

ALLEGAN CITY COUNCIL REGULAR MEETING AGENDA

Monday,
March 22,
2021



CITY OF ALLEGAN
CITY COUNCIL MEETING
Monday, March 22, 2021 – 7:00PM
City Hall – 231 Trowbridge Street Allegan, MI 49010

7:00 PM Council Meeting (Action to be taken by Council on the following agenda items)

Note: Please be courteous and turn cell phones off during the meeting.

1. CALL TO ORDER

2. ROLL CALL (Excused Absences if Any)

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

4A. - Approval of the Regular Council Meeting Agenda for March 22, 2021.

5. APPROVAL OF MINUTES

5A.1 – Approval of the Study Session Minutes from March 8, 2021 Council Meeting

5A.2 - Approval of the Regular Meeting Minutes from March 8, 2021 Council Meeting

6. SPECIAL PRESENTATIONS & RECOGNITIONS BY MAYOR OR COUNCIL

6A.1 – Presentations & Guest - Ely Barnhardt, Allegan High School

7. FIRST READING OF ORDINANCES and SCHEDULING OF PUBLIC HEARINGS

7A.1 – Request to schedule a public hearing for April 12, 2021 to consider the sale of City owned property located at 148 Mill District.

7A.2 – Request to schedule a public hearing for April 12, 2021 to consider the sale of City owned property located at 413 Russell Street.

7A.3 – Request to hold a first reading of Ordinance amendments of the Allegan City Sign Ordinance and sequentially schedule a public hearing for April 12, 2021.

8. PUBLIC HEARINGS AND ADOPTION OF ORDINANCE

9. PUBLIC COMMENT

10. WRITTEN PETITIONS & REPORTS FROM SPECIAL COMMITTEES

11. REPORTS FROM BOARDS, COMMISSIONS & CITY OFFICES

11A. City Boards, Commissions and Area Agencies

11A.1 – Report from the Planning Commission – Bird

11B. Finance Department

11B.1 – Request to approve Accounts Payable and Payroll

11C. Police Department

11D. Water Utilities

11E. Public Works

11F. City Manager & City Clerk

11F.1 – Request to schedule a public hearing for April 12, 2021 Election Date Change

11F.2 – Update of the Cutler Street Parking Lot Construction

11F.3 – Request to approve the use of Oakwood Cemetery for June 4 and 5, 2021 History Tour

12. BOARD APPOINTMENTS

13. COMMUNICATIONS FROM CITY MANAGER, COUNCIL & MAYOR

14. CLOSED SESSION

15. ADJOURNMENT

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, on items listed under agenda numbers 11B-11F; please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda numbers 11B-11F above shall be as follows:

1. Announcement of the agenda item by the Mayor.
 2. Verbal report provided by staff.
 3. Mayor asks councilmembers if they have any questions for staff to clarify the staff report.
 4. Mayor opens/closes the floor to receive public comment (if a public hearing is required or if the mayor determines public comments is warranted).
 5. Motion is made by a council member and seconded by another council member.
 6. Mayor then calls on councilmembers to discuss the motion if councilmembers wish to discuss.
 7. Mayor calls for a vote on the item after discussion has occurred.
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City of Allegan
City Council Study Session Minutes

Monday, March 8, 2021 at 6:00 P.M
City Council Chambers, 231 Trowbridge Street
Allegan, MI 49010

I. Call to order

Mayor Andrus called the meeting to order at 6:00 P.M. It should be noted the meeting was being held via Zoom Meeting link <https://zoom.us/j/92050448892> via Public Act 228 of 2020

II. Public Comments

Let the record show no public comment was offered.

III. Discussion regarding Downtown Refuse Program

Downtown & Promotion Manager, Parker Johnson provided a presentation to the Council regarding the proposed Downtown Refuse Program. Staff has been having conversations with the Public Works staff, local businesses to address the current garbage containment and collections process in Downtown Allegan. Throughout discussion with City Attorney and Republic Services, staff has created a program to standardize trash containers of all types, regular and shared dumpsters to introduce an ordinance to establish a uniform collection program. The goal of this program is to better organize how trash is collected for the City while the same time introduce equal and fairer cost of trash collection to business owners in the downtown.

A general discussion ensued regarding the Refuse Program. Council thanked Johnson for the presentation.

IV. Discussion regarding Griswold Assessment and Next Steps

Downtown & Promotion Manager, Parker Johnson provided a presentation to the Council regarding the Griswold Auditorium Assessment. It should be noted Tony McGhee, Abonmarche was also present for the presentation. Staff has held a community input open house and has created a document that includes capital improvement, ideas for increased programming and alternative options for the future management.

A general discussion ensued regarding the Griswold Auditorium Facilities Assessment. Council thanked Johnson for the presentation.

V. Discussion regarding Positively Allegan Rebrand

Downtown & Promotion Manager, Parker Johnson provided a presentation to the Council regarding Positively Allegan Rebranding. The Positively Allegan board voted unanimously to

rebrand as Downtown Allegan for all marketing and promotion purposes, using the newly developed Downtown Allegan logo as seen on materials used for the social districts.

A general discussion ensued regarding the Positively Allegan Rebranding. Council thanked Johnson for the presentation.

VI. Review of Council – Agenda

Mayor Andrus reviewed the Council meeting agenda for March 8, 2021.

VII. Adjournment

Mayor Andrus adjourned the meeting at 6:58 P.M.

Minutes submitted by: Christopher Tapper, MMC & MACEO
City Clerk & Assistant to the City Manager, City of Allegan

City of Allegan

City Council Regular Meeting Minutes

Monday, March 8, 2021 at 7:00 P.M
231 Trowbridge Street
Allegan, MI 49010

I. Call to order

Mayor Andrus called the meeting to order at 7:05 P.M. It should be noted the meeting was being held via Zoom Meeting Link <https://zoom.us/j/92050448892> via accordance with PA 228 of 2020. All motions will be roll call votes, Councilmembers will also note of their locations.

II. Roll Call

City Clerk & Assistant to City Manager, Tapper provided roll call, the following attendance was presented; Council members, Bird, (Allegan, MI) Hanse, (Allegan, MI) Mayor Andrus, (Allegan, MI) Perrigo, (Allegan, MI), Mayor Pro Tem Galloway, (Allegan, MI), Redding, (Allegan, MI) and McKenzie, (Allegan, MI) were in attendance. Also, in attendance; City Manager, Joel Dye, City Clerk & Assistant to City Manager, Christopher Tapper, Parker Johnson DDA & Promotions Manager, Director of Public Works, Doug Kadzban, Director of Water Utilities, Doug Sweeris, and Tony McGhee, Abonmarche

III. Approval of Agenda

Perrigo offered a motion with support from McKenzie, to approve the agenda for Monday March 8, 2021. **Roll Call Vote, Motion Passed 7-0.**

IV. Approval of Minutes

McKenzie offered a motion with support from Perrigo to approve the Study Session Meeting Minutes for February 22, 2021. **Roll Call Vote, Motion Passed 7-0.**

Mayor Pro Tem Galloway offered a motion with support from McKenzie to approve the Regular Meeting Minutes for February 22, 2021. **Roll Call Vote, Motion Passed 7-0.**

V. Public Hearing Ordinance 490 Golf Carts in the City of Allegan

Mayor Andrus opened the public hearing at 7:18 P.M.

