



City Manager Report

October 17, 2025

Parking Consultant Selection and First Task Force Meeting

- In July, City Council approved the creation of an advisory Parking Improvements Task Force and issuing a request for proposals (RFP) for consulting services.
- On Monday, City Council approved a proposal from Walker Consultants to conduct a parking study and recommend solutions. You can view their proposal here: <https://tinyurl.com/v4uxa3he>
- Walker Consultants is recognized as an industry leader in parking studies, and they are partnering with our long-time engineers at Fleis & VandenBrink. This gives us the benefit of expert consultants with a fresh set of eyes on our parking concerns, combined with the knowledge and experience of our long-time engineers.
- For the Task Force, having access to consultant expertise is especially important. Parking concerns in Saugatuck have persisted for decades and Walker's involvement provides proven strategies informed by national best practices. In addition, some potential solutions may require significant capital investment—areas where expert guidance will help the City make well-informed, cost-effective decisions. By pairing Walker's specialized parking insight with the institutional knowledge of Fleis & VandenBrink, the Task Force will be better positioned to recommend both immediate improvements and long-term investments that truly meet the community's needs.
- The Task Force will have their first meeting on October 28 at 3p at City Hall.
 - All meetings will be open to the public. The City Clerk will be posting all agendas, meeting packets, and recorded meeting videos on our website.

Project Updates from Public Works and Engineering

- **Maple Street Improvements** - Working on addressing comments from EGLE on the water system permit and incorporating seawall repairs and resurfacing Mary Street (Water Street to Butler Street) into the bid documents as separate items of work. Depending on timing for permits and final design, we anticipate issuing the project for bids in late 2025 with construction during the 2026 construction season (approximately April to November).
- **Park Street Improvements** - A planning phase proposal has been developed to build on prior study work and develop a scope, concept and cost estimate for improvement of the corridor. We are awaiting results of our application to EGLE's Michigan Coastal Management Program. If funded, the grant would cover up to 50% of the planning cost.
- **Street and Parking Lot Resurfacing** – On Monday, City Council awarded a bid for patching on Lucy Street and resurfacing Main and Hoffman Street ends west of Water Street. The work is scheduled to take place this fall.

- **Sidewalk Replacements** - Sidewalk replacements are scheduled to take place between October 20 and November 3rd, 2025, weather permitting. Areas identified for replacement include sections with trip hazards or significant deterioration. Residents will be notified in advance of work near their property.
- **Mt. Baldhead Observation Platform Replacement** – Coordination with tribal nations continues. Further survey work will be conducted next week.
- **Chain Ferry** – Replica arbors for the Chain Ferry are currently being fabricated. Installation is scheduled for late October or early November.
- **City Hall Interior** - A kickoff meeting/site visit was held and concepts are underway.
- **Mt. Baldhead Restroom** - Construction continues on the new restroom. Plumbing underground inspection passed and the floor is poured. Masonry work has started. This will take 2-3 weeks.



Water Distribution System Materials Inventory Report

- In 2024, the City was awarded a \$221,600 grant to physically verify water service line materials for the state's required final Complete Distribution System Materials Inventory (CDSMI).
- Fleis & VandenBrink (F&V) and Compton Inc. have completed their work. In summary, their work found the following:
 - Lead Service Lines – 6
 - Galvanized Previously Connected to Lead – 127
 - Non-Lead – 440
 - Lead Status Unknown – 391
 - The line-by-line inventory can be viewed here: <https://tinyurl.com/3h85c2vx>
- It's important to note that while some older service lines and plumbing materials may contain lead, that does not automatically mean lead is present in drinking water. The presence of lead materials creates a *potential* risk, but whether lead actually enters the water depends on many factors, including water chemistry, pipe coatings, and the corrosion control measures the water system has in place. KLSWA conducts required water quality reporting. For 2024, no samples were above action levels for lead or copper. Annual reports can be found here: <https://klswa.com/water-quality-reports/>

- We are taking the next steps to comply with the Lead and Copper Rules:
 - Sending out notices to those whose water service line is lead, galvanized, or unknown.
 - Developing a plan to replace lead or galvanized service lines by the required federal and state deadlines.

AT&T Cellular

- AT&T continues to pursue the necessary federal approvals to install cellular antennae within the Mt. Baldhead radome, and had deferred signing a lease until those approvals were secured. During the summer, AT&T advised they were working on proposed revisions to the lease that would include a one-time capital contribution that City Council previously requested.
- The lease agreement is nearly finalized. Once AT&T incorporates the exhibits, I plan to bring the agreement to a workshop for City Council review.

Chalk on Sidewalks

- At the October 8 workshop, City Council discussed the use of chalk on sidewalks.
- The City Code does not speak clearly about this kind of activity. While using chalk to write a message on a sidewalk is a form of expression that is protected to some extent by the First Amendment, individual freedom of expression is subject to lawful limitations when it takes place on government property, even in a traditional public forum like City sidewalks. Against this backdrop, the Council was presented with three general approaches to consider:
 - Prohibit All Sidewalk Chalk Inscriptions
 - Allow All Sidewalk Chalk Inscriptions
 - Impose Specific Requirements
- The consensus at the meeting was that Council would not be pursuing a prohibition or imposing specific requirements.
- You can watch the full discussion here (starting at 1:43:40):
<https://youtu.be/u6BoLi9vYEc?si=ujnxK1vqJRJCstO&t=6219>

Upcoming Meetings

Full meeting packets are posted on the City website and Facebook prior to each meeting. When available, they can be viewed by selecting the board/commission:

- October 22 at 4p – City Council Workshop
- October 27 at 10a – Public Accuracy Testing for November 4 Election
- October 27 at 6:30p – City Council Regular Meeting
- October 28 at 10a – Parks and Public Works Committee
- October 28 at 3p – Parking Improvements Task Force