



**Parks and Public Works Committee
Regular Meeting**

September 24, 2024 – 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 – August 27, 2024

5. PUBLIC COMMENTS/TODAY'S AGENDA TOPICS ONLY (LIMIT 3 MINUTES) *Use the “raise hand” button in the participant’s screen found in the Zoom interface or enter *9 if calling in by phone to raise hand.*

6. REVIEW/DISCUSSION:

- A. Department of Public Works Updates
- B. Benches for Village Square Park
- C. Update on Saugatuck Harbor Natural Area
- D. Study Group and Other Staff Updates
 - 1. Invasive Species.
 - 2. Airport Property.
 - 3. Blue Star Multimodal Path (Lake Street).
 - 4. Village Square & Playground.
 - 5. Park Street, Mt. Baldhead Improvements, & AT&T status.
 - 6. Maple Street.

7. PUBLIC COMMENTS (LIMIT 3 MINUTES) *Use the “raise hand” button in the participant’s screen found in the Zoom interface or enter *9 if calling in by phone to raise hand.*

8. CORRESPONDENCE

- A. Drew Ebrom
- B. Hudson Rodewald

9. MEMBER CLOSING COMMENTS

10. ADJOURN

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:
rcummins@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 JWolters@saugatuckcity.com for further information.



PARKS AND PUBLIC WORKS COMMITTEE MEETING MINUTES

July 23, 2024

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

Attendance:

Present: Chair Baldwin, Committee members Charak, Kimble, Hoffman, Thiel.

Absent: Roche.

Others Present: City Manager Cummins, DPW Superintendent Herbert, Deputy Clerk Williams.

Approval of Agenda:

Motion by Charak, second by Hoffman, to approve the agenda for August 27, 2024. Via voice vote, motion carried 4-0.

Approval of Minutes:

Motion by Kimble, second by Hoffman, to approve the July 23, 2024, regular meeting minutes as presented. Via voice vote, motion carried 4-0.

Public Comments (agenda items only): None.

Review/Discussion:

A. Partnership with Convention and Visitors Bureau for Additional Bike Racks:

The Commission discussed a possible partnership with the CVB for additional bike racks in the City of Saugatuck. City Manager Cummins provided a background on existing bike racks and the need for more, including artistic changes. Lisa Mize from the CVB presented various bike rack designs, including artistic ones. She also reached out to local metal artist Cynthia McKean for design ideas.

The existing bike racks are located at:

- Next to kiosk (in front of The Butler)
- Next to the bathrooms at Village Square
- Star of Saugatuck (private property)

- Ida Red's (private property)

Suggested locations for new bike racks:

- Next to the Rose Garden (artistic rack)
- Across from Coghlin Park, next to Scooters
- Across from the park on Main
- Wick's Park – (artistic rack)
- To the right of the Chain Ferry

The Committee members expressed support for the artistic bike racks and discussed the importance of durability and capacity. Charak suggested considering larger bike racks that can accommodate more bikes. Chair Baldwin is happy and grateful to have some involvement from the CVB and is looking forward to seeing what designs artist McKean comes up with.

B. Request from Saugatuck-Douglas History Center for Additional Historical Markers:

City Manager Cummins discussed the Saugatuck Douglas History Center's request for additional historical markers. The proposed locations for the new markers include the Chain Ferry and Village Square Park. Committee members expressed their support for the markers and discussed the importance of historical education. They also discussed a separate project for a playground marker more specific to children.

C. Department of Public Works Updates by DPW Superintendent Herbert:

1. **Oval Beach Concessions:** The season is coming to a close. They previously discussed an RFP for concessions. Herbert explained that DPW will continue running the concession stand for another year to collect data before sending out a new RFP.
2. **Concrete Work:** Herbert said that they plan to pour concrete pads for benches this fall at Village Square and Mount Baldhead Park. They will also be pouring a concrete pad at Oval Beach for a new Life Jacket Station. The Committee discussed the process for donations as they currently have 3 donors for benches.
3. **Tree Work:** Herbert mentioned that City Manager Cummins notified DPW of a tree grant opportunity from Consumers Energy called the Community Street and Boulevard tree planting grant. The intent of the grant is to help fund up to \$3000 for qualifying projects that successfully incorporate the delicate balance of tree planting and utility wires overhead. Herbert said that DPW submitted an application and put forth some details on which trees they would like to plant and in which location and sent in some photos of what the trees would look like in relation to the overhead utilities. They were approved for the grant and then City Council approved to sign the agreement. DPW will do the tree planting this fall.
4. **Recycling Bin Pilot:** DPW Superintendent Herbert reported on the successful implementation of the recycling pilot program. He had a meeting with Jack Brown, who is the municipal representative for Republic Services, and they discussed contamination.