Let the record show several public comments were received. Comments included from Scott Beltman, Bill Morgan, Jamison Burchfield, Matt Campbell

Mayor Andrus closed the public hearing at 7:24 P.M

McKenzie offered a motion with support from Perrigo to approve Ordinance 490 Golf Carts in the City of Allegan with the following amendments, required to have brakes, and addition of the wording operable. **Roll Call Vote, Motion Passed 7-0.**

VI. Public Comments.

Let the record to show public comment was received. Public Comments from Scott Beltman and Jamison Burchfield, both thanking the Council for approval of Ordinance 490 Golf Carts in the City of Allegan.

VII. Reports from Boards, Commissions & City Offices

Hanse provided a report from March 1, 2021 Airport Advisory Board meeting.

McKenzie provided a report from the March 1, 2021 HDC meeting.

Mayor Pro-Tem Galloway, offered a motion with support from Bird to approve agenda item 11B.1 Accounts Payable and Payroll in the amount of \$410,102.03.

Roll Call Vote, Motion Passed 7-0.

Bird offered a motion with support Perrigo to approve agenda item 11B.2 approving the request to refund (refinance) of the 2004/12 GOLT Bonds. **Roll Call Vote, Motion Passed 7-0.**

McKenzie offered a motion with support Hanse to approve agenda item 11E.1 approving the contract agreement between the City of Allegan and Allegan AYSO for the use of the Sports Complex for a (10) ten-year period and authorizing the Mayor and Clerk to execute the contact on behalf of the City of Allegan **Roll Call Vote, Motion Passed 7-0.**

Bird offered a motion with support Perrigo to approve agenda item 11E.2 approving the purchase order request for a price not to exceed \$30,000 to the State of Michigan MiDeals for preorder of salt for 2021-2022 winter season. **Roll Call Vote, Motion Passed 7-0.**

McKenzie offered a motion with support from Bird to approve agenda item 11F.1 the 2021 Allegan Events Calendar. **Roll Call Vote, Motion Passed 7-0.**

Bird offered a motion with support from McKenzie to approve agenda item 11F.2 approval of purchase order 21-0599 in the amount not to exceed \$30,000 to hire Abonmarche to create a CWSRF & DWSRF Project Plan. **Roll Call Vote, Motion Passed 7-0**

McKenzie offered a motion with support from Perrigo to approve the recommendation of the Mayor and appoint Nicole Heslip to the DDA for a term ending December 31, 2023. **Roll Call Vote, Motion Passed 7-0.**

VIII. Communications from Staff and Council

Mayor Pro Tem Galloway, would like to have a discussion at the next Study Session regarding the rental process of the Riverfront Band Stage. Council member McKenzie wanted to request Council proceed with holding public meetings in person.

IX. Adjournment

Mayor Andrus adjourned the meeting at 8:07 P.M.

Christopher Tapper

Minutes submitted by: Christopher Tapper, MMC & MACEO
City Clerk & Assistant to the City Manager, City of Allegan



City of Allegan
231 Trowbridge Street
Allegan, MI 49010

MEMORANDUM

TO: Allegan City Council
FROM: Christopher Tapper, MMC & MACEO,
City Clerk & Assistant to the City Manager
REVIEWED BY: Joel Dye, City Manager
DATE: March 22, 2021

SUBJECT: Schedule Public Hearing – Sale of City Property - Mill District

Action Requested:

It is requested that City Council approve the scheduling of a Public Hearing for April 12, 2021 regarding sale of a portion of city owned property (Parcel number 51-205-056-00) to Joe and Deb Leverence who currently own 148 Mill District Road.

Background:

At the Study Session of February 8, 2021 City Council heard from Mr. & Mrs. Leverence regarding their desire to acquire additional property from the City adjacent to their property at 148 Mill District Road. The current city property is vacant and besides the need to reserve some land for a future boardwalk, there is no public use for the remaining part of the property. Staff has received recommendations from the Council members to proceed with the formal process of selling land to Joe and Deb Leverence.

Terms and conditions of the sale of property are currently being reviewed by the by the City Attorney. The City Charter outlines with all sales of City owned property, a public hearing is required for a (3) three-week notice period. Upon approval of scheduling the public hearing, staff with publish the public hearing notice and Council will sequentially hold a public hearing for Monday, April 12, 2021.

Attachment(s):

Map of Proposed Area
Email from Joe Leverence
Public Hearing Notice



NOTICE OF PUBLIC HEARING City of Allegan Property Sale

PLEASE TAKE NOTICE that the City Council of the City of Allegan, Michigan, shall on April 12, 2021 at 7:00 PM, at the City Council Chambers, Allegan City Hall 231 Trowbridge Street, Allegan, Michigan, hold a public hearing for the purpose of considering the sale of real property listed below:

1. The City of Allegan agrees to provide clear title. This property will not be joined in title or deed with property the Leverence' s already owned at 148 Mill District Road and abuts the property in this proposal.
2. **“Portion of the Filled in Mill Race”** (Parcel “B” in the diagram) The Mill Race, a 35’ wide channel that is partially filled in, starting from the Mill Pond to the West and extending East between the North Mill Race Wall (Southern Line of Parcel “A”) and the Southern Mill Race Wall (The Northern Line of our property) until it meets the North East corner of our property.
3. **“Eastern Portion of Hydro Plant lot”** (Parcel “A” in the diagram) The small triangular lot on the East side of the Hydro Plant, starting from the North East wall of the Building and extending East to the North West edge of the Perrigo riverfront property line and South from the Kalamazoo River to the North Mill Race wall then back West to the Mill Pond, following the Mill Pond Wall, North to the point of origin.

At that time and place, the City Council shall hear and consider comments, concerns, statements, information, or other communications concerning the proposed property sale. Please send all written comments to the address listed below.

