



City Manager Report

April 28, 2025

Natural Gas Outage

- Michigan Gas Utilities has sent a thank you to the community and utility crews after the natural gas outage:
 - The Michigan Gas Utilities (MGU) team is grateful to the Allegan County community for its incredible support throughout the recent natural gas restoration process. We appreciate every wave, kind word and delicious meals offered to our crews — thank you! We also thank WEC Energy Group's crews from We Energies and Wisconsin Public Service in Wisconsin, Minnesota Energy Resources in Minnesota, and Peoples Gas and North Shore Gas in Illinois, along with Consumers Energy, for dedicating time away from their families to assist us.
- Crews have visited all locations to restore service. If folks have been out of the area and not available to let the crews inside, they should call 800-401-6402 to schedule a time for a work crew to restore service and relight appliances.

Draft Budget for Fiscal Year 2025/2026

- The budget process includes the following steps:
 - Community Survey of Priorities – Completed in December/January
 - City Council Sets Priorities for Fiscal Year – Completed in February
 - City Council Review/Approval of Capital Improvement Plan – February/March
 - Department Head Submittal of Requested Budget to City Manager – Completed in March
 - City Manager Submittal to City Council – Completed in April
 - City Council Workshop on Proposed Budget – Completed April 23
 - Individual Meetings with Council Members to Answer Questions – As Needed
 - Additional Budget Workshops – As Needed
 - Public Hearing Prior to Adoption – To Be Scheduled
 - Council Adoption of Budget – Required No Later Than June 30
- Staff went over the draft budget at your recent workshop. The presentation and detailed budget are now on our website:
https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/website_budget_packet_link.pdf

- The video of the workshop presentation can be viewed here:
<https://youtu.be/xIHrS9uO1L8?si=tEtxKi0ntNLglrSC>

Maple Street Project

- Now that a design engineering proposal and cost share agreement with Township have been approved, Fleis and VandenBrink is moving forward with the next steps. Wetland delineation was scheduled for this week and soil borings are scheduled for April 30.

Blue Star Trail

- Staff completed the follow-up on the items that were discussed in the recent closed session.
- The tribes advised that they are working to schedule their on-site evaluation.
- The Friends of the Blue Star Trail has reached the second round in a corporate grant application to help provide more funding for the project.
- As previously reported:
 - MDOT received concerns from a Tribal Nation and MDOT started coordination. The coordination and additional assessment process will be lengthy and construction in calendar year 2025 is now unlikely.
 - On site tribal evaluation is planned for this spring/early summer.
 - As more details are known, MDOT will move the allocated TAP grant funding to future years and evaluate additional funding.
 - I recently confirmed with the Department of Natural Resources that they are also willing to consider an extension of the trust fund grant.

Kalamazoo River Greenway Plan

- In 2018, in partnership with the Outdoor Discovery Center and municipalities throughout the County, a Kalamazoo River Greenway Plan was created.
- In 2019, Council endorsed the plan to be used as an advisory document. A copy of the plan can be viewed here: <https://tinyurl.com/ry4r7s>
- The Outdoor Discovery Center recently held a meeting with other tri-community stakeholders to discuss the progress we have made on the plan. The City had a lot of great progress to report on the goals of the plan including:
 - Intercommunity Pathway
 - We remain hard at work on this with the Township, Douglas and Friends of the Blue Star Trail.
 - Accessible launch
 - We continue to have a boat launch on Spear and we have now transient/shopper boat docks installed outside of Coughlin Park.
 - Habitat Restoration in Saugatuck Harbor Natural Area
 - We had the Land Conservancy do an updated assessment of SHNA and incorporated their assessment into updates of the SHNA Master Plan.
 - The wildlife committee has made recommendations on the deer concerns.
 - Harbor Sediment Removal/Management

- The Harbor Authority has requested funding support for consulting services to define goals and work that is needed in the harbor.
- The Township Manager and I recently met with the Army Corps staff to discuss regular dredging of their areas of responsibility and to discuss a request to conduct further sediment testing.
- Invasive Species Treatment in Harbor
 - We have been treating for Milfoil.
- Green Stormwater Infrastructure
 - We now have our engineer reviewing new building or extensive addition plans and making sure that proper stormwater is incorporated into the plans. We have previously allowed ODC to install temporary rain barrels around downtown for education. The Parks and Public Works Committee recently received an educational presentation on stormwater management.
- Concrete repairs are in the works for the boardwalk.
- Saugatuck Wilds Nature Preserve will be opening soon to the public.
- Improvements to the Mt. Baldhead restrooms and upper platform are actively being worked on.
- The City Council approved a new Waterfront Preservation zoning ordinance.

