



**Parks and Public Works Committee
Regular Meeting**

October 28, 2025 – 10:00 am

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes:**
 - A. Regular Meeting – September 23, 2025
- 5. Public Comment on Agenda Items Only (Limit 3 minutes)**
- 6. Presentation:** Old Growth Forest Designation (Jon Vanderbeek and Glenna DeJong)
- 7. Discussion:**
 - A. DPW Update
 - B. Dark Skies Update
 - C. Pocket Prairies Update
 - D. Invasive Species
 1. Saugatuck Harbor Natural Area
 2. Mount Baldhead
- 8. Public Comment (Limit 3 Minutes)**
- 9. Correspondence**
- 10. Committee Member Closing Comments**
- 11. Adjourn (Voice Vote)**

NOTICE:

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

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

Then enter "Meeting ID":
2698572603

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

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



PARKS AND PUBLIC WORKS COMMITTEE MEETING MINUTES

September 23, 2025

The Parks and Public Works Committee met for a Regular Meeting at 10:00 a.m.

Saugatuck City Hall

102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Chair Kimble at 10:00 a.m.

Attendance:

Present: Committee members Charak, Kimble, Roche, Stanton, Thiel.

Absent: Hoffman.

Others Present: DPW Superintendent Herbert, Deputy Clerk Williams, DPW Administrative/Project Coordinator Gibson, DPW Equipment Operator/Maintenance Worker Brown.

Approval of Agenda:

Motion by Stanton, second by Thiel, to approve the agenda for the meeting September 23, 2025. Via voice vote, motion carried 4-0.

Approval of Minutes:

Motion by Stanton, second by Charak, to approve the minutes from the August 26, 2025, regular meeting. Via voice vote, motion carried 4-0.

Public Comments (agenda items only): None.

Review/Discussion:

A. Public Works Updates:

DPW Superintendent Herbert gave the following updates on Public Works:

- Introduced new staff: New hire Michelle Gibson continues as the Administrative/Project Coordinator.
- Chad Bouwman resigned from the city to take a job closer to home. AJ Brown joined as a new DPW employee, bringing experience from Douglas and Mackinac City.

- Fall Schedule: The department has a packed schedule before winter, including installing erosion control fencing at Oval Beach, setting up fall decorations, and cleaning out catch basins.
- Upcoming Projects: Work on the Chain Ferry arbors, sidewalk replacements (with a 50/50 cost share with residents), and brush and leaf collection in October.
- Winter preparations: Plans to winterize parks, restrooms, and irrigation systems, and increase street sweeping to prevent debris from entering storm drains.
- November focus: Installing Christmas decorations and continued brush/leaf collection, with preparations for snow removal.
- Administrative work: Coordinating Christmas light expansion, mailing letters about lead service line replacements, and developing a capital improvements plan.
- Staff training: Ongoing training for certifications and licenses, including CDL training for AJ and continued education for another staff member.
- Other updates: The search for a full-time Oval Beach manager continues, and there are upcoming road resurfacing projects and an art installation at Cook Park.

B. Special Event – Dark Sky Night at Oval Beach:

The committee discussed the upcoming Dark Sky Night event at Oval Beach, planned for October 21. Committee member Thiel shared that the event is being organized in collaboration with Dark Skies International, the Shoreline Amateur Astronomical Association, and Chris Clark from Douglas UCC. The event aims to engage the community and families in stargazing and dark sky education, with activities like telescope viewing, astronomy information, a night hike with red flashlights, and kid-friendly materials. The city council has approved the event, with UCC providing insurance coverage. There was also discussion about logistics, such as access to power for telescopes and the need to resubmit the special event application with UCC as the lone applicant. The committee expressed support and enthusiasm for the event, hoping it becomes a recurring activity.

Public Comments (Limit 3 mins):

- Ken Butler

Correspondence: None.

Member Closing Comments:

- Thiel – She thanked the committee for supporting the dark skies event, expressed her excitement about it, and shared her hope that others will participate and help continue the event in the future.

- Charak – He thanked Deputy Clerk Williams for the photos, said that he thinks the committee is doing a great job, expressed his interest in more signage, and shared that he is looking forward to the dark skies event.
- Stanton – She thanked Thiel for organizing the dark skies event, expressed excitement about volunteering and attending, and appreciated the committee’s hard work and volunteerism. She also affirmed her commitment to supporting the group as their representative.
- Roche - She thanked Thiel for her hard work on the dark skies event and Keith for updating the information for the city’s website with native/invasive plant information. She also shared that eighth grade students recently visited the Wilds, where they learned about biodiversity, community involvement, and participated in trail and maintenance work, making it a successful and educational community event.
- Kimble – She shared resident suggestions for more community activities, possibly in partnership with the school; relayed concerns about the poor condition of the school tennis courts and the idea of updating them; introduced the idea of seeking old growth forest certification for local areas; gave an update on the pollinator garden and monarch butterfly activity; encouraged support for pocket prairies and participation in a community survey; and ended with a lighthearted comment about promoting Saugatuck’s flowers.