**City of Allegan
231 Trowbridge Street
Allegan MI 49010
(269) 673-5511**

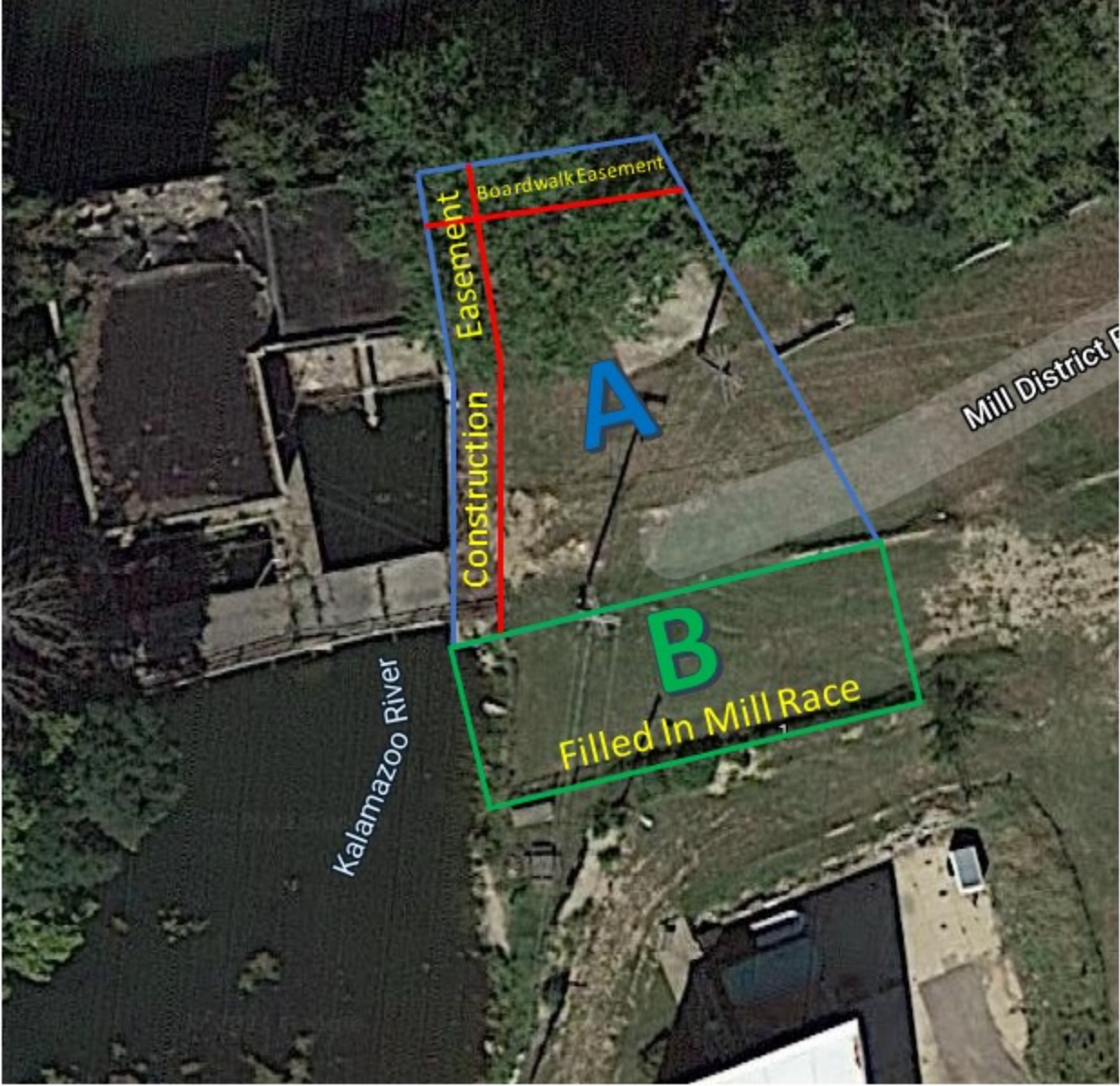
**BY: Christopher Tapper
City Clerk**

Publish Dates

3/25/2021

4/1/2021

4/8/2021





City of Allegan
231 Trowbridge Street
Allegan, MI 49010

MEMORANDUM

TO: Allegan City Council
FROM: Christopher Tapper, MMC & MACEO,
City Clerk & Assistant to the City Manager
REVIEWED BY: Joel Dye, City Manager
DATE: March 22, 2021

SUBJECT: Schedule Public Hearing – Sale of City Property – 413 Russell Street

Action Requested:

It is requested that City Council approve the scheduling of a Public Hearing for April 12, 2021 regarding sale of City owned property 413 Russell Street, Parcel number 51-170-070-00 to Dan Chilla.

Background:

At the Study Session of February 8, 2021 City Council heard from staff who would like to sell 413 Russel to Dan Chilla who owns property on Western Avenue directly in front of 413 Russell Street.

Terms and conditions of the sale of property will be review by City Attorney. The City Charter outlines with all sales of City owned property, a public hearing is required for a (3) three-week notice period. Upon approval of scheduling the public hearing staff will publish the public hearing notice and Council will sequentially hold a public hearing for Monday, April 12, 2021.

Attachment(s):

Map of Proposed Area
Property Description
Public Hearing Notice



City of Allegan
231 Trowbridge Street
Allegan, MI 49010





City of Allegan
 231 Trowbridge Street
 Allegan, MI 49010

413 RUSSELL ST ALLEGAN, MI 49010 (Property Address)

Parcel Number: 51-170-070-00

Property Owner: CITY OF ALLEGAN

Summary Information

> Assessed Value: \$4,800 | Taxable Value: \$3,260

> Property Tax information found

Parcel is Vacant

Owner and Taxpayer Information

Owner	CITY OF ALLEGAN 231 TROWBRIDGE ST ALLEGAN, MI 49010	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2020

Property Class	RESIDENTIAL – IMPROVED	Unit	51 CITY OF ALLEGAN
School District	ALLEGAN	Assessed Value	\$4,800
MAP #	576-A	Taxable Value	\$3,260
RENTALS	1	State Equalized Value	\$4,800
CONDITION	<i>Not Available</i>	Date of Last Name Change	12/16/2020
HISTORIC DIST	<i>Not Available</i>	Notes	<i>Not Available</i>
Historical District	No	Census Block Group	<i>No Data to Display</i>
ZBA/PC	<i>Not Available</i>	Exemption	<i>No Data to Display</i>

Principal Residence Exemption Information

Homestead Date *No Data to Display*

Principal Residence Exemption	June 1st	Final
2020	0.0000 %	-
2019	0.0000 %	0.0000 %



City of Allegan
 231 Trowbridge Street
 Allegan, MI 49010

Land Information

Zoning Code	R2 SFR-	Total Acres	0.091
Land Value	\$9,501	Land Improvements	\$0
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	ALLEGAN PROPER	Mortgage Code	No Data to Display
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
Lot 1	30.00 ft	132.00 ft
Total Frontage: 30.00 ft		Average Depth: 132.00 ft

Legal Description

W 30 FT OF LOT 82 STEIN & GREEN ADDITION.

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
12/14/2020	\$0.00	QC	ALLEGAN COUNTY TREASURER	CITY OF ALLEGAN	MUNICIPAL	4551/48
02/28/2020	\$0.00	OTH	THULL MARK	ALLEGAN COUNTY TREASURER	FORECLOSURE	4486/483
06/28/2018	\$1,000.00	QC	CASTLEROCK 2017 LLC	THULL MARK	NOT USED	4264/376
11/10/2017	\$0.00	QC	BAYVUEW KIAB SERVICING LLC	CASTLEROCK 2017 LLC	FROM LEND INST 0 EXP	4201/819



**NOTICE OF PUBLIC HEARING
City of Allegan Property Sale**

PLEASE TAKE NOTICE that the City Council of the City of Allegan, Michigan, shall on April 12, 2021 at 7:00 PM, at the City Council Chambers, Allegan City Hall 231 Trowbridge Street, Allegan, Michigan, hold a public hearing for the purpose of considering the sale of real property listed below:

1. The City of Allegan agrees to provide clear title and deed. To sell the property at 413 Russell Street, parcel number 51-170-070-00 to Dan Chilla.
2. Legal Description – W 30 FT of Lot 82 Stein & Green Addition.

At that time and place, the City Council shall hear and consider comments, concerns, statements, information, or other communications concerning the proposed property sale. Please send all written comments to the address listed below.