Brown said that the City is within its limits for acceptable contamination. The Committee discussed the need for educational materials to improve the recycling content, but Herbert said that it isn't much of a need at this point since their contamination rates are pretty generous. He believes that due to the success of the program they can scale up in volume rather than down.

- 5. Road Resurfacing:** Herbert said that City Council approved an award to Michigan Paving and Materials Company to do some mill and overlay road resurfacing work this fall. They are taking some of their worst roads that have really good or decent utilities underneath them, and they are skimming off the top inch and a half layer of asphalt and repaving with HMA paving equipment, new road resurfacing. Herbert gave a glimpse of some of locations that they will focus on:
- Lucy Street as you approach Holland Street, a section will be repaved.
 - Francis Street, two different sections between Water Street and Butler Street that will get milled from curb to curb, the whole width of the road and resurfaced.
 - Holland Street all the way up to just before Elizabeth St. Herbert noted that Elizabeth Street is in rough shape and is on their radar. However, the high school is still under construction for another year or so. They have another phase of their project that they are doing so when the City does start construction on Elizabeth Street, it is going to require water main replacement which will be a major cost for the City.
 - Griffith Street from Culver Street to Mason Street that will be resurfaced from curb to curb.
 - Mason Street, on top of the hill from Elizabeth Street to Grand Street.
- 6. Others:**
- Herbert mentioned that Cody Hardy resigned from Public Works and accepted a position in the private sector. Public Works is conducting interviews this week to fill that position.
 - City Manager Cummins gave a brief update on the basketball and tennis courts at Village Square. There was a donor that had come forth with an interest in helping the city resurface the basketball court and the tennis courts. They sought feedback from the Parks and Public Works Committee and there was an interest in making the courts multi-purpose, and support for resurfacing and painting new lines on the courts, maybe some new fencing, and there was talk of some new bleachers. Cummins reached out to the donor representative, and they were interested and supportive of the multi-purpose courts. He then reached out to their engineers to get an initial engineering proposal on what the cost may be to put this all together and had quite the sticker shock with the price coming in at a quarter million dollars. Apparently, there are challenges with these types of courts and making sure that they drain properly along with everything else. This amount is more than the donor was offering initially. The engineers were going to look at the condition and

evaluate it a little more closely and then circle back to Cummins. They notified him of a potential grant opportunity, but it could take a while to come to fruition if they were to put it and get the funding. At this point, they are waiting on further evaluation to see what kind of shape the courts are in. If they are in good shape, they would just need painting and refreshing.

D. Update on Saugatuck Harbor Natural Area:

City Manager Cummins explained that when the Saugatuck Harbor Natural Area was sold to the city, they created a Master Plan. There were some funds set aside at the Holland Zeeland Community Foundation that was an endowment fund to help with future maintenance and future needs that the Saugatuck Harbor Natural Area may have. In order to access those funds, the endowment agreement states that the city has to make sure that the plan is updated every five years. They have been looking at the plan and history and it refers to having a management board, which no longer exists. They spoke to several people and combed through historical records to try to find out why the management board that did exist went away, and who was supposed to have that oversight going forward. Cummins referred to the City's legal team to look at the historical documents and what they learned is that because the management board doesn't currently exist, that they could probably have the City Council approve updating the plan, but to comply with the existing plan and maintain the spirit of what was being created, they certainly would want to include the Land Conservancy of West Michigan in that process, or at least get their input. He reached out to The Land Conservancy of West Michigan and suggested that path to them, and they were agreeable to it and more than happy to be involved or provide some input into updating that plan. He spoke with Chair Baldwin, and they don't think that the plan needs a ton of updates. He thinks it is actually a very solid plan that is still applicable today, so it will be more clean-up language. The Land Conservancy recommended updating the species list and inventory. He has not had time to read through the correspondence or his response email yet, of some options and ways to handle that. Cummins thinks that there is a path forward to at least update the plan and get it approved by City Council so that they can then access those funds for whatever needs the Saugatuck Harbor Natural Area has. A management board is not required, but they could form one if needed. City Council could send it to Parks and Public Works to manage, or they could manage it themselves.