Adjournment:

Motion by Stanton, second by Charak, to approve adjournment of the meeting. Via voice vote, motion carried 4-0. Chair Kimble adjourned the meeting at 11:07 a.m.

Respectfully Submitted,

Sara Williams, City Deputy Clerk & DPW Admin. Assistant

PROPOSAL FOR CONSERVATION SERVICES



This proposal was created for:

City of Saugatuck
102 Butler St, Saugatuck, MI 49453

General Background and Scope of Work:

This proposal outlines a plan to conduct a comprehensive survey of invasive species and ecological threats within the City of Saugatuck. The purpose of this survey is to identify current and emerging ecological risks, enabling city staff and partners to prioritize management actions effectively and maintain the ecological quality of the city's natural areas and right-of-ways. We recommend the following work plan in 2026:

1. Invasive Species Survey

- Conduct a comprehensive survey within the City of Saugatuck (see *Appendix A* for map) to identify existing and emerging invasive species and other potential ecological threats.
 - Surveys will include both road-side monitoring of public right-of-ways, as well as walking surveys within parks, natural areas, and other greenspaces.
 - Field surveys will take place during multiple periods of the growing season to capture seasonal variation and ensure a holistic assessment of the plant communities:
 - Spring-early summer 2026
 - Late summer-early fall 2026
- Following completion of the field surveys, we will provide a detailed written report accompanied by key findings, maps, and ranked priorities of invasive species threats within the City.
 - Target date for report submission: **October 15, 2026**

Project Timeline:

- Field surveys will be conducted between **May-September of 2026**.
- Completed report will be submitted by **October 15, 2026**.

Project Budget:

- Invasive Species Survey & Report - **\$22,000** (50% billed in June, 50% billed upon submission of report)

Exclusions:

The following items are excluded from this proposal:

- Creation of long-term stewardship or management plan.
- Treatment of any identified invasive species.
- Assessment of privately owned parcels (unless written permission is granted beforehand).
- Detailed assessments of natural communities beyond general invasive species observations.
- Permitting, regulatory approvals, or coordination with other agencies required for management actions.

While not covered under this proposal, we are happy to provide proposals for any of the above items upon request.

Note: This proposal accounts for pricing of all labor, materials, and equipment necessary to execute the outlined work plan. If additional work is required beyond the scope of this proposal, we will provide written notification and pricing will be determined on a time and materials basis.

INITIAL _____

Qualifications:

ODC Conservation Services staff is staffed by highly qualified conservation professionals with extensive experience in invasive species management, habitat assessment, and ecological restoration.

- ODC Network, and its subsidiaries, is a fully insured 501c3 and carries an extensive liability policy to conduct habitat improvement services in Michigan.
- State licensed herbicide applicators with certifications in Forest Pest, Right-of-Way, and Aquatic pesticide application.
- Manage 2,500+ acres of natural area across Michigan.
- Combined 25+ years' experience in invasive species management.
- Successfully restored over 250 acres of native prairie habitat.
- Experienced consultants in invasive species management, habitat assessment, and ecological restoration.
- Experience designing, installing, and maintaining native gardens/landscape beds.
- Proficient in identification of native and non-native Michigan flora and fauna.
- Advanced wetland delineation certification.
- Experienced GIS professionals.

We appreciate the opportunity to submit this proposal. We look forward to discussing the opportunity further with you. Please do not hesitate to ask questions or clarifications. If you choose to accept this proposal, please sign and return a copy.



Tanner Bricker, Conservation Services Director
ODC Network
517-398-7800

If you wish to accept this proposal, please initial each page, as well as sign and date below:

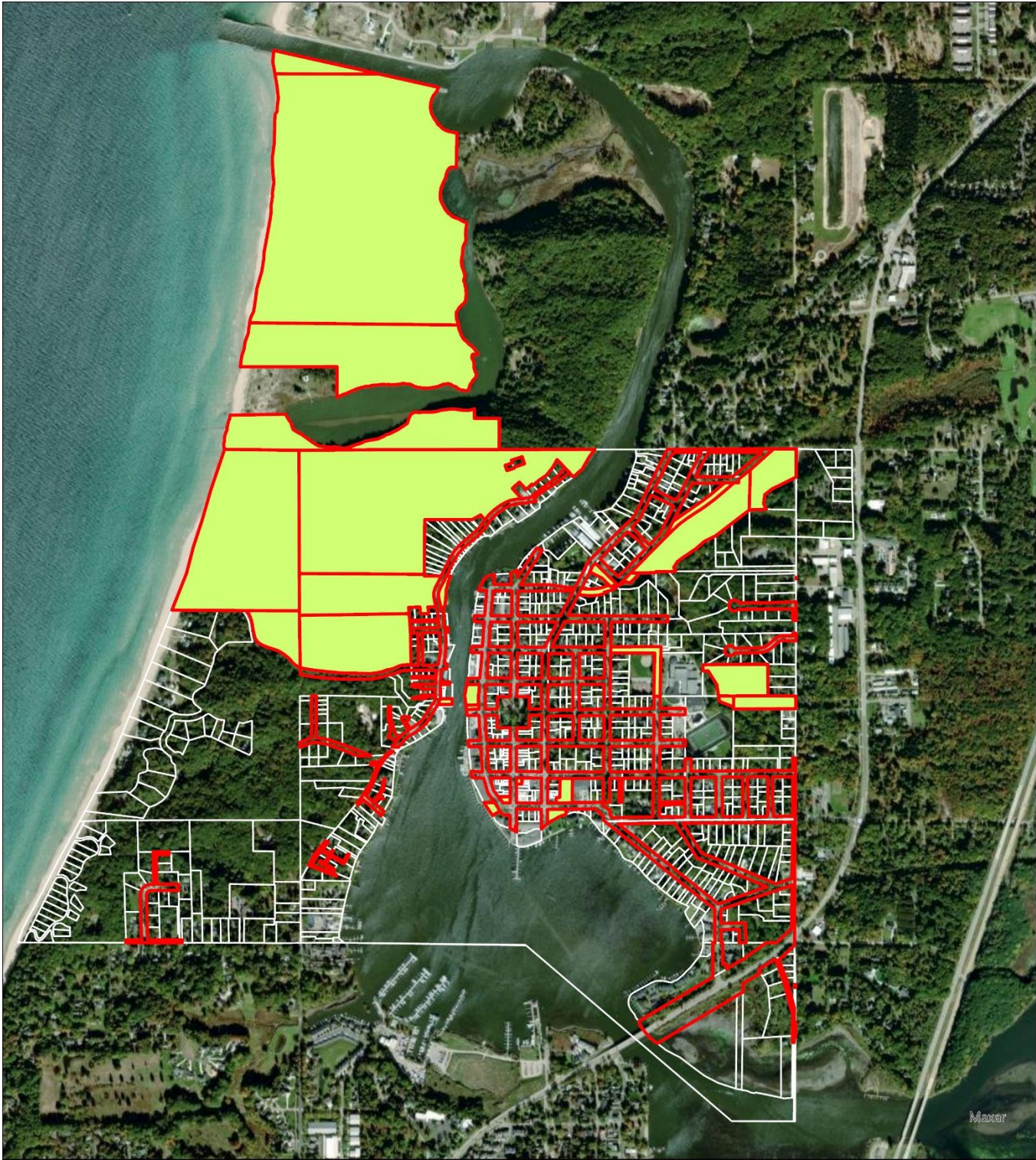
Signature of Authorized Property Owner/Manager

Date



INITIAL _____

Appendix A: Map of Survey Area



**CITY OF SAUGATUCK - CITY MANAGED LANDS
INVASIVE SPECIES SURVEYING**

DATA FROM ODC CONSERVATION SERVICES FIELD
OBSERVATIONS AND DESKTOP ANALYSIS
RIGHT-OF-WAY: 92 ACRES
NATURAL AREA: 330 ACRES

CLIENT: CITY OF
SAUGATUCK
PROJECT: INVASIVE
SPECIES SURVEYING
ISSUED: 9/19/2025
DRAWN BY: BH

INITIAL _____



Parks & Public Works Committee Agenda Item Report

FROM: Adam Kerridge- Assistant Supervisor
Michelle Gibson Project Coordinator

MEETING DATE: October 28, 2025

SUBJECT: Saugatuck Harbor Natural Area

DESCRIPTION:

At the September Parks & Public Works Committee meeting, we discussed obtaining a proposal from the ODC for trail assessment and temporary signage for the Saugatuck Harbor Natural Area. The enclosed proposal includes invasive species management in 2026 trail assessment, ecological evaluation, and annual invasive species survey. The Department of Public Works has reached out to Voss Signs for pricing on temporary trail marking signs.

BUDGET ACTION REQUIRED:

The City's Finance Director has advised us that \$25,000 is budgeted for the Saugatuck Harbor Natural Area.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve the trail assessment proposed by the Outdoor Discovery Center in the amount of \$5,000 and to have Public Works purchase temporary trail markers for the Saugatuck Harbor Natural Area.