**City of Allegan
231 Trowbridge Street
Allegan MI 49010
(269) 673-5511**

**BY: Christopher Tapper
City Clerk**

Publish Dates

3/25/2021

4/1/2021

4/8/2021



City Manager's Office
231 Trowbridge Street
Allegan, MI 49010
269.673.5511

MEMORANDUM

TO: Allegan City Council
FROM: Joel Dye, City Manager
REVIEWED BY: N/A
DATE: March 22, 2021

SUBJECT: First Reading of Ordinance 491: Signs and Scheduling of Public Hearing and Second Reading for April 12, 2021.

Action Requested:

It is requested that City Council hold a first reading of Ordinance 491: Signs and schedule a public hearing and second reading for April 12, 2021.

Background:

Over the past couple months, the Planning Commission has been rewriting our Sign Ordinance to comply with case law. This rewrite included changes to our ordinance to make the signs content neutral which will bring our ordinance into compliance with case law as well establish other regulations as to size and location on varying properties. At the Monday, March 15, 2021 Planning Commission Meeting, the Commission voted unanimous to the approve the attached ordinance with the following conditions:

1. Final review and recommendation from the City Attorney.
2. Addition of a Vehicle Sign to be added to prohibited signs.

It should be noted that after the City Attorney reviews this attached draft, the ordinance will be reformatted to meet our layout standards.

Attachment(s):

Ordinance 491: Signs

ARTICLE 21 - SIGNS¹

Sec. 2100. Purpose and intent.

The purpose of this chapter is to regulate the size, number, location and manner of construction and display of signs in the City of Allegan. This chapter is further intended to protect all zoning districts from visual chaos and clutter, eliminate distractions hazardous to motorists, protect uses from excessive signage, provide ability for the public to identify premises and establishments, , and enhance the aesthetics of the community.

2100.01. Definitions.

The following listed terms are defined for the purpose of their use in this chapter:

Billboard: An outdoor sign located upon parcels with frontage upon a State Highway and larger than those permitted as 'signs' and located along x highways.*

Changeable Copy Sign: A sign that consists, in whole or in part, of a message or image that can be changed periodically, whether manually or by automatic or electronic means.

Development Sign: A ground sign which is located at an entrance to a development,

Freestanding Sign: A sign supported permanently upon the ground by poles, pylons, braces or a solid base and not attached to any building. Freestanding signs include those signs otherwise known as "ground signs", "pedestal signs," "pole signs," "pylon signs," and "monument signs.

Ground Sign: A freestanding sign supported by a foundation or base which is at least half as wide as the sign which it supports when looking at the sign face, and which does not exceed a sign height of six (6) feet, and with no more than thirty (30) inches clearance from the bottom of the sign to the ground below.

Marquee Sign: A sign attached to or hung from a marquee, canopy or other covered structure, projecting from and supported by the building and extending beyond the wall or building line.

Mural: A work of art or architectural detail, generally directly painted on a portion of a permanent structure.

Open Hours Sign: easily movable signs such as flags, banners, or sandwich board/A-Frame style signs that may be placed or located during the open hours of a business, then removed at the end of each business day upon the business' closing.

Pole Sign: A sign, other than a ground sign, structurally separated from a building and supported by one or more poles or braces.

Projecting Sign: A sign which projects from and is supported by the wall of a building.

Roof Sign: A sign which is erected, constructed and maintained on or above the roof of the building.

Sandwich board/A-Frame Sign: a portable sign frequently composed of two panels hinged at the top. From a side elevation, resembles an "A." Such signs are typically placed on a sidewalk immediately in front of a business or hung from a person's shoulders and are regulated as "Open Hours" signs herein.

Sign: Any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, establishment, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images; including the specific sign types as defined herein.

Sign area: The entire area within a regular geometric form, or combination of regular geometric forms, comprising all of the display area of the sign and including all of the elements of the matter displayed. Framed and structural not including any images, graphics or text shall not be included in computation of surface area.

Sign height: The measurement of the vertical dimension from the grade at the sign base or foundation to the highest point of any component of the sign.

Temporary Sign: A sign which is not permanently affixed to a building or the ground and is displayed only on a temporary basis.

Wall Sign: A sign which is painted on or attached directly to a surface of masonry, concrete, frame or other approved building walls, and which extends not more than one (1) foot from the face of the wall.

2100.02. General provisions.

A. It shall be unlawful for any person to erect, place, or maintain a sign in the City of Allegan except in accordance with the provisions of this chapter.

B. Permit required. Unless otherwise provided by this chapter, all signs shall require permits and payment of fees as determined by resolution of the City Council.

C. *Sign placement.*

1. Freestanding Signs:

a. No freestanding sign shall be located closer than one (1) foot to a public road right-of-way or property line.

b. With respect to signage, all intersections of public streets shall be provided and maintained with a clear unobstructed vision corner extending not less than twenty (20) feet from all right-of-way line intersections along said right-of-way line in the form of an isosceles triangle, within which no sign shall be located or permitted.

c. Where pole or ground signs are permitted, each individual establishment in a multi-tenant commercial or industrial building or development is not permitted a separate pole or ground sign; one (1) collective pole or ground sign may be used subject to the standards above, provided that such collective pole or ground sign shall not exceed one hundred sixty (160) square feet if it provides advertising for three (3) or more establishments. Each individual establishment may, however, erect one (1) wall, roof or marquee sign subject to the standards above; in which case wall surface applies to the wall surface of the individual establishment.

2. Wall, Projecting and Marquee signs:

a. Projecting signs, marquee signs and wall signs shall have a minimum ground clearance of eight (8) feet above the average grade below it

b. Wall, projecting and marquee signs are permitted to overhang the public right of way when the sign is properly affixed to a building wall located within one foot of the Right of Way.

D. *Sign illumination.*

1. Unless otherwise specified by this chapter, all signs may be illuminated.

2. Illumination shall not be flashing, blinking, intermittent, oscillating, or an on-and-off type of lighting. No sign may utilize a revolving beacon light. Illumination shall be arranged so that light is deflected away from adjacent properties and that no direct sources of light shall be visible to any motorist or pedestrian located in a public right-of-way or from any adjacent property. Any external lighting of signs shall be downward facing or otherwise directed to illuminate only the sign face.

3. No illumination or sign shall be so placed or designed to be confused with, or appear similar to, a highway sign or traffic safety device.

E. *Sign classification.* Where a proposed sign appears to meet the definition of more than one (1) sign, the most restrictive requirements and limitations of the defined sign types shall apply, as determined by the zoning administrator.

F. *Maintenance and repair.* All signs, together with their structural elements and supporting framework, shall be maintained in a safe condition and kept in good repair, free from peeling, rust, decay, structural weakness, physical deterioration or similar condition, with proper bracing, anchorage and foundation and be subject to inspection by the building official or designated representative. All metal, wood or other material components shall be kept neatly painted, stained, sealed or preserved and free from corrosion or decay.

2100.03. – Exempt Signs.

The requirements of this chapter shall not apply to the following signs:

- A. Signs erected by the city, county, state, or federal government.

- B. Signs not larger than three (3) square feet in area

- C. Holiday lights, murals, and decorations

2100.04. Prohibited signs.

The following types of signs are prohibited in all zoning districts:

- A. Abandoned signs, or signs in disrepair in violation of [section 23-3\(d\)](#) above.

- B. audible signs, and/or flashing signs (except traffic control devices).

2100.05. Temporary signs.

A. Temporary signs shall be permitted on all parcels of land. subject to the restrictions in section 23-7 and the following regulations:

- 1. Upon all parcels used for residential purposes, one temporary sign per parcel shall be permitted.