AT&T Cellular

- I talked with the AT&T project manager this week to get a status update. They remain interested in the project and are continuing to work through the necessary SHPO approvals. The Federal Communications Commission (FCC) is handling the government to government communications and sent AT&T some follow up questions this week. AT&T's teams are meeting to work on their response.
- AT&T's decision on the City's agreement request remains pending resolution of SHPO approval.

Miscellaneous

- Attended Election Commission meeting.
- Held one on one meeting with City Clerk.
- Held one on one meeting with Deputy City Clerk/Administrative Assistant.
- Held one on one meeting and several additional budget meetings with the City Treasurer/Finance Officer.
- Held Department Head team meeting.
- Attended Convention and Visitors Bureau Board meeting.
- Attended meeting with Township Manager, Douglas Manager, and Edgewater Resources to discuss Kalamazoo Harbor Authority consulting needs.
- Attended public accuracy test for voting equipment.
- Attended meeting with Army Corps to discuss harbor.
- Met with VFW to discuss parade questions.
- Met with legal, MTS, and Director of Planning and Zoning.
- Scheduled to attend Arbor Day tree planting ceremony.

Blast from the Past

- Below is a publication that was in the paper on April 25, 1963.
- As the community assesses whether to make any changes to local watercraft controls on Kalamazoo Lake, another reminder that these conversations go back many years. The community survey is live and we have had a great response so far. Please encourage folks to share their feedback:

<https://www.surveymonkey.com/r/JNVNCL2>



Treasurer Report
April 28, 2025



Tax:

- Work through several requests for tax payment requests from property owners. The occasional address update, too.
- Received the reimbursement check from the school and the Fire department for the last NSF tax payment
- Processed several property tax checks from the County.
- Ordered new tax bill paper
- Started the process of learning how to import mortgage codes from the two biggest property tax payment agencies (CoreLogic and Lereta).
- Updated our Interurban contact information.

Payables:

- Continue to convert the vendors from Peter's account information to mine
- Processed a payables run
- Set up a vendor for ACH payments

Miscellaneous:

- Working with a fellow treasurer to help teach me the full reconciliation process.
- Took a variety of credit card payments (parking fines, permits, etc)
- Worked on prepping for next year's budget. Meeting with Ryan to work through it. Helped with some of the presentation slides, too.
- Pushed Comcast again for a timeline on the franchise fee make-up amount.
- Answered some of the gas line inquiries.
- Answered a FOIA request.
- Started gathering quotes for reinvesting the CD that's about to mature
- Helped with a variety of Oval Beach items
- Working with KLSWA on receiving water fee contact information.
- Review the legal documents set up with the Township
- Set up online access with WinTrust (bought out Macatawa Bank)

Payroll:

- Working to develop processes and procedures to eliminate inefficiencies and potential errors
- Processed the 04/21/25 payroll
- Finished the last of the pension forfeiture.



City Clerk Department Report

April 28, 2025

Activity Since April 14 :

- Elections:
 - There will be a May 6, 2025 election with ballot language from Ottawa Area ISD
 - We received \$3K in wage reimbursement for early voting.
- Currently processing 2025 Business Licenses, 55 have been executed.
- Street Ends will be started on Monday, April 28.
- We have one Wick's Park Boat Slip and will have another lottery.
- Currently have 4 FOIA requests.
- Coordinated and prepared meeting packets and minutes.
- Clerk Meetings:
 - City Council Meeting - Wolters
 - Jazz for Justice Safety Meeting - Wolters
 - Department Head Meeting - Wolters
 - Public Accuracy Test - Wolters
 - Parks and Public Works Meeting - Wolters
 - Memorial Day Parade Safety Meeting - Wolters
 - City Council Workshop - Wolters