Motion to approve the trail assessment, invasive species management in 2026, ecological evaluation, and annual invasive survey proposed by the Outdoor Discovery Center in the amount of \$38,500 and to have Public Works purchase temporary trail markers for the Saugatuck Harbor Natural Area.

PROPOSAL FOR CONSERVATION SERVICES



This proposal was created for:

City of Saugatuck - Saugatuck Harbor Natural Area
Oval Dr, Saugatuck, MI 49453

General Background and Scope of Work:

The purpose of this proposal is to address ecological improvement opportunities on the 173-acre Saugatuck Harbor Natural Area property. The property is facing substantial pressure from several invasive species, as well as unmarked trails causing damage to sensitive plant communities. To protect the sensitive habitats on the site and to ensure long-term ecological health, our team recommends the following plan in 2026 and beyond:

1. Invasive Species Management

- Woody invasive species: Japanese Barberry (*Berberis thunbergii*) and European Privet (*Ligustrum vulgare*) are fast-growing invasive shrubs that displace native plants in the wooded areas of the property.
 - Smaller plants will be handpulled, while larger plants will be carefully treated with targeted foliar applications of *Triclopyr* herbicide in **Summer of 2026**.
- Phragmites (*Phragmites australis*) is a common wetland invasive that forms dense monocultures in wetland habitats; including the sensitive interdunal wetlands on the property.
 - Carefully targeted foliar herbicide applications will be conducted with 2% *Aquaneat* herbicide in **Fall of 2026**.
- Spotted Knapweed (*Centaurea stoebe*) is a highly aggressive forb with allelopathic tendencies that quickly overtakes sandy habitats and displaces native vegetation.
 - Hand pulling will be done in areas where off-target impacts are a concern, while foliar applications will be conducted with foliar applications in **Summer of 2026**.
- Includes procurement of all necessary permitting to apply herbicides through EGLE and MDARD.
 - **Note:** Many of the observed invasive species above generally require repeated management efforts over a period of at least 5-7 years to achieve meaningful reduction or eradication. Our team will continue to monitor the population(s) annually and will provide updated pricing and management recommendations each year. The allows for adaptive management strategies based on observed changes in site conditions and treatment efficacy year-to-year.

2. Trail Assessment

- Conduct general survey of the entire property to outline the ideal footprint for the trail system.
 - Deliverables will include a map of recommended trail routes, trails to be decommissioned, alternative routes to avoid impacting sensitive plant communities, and recommendations for interpretive and/or other non-permanent trail signage.
 - The trail assessment will be conducted in **Spring 2026**, with a concise digital report of our recommendations provided by **June 15, 2026**.
- ODC Network's Interpretation team is available to assist with the detailed design and production of interpretive signage upon request.

3. Ecological Evaluation

- In order to assess the current ecological health of the property, our team will identify each distinct natural community observed on the property and outline the following criteria for each:
 - General ecological site description and inventory of natural features.
 - Description of each natural community including:
 - Landscape context and natural processes.

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- General inventory and distribution of native plant communities including the canopy, understory, and forb/graminoid layers (including calculation of overall floristic quality index).
- Documentation of high-quality native plant species (with coefficient of conservatism rankings between 6-10).
- Documentation of both observed and potential wildlife including: state threatened (T), endangered (E), and species of special concern (SC).
- Documentation of invasive species, pests, and potential ecological threats.
- Identification of potential ecological restoration and outdoor education opportunities.
- The ecological evaluation process will help create a framework of the natural communities on the property for preservation, restoration, and management to help guide future management and land-use decisions on the property.
 - Target date for field survey: **April-August 2026**
- Following completion of the evaluation, we will create a digital report summarizing the results.
 - Target date for report submission: **September 15, 2026**

4. Annual Invasive Species Survey

- Conduct annual survey to provide early detection of any new invasive species or expansion of existing populations that could threaten the high-quality natural areas on the site.
 - Deliverables will include a concise report with updated maps documenting the location(s) and spread of invasive species, as well as new concerns to look out for.
 - Surveys will be conducted mid-summer to optimize plant identification and reports will be digitally submitted by **August 15, annually**.

Project Timeline:

- Invasive species management ongoing throughout the 2026 growing season
- Trail assessment conducted in spring of 2026, report submitted by June 15, 2026
- Ecological evaluation conducted between April-August, report submitted by September 15, 2026
- Invasive species survey conducted between May-July 2027, report submitted by August 15, 2027

Project Budget:

- **Invasive Species Management in 2026 - \$20,000** (billed in July 2026) ☐
- **Trail Assessment - \$5,000** (billed in June 2026) ☐
- **Ecological Evaluation - \$10,000** (billed in June 2026) ☐
- **Annual Invasive Species Survey** (starting in 2027) - **\$3,500** (billed in August 2027) ☐

***PLEASE CHECK THE APPROPRIATE BOXES ABOVE TO INDICATE ACCEPTED SERVICES**

Note: This proposal accounts for pricing of all labor, materials, and equipment necessary in order to perform the outlined work plan. If additional work is required beyond the scope of this proposal, we will provide written notification and pricing will be determined on a time and materials basis.

