

# Kalamazoo Lake Harbor Authority

Douglas & Saugatuck, Michigan

**Kalamazoo Lake Harbor Authority  
Regular Meeting Minutes  
Tuesday, April 16, 2024, at 5:30 p.m.  
Saugatuck Township Hall, 3461 Blue Star HWY, Saugatuck, MI  
Meeting held in person and zoom**

**Call to Order:** Vice Chair Waskin called the meeting to order at 5:32 PM

**Roll Call:**

Present: Engel, Waskin, Donovan, White, Krungle

Absent: Naumann

Also Present: DeFranco, Nocerini, Cummins

**1. Approval of Agenda:**

- a. April 16, 2024, Meeting Agenda

A **Motion** by Klungle to approve the April 16, 2024 meeting agenda as amended. Support by Engel.

Discussion: Waskin added "Follow-up on January Meeting" under Old Business

Voice Vote: 5-0

Motion carried by unanimous voice vote.

**2. Approval of Minutes**

- a. January 23, 2024, Minutes

**Motion** by Donovan to approve the January 23, 2024 minutes as amended. Support by Engel.

Discussion: Donvan requested that "Krungle" and "Engel" be struck from the Roll Call as "present," as both were absent.

Voice Vote: 5-0

Motion carried by unanimous voice vote.

**3. Approval of Invoices:** No Invoices

**4. Public Communications:**

- a. None

**5. New Business**

- a. Community Update

Waskins welcomed White to the Authority Board

**6. Unfinished Business**

- a. Update on January Meeting

Waskins noted the productivity of the January meeting and asked how it could continue. DeFranco said that the Authority needed a budget to support a potential project and could

# Kalamazoo Lake Harbor Authority

Douglas & Saugatuck, Michigan

request funding from the constituent municipalities. Waskins asked if Greg Weykemp of Edgewater Engineering could be engaged to provide a budget for Harbor Authority support.

**Motion** by White to authorize Manager Nocerini to request a budget from Weykemp and report back to the Harbor Authority. Support by Engel.

Discussion: None

Voice Vote: 5-0

Motion carried by unanimous voice vote.

## 7. Reports:

### a. Committee Reports

- i. Harbor Safety Sub-Committee- Committee disbanded, project taken over by CVB
- ii. Douglas Harbor Authority- Donovan reported the Authority met earlier that evening and discussed possible need to demolish existing structure at Douglas Marina, Election of new Officials, installation of finger piers, need to address deer and goose feces, and final year of milfoil treatment.
- iii. No-Wake Zone Committee- No longer operational. Engel will forward information on how to establish "No-Wake Zones" to municipal managers.

### b. Manager Reports

- i. Nocerini- Reiterated activities of Douglas Harbor Authority reported by Donovan.
- ii. Cummins- Saugatuck City planning on another round of milfoil treatment. Cummins and DeFranco will inquire about start of channel dredging with USACE
- iii. DeFranco- Will look into start of dredging for channel and will coordinate placement of Township No Wake buoys.

## 8. Public Comments (Limit of three (3) minutes)

None

## 9. Authority Member Comments:

White: Introduced himself to the Authority

Donovan: Nice to meet new Authority members.

Waskin: Next Harbor meeting is July 9<sup>th</sup>, would need to approve proposal with Weykemp prior to the municipalities adopting their budgets.

## 10. Adjournment:

**Motion** by Klungke to adjourn the meeting at 6:00pm. Support by Engel.

Discussion: None

Voice Vote: 5-0

Motion carried by unanimous voice vote.

# Kalamazoo Lake Harbor Authority

Douglas & Saugatuck, Michigan

## Motions

1. A **Motion** by Klungle to approve the April 16, 2024 meeting agenda as amended. Support by Engel.  
Discussion: Waskin added "Follow-up on January Meeting" under Old Business  
Voice Vote: 5-0  
Motion carried by unanimous voice vote.
2. **Motion** by Donovan to approve the January 23, 2024 minutes as amended. Support by Engel.  
Discussion: Donvan requested that "Krunge" and "Engel" be struck from the Roll Call as "present," as both were absent.  
Voice Vote: 5-0  
Motion carried by unanimous voice vote.
3. **Motion** by White to authorize Manager Nocerini to request a budget from Weykamp and report back to the Harbor Authority. Support by Engel.  
Discussion: None  
Voice Vote: 5-0  
Motion carried by unanimous voice vote.
4. **Motion** by Klungle to adjourn the meeting at 6:00pm. Support by Engel.  
Discussion: None  
Voice Vote: 5-0  
Motion carried by unanimous voice vote.