E. Study Group Updates:

1. Invasive Species:

Committee member Hoffman said that he will meet with DPW Superintendent Herbert soon to identify problem areas and put up markers on what people should look for at the airport property and any other natural public areas. Kimble mentioned the idea of adding information for invasives on the city website. She thinks that it would be worth their time to at least work on getting the loosestrife off of the shoreline and promoting the natives. Herbert said that the tricky thing about invasives is that there are so many of them. He noted an article that he read that there is a balsam fir adelgid similar to a hemlock wooly adelgid that is already

here and said that we may have other species of adelgids coming. Hoffman said that it becomes overwhelming because there are so many of them. Herbert added that we have limited resources, and the county does have available resources to determine which are the most destructive or difficult to treat or expensive to treat and go from there. Cummins said they have been discussing which invasives are most concerning at this point to put their resources towards. City Council set aside some funds for treating invasive species but most of that money is going to treating the waterways and the milfoil that is out there. Baldwin mentioned that part of the Rotary Club's mission is for environmental protection and things if the Committee came forward with a comprehensive plan about what they want to treat, where it is located, and what the cost would be they may be open to help. Baldwin also mentioned that Committee member Roche was organizing the middle school fundraiser, which each class does a community service project. She and the eighth graders are going to be working on invasives at the airport property. They are going to be pulling spotted knapweed and autumn olive in the parking area, as well as the heads of the first two trails. This will be held on September 20th, from 9am-11am. She said that she is volunteering, and Committee member Thiel will be signing up, and she encouraged anyone else that wants to help with the eighth graders to sign-up.

2. Airport Property:

City Manager Cummins said that the last update that he had from the Outdoor Discovery Center was that they were working on drafting the conservation easement language and doing the survey work of the proposed conservation easement boundaries. They are waiting on the initial drafts, then will be reviewed by City Council and have some discussion with them before they ultimately make a decision on that portion, They have had some questions from some thinking that the conservation easement was already signed or already in place, which is not the case. They need the actual easement language and official boundaries before that is complete.

3. Blue Star Multimodal Path (Lake Street):

Committee member Kimble provided an update on the Blue Star Trail including the need for a tribal review. There was discussion on the potential impact of the trail on local ecosystems and the importance of tribal consultation. Kimble also mentioned the Blue Star Gala, a major fundraiser for the trail, had raised a little over a \$100,000 this year. She said that the Lakeshore Harvest ride would take place on September 14 and encouraged anyone interested to join in on the fun. Committee members expressed support for the project and expressed the importance of community input.

4. Village Square Playground:

City Manager Cummins said that benches are coming soon. They have to present the plans to the Historic District Commission at their October 3 meeting and get their approval. The concrete pads for the benches will be poured in October and then the benches will be installed.

5. **Park Street, Mt. Baldhead Improvements, & AT&T status:**

City Manager Cummins said that he included the engineer's report regarding the Mount Baldhead improvements so that the committee could take a look at where they are with the project. Herbert said that they haven't locked in a time frame yet, but that they are pushing for fall, but they are at the mercy of contractors so they can't always guarantee that. He said that the engineer was originally pushing for next fall and Cummins response was that City Council budgeted the funds this year and they really need to move forward on it this year. The platform may take a little longer due to permitting. Due to it being in the Critical Dunes areas, they are subject to EGLE's process and have to follow those rules or laws as well.

Cummins said that they reviewed some of the updated plans for AT&T at last Wednesday's Council Workshop meeting. Similar to the Blue Star Trail, they also have to have the State Historic Preservation Office approvals and tribal consultation for the Mount Baldhead site and putting a cellular antenna in the radome. He said that the tribes have listed a number of concerns and questions that they have, and AT&T has been working through those to address the concerns on their front end before they get to a more formal mitigation type process. One of the tribal concerns is with the amount of digging and ground disturbance in the area. AT&T is proposing to place the conduit above ground, but under the steps, so that they don't have to bore under the dune and potentially disturb the ground, but then still place the conduit under the steps. Cummins said that they reviewed the details with Council and the consensus from them was that they were okay moving forward with that set of plans. AT&T was working on finalizing their latest response back to the State Historic Preservation Office and the tribes to get some further feedback. They are still working on it as it is a very lengthy process. He said that they also want to be sensitive and respectful to the tribal concerns as well because it does have cultural significance to their history.