Planning, Zoning and Project Report

April 28, 2025

Planning and Zoning

- Participated in scheduled internal team meetings.
- Prepared for and participated in ZBA meeting.
- Cancelled PC meeting due to lack of Quorum.
- Sent email to STR owners and Agents regarding regulation changes.
- Had multiple meetings regarding regulation changes.
- Spoke with legal regarding various topics.
- Had meeting with MTS regarding potential enforcement issue.
- Attended budget meeting virtually.
- Met with residents regarding future commercial development.
- Discussed STR enforcement plans with Horizon.
- Maintained general code enforcement follow-up efforts.
- Issued permits and completed casework as detailed below.

Open Casework

550 Dunegrass Circle	Received notice of violation from EGLE. Researched property to ensure process shall be followed, in talks with developer in regards to potential development, will address requirements in regards to EGLE violation when determined. Had discussion with contract planner to determine how to move forward with proposed development. Further research done on SLU and Site Plan approval for 500 and 550 Dunegrass. sent legal questions for appropriate next steps. Reached out to developer with information regarding potential future project and also with plans to resolve EGLE violations. Reps from site will be required to submit vegetation removal plan to the PC. Developer stated that they would be reaching out to an environmental consulting firm to put together information. had discussion with environmental consultants on what needs to be provided to the PC. Received questions from environmental consultants, scheduled call with developer for further discussion. Emailed environmental consultants with expectations for site plan review application. Application received, invoice sent. Scheduled for may PC meeting.	Enforcement
568 Mason	Emailed Contractor about damaged water line. Sent application to engineer. Asked applicant for more information. Confirmed Drawings are being made. Spoke with developers about issue. Still awaiting complete application and drawings for work completed onsite to address waterline issue. Had further discussions about what happened on site and emailed engineer and KLWSA to determine appropriate action. Recommendations received from Kal Lake and City Engineer, passed on to Contractor. discussion on utility work continues. Invoice for Asphalt work sent to Contractor. Further confirmation still needed, discussion with contractor, engineer, and KLWSA continue. Spoke with contractor for update. discussions continue with Contractor and Kal-Lake. Reached out to contractor to again discuss reimbursement for Kal-Lake. Called Alex for update, left voicemail. Advised MTS that occupancy permits would not be issued while an outstanding balance exists and sidewalk unfinished.	KLWSA

405 Park St	Received application for addition of bathrooms and interior renovation. Sent to Contract planner for discussions. Administrative review deemed inappropriate due to location and scope of project, Formal site plan review scheduled for pc. Site plan review approved contingent upon applicable flood plain requirements being met. Waiting on owner to send additional documentation. Emailed owner regarding conditioned site plan approval and asked about required documentation. Had meeting with owner concerning EGLE requirements and location of flood plane.	Zoning
807 Lake St 7	Incomplete STR application received. Sent back to local agent. Received info, asked for further information. Info received, sent to fire department.	STR
249 Mason	Change of Use application received. Had discussion with fire department and sent request for more information to applicant. Had meeting with owner regarding proposed deck, agreed that major site plan amendment is necessary.	
304 Lucy St	Received STR renewal with new owners. Noted a different license holder on application from previous years. Transfer occurred Jan 2024, existing certificate never updated. Application denied due to unauthorized transfer of ownership. Email and letter sent to owner. Discussions with the owner and local agent in regards to appropriateness of denial was had. Owner to provide timeline of events for argument to be sent to legal. Explained to owner that their application is considered denied due to transfer.	STR
555 Griffith St	STR application received. Sent to fire department. Notified of pipe burst at property, inspection postponed until further notice.	STR
338 Park St	Application received for existing STR. Noted transfer from owner to LLC, notified owner that license is currently pending. Sent email to applicant explaining that due to transfer of ownership to LLC, application is currently pending. Spoke with applicant about upcoming City Council Workshop. Updated owners on pending language. Pending language approved. sent to fire department.	STR
781 Manchester Dr	STR application received. Sent email to applicant explaining that due to transfer of ownership to LLC, application is currently pending. Updated owners on pending language. Pending language approved. sent to fire department.	
131 Mason St	Fire department notified me of fence blocking egress, owner intends to remove panel of fence, emailed HDC chair to confirm that administrative approval is appropriate for modification of a fence behind a building line.	HDC