- 2. Upon all parcels zoned and used for nonresidential purposes, one temporary sign per parcel; in the case of multiple tenants, one temporary sign per tenant is permitted.

- 3. A permit for a temporary sign shall be required. An application fee and application form shall be submitted, in addition to the following:
 - a. An accurate sketch, indicating the exact dimensions of the sign, its height, the structure upon which it will be placed, its location in relation to buildings,

property lines, driveways and off-street parking areas, and such other information as may be required by the zoning administrator in order to assure that the sign shall comply with the applicable requirements of this chapter.

b. A statement, signed by the applicant, listing specifically the days, or the span of consecutive days, during which the sign will be displayed, and also the date or dates on which the sign shall be removed and, if applicable, the subsequent date or dates on which the sign shall be re-installed and again removed, during the calendar year.

4. Notwithstanding the provisions above, air-filled or gas-filled balloon signs may be permitted upon non-residential properties outside of a public right-of-way and for a period of up to thirty (30) days in a calendar year subject to setback and clear vision requirements herein.

5. One (1) human sign is permitted per non-residential parcel at any given time, provided that the human sign does not block the sidewalk and remains outside of public rights-of-way

2100.06. Open Hours Portable Signs. Open Hours Portable Signs shall be permitted within the C-1 Zoning District subject to the following provisions:

- A. The sign shall not unreasonably impede pedestrian traffic.
- B. Maximum height for Open Hours Signs placed upon the sidewalk shall be not greater than four (4) feet.
- C. The maximum sign area for Open Hours signs shall be not greater than eight (8) square feet in area.
- D. The maximum number for Open Hours signs shall be 1 per business.
- E. Open Hours Signs shall be removed at the end of each business day.
- F. Flashing lights, reflectors, balloons, streamers, or other items attached to the sign structure are prohibited.

2100.07. Changeable copy signs. signs permitted by this chapter, may be a changeable copy sign in compliance with all of the following requirements:

A. The area of a changeable copy sign shall be included in the maximum sign area requirement. The area of a changeable copy sign shall be permitted to encompass the entire face of the maximum permitted sign area.

B. A changeable copy sign shall not change its message, image or other graphic material with such frequency as to be determined to be a flashing or oscillating sign, or create danger or distraction to motorists, whether in whole or in part. For purposes of this section, a flashing

or oscillating sign shall include not only a sign having a message or image that changes with high rapidity, but shall also include a sign having a message or image that changes with a frequency such as to serve as a means of attracting attention to the sign or the land use, rather than for the purpose of providing identification or information. The message, image or other graphic material of a changeable copy sign shall change no more frequently than six (6) seconds and each change shall occur in one (1) second or less.

C. The message, image or other graphic material of a changeable copy sign shall, when changing, appear only in its entirety or shall appear in successive letters, words or other graphic elements from left to right only. The message, image or other graphic material shall not appear to flash, move from the center of the sign outward, move from the corners of the sign inward or demonstrate any other unusual movement, oscillation or method of appearance.

D. A changeable copy sign shall not display full white copy between sunset and sunrise and otherwise shall not feature a brightness level deemed to be a distraction or injurious to the vision of motorists, as determined by the zoning administrator.

2100.08. Permitted signs by Zoning District.

A. The following sign types shall be permitted in accord with the following regulations, in the R-1 - Single Family Residential - Low Density, R-2 - Single Family Residential - Medium Density, R-3 - Multiple-Family Dwelling Units, and R-4 - Mobile Home Residential Districts:

1. The following signs are permitted for residential developments:

Type	Maximum Number	Maximum Sign Area	Height
Development	1 per development	32 square feet	6 feet
Temporary signs	1 per parcel	8 square feet	6'

2. The following signs are permitted upon parcels with a permitted non-residential use:

Type	Maximum Number	Maximum Sign Area	Height
Ground	1 per development	32 square feet	6 feet
Wall	1 per building wall facing a public road or parking lot	32 square feet	Cannot extend above cornice or eave line

Type	Maximum Number	Maximum Sign Area	Height
Temporary signs	1 per parcel	Total sign area not to exceed 32 sf	6 feet

3. The following sign types shall be permitted in accord with the following regulations, in the C-2 - General CommercialM-1 - Manufacturing, and PGL - Public/Governmental Lands Districts:

Type	Maximum Number	Maximum Sign Area	Height
Wall OR	1 per establishment for each building wall facing a parking lot street	20% of the wall surface or 100 square feet, whichever is less	Cannot extend above cornice or eave line
Marquee		50% of marquee face or 35 square feet, whichever is less	Cannot extend above cornice or eave line
Roof	1 per principal structure	20% of the wall surface under the sign or 100 square feet, whichever is less	Cannot be taller than 6 feet above cornice or eave line; or above roof deck in the case of flat roofs.
Pole OR	1 per frontage; except a corner lot development is permitted 1 pole sign and the other frontage may use a ground sign	50 square feet for the first 50 feet of frontage, and 2 additional feet per five additional feet of frontage; not to exceed 100 square feet total	20 feet
Ground	1 per frontage	32 square feet for the first 50 feet of frontage, and 1	6 feet

Type	Maximum Number	Maximum Sign Area	Height
		additional foot per five feet of additional feet of frontage; not to exceed 64 square feet total	
Temporary	1 per parcel or road frontage ; 1 per tenant if multi-tenant	Single Tenant: 32 square feet. Multi-tenant- 12 square feet per tenant	6

4. The following sign types shall be permitted in accord with the following regulations, in the C-1 - Central Business District and C-3 Restricted Commercial:

Type	Maximum Number	Maximum Sign Area	Height
Projecting	1 per building wall facing a parking lot or street	20 square feet	Cannot extend above the cornice or eave line
Wall OR Marquee	1 per building wall facing a parking lot or street	20% of the wall surface or 50% of marquee face, as applicable, or 35 square feet, whichever is less	Cannot extend above the cornice or eave line
Freestanding	1 per street frontage when building is set at least 10 feet from ROW	32 sf	Ground signs 6' pole signs min. 8 clearance /max 20 high
Temporary: Non residential uses	1 per parcel or 1 per tenant if multi-tenant	Single tenant: not to exceed 32 sf Multi-tenant: not to exceed 12 sf	6' freestanding or roof height if wall

Type	Maximum Number	Maximum Sign Area	Height
Temporary: Residential uses	1 per parcel	Not to exceed 8 sf	6' freestanding or roof height if wall
Roof signs (C-1 district ONLY):	1 per principle building	20% of closest wall face, not to exceed 50 sf*	Height 6 feet from roof deck, higher considered by Special Use Permit

Sec. 2100.09. Billboards.

Billboards may be permitted by Special Use only upon parcels with an existing principal use within the C-2 - General Commercial District subject to the provisions of Section 1801 of the City of Allegan Zoning Ordinance, and subject to the following standards:

- A. A billboard shall be located within one hundred (100) feet of and along state designated highways, being M-40, M-89 and M-222.
- B. A billboard shall not utilize electronic changeable copy.
- C. A billboard shall not have a sign area of greater than one hundred (100) square feet and shall not exceed a height of thirty (30) feet.
- D. A billboard shall be located at least thirty (30) feet from any road right-of-way and at least ten (10) feet from other lot lines.
- E. A billboard shall be located at least three hundred (300) feet from another billboard, regardless of municipal boundaries, and as measured parallel to the centerline of the road surface.
- F. A billboard shall be located at least two hundred (200) feet from a lot line of a parcel falling within a residential district and/or used for residential purposes; provided, that illuminated billboards shall be located at least three hundred (300) feet from a residential district and/or existing residence.
- G. A billboard shall be located the greater distance of either 1.5 times its height or 15 feet from any existing building to allow for maintenance and emergency access.