Exclusions: This proposal does not account for:

- Installation or maintenance of new trail systems.
- Removal of standing dead plant material following invasive species control measures.
- Replacement of damaged lawn, landscape plants, trees or shrubs as a result of nearby invasive species control measures.
- Reseeding of native vegetation following invasive species control measures.

We are happy to provide a quote for ongoing trail maintenance and/or replanting of native vegetation following invasive species control measures per request.

INITIAL_____

Qualifications:

ODC Conservation Services staff are highly qualified conservation professionals.

- ODC Network, and its subsidiaries, is a fully insured 501c3 and carries an extensive liability policy to conduct habitat improvement services in Michigan
- State licensed herbicide applicators with certifications in Forest Pest, Right-of-Way, and Aquatic pesticide application
- Combined 25+ years experience in invasive species management
- Successfully restored over 250 acres of native prairie
- Successfully installed over 25 native gardens and landscape beds
- Manage 2,000+ acres of high quality natural area
- Experienced Michigan flora and fauna identification
- Advanced wetland delineation certification
- Experienced GIS professionals

We appreciate the opportunity to submit this proposal. We look forward to discussing the opportunity further with you. Please do not hesitate to ask questions or clarifications. If you choose to accept this proposal, please sign and return a copy.



Tanner Bricker, Conservation Services Director
ODC Network
517-398-7800

If you wish to accept this proposal, please initial each page, as well as sign and date below:

Signature of Authorized Property Owner/Manager

Date



INITIAL _____

Appendix A: Map of Invasive Species Treatment Area(s)



INITIAL_____



Kalamazoo Nature Center
7000 N. Westnedge Avenue
Kalamazoo, MI 49009
Ecological Services
269-978-6872
ecoservices@naturecenter.org

PROJECT WORK PLAN AND ESTIMATE FOR

City of Saugatuck
Scott Herbert
102 Butler St. P.O. 86
Saugatuck MI, 49453
(616)886-8408

Date: 9/2/2025

TOTAL ESTIMATE

\$4,737.50

scott@saugatuckcity.com

Client Name	Project Description	Project #	Estimate good for
City of Saugatuck	Invasive Species Survey + Mapping of SHNA	26001 B	90 days

Day	Description	Qty	Units	Cost	Line Total
	Invasive Species Survey (2 staff/2 days)	16	hours	\$ 165.00	\$ 2,640.00
	Mileage: Truck	220	miles	\$ 2.00	\$ 440.00
	Survey data inventory and reporting time	12	hours	\$ 95.00	\$ 1,140.00
	Mapping time	6	hours	\$ 70.00	\$ 420.00
					\$ -
					\$ -
	Administrative	1.5	hours	\$ 65.00	\$ 97.50

Site Lead: Luke Allison
Site Address: Saugatuck Harbor Natural Area Perryman St. Saugatuck MI
Service Description: 2 survey days of Saugatuck Harbor Natural Area, locating, quantifying, reporting, and mapping of invasive species on property to better understand habitat needs. Reporting and mapping of invasive species and establishing management units will help in prioritizing and understanding future management needs.
Area (acres): 171
of Workers: 2
of Work Days: 2+

Labor	\$ 4,297.50
Mileage	\$ 440.00
Equipment	\$ -
Supplies	\$ -
SUBTOTAL	\$ 4,737.50

GRAND TOTAL	\$ 4,737.50
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This is an estimate, actual invoices will be based on specific costs and quantities of materials purchased and actual labor time spent on the project.

View Full Terms and Conditions in the Client Agreement. The Project must be accepted by signing the Client Agreement before work can begin.

For questions regarding this estimate or to set a work schedule, please contact

Thank you for trusting us with your habitat. By choosing KNC's Ecological Services, you support the broader conservation work of the Kalamazoo Nature Center. Proceeds from our client services ensure the sustainability of KNC's longstanding bird observatory, programs that engage the community in wildlife research, and the stewardship of over 1,500 acres of natural areas. To learn more, please visit naturecenter.org/conservation.