405 Park St	Received concerns for a floating dock at 405 Park which has no permits. Reached out to owner for clarification. Owner claims dock placed 4 years prior. No permits issued for dock. Spoke with Legal regarding enforcement action.	Enforcement
120 Mary St	Spa application received, HDC approved on 05-23-2024. Dimensions different from what has been approved, sent to HDC chair for clarification on process. Sent email to contractor notifying them of dimensional difference and need for HDC meeting.	Zoning
237 Francis St	STR application received. More info needed. Info received, sent to fire department,	STR
665 Spear	Had meeting with resident about final requirements for occupancy permits and explained that there are no available STR licenses in the CR district.	STR
70 Park St	Spoke to applicant about installation of solar. Application received, Sent invoice.	Zoning
403 Water St	Received notice of proposed change of use. Provided resources. Application expected.	Zoning
421 Water St	STR Application received. More info needed. Sent to fire department.	STR
347 Water St	Potential enforcement case noticed. Emailed legal for discussion.	Enforcement
403 Water St	Received application for internal remodel of Personal Service establishment. Sent to fire department and MTS.	Zoning
717 Water St 5	STR application received, More info needed. Sent to fire department.	STR
439 Butler St	Provided information and resources regarding project in the Historic District. Awaiting application. HDC application received for window replacement received, advised that board review would be required. Sent invoice.	HDC
128 Elizabeth St 13	STR Application received, sent to fire department.	STR
825 Bridge St	STR app for ADU received, waiting on insurance info.	STR
449 Water St	Renewal of EODA, 4 spaces for 6 months. Invoice sent, waiting on insurance info. Left voicemail on 04-17-2025 to notify owner that EODA remains unpaid and work may not begin until payment is received, also noted that City Hall is closed 04-18-2025.	EODA
615 Park St 8	Applicant paid str renewal, supplied no application. Resources sent to applicant.	STR
152 Butler St	HDC Application to replace 10 sq ft of entry way with concrete. Sent invoice to applicant.	HDC
842 Lake St 10	STR application received, sent to fire department.	STR
97 Park St	Received insurance information for STR. Sent STR application to owner.	STR
1035 Holland St	Received STR application. Transfer occurred 02/26/2025, on hold for now.	STR

220 Culver	Received application for sign in historic district. Received approval for administrative sign off. Sent invoice to applicant.	HDC
1039 N Maple St	had discussion regarding multi unit fence project. Send app and fence regulations.	Zoning
303 Culver St	HDC Application for historical marker to replace existing sign.	HDC
344 Francis St	Application received, no payment. Sent invoice.	STR
807 Lake St 1	Application received, more info needed. Info provided, sent to fire department.	STR
230 Griffith St	Application received, no payment. Sent invoice.	STR
807 Lake St 10	Application received, no payment. Sent invoice.	STR
444 N Maple St	Application received, no payment. Sent invoice.	STR
673 Lake St	Zoning application received for pool house and pool in rear yard, provided review of project to applicant and advised lot coverage is being exceeded.	Zoning
646 Francis St	ROW application for natural gas installation received.	ROW
405 Park St	Potential enforcement case. Site work observed, emailed EGLE and Allegan County to ensure no permits from them is required.	Enforcement
347 Water St #2	STR Application received, need signature for Fire inspection. Sent to Fire Department.	STR
347 Water St #3	STR Application received, need signature for Fire inspection. Sent to Fire Department.	STR
633 Butler St	STR Application received, more info needed.	STR
345 Griffith	STR Application received, sent to fire department.	STR
153 Lucy St #1	STR Application received, sent to fire department.	STR
153 Lucy St #2	STR Application received, sent to fire department.	STR
153 Lucy St #3	STR Application received, sent to fire department.	STR
731 Water St	STR Application received, sent to fire department.	STR
97 Park St	STR Application received, sent to fire department.	STR
320 Mason St	STR Application received, sent to fire department.	STR
410 Hoffman	STR Application received, sent to fire department.	STR
229 Francis St	STR Application received, sent to fire department.	STR
245 Spear St	STR Application received, sent to fire department.	STR
611 Lake St	HDC application received for Sauna in rear yard.	HDC
985 Ridgeview Ln	STR Application received, sent to fire department.	STR
550 Mason St	STR Application received, more information needed.	STR
347 Park St	STR Application received, more information needed.	STR
1055 Holland St	STR Application received, sent to fire department.	STR
230 Griffith St	STR Application received, sent to fire department.	STR
165 Elizabeth St	STR Application received, sent to fire department.	STR