**City of Allegan
Planning Commission Meeting
Monday, March 15, 2021
Allegan City Hall Council Chambers
231 Trowbridge Street Allegan MI 49010
MINUTES**

1) Call to Order

Chairman Wilkening called the meeting to order at 6:00 P.M

2) Attendance, Downtown & Promotions Manager, Parker Johnson provided a roll call for attendance.

Present: Roger Bird, Thomas Morton, Mayor Delora Andrus, Jason Watts, Tanya Westover, and Alex Wilkening.

Absent: Motion by Watts with support from Westover to excuse Julie Emmons from the March 15, 2021 meeting. **Motion Passed 6-0.**

Others Present: Parker Johnson, Downtown & Promotions Manager, Sarah Perrigo, City Intern and Lori Castello, PCI, Zoning Administrator

3) Approval of the Agenda Monday, March 15, 2021.

Motion by Watts supported by Morton, to approve the agenda for Monday, March 15, 2021 Planning Commission Meeting. **Motion Passed 6-0.**

4) Approval of the meeting minutes from Tuesday, February 15, 2021 Planning Commission Meeting.

Motion by Bird, with support from Watts, to approve the meeting minutes of Tuesday, February 15, 2021 Planning Commission. **Motion Passed 5-0-1.**

5) Public Comment

Let the record show no public comment was received. No public comment was received from the Clerk's office

6) New Business

a. Site Plan Application – Wolverine Enclosures – 987 Industrial Drive

A representative from Wolverine Enclosures presented the site plan to the Commission and received questions from commissioners.

Zoning Administrator, Castello provided a report to the Commission on the site plan application received from Wolverine Enclosures at 987 Industrial Drive. This parcel is zoned M-1 Manufacturing and consists of approximately 9.77 acres of land area. Castello noted the applicant was requesting approval of site plan application with the following conditions, combination of parcels form to be submitted to PCI prior to issuance of building permits, drainage plan to be approved by Allegan County Drain Commissioners office, site work requires drainage to be installed under the ROW which requires application to DPS, fire suppression installation will require New Service Application from Water Utilities, no landscape plan submitted or required by Ordinance however, specific landscaping is required by deed restrictions for this parcel, compliance with restrictions and requirements as defined within Article II, section 13.f of the Highland Business Park agreement, discussion of proposed lighting; determination of whether additional information verifying location is required, any and all additional permits required by State/Local/Federal law shall be secured prior to construction. Chairman Wilkening opened the conversation for additional public comments.

Motion by Watts, with support from Bird to approve the site plan application from Wolverine Enclosures at 987 Industrial Drive with the prior condition's approval combination of parcels form to be submitted to PCI prior to issuance of building permits, drainage plan to be approved by Allegan County Drain Commissioners office, site work requires drainage to be installed under the ROW which requires application to DPS, fire suppression installation will require New Service Application from Water Utilities, no landscape plan submitted or required by Ordinance however, specific landscaping is required by deed restrictions for this parcel, compliance with restrictions and requirements as defined within Article II, section 13.f of the Highland Business Park agreement, discussion of proposed lighting; determination of whether additional information verifying location is required, any and all additional permits required by State/Local/Federal law shall be secured prior to construction. **Motion Passed 6-0.**

b. Sign Ordinance Review/Amendments

Chairman Wilkening opened the public hearing at 6:34 P.M.

Let the record show no public comment was received. No public comment was received from the Clerk's office.

Chairman Wilkening closed the public hearing at 6:35 P.M

Motion by Westover, with support from Morton to approve the Allegan City Sign Ordinance Article 21, sections 2100 – 2100.09 amendments as presented, contingent upon City Attorney approval, and with the amendment that Vehicle signs, defined as “a sign located on or attached to a vehicle, which is primarily located or used to serve as a sign rather than as transportation. This includes, but is not limited to, automobiles, trucks, boats, or airplanes and semi-trailers either attached or detached

from a truck tractor,” be added to ‘Prohibited Signs.’ **Roll Call Vote, Motion Passed 6-0.**

c. Master Plan Update

Sarah Perrigo updated the Commission on the survey progress. Perrigo provided information to the Commission on the survey results.

6) Staff/Commission Comments

No additional comments.

7) Adjournment

Wilkening to adjourn the meeting at 6:38 P.M.

**Respectfully submitted by
Christopher Tapper, MMC & MACEO, City Clerk & Assistant to City Manager**



City of Allegan
231 Trowbridge Street
Allegan, MI 49010

MEMORANDUM

TO: Allegan City Council
FROM: Christopher Tapper, MMC & MACEO,
City Clerk & Assistant to the City Manager
REVIEWED BY: Joel Dye, City Manager
DATE: March 22, 2021

SUBJECT: Approval of Accounts Payable and Payroll

Action Requested:

That the City Council It is requested that City Council approve accounts payable in the amount of \$2,035,208.04 and payroll in the amount of \$94,530.55 for a total disbursement of \$2,129,738.59

Background:

Attached is the Disbursement Report highlighting the accounts payable by fund as well as listing the individual payments to the vendors. Please note there are two payrolls.

Attachment(s):

Disbursement Report

Disbursement Report

March 22nd 2021

March 9th 2021 through March 22nd 2021

Accounts Payable by Fund

	General Fund	\$	17,909.84
	Major Streets	\$	1,095.20
	Local Streets	\$	-
	Grants	\$	-
	DDA	\$	-
	PA	\$	699.00
	Sewer	\$	50,346.28
	Water	\$	76,461.14
	Motor Vehicle Pool	\$	7,351.42
	Trust & Agency	\$	1,881,345.16
Total A/P by Fund		\$	2,035,208.04
<hr/>			
Regular Check Run	\$		2,035,208.04
EFT Payments	\$		-
Off-Cycle Check Runs	\$		-
Total Checks	\$		2,035,208.04
<hr/>			
Payroll Check Remittances	\$		1,492.00
Payroll EFT Remittances	\$		30,340.73
Total Checks	\$		31,832.73
<hr/>			
Payroll - March 16th (for WE 03/14/2021)	\$		62,697.82
Total Payroll	\$		94,530.55
<hr/>			
Total Disbursements	\$		2,129,738.59

3/18/2021

Ck#	Vendor	Description	Amount	Date
Total Manual Checks			\$ -	

EFT Payment Report

Ck#	Vendor	Description	Amount	Date
N/A			\$ -	
Total EFT Payments			\$ -	

Payroll Remittance Checks Report

Ck#	Vendor	Description	Amount	Date
1914	MISDU	Child Support	\$ 1,492.00	03/18/21
Total Payroll Checks			\$ 1,492.00	