PROPOSAL FOR CONSERVATION SERVICES



This proposal was created for:

City of Saugatuck – Mount Baldhead Park
Mt Baldhead Park Trail, Saugatuck, MI 49453

General Background and Scope of Work:

The purpose of this proposal is to restore ecological health at Mount Baldhead through targeted invasive species management and the replanting of native dune vegetation. Previous control efforts done by a separate contractor inadvertently caused mortality to significant canopy cover and reduced dune stabilization, creating openings now dominated by invasive plants. Following a recent survey of the site, our team recommends the following management and replanting plan for 2026:

1. Invasive Species Management (see Appendix A for map)

- Several highly invasive species are present that threaten the integrity of the dune habitat, including: garlic mustard, multiflora rose, Asian bittersweet, Japanese barberry, tree-of-heaven, phragmites, and black locust.
- Our management approach will prioritize **safe and targeted** control methods that avoid unnecessary herbicide use and prevent damage to surrounding vegetation. Hand pulling will be implemented where practical, while cut-stump treatments will be used to ensure precise and minimal herbicide applications. When foliar applications are necessary, they will be applied selectively and with safeguards to prevent off-target impacts.
- Includes procurement of all necessary permitting to apply herbicides through EGLE and MDARD.
 - **Note:** Many of the invasive species listed above typically require sustained and repeated management to successfully control. Effective treatment generally requires repeated management efforts over a period of multiple years to achieve meaningful reduction or eradication. Our team will continue to monitor the population annually and will provide updated pricing and management recommendations each year. The allows for adaptive management strategies based on observed changes in site conditions and treatment efficacy year-to-year.

2. Dune Revegetation

- Large areas of exposed soil across the dune north of the stairway currently face high risks of erosion and rapid recolonization by adjacent invasive species. To stabilize these areas, prevent further invasive spread, and enhance both habitat quality and aesthetics, we propose installing a diverse mix of native trees, shrubs, grasses, and forbs in the vacant space.
- Species selection will highlight erosion control, drought tolerance, and deer resistance, recognizing the heavy browsing pressure present at this site. Plantings will be matched to each micro-site's soil and sunlight conditions to maximize survival rates and ecological value.
 - **Trees:** Red Pine (*Pinus resinosa*), White Pine (*Pinus strobus*), Oak (*Quercus spp.*), Bladdernut (*Staphylea trifolia*), Serviceberry (*Amelanchier spp.*), etc.
 - **Shrubs:** Witch Hazel (*Hamamelis virginiana*), Bearberry (*Arctostaphylos uva-ursi*), Sand Cherry (*Prunus pumila*), Ninebark (*Physocarpus opulifolius*), Red-osier Dogwood (*Cornus sericea*), Beach Heath (*Hudsonia tomentosa*), Blueleaf Willow (*Salix myricoides*), Sweet Fern (*Comptonia peregrina*), etc.
 - **Forbs/graminoids:** Canada Wild Rye (*Elymus canadensis*), Bottlebrush Grass (*Elymus hystrix*), Little Bluestem (*Schizachyrium scoparium*), Beach Grass (*Ammophila breviligulata*), Sand Reed (*Calamovilfa longifolia*), Penn Sedge (*Carex pensylvanica*), Columbine (*Aquilegia canadensis*), Hairy Puccoon (*Lithospermum carolinense*), Dotted Mint (*Monarda punctata*), Flowering Spurge (*Euphorbia corollata*), etc.
 - **500** total plants will be installed throughout the unit (bare-root, 1 gallon, and 4" plug size)

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Project Timeline:

- Invasive species management ongoing during the 2026 growing season
- Dune planting in early fall of 2026

Project Budget:

- **Invasive Species Management in 2026 - \$10,000** (billed in June 2026) ☐
- **Dune Revegetation (500 plants) - \$7,500** (billed following planting in Fall 2026) ☐

***PLEASE CHECK THE APPROPRIATE BOXES ABOVE TO INDICATE ACCEPTED SERVICES**

Note: *This proposal accounts for pricing of all labor, materials, and equipment necessary in order to perform the outlined invasive species management plan. If additional work is required beyond the scope of this proposal, we will provide written notification and pricing will be determined on a time and materials basis.*

Exclusions: This proposal does not account for:

- Installation of temporary wildlife exclusion fencing.
- Installation or management of irrigation features.
- Removal of standing dead plant material following invasive species control measures.
- Replacement of damaged lawn, landscape plants, trees or shrubs as a result of nearby invasive species control measures.
- Replanting of native vegetation following invasive species control measures (unless otherwise stated on the proposal).

INITIAL_____

Qualifications:

ODC Conservation Services staff are highly qualified conservation professionals.

- ODC Network, and its subsidiaries, is a fully insured 501c3 and carries an extensive liability policy to conduct habitat improvement services in Michigan
- State licensed herbicide applicators with certifications in Forest Pest, Right-of-Way, and Aquatic pesticide application
- Combined 25+ years experience in invasive species management
- Successfully restored over 250 acres of native prairie
- Successfully installed over 25 native gardens and landscape beds
- Manage 2,000+ acres of high quality natural area
- Experienced Michigan flora and fauna identification
- Advanced wetland delineation certification
- Experienced GIS professionals

We appreciate the opportunity to submit this proposal. We look forward to discussing the opportunity further with you. Please do not hesitate to ask questions or clarifications. If you choose to accept this proposal, please sign and return a copy.