6. **Maple Street:**

City Manager Cummins discussed the graphic survey work for Maple Street improvements, including water main replacement and road restoration. There are plans for a community engagement forum on September 17th for the residents of Maple Street so the engineers can gather feedback on the project and discuss details of the project. Committee members expressed the importance of public input and the need for a comprehensive plan.

Public Comments (Limit 3 mins): None.

Correspondence:

1. William Lint.

Member Closing Comments:

- Hoffman – He is happy to hear about the trail and thinks they had a good meeting. He will meet with DPW Superintendent Herbert regarding invasives.

- Thiel – She is happy for the opportunity.
- Charak – He is excited to work with the kids on their service project at the airport. He worked with them last year at Mount Baldhead and said that the students had lots of questions and were really engaged. He thinks the Committee is doing good work.
- Kimble - She thinks that they had an excellent meeting. She was excited to hear some of Bryan's thoughts and told him she would be happy to help him or Keith to push forward on the invasives. She said that you can always think about the opposite of invasives is natives and what they can do to promote those.
- Chair Baldwin – She thanked DPW for their excellent work this summer. She thanked the PPW Committee for all of their efforts and Committee member Roche for helping to facilitate the eighth-grade project, she is excited and ready to volunteer. Baldwin attended the Blue Star Gala, and said it was a really fun event and she was enthused to hear that they raised \$100,000.

Adjournment:

Motion by Charak, second by Hoffman, to approve adjournment of the meeting. Via voice vote, motion carried 4-0. Chair Baldwin adjourned at 11:03 a.m.

Respectfully Submitted,

Sara Williams, City Deputy Clerk & DPW Administrative Assistant



Department of Public Works Report

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 9/09/2024:

Floating Dock Maintenance:

Canadian geese have been enjoying the shopper dock located at Coghlin Park, leaving behind tokens of appreciation. The City has received numerous complaints about the mess. Public Works has responded by pressure washing the dock twice over past weeks while deterrents are being evaluated.

Brush and Leaf Collection:

- September 10th – East side of the Kalamazoo River
- September 11th – West side of the Kalamazoo River

Rexroth Controller Training:

Truck & Trailer Specialties hosted technical training which covered material on the City's Rexroth Compu-Spread CS 620 salt spreader controller system. Efficient application of road salt is essential to maximize safety for motorists in the winter, while minimizing cost and negative environmental impacts.

Oval Beach:

In collaboration with the Saugatuck Township Fire District, the Allegan County Sheriff's Department Dive Team, and Saugatuck Public Works, the swim buoys were removed for the season along with another hazardous object that was found just outside of the swim area at Oval Beach.

Asphalt Work:

Bruce's Blacktop was able to mill and raise a small piece of asphalt valley gutter along the east side of Park Street near 850 Park Street. This area experienced an erosion issue which has been addressed. The additional height of the valley gutter will provide better protection against heavy rains and will ensure that the stormwater makes it to the nearby storm sewer.

Special Event Assistance:

- **9/14/2024** – Art in the Park
- **9/14/2024** – Saugatuck Film Festival
- **9/20/2024** – 8th Grade Service Project at the Airport Property

Meetings:

- **9/09/2024** – DPW Weekly Goals Meeting
- **9/10/2024** – Department Head Team Meeting at City Hall
- **9/10/2024** – 127 Van Dalson Street – Tree Evaluation
- **9/11/2024** – Michigan Turf & Ornamental – Liquid Ice Melt (Accelerate)
- **9/13/2024** – DPW Weekly Goals Follow Up Meeting
- **9/16/2024** – DPW Weekly Goals Meeting
- **9/17/2024** – 559 Hoffman Street – Tree Evaluation
- **9/17/2024** – SHS Homecoming Parade Safety Meeting
- **9/20/2024** – DPW Weekly Goals Follow Up Meeting



