



Parks and Public Works Committee

Meeting Minutes - APPROVED

August 25, 2026, at 10:00 A.M.

Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453

1. Call to Order

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

2. Roll Call

Members Present: Charak, Kimble, Roche, Thiel (left meeting at 10:58 a.m.)

Members Absent: Rees, Stanton (*online*)

Staff Present: DPW Superintendent Ondersma, DPW Project Manager Gibson, Deputy Clerk Williams

Others Present: None

3. Approval of Agenda

Motion by Charak, supported by Thiel, to approve the agenda for the August 25, 2026, meeting. Via voice vote, motion carried 4-0.

4. Approval of Minutes

Motion by Thiel, supported by Roche, to approve the July 28, 2026, regular minutes as presented.

Motion carried 4-0.

5. Public Comment on Agenda Items

None.

6. Discussion

A. DPW Administrative Update:

Department of Public Works Superintendent Ondersma said that the DPW Team is still exceeding his expectations. Their knowledge and skills as a team work very well together. He said that the seasonal staff are slowing down now with some returning to their normal jobs or warmer winter locations. Unfortunately, they did have one of their Equipment Operators resign. Noah Aramendi accepted a position with the City of Holland Streets Department and his

last day will be 8/28/26. The position has been posted, and they have 7 applicants so far. The DPW Team has been busy tree trimming, doing gravel road repairs, and attended Critical Dunes training. Maple Street construction is progressing nicely, with the last two services being hooked up today, 8/25/26. The sidewalks and curbs should be completed by mid-September. Oval Beach was much busier during the week in August. The Oval Beach Manager, Angela Stasewich, will be busy this fall working on small restroom details like fall painting and small maintenance projects.

B. AED Placement at Mount Baldhead

Motion by Roche, supported by Charak, to recommend to City Council the placement of a publicly accessible AED at the base of Mt. Baldhead in partnership with the Saugatuck-Douglas HeartSafe Initiative. Upon voice vote, motion carried 4-0.

C. Kayak Launcher

Motion by Thiel, supported by Charak, to recommend to City Council to approve the installation of the donated kayak launcher at the Spear Street Launch, subject to applicable City requirements and final coordination with the Rotary Club. Via voice vote, motion carried 4-0.

D. Wicks Park & Village Square Restroom Renovations

Motion by Roche, supported by Thiel, to recommend to City Council that Fleis & VandenBrink proceed with design work for the Wicks Park and Village Square Restroom Renovations, including evaluation of the proposed interior and exterior improvements and the potential construction of a new restroom building at Wicks Park. Via voice vote, motion carried 4-0.

E. SHNA Trail Remediation, Habitat Restoration, and Signage

Committee member Roche stated that in the past she recused herself from voting as she worked for the Outdoor Discovery Center. She is no longer working with them and will vote on the project today.

Motion by Roche, supported by Thiel, to recommend to City Council the ODC Network proposal for the SHNA, including Trail Remediation, Habitat Restoration – Hybrid Approach, Signage & Wayfinding Program (Design & Fabrication), and Establishment Maintenance. Upon voice vote, motion carried 4-0.

7. Public Comments

Ashley Siebelink (CVB)

8. Correspondence

None.

9. Member Closing Comments

Thiel thanked everyone, she thought it was a good, productive meeting.

Charak commented that it was a great meeting.

Roche reminded the Committee that the Park Street Community meeting will be held on September 1, 2026, at the Mount Baldhead Pavillion. She noted that the Saugatuck boardwalk is a valuable community asset and suggested that it receive an official designation. Roche also discussed the John Woolham Trail sign near the Chain Ferry and suggested improving the signage to better direct visitors to the beach. Roche announced that the annual Servathon with Saugatuck-Douglas eighth-grade students will be held on September 15, 2026, at 8:30 a.m. at the Saugatuck Wilds Nature Preserve. This will be the students' fourth year participating in the project. Organizers hope to partner again with the Outdoor Discovery Center to remove invasive species. Roche noted that the students accomplish a significant amount of work, enjoy the experience, and appreciate the opportunity to be involved in their community.

Kimble said that she is still working on the Pocket Prairies in the background. She commended the committee for the Saugatuck Harbor Natural Area work, as she doesn't think it would have happened without their help.

10. Adjournment

Motion by Charak, supported by Roche, to adjourn the meeting. Via voice vote, motion carried 3-0 (Thiel not in attendance for Adjournment). Chair Kimble adjourned meeting at 10:59 a.m.

Respectfully submitted by:

Sara Williams, Deputy Clerk

City of Saugatuck