EFT Payroll Payment Report

Ck#	Vendor	Description	Amount	Date
822	John Hancock	Retirement-457	\$ 2,049.55	03/18/21
823	IRS	Federal WH Tax	\$ 20,178.54	03/18/21
824	Municipal Employee's Retirement	MERS	1504.39	03/18/21
824	John Hancock	MPP	\$ 6,608.25	03/18/21
Total Payroll EFT Payments			\$ 30,340.73	
Total Manual Checks			\$ 31,832.73	

Check Register
3/18/2021

Check Date	Check #	Vendor Name	Description	Total Amount	# Invoices
3/8/2021	1902	ALLEGAN CO EDU SER	Taxes	\$ 558,982.34	1
3/8/2021	1903	ALLEGAN CO TREASURER	Taxes	\$ 201,854.78	1
3/8/2021	1904	ALLEGAN DISTRICT LIBRARY	Taxes	\$ 206,090.45	1
3/8/2021	1905	ALLEGAN PUBLIC SCHOOLS	Taxes	\$ 764,913.62	1
3/8/2021	1906	MICHIGAN GAS UTILITIES	Utilities	\$ 120.66	1
3/8/2021	1907	STATE OF MICHIGAN	Taxes	\$ 53,539.50	1
3/8/2021	1908	ALLEGAN TRUE VALUE	Taxes	\$ 767.97	1
3/9/2021	1909	STATE OF MICHIGAN	Taxes	\$ 91,959.35	1
3/10/2021	1910	ALLEGAN PUBLIC SCHOOLS	Taxes	\$ 4,005.12	1
3/10/2021	1911	ANDY'S ACE HARDWARE	Parts/Supplies	\$ 476.73	1
3/17/2021	1912	CHARTER COMMUNICATIONS HOLDING CO	Internet	\$ 114.98	1
3/17/2021	1913	CHARTER COMMUNICATIONS HOLDING CO	Internet	\$ 152.51	1
3/18/2021	1915	AMAZON CAPITAL SERVICES	Supplies	\$ 1,504.73	2
3/18/2021	1916	ASCENSION BORGESS ALLEGAN	Employee Physicals	\$ 630.00	1
3/18/2021	1917	ASSESSING SOLUTIONS INC	Assessing	\$ 3,400.00	1
3/18/2021	1918	ATECH COMPLETE COMPUTER SOLUTIONS	Febuary Support	\$ 1,574.98	1
3/18/2021	1919	AUTO-WARES GROUP	Auto Parts	\$ 17.56	1
3/18/2021	1920	BATTERIES PLUS BULBS	Batteries	\$ 650.76	3
3/18/2021	1921	BEAVER RESEARCH COMPANY	Supplies	\$ 140.00	1
3/18/2021	1922	BELL EQUIPMENT CO	Air Filter	\$ 283.57	1
3/18/2021	1923	BRANDON SPARKS	Tax Refund	\$ 1,409.31	1
3/18/2021	1924	CAPITAL ONE PUBLIC FUNDING LLC	Loan	\$ 105,464.50	1
3/18/2021	1925	CARLETON EQUIPMENT CO.	Bobcat Parts	\$ 1,406.72	3
3/18/2021	1926	CHARTER COMMUNICATIONS HOLDING CO	Internet	\$ 99.98	1
3/18/2021	1927	CRONK SERVICES, LLC	Snow Removal	\$ 79.50	1
3/18/2021	1928	CRYSTAL FLASH	Fuel	\$ 1,726.63	3
3/18/2021	1929	CURCIO LAW FIRM PLC	Professional Services	\$ 1,408.50	1
3/18/2021	1930	CYNTHIA ANN SUTHERLAND	Cleaning Services	\$ 440.00	1
3/18/2021	1931	EARTHWORKS	Snow Removal	\$ 550.00	1
3/18/2021	1932	EJ USA, INC./EAST JORDAN IRON WORKS	Parts/Supplies	\$ 990.43	3
3/18/2021	1933	FISH WINDOW CLEANING	Window Cleaning	\$ 197.00	1
3/18/2021	1934	GRAINER	Parts/Supplies/Workbench	\$ 1,273.83	3
3/18/2021	1935	HACH COMPANY	Lab supplies	\$ 592.28	1
3/18/2021	1936	HOGENTOGLER & CO INC	Bacti Incubator	\$ 3,224.20	1
3/18/2021	1937	INDUSCO SUPPLY CO INC	Hand Sanitizer	\$ 95.45	1
3/18/2021	1938	JAY GIBSON	Employee Reimbursement - Travel	\$ 109.76	1
3/18/2021	1939	K & R TRUCK SALES, INC.	Engine Work	\$ 1,206.31	2
3/18/2021	1940	LAPHAM HEATING AND COOLING	Bid	\$ 3,200.00	1
3/18/2021	1941	MCMMASTER-CARR COMPANY	Tools	\$ 89.19	1
3/18/2021	1942	MITEL	Phones	\$ 1,441.87	1
3/18/2021	1943	MWEA	Membership Fees	\$ 77.00	1
3/18/2021	1944	NALCO WATER PRETREATMENT SOLUTIONS	Di Express/Carbon Cartridge/Filter	\$ 257.93	2
3/18/2021	1945	NAPA AUTO PARTS OF ALLEGAN	Oil	\$ 53.09	1
3/18/2021	1946	NORTH CENTRAL LABS	Lab supplies	\$ 1,140.38	2
3/18/2021	1947	PREMIER AERIAL & FLEET INSPECTIONS	Inspections	\$ 800.00	1
3/18/2021	1948	R.W. MERCER COMPANY	B Operator Inspection	\$ 250.00	1
3/18/2021	1949	SERENDIPITY MEDIA	Revue	\$ 699.00	1
3/18/2021	1950	STATE INDUSTRIAL PRODUCTS CORP	Water Treatment/Industrial Air Care Programs	\$ 6,126.96	6
3/18/2021	1951	STATE OF MICHIGAN	Token Fee/SOR Registration	\$ 342.00	2
3/18/2021	1952	TRUCK & TRAILER SPECIALTIES INC	Supplies	\$ 1,166.65	2
3/18/2021	1953	USABUEBOOK	Supplies	\$ 1,499.61	1
3/18/2021	1954	VALLEY CITY LINEN	Mops Bags & Rugs	\$ 217.20	6
3/18/2021	1955	WALTERS EQUIPMENT AND RENTALS LLC	Mower Parts	\$ 374.45	1
3/18/2021	1956	WATER SOLUTIONS UNLIMITED	Water Solutions	\$ 3,290.00	1
3/18/2021	1957	WEST MICHIGAN UNIFORM	Uniforms	\$ 512.02	8
3/18/2021	1958	WEX BANK	Fuel	\$ 2,145.58	1
3/18/2021	1959	WYRICK COMPANY	Supplies	\$ 71.10	1
Total Checks: 57				\$ 2,035,208.04	90



City Manager's Office
231 Trowbridge Street
Allegan, MI 49010
269.673.5511

MEMORANDUM

TO: Allegan City Council
FROM: Christopher Tapper, MMC & MACEO,
City Clerk & Assistant to the City Manager
REVIEWED BY: Joel Dye, City Manager
DATE: February 22, 2021

SUBJECT: Adoption of Resolution 21.06 to Amend Allegan City Council Election
cycle dates.