Parks and Public Works Committee Agenda Item Report

FROM: Ryan Cummins - City Manager

MEETING DATE: September 24, 2024

SUBJECT: Benches for Village Square Park Playground

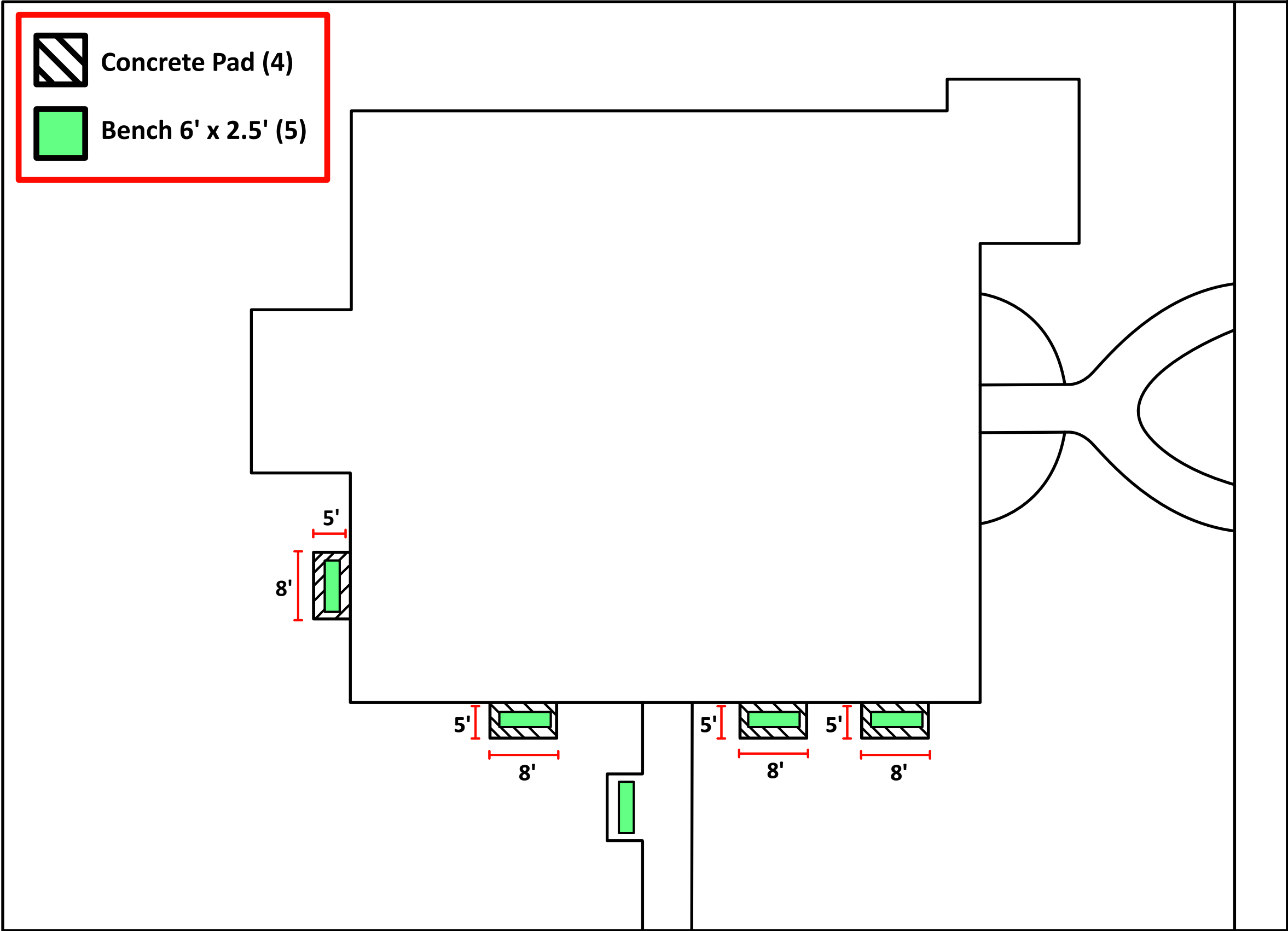
DESCRIPTION:

The previous playground at Village Square Park had benches for visitors to sit while children enjoyed the playground equipment.

Benches were not on the site plan that was approved for the new playground. Many residents and visitors have requested that benches be re-installed.

Staff have reviewed the use of the playground and best place for benches and are proposing the installation of five benches on concrete pads as shown on the attached site plan. The Department of Public Works has benches in stock. The only cost would be to install concrete pads. Other concrete work in the City is planned for late October and this project can be completed at the same time.

