from \$45.00 to \$250.00 (three year registration).
Increase the re-inspection fee from \$30.00 to \$60.00. Add a failure to register fee of \$250.00.

The short term rental fees have not been modified since the beginning of the short term rental program. Saugatuck Township has adopted a \$250 3 year registration and \$60 re-inspection fee. The City of Douglas is anticipating adopting the same registration and re-inspection fee structure.

Currently inspection and administrative services shortfalls in the City of Saugatuck for this program are paid through general fund monies. The proposed adjusted fee rate will move the program closer to self-sufficiency. There are currently about 160 registered short term rentals in the City of Saugatuck. If approved the fee will increase annual revenue to operate the program from \$2,400 to an estimated \$13,000

BUDGET ACTION REQUIRED

N/A

COMMISSION/STAFF REVIEW

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** amending the City of Saugatuck Fee Schedule as follows effective July 1st, 2016:

Adjust short term rental (three year) registration fee from \$45 to \$250;

Adjust short term rental re-inspection fee from \$30 to \$60;

Establish a short term rental failure to register fee of \$250.

G C STOPPEL
SAUGATUCK, MICHIGAN 49453
18 May 2016

Dear Mrs Peterson,

Once again, thank you for all you and the selection committee did to make yesterday a truly memorable and joyous day for Pat and me. It may be one of the more fun responsibilities a mayor gets to enjoy, and yet I know that it took time for all of you to do it, but do know it was very much appreciated. I also know that the parish family here at All Saints' was delighted that the event could be held here.

As I mentioned yesterday, to be given this award, especially with Tony's name attached to it, means so very much to me.

Again, thank you.

Yours,



Fr G Corwin Stoppel

NOISE PETITION

We signing below are asking the Councils of Saugatuck and Douglas to take steps to stop excessive noise in our community.

We have found that some owners of businesses within sound range of our dwellings create noise that causes disturbance and wakes us during sleep time. Some examples are rentals who have vacationers coming in from the bars with loud voices, sitting in the hot tubs at late hours of the morning, being very loud, and sometimes being obnoxiously drunk. Also music coming from bars that drift across the water and interfere with those of us who would like to live in a quiet environment.

We would ask that you take action that puts the responsibility on the owners of these businesses and not passing the responsibility on to those who live around them.

Example.... some owners of rentals, or hotels, do not have personnel on property so when the noise arises, disturbances happen, orangers flair it's those of us who live around them that has to take care of their problems. We are the ones who awake at night, either talk to the people or call the police. It ruins our quality-of-life while they have transferred the responsibility and continue sleeping throughout the night.

Some measures that could be used:

Signs at their hot tubs that say they cannot be used beyond 11 PM.

If owner of a rental or hotel have two citations then they have to remove the hot tube.

if two citations where the police are called to stop the noise then they lose their right to have the business.

Same would be true of restaurants causing noise disturbance.

We realize we live in a community that invites vacationers in and we do not want to interfere with a flow of quality business. However we do want to place the responsibility that belongs to the owners on their shoulders and not on the neighbors.

NAME	ADDRESS	E-MAIL	DATE
Mary Apkarian	555 Lake St	mary@apkarian.com	5/28/16
Art Apkarian	55 Lake St	Arthur@apkarian.com	5/28/16
Dr. Allen	555 Lake St.	iris@irisallen.com	5/28
Jerry Calensore	555 LAKE ST	Jdcalensore@trane.com	5/28
Jill Bossert	555 Lake ST.	jakbossert@comcast.com	5/28
David Bossert	555 Lake ST.	" " "	5/28
Mason Bradley	555 Lake St	bradleymf@earthlink.net	5/28
H. SUAREZ	555 LAKE ST	ASUAREZ@DIESEL RADIATOR CO	