Tanner Bricker, Conservation Services Director
ODC Network
517-398-7800

If you wish to accept this proposal, please initial each page, as well as sign and date below:

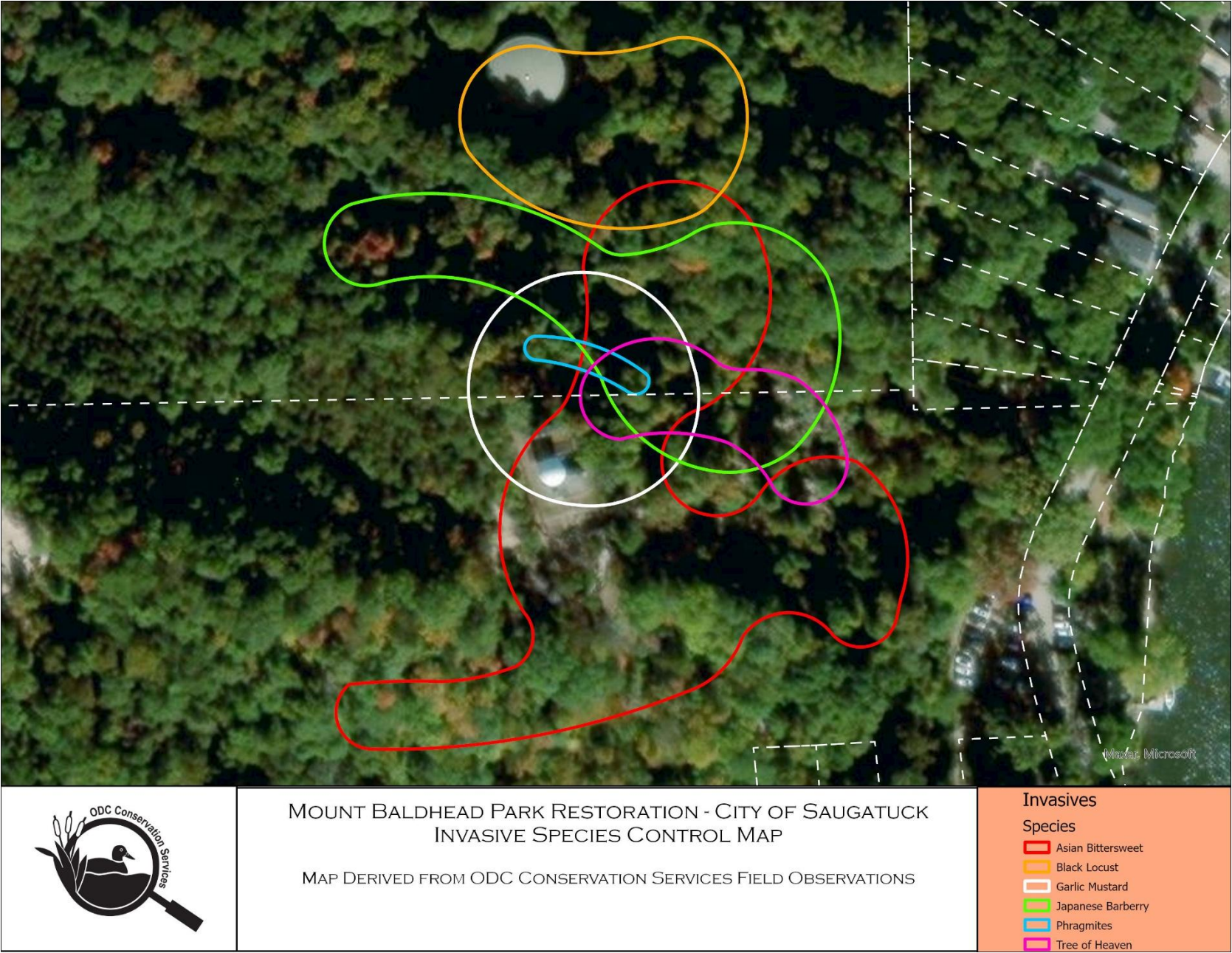
Signature of Authorized Property Owner/Manager

Date



INITIAL _____

Appendix A: Map of Surveyed Invasive Species



INITIAL _____



Kalamazoo Nature Center
7000 N. Westnedge Avenue
Kalamazoo, MI 49009
Ecological Services
269-978-6872
ecoservices@naturecenter.org