Village Square Park



Main St

Butler St



City Manager Report

September 23, 2024

Maple Street Open House

- We had a great turnout for the Maple Street planning open house.
- The City Engineer has compiled the feedback and is evaluating the responses. He advised the following on next steps:
 - Once we have draft cost estimates, I think the next logical step is a meeting with the Township representatives and their engineers to get their input, advance the conversation about cost sharing, etc.
 - Big picture, I'm hoping to present our report to Council this fall and we can start design once we have direction on some of the big picture decisions.
 - Construction could begin next fall, at the earliest, if we wanted to time it over the winter, or spring 2026 if we wanted to use the traditional construction season (getting an early start) – the latter would be my recommendation, unless most of the residents are seasonal and we could avoid much of the pain during construction. We'll summarize the seasonal vs. year-round resident statistics in the report as well.



Michigan Coastal Management Program

- The Department of Environment, Great Lakes, and Energy's (EGLE), Water Resources Division (WRD) Michigan Coastal Management Program (MCMP) offers grant funds to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems.
- One of the project types that are eligible for funds includes feasibility, engineering and design. Grant applications open in mid-October and require a one-to-one match.
- Staff has submitted a project interest form for the City Engineer's Park Street Planning & Conceptual Design Proposal for Engineering & Landscape Architecture Services.
- We plan to attend webinars in early November and submit an application for grant funds.

Water Service Material Verification

- We are still requesting help with verifying water service material going into each home and business. Photos of the water line entry into the homes can be uploaded at <https://bit.ly/saugatuckupload> or emailed directly to jmoxey@fveng.com
- The contractor has begun verifications of other water service sections. As a reminder:
 - They will be putting door hangers on properties identified for verification. The contractor, Compton Inc., will be wearing clothing identifying themselves.
 - Goal will be to do 15-20 curb stops a day. There will be 2 workers potholing at the curb stops, and 2 workers filling the holes behind them. No holes at the curb stops will be left overnight. Disturbed areas will be restored with concrete, asphalt, or grass seed.
 - Work will begin on the outer sections of the City and work towards downtown. Downtown will be done at the end of the project.

Blue Star Trail

- C2AE has submitted grade inspection details to MDOT for review. The updated construction estimates submitted to MDOT show that the project may now be 25% higher than originally budgeted. This is largely due to more boardwalk and retaining walls being needed in certain sections. To address higher costs, C2AE has asked MDOT grant coordinators about additional funds. C2AE advised some estimates may be high and come in lower during bidding. If needed, the project could have certain additions bid separately such as the rest area that was planned for Amelanchier Park. We are hopeful MDOT may be able to provide additional funds to get the trail that is desired.
- Review by consulting party tribes is still expected by the end of October.

- C2AE scheduled a meeting with the state grant coordinators so we could start to understand how to properly account for grant dollars, matches, and reimbursement requests.
- Related to the traffic signal, C2AE provided the following update:
 - Conducted site visit to determine utility coordination for palette sign relocation.
 - Documented existing conditions for additional details needed in final construction documents.
 - Reviewed specifications and cost estimate for traffic signal installation provided by traffic signal engineer.
 - Anticipated work in next period:
 - Receive funding award (grant application) determination from MDOT SSSG by end of September.
 - Review drawings, specifications, and proposed construction schedule for traffic signal with city.
- C2AE is still indicating a spring 2025 construction start date is still on schedule.

AT&T Cellular

- State Historic Preservation Office (SHPO) approvals remain pending.
- AT&T continues to work on the latest SHPO and tribal consulting party concerns. They advised they recently met with their consultant to continue work on drafting a response to SHPO. I provided feedback on their draft and questions.
- AT&T's decision on the City's agreement request remains pending resolution of SHPO approval.

Wi-Fi at Oval Beach

- Metro Wireless has signed the three-year agreement to utilize Star Link to provide Wi-Fi at Oval Beach.
- Installation and testing dates will be scheduled soon.

Telecommunication Improvements

- At the recent workshop, Council discussed telecommunication with the County Broadband Project Manager, Jull Dunham.
- Staff advised at the workshop there were recent meetings with Frontier (see last report), Comcast and Surf Internet.
 - Comcast advised they are rolling out improvements through their "Gemini" program. While this won't be fiber to every home and business, they advised increased speeds will be forthcoming in the next few years. They are checking to see if they can give us a firmer date.
 - Surf Internet is interested in installing fiber in the City and Douglas. They are working on installations in South Haven, Grand Haven, and Fennville. They are evaluating costs for installation and permitting.