Action Requested:

It is requested that City Council schedule a public hearing for April 12, 2021 to receive commend and subsequently adopt Resolution 21.06 on April 12, 2021 to Amend the Allegan City Council Election cycle dates.

Background:

At the Monday, February 22, 2021 Study Session meeting Council and staff review Resolution 21.06 Amending Allegan City Council Election cycle dates. This Resolution is to aid in the support for voter turnout with Allegan City elections and save the city money from not having to hold elections every year. The attached resolution allows the change of City Council Elections to be amended from odd year November to even year November, which in turn will have all city elections line up with state and national general elections.

Staff has received Council members' comments and suggestions regarding the Resolution. All comments and suggestions have been reviewed by City Attorney. After considerations of those comments and suggestions, staff has provided Resolution 21.06 for approval.

The request will also support significant cost savings to the City. Cost saving examples included budget savings with Election Inspectors (Salaries-Wages, Training-Education, Operating Supplies, Publication expenses). Staff has been in communication with City Attorney regarding the proposed resolution and it should be noted that this action is consistent with [MCL 168.642a\(4\)](#) and [PA 71 of 2005](#).

Attachment(s):

Resolution 21.06



**CITY COUNCIL
CITY OF ALLEGAN**
Allegan County, Michigan

Council member _____, supported by Council member _____, moved the adoption of the following resolution.

RESOLUTION NO. 21.06

RESOLUTION TO CHANGE THE REGULAR ELECTION FOR CITY OFFICES FROM THE ODD YEAR NOVEMBER REGULAR ELECTION TO THE EVEN YEAR GENERAL ELECTION AND THE EVEN YEAR PRIMARY ELECTION PURSUANT TO MCL 168.642A

WHEREAS, the City of Allegan currently holds its regular election for city offices in the odd year on the November regular election date; and

WHEREAS, it has been determined that it would provide significant cost savings to the City to hold its regular election for city offices in the even years on the November regular election date as permitted by MCL 168.642a(4); and

WHEREAS the terms of the councilmembers are currently established as four-year terms beginning 15 days following the odd-numbered year election at which they are elected; and

WHEREAS in order to facilitate the change from holding the City's regular election for city offices from odd years to even years it will be necessary to temporarily adjust the terms of the councilmembers in future election cycles; and

WHEREAS the City Council has conducted a public hearing on this resolution after publishing notice of such hearing in the _____ on _____, and after conducting a roll call vote as required by MCL 168.642(7)(c);

NOW, THEREFORE, BE IT RESOLVED

1. Pursuant to MCL 168.642a(4) and MCL 168.642(7), the City of Allegan hereby changes its regular election schedule to the even year general election, with the change to take effect as provided in MCL 168.642a(4), thereby resulting in the regular city election that would have been held in November 2023 being held in November 2024, and the regular city election that would have been held in November 2025 being held in November 2026, with the terms of the councilmembers whose terms would have otherwise expired as of the applicable regular odd-year elections in 2023 and 2025 being extended until the holding of the next regular even-year elections in 2024 and 2026, respectively.
2. The City Clerk shall immediately file a copy of this resolution with the Michigan Secretary of State, as provided in MCL 168.642(7)(e).
3. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

RESOLUTION DECLARED ADOPTED.

YEAS:

NAYS:

ABSTAIN:

ABSENT

Dated:

CERTIFICATION

I, Christopher Tapper, the duly appointed clerk of the City of Allegan do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Allegan City Council at a regular meeting held Monday, March 22, 2021, 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: _____

Christopher Tapper, City Clerk



City Manager's Office
231 Trowbridge Street
Allegan, MI 49010
269.673.5511

MEMORANDUM

TO: Allegan City Council
FROM: Joel Dye, City Manager
REVIEWED BY: N/A
DATE: March 22, 2021

SUBJECT: Update on the Cutler Street Parking Lot Construction Project

Action Requested:

It is requested that City Council receive an update on the Cutler Street Parking Lot Construction Project.

Background:

This spring and early summer the City will be reconstructing the Cutler Street Parking Lot. To date, we have accomplished the following tasks:

- A preconstruction meeting with the various contractors was held and work is set to begin on April 5, 2021 and be completed by June 25, 2021.
- Staff is working with the US Post Office to find a temporary location to relocate the Post Office Mailbox currently installed at the Cutler Street Parking Lot.
- Staff has worked with the County and US Post Office to allow the post office vehicles to be parked in the County overflow lot during the construction season.
- Staff has begun placing windshield notices on cars parked in the Cutler Street Parking Lot letting them know that the parking lot will be under construction starting after April 1, 2021.

In addition to these tasks we will need to begin developing a ordinance amendment to our traffic and motor vehicle ordinance regulating the placement of vehicles in Downtown Parking Lots overnight.



City Manager's Office
231 Trowbridge Street
Allegan, MI 49010
269.673.5511

MEMORANDUM

TO: Allegan City Council
FROM: Christopher Tapper, MMC & MACEO,
City Clerk & Assistant to the City Manager
REVIEWED BY: Joel Dye, City Manager
DATE: March 22, 2021
SUBJECT: Request use of Oakwood Cemetery for a Living History Tour

Action Requested:

It is requested that City Council approve the request for use of Oakwood Cemetery for a Living History Tour, June 4 – 5, 2021 along with approval to display a banner on the wrought iron fencing along M-89 to advertise the event.

Background:

Staff has received a request from the members of the Oakwood Cemetery Living History Tour Committee, for the use of Oakwood Cemetery June 4 – 5, 2021. The organizers of the Tour are asking Council's approval to continue the Living History Tour for the 8th year. The use of the chapel to set up mourning displays and other historical mourning artifacts for attendees to view.

This ticketed event is held over two evenings, the first Friday and Saturday evening after Memorial Day with (5) five tours each night. The proceeds from the ticket sales are used to purchase needed supplies for maintenance and cleaning of the grave makers. This event will start at 5pm each night and end at 8pm each night.

Attachment(s):

Request Letter

March 16, 2021

Council Members
Allegan City Council
112 Locust Street
Allegan, MI 49010

Dear Council Members:

Since 2013, Oakwood Cemetery has been the location for a Living History Tour where our community's ancestors are honored and remembered. This ticketed event is held over two evenings, the first Friday and Saturday evening after Memorial Day with 5 tours each night. The proceeds from ticket sales are used to purchase needed supplies for maintenance and cleaning of grave makers for those who no longer have loved ones able to provide this care. This maintenance and cleaning is supervised by individuals who have been certified in the six (6) basic standards of cemetery preservation set forth by the Cemetery Conservators for United Standards.

The organizers of the Living History Tour are asking for Council's approval to continue the Living History Tour in Oakwood Cemetery for an 8th year and to use the chapel to set up mourning displays and other historical mourning artifacts for attendees to view. We are also requesting approval to hang a banner on the wrought iron fencing along M-89 advertising this year's tour.

With Council's approval, the tour dates will be June 4 and 5, 2021 with the first tour of each date starting at 5pm and last tour ending by 8pm.

Thank you for your time,

Traci Perrigo, Oakwood Cemetery Living History Tour Promotions Coordinator

Amanda Strickfaden, Oakwood Cemetery Living History Tour Founder and Historian

Marty Strickfaden, Oakwood Cemetery Living History Tour Founder and Historian

Cc: Joel Dye, City Manager; Chris Tapper, City Clerk