Respectfully,

Daniel DeFranco  
Saugatuck Township Manager

# Kalamazoo Lake Harbor Authority

Douglas/Saugatuck/Township, Michigan

**REGULAR MEETING OF THE KALAMAZOO LAKE HARBOR AUTHORITY**  
**3461 BLUE STAR HWY., SAUGATUCK, MI**  
**Tuesday, October 8, 2024 – 5:30 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/5285764397?pwd=ZXJ3cWEwbE1pWTJkT21WWG52ZXpDUT09&omn=84746903266>

Meeting ID: 528 576 4397

Passcode: 2021

One tap mobile

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1. **Call to Order:** By Chair

2. **Roll Call:**

3. **Approval of Agenda:**

a. October 8, 2024, Meeting Agenda

*Motion to approve the October 8, 2024, Agenda – Voice Vote*

4. **Approval of Minutes**

a. April 16, 2024, Minutes

*Motion to approve the April 16, 2024, Minutes – Voice Vote*

5. **Approval of Invoices:** No Invoices

6. **Public Communications:**

a. Written- No Communication

b. Verbal (Limit of three (3) minutes)

7. **New Business**

None

8. **Unfinished Business**

a. Professional Services Proposal- Greg Weykamp, Edgewater Resources

9. **Reports:**

a. Committee Reports

i. Douglas Harbor Authority

- b. Manager Reports
  - i. Nocerini
  - ii. Cummins
  - iii. DeFranco

10. **Public Comments** (Limit of three (3) minutes)

11. **Authority Member Comments:**

12. **Adjournment** (by Chair)

Please Note – Saugatuck Township (the “Township”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Lori Babinski, Deputy Clerk, at (269) 857-7721, or [lori@saugatucktownship.org](mailto:lori@saugatucktownship.org) to allow the Township to make reasonable accommodations for those persons. SAUGATUCK TOWNSHIP, ALLEGAN COUNTY, MICHIGAN

May 3, 2024

Dick Waskins  
Vice Chair  
Kalamazoo Lake Harbor Authority

**Subject: Kalamazoo Lake Harbor Authority Ongoing Services**

Dear Mr. Waskins:

Thank you for the opportunity to continue our services to the Kalamazoo Lake Harbor Authority (KLHA) to assist the Authority and the communities of Douglas, Saugatuck, and Saugatuck Township in achieving the mission of KLHA. Edgewater Resources is a full service design and engineering consultancy providing services in architecture, landscape architecture, survey, and marine, civil, and coastal engineering, serving clients across the US and around the world. We have had the good fortune to work with KLHA, similar predecessor entities, and the communities that surround Kalamazoo Lake, and we very much appreciate the opportunity to be of continued service.

We understand that KLHA is requesting additional support in developing strategies for addressing ongoing challenges including preparing for long term water level fluctuations, dredging, navigation, flooding, public access, engagement with permitting and regulatory agencies, and management of invasive species and other potential factors impacting Kalamazoo Lake and the surrounding communities. As there is not a specific task at hand with a clearly quantifiable scope of work, this proposal is for ongoing hourly consulting services to address issues as they arise and help develop specific strategies for resolving them through separate and specific task orders that will be completed under separate written authorization. Following an initial discussion of each proposed task, we will prepare a written scope of work, schedule, and budget estimate for your written approval prior to commencing work.

We propose to provide these services on a time and materials basis at our standard hourly rates (attached) and will not exceed \$12,000 for participation in monthly KLHA Board Meetings and initial efforts to define and develop detailed tasks without prior written authorization. We appreciate this opportunity to work with you, and look forward to getting started. If you find this proposal acceptable, your signature below will serve as our authorization to proceed. We will work closely with you and communicate clearly to ensure our efforts are on task and meeting your expectations in terms of budget and deliverables.

Sincerely,

Accepted:

A handwritten signature in black ink that reads "Gregory J. Weykamp".

Gregory J. Weykamp, ASLA, LEED AP  
Principal / President

\_\_\_\_\_  
KLHA

\_\_\_\_\_  
Date

FEE SCHEDULE

**BASIS OF COMPENSATION**

The compensation of Edgewater Resources, LLC for professional services is based upon hourly rates as indicated below.

TITLE	RATE
Principal	\$242.00
Sr. Architect	\$194.00
Sr. Engineer	\$194.00
Sr. Landscape Architect	\$194.00
Sr. Surveyor	\$168.00
PM Engineer	\$168.00
Project Landscape Architect	\$168.00
Project Engineer	\$153.00
Project Director	\$142.00
Landscape Designer	\$142.00
Staff Engineer	\$142.00
Administration	\$110.00
Intern	\$98.00

**Please Note:**

Expenses connected with the work such as travel, vehicle rental, equipment rental, subsistence, lodging, etc., will be charged at cost.

Vehicle mileage will be charged at the standard, federal, per mile rate.

Printing expenses will be charged as follows: standard b/w format prints /copies @ \$0.25/page; large format b/w prints/copies @ \$0.40/sq.ft.

Large format color prints/copies range from \$5-15 / l.f. for non-mounted/non-laminated b&w or color prints.

Drone services will be charged at \$20 per hour, or \$100 per day.

Wave sensor usage will be charged at \$100 per week, or \$300 per month.

Any labor expended in support or performance of expert services and litigation activities shall be 1.5 times the above standard hourly rates.

CLIENT'S INITIALS \_\_\_\_\_