- During the workshop, Ms. Dunham advised she would send some possible telecommunications consultants to consider. Staff will evaluate possible professional services and costs to assist with engaging with residents and businesses, identifying issues to be addressed, and assisting with next steps in addressing the concerns.

Water Operations Agreement

- A lengthy meeting was held on September 4 with the consultant, constituent municipalities, and their respective advisory committee members. There was a lot to digest and consider.
- I recently met with advisory committee members, Mayor Pro Tem Baldwin and Council Member Gardner, to discuss the consultant recommendations and next steps. This includes an attorney drafting proposed changes to the draft from KLSWA and further review by City legal and each party before submittal back to KLSWA.

Airport Property

- Dave Nyitray at the ODC recently “the field work for the survey has been completed and I should be getting a draft of the easement in the next two weeks. We are preparing a concept site plan for preliminary presentation to the Township to see what requirements might come from them.” The survey has been received, but we are still awaiting draft easement language.
 - As a reminder, the conservation easement itself will be reviewed by the Council before any final decisions on it. The area that is proposed for a conservation easement has a steep grade and portions are wetlands and in a floodplain. All studies and maps can be viewed on the City website here: <https://www.saugatuckcity.com/parks-and-public-works-committee.html>
- PPW Committee Member, Kelly Roche, and Saugatuck Schools have organized a youth volunteer day. Some students will be assisting with invasive vegetation removal on September 20. A huge thank you to the youth of our community for their help!

Michigan Municipal League (MML) Conference

- I recently attended the MML Conference. The MML is celebrating 125 years, and it was great to re-energize, learn, and hear new ideas from the various sessions. It was also great to connect with colleagues across the state. We are all hard at work to improve our communities, and its inspiring to see the great work happening. I attended the following sessions:
 - Opening General Session & Community Excellence Award (CEA) Finalist Presentations - Topic: An Honest Look at Creating Thriving Communities
 - Welcome Reception
 - Island Social put on by City Engineers, Fleis and Vandenbrink.
 - Morning General Session – Topic: Cities from a National Perspective
 - Transforming Employee Health Insurance

- Afternoon General Session – Topic: Michigan as a Placemaking Leader
- Continuing Michigan’s Placemaking Leadership Conversation
- AI in Action: Case Studies from Michigan Communities
- Closing General Session and Announcement of 2024 Community Excellence Award Winner – Topic: The State of AI in Government: Exploring the Future
- The MML provided everyone with a great book titled “Across three centuries and two peninsulas: One League”. If anyone would like to borrow it and learn more about the MML work and challenges over the years, happy to lend it to you.

Miscellaneous

- Continued spending time working with Luke and Nikki as they continue to get up to speed in their positions. They both are doing a great job!
- Attended Mt. Baldhead Challenge event.
- Held Department Head team meeting.
- Held one on one meeting with City Clerk.
- Watched ZBA meeting video.
- Attended Blue Star Trail stakeholders meeting.
- Attended Maple Street open house.
- Attended Convention and Visitors Bureau Board meeting.
 - Great news! I submitted a grant request to the CVB to help with the holiday lighting cost. The CVB has agreed to fund 25%, which is nearly \$6,000. They expressed interest in seeing the holiday lighting expand, Big thank you to the CVB for their support!
 - The CVB is also engaging with the Saugatuck Center for the Arts (SCA) for placemaking curation and project management. More to come!

**City of Saugatuck
Status Report of Engineering Activities
September 18, 2024**

General Consultation

- 2024 Asphalt Repairs: The contract between the City and Michigan Paving & Materials Co. has been executed and Notice to Proceed has been sent. A preconstruction meeting has been scheduled for September 24.
- Sea Wall and Concrete Repairs: Prepared a proposal for design and bidding of a project with several repair sites along the sea wall and elsewhere. The various components can be addressed as a single project, as contemplated in the proposal, or individually.
- Village Square Court Renovation: Working on a proposal for design and bidding of surface improvements to the tennis and basketball courts and related improvements. We are meeting with City staff to discuss project scope on September 26.

EGLE Drinking Water State Revolving Fund

- Final scoring has been released. The City's project received 70 points (out of 100), which is essentially all of the points the City is eligible for (some of the points are only applicable to systems with violations to be addressed, disadvantaged economic status and other factors beyond the City's control). A number of the communities that scored 85 points did not meet the cutoff. We will regroup with City staff on presenting alternatives to council.