PROJECT WORK PLAN AND ESTIMATE FOR

City of Saugatuck
Scott Herbert
102 Butler St. P.O. 86
Saugatuck MI, 49453
(616)886-8408
scott@saugatuckcity.com

Date: 9/2/2025

TOTAL ESTIMATE

\$10,107.00

Client Name	Project Description	Project #	Estimate good for
City of Saugatuck	Invasive Species Management at Mt. Baldhead Backdune	26001 A	90 days

Day	Description	Qty	Units	Cost	Line Total
	Herbicide and Equipment	3	days	\$ 60.00	\$ 180.00
	Labor: Project Lead	25.5	hours	\$ 75.00	\$ 1,912.50
	Labor: Supporting Crew of 4	102	hours	\$ 65.00	\$ 6,630.00
	Mileage: Truck + Trailer	306	miles	\$ 2.00	\$ 612.00
	Project Management (3hr/day)	9.00	hours	\$ 75.00	\$ 675.00
	Administrative (1.5hr/mth)	1.5	hours	\$ 65.00	\$ 97.50

Site Lead: Luke Allison/Kyle Martin
Site Address: Mt. Baldhead - 769 Park Street Saugatuck, MI 49453
Service Description: 3 days of invasive species management on the east facing back dune habitat of Mt. Baldy. KNC staff will perform foliar treatment of smaller invasive species such as Jap. Barberry. For larger species such as Tree of Heaven, Privet, and Bittersweet stem injection techniques will be utilized to minimize any off target impacts and soil drift.
Area (acres): 3.25
of Workers: 5
of Work Days: 3

Labor	\$ 9,315.00
Mileage	\$ 612.00
Equipment	\$ 180.00
Supplies	\$ -
SUBTOTAL	\$ 10,107.00

GRAND TOTAL \$ 10,107.00

*This is an estimate, actual invoices will be based on specific costs and quantities of materials purchased and actual labor time spent on the project.
View Full Terms and Conditions in the Client Agreement. The Project must be accepted by signing the Client Agreement before work can begin.*

For questions regarding this estimate or to set a work schedule, please contact

Proceeds from our client services ensure the sustainability of KNC's longstanding bird observatory, programs that engage the community in wildlife research, and the



Kalamazoo Nature Center
7000 N. Westnedge Avenue
Kalamazoo, MI 49009
Ecological Services
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PROJECT WORK PLAN AND ESTIMATE FOR

City of Saugatuck
Scott Herbert
102 Butler St. P.O. 86
Saugatuck MI, 49453
(616)886-8408

Date: 9/2/2025

TOTAL ESTIMATE

\$23,514.50

scott@saugatuckcity.com

Client Name	Project Description	Project #	Estimate good for
City of Saugatuck	Revegetation of Mt. Baldhead Backdune	26001 C	90 days

Day	Description	Qty	Units	Cost	Line Total
	Equipment: Planting tools	3	days	\$ 60.00	\$ 180.00
	Labor: Project Lead	28.5	hours	\$ 75.00	\$ 2,137.50
	Labor: Supporting Crew of 5	142.5	hours	\$ 65.00	\$ 9,262.50
	Mileage: Truck + Trailer	306	miles	\$ 2.00	\$ 612.00
	Supplies: Dune grass sprigs	20000	sprigs	\$ 0.35	\$ 7,000.00
	Supplies: Bare root trees/shrubs + tree guards	150	seedlings	\$ 8.00	\$ 1,200.00
	Supplies: Custom backdune seed - Native Connections	31	lbs	\$ 1,400.00	\$ 1,400.00
	Supply Pickup/handling & transport			\$ 500.00	\$ 500.00
	Project Management	15.00	hours	\$ 75.00	\$ 1,125.00
	Administrative	1.5	hours	\$ 65.00	\$ 97.50

Site Lead: Luke Allison
Site Address: Mt. Baldhead - 769 Park Street, Saugatuck MI, 49453
Service Description: KNC staff to purchase, transport, and plant dunegrass, bare root seedlings, and seed to revegetate the backdune face of Mt. Baldhead.
Area (acres): 1.5
of Workers: 6
of Work Days: 3

Labor	\$ 13,122.50
Mileage	\$ 612.00
Equipment	\$ 180.00
Supplies	\$ 9,600.00
SUBTOTAL	\$ 23,514.50

GRAND TOTAL	\$ 23,514.50
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This is an estimate, actual invoices will be based on specific costs and quantities of materials purchased and actual labor time spent on the project.

View Full Terms and Conditions in the Client Agreement. The Project must be accepted by signing the Client Agreement before work can begin.

For questions regarding this estimate or to set a work schedule, please contact

Proceeds from our client services ensure the sustainability of KNC's longstanding bird observatory, programs that engage the community in wildlife research, and the