Water System Asset Management Plan

- The AMP has been submitted to EGLE. City Council will be considering user cost options to support the plan soon.

EGLE Technical, Managerial and Financial (TMF) Project

- The City was awarded \$221,600 in funding from EGLE's Community Technical, Managerial, and Financial (TMF) support for lead service line identification (100% grant). This will provide funding to help the City complete its final Distribution System Materials Inventory, which is due in October 16, 2024.
- Requested information from water customers continues to be submitted.
- Potholing work is underway and will be completed in October.
- Once the potholing work is complete, we will assist the City with submitting the final Distribution System Materials Inventory to EGLE.

Mt. Baldhead Projects

- AT&T Project Assistance
 - Reviewed the current AT&T proposal for attaching conduits to the stair structure. Met with the AT&T team August 7 to review and discuss the current plans, which were also presented at the August 21 Council Workshop.
- Restroom Building Replacement
 - Design work is nearly complete.
 - The Allegan Conservation District has provided the Vegetation Removal Assurance, which is a report required for the EGLE/USACE Critical Dunes Permitting. The report evaluates impacts on vegetation, native, non-native and invasives, and provides guidance for the design and construction. Based on the scope of the project, vegetation disturbance is anticipated to be minimal. The Critical Dunes permit application will be submitted soon.
 - We are evaluating options for electrical service to the building that may involve improvements to the overall electric infrastructure at the site.
 - Depending on timeframes for Critical Dunes permitting and coordination with stakeholders, we are anticipating spring or fall 2025 construction.
- Observation Platform Replacement
 - Design work is progressing. Additional survey work is complete.
 - The Allegan Conservation District has provided the Vegetation Removal Assurance, which is a report required for the EGLE/USACE Critical Dunes Permitting. The report evaluates impacts on vegetation, native, non-native and invasives, and provides guidance for the design and construction. The report includes guidance for several of the unhealthy, dead or undesirable species to be removed as part of the project and replaced with native/desirable ones.
 - Anticipating design to be completed in fall/winter 2024/2025, permitting in spring 2025 for construction in fall of 2025 or spring of 2026, depending on permitting timeframe and coordination with stakeholders.

Maple Street Improvements – Study Phase

- Topographic survey is complete.
- An open house was held on September 17 to present the survey and solicit input from adjacent property owners and other stakeholders.
- We anticipate presenting the report to council in fall 2024.
- Submitted the MDOT Category B grant application to meet the June 12 deadline. Results should be available soon. If selected, this program would fund \$250,000 of the road restoration costs on the project.

Park Street Improvements – Study Phase

- Park Street between Campbell Road and Mt. Baldhead has no specific non-motorized facility and a number of unique challenges and right-of-way encroachments. The asphalt pavement is deteriorating. A number of development projects have recently been completed or are ongoing. 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.

491 Columbia Avenue
Holland, Mi
49423

September 6, 2024

Dear Saugatuck Parks & Recreation,

My name is Drew Ebrom and I am from Holland, MI. I love soccer, my dogs, and Saugatuck. I am 11 years old and go to Black River Public School. We go to Saugatuck a lot for boating and to eat dinner. My favorite restaurant in Saugatuck is Phil's. My family likes to go on hikes and watch soccer. We walk at Saugatuck Dunes a lot with our dogs. However, my favorite place we like to go to is Oval Beach.

Thank you for maintaining Oval Beach so well. It is one of the best beaches in the world. For the common good of the people to only pay twelve dollars to see an amazing beach is awesome. People from all over the world visit Oval Beach because it's one of the best beaches in the country. My family goes there all the time, and always have a great time at Oval Beach.

Thank you for reading my letter, and thank you for maintaining one of the best beaches in the country.

Sincerely,

Drew Ebrom

491 Columbia Avenue
September 6, 2024
49423

Dear Saugatuck Parks and Public Works,

My name is Hudson Rodewald and I live in Saugatuck, Michigan. a really great playground. I've lived in Saugatuck for more than five years and I used to be pretty bored with the old park. It's hard to get bored in Saugatuck because the park is there.

It's also great that there's equality. It doesn't matter how old you are or if you have a disability, it's open to you and your friends. I personally like going down town and sitting in the park. In addition going down there just to sit in the park with my friends.

I appreciate you reading this letter and thank you for putting in a beautiful park.

Sincerely,

Hudson Rodewald

Hudson Rodewald