Closed Casework

131 Griffith St	application for street cut ROW permit. Invoice sent. Discussions had with Engineer and DPW Director to provide stipulations. Notified applicant that they must Contact Fleis & VandenBrink to arrange for observation of the work as indicated in the ROW permit application.	ROW
40 Butler St	ZBA application received for variance from waterfront fence requirements. Variance Granted. Fence permit issued and sent to MTS. Applicant noted during meeting that boardwalk may need to be closed for work on the fence, sent ROW permit application.	ZBA
790 Simonson	STR application received. Sent to fire department. License issued.	STR
70 Park St	Spoke to applicant about installation of solar. Application received, Sent invoice. Permit issued.	Zoning
403 Water St	Observed Feather Flag, sent email requesting it be removed as it is prohibited by our ZO.	Zoning
787 Manchester Dr	Had discussion over fence requirements.	Zoning
852 Newnham St	Received EGLE approval for minor waterfront construction, notified owner that permits would be required, sent application.	Zoning
991 Ridgeview Ln	STR Application received, need payment. Payment Received, Sent to fire department. License issued.	STR
540 Mason St	received notification of reinspection without payment. Sent invoice to STR owner.	STR
446 Culver St	STR application received, More info needed. John came to confirm additional trash receptacles and pay. Sent to Fire Department. License issued.	STR
888 Holland St	Receive questions regarding converting property into staff housing. Had discussions regarding use and regulatory changes that would be required to allow for staff housing in R-1.	Zoning
1026 Holland St	Spoke to resident regarding concerns for construction at neighbors property and recently approved STR ordinances.	STR
338 Park St	Answered STR questions regarding regulation changes.	STR
128 Elizabeth St	Answered STR questions regarding regulation changes.	STR
860 Simonson	Answered STR questions regarding regulation changes.	STR
565 Weirich Dr	Answered STR questions regarding regulation changes.	STR
345 Hoffman	Answered STR questions regarding regulation changes.	STR
312 Hoffman	Answered STR questions regarding regulation changes.	STR
97 Park St	Answered STR questions regarding regulation changes.	STR
612 Holland St	Answered STR questions regarding regulation changes.	STR
526 Butler St	Answered STR questions regarding regulation changes.	STR

781 Manchester Dr	Answered STR questions regarding regulation changes.	STR
433 Mary	Answered STR questions regarding regulation changes.	STR
339 Lucy	Answered STR questions regarding regulation changes.	STR
515 Water	Answered STR questions regarding regulation changes.	STR
332 Mary	Answered STR questions regarding regulation changes.	STR
311 Water	Answered STR questions regarding regulation changes.	STR
141 North	Answered STR questions regarding regulation changes.	STR
417 Spear	Answered STR questions regarding regulation changes.	STR
810 Park	Answered STR questions regarding regulation changes.	STR
347 Park St	Answered STR questions regarding regulation changes.	STR
822 Allegan	Answered STR questions regarding regulation changes.	STR
165 Elizabeth	Answered STR questions regarding regulation changes.	STR
580 Mason	Answered STR questions regarding regulation changes.	STR
550 Mason	Answered STR questions regarding regulation changes.	STR
648 Pleasant	Answered STR questions regarding regulation changes.	STR
702 Lake	Answered STR questions regarding regulation changes.	STR
720 Butler St	Answered STR questions regarding regulation changes.	STR
302 Culver	Had meeting with owner regarding potential future development within the City of Saugatuck	Zoning
347 Water St 4	STR Application received, more info needed. Sent to fire department. License issued.	STR
743 Allegan	Answered STR questions regarding regulation changes.	STR
449 Water St	Application received for Dumpster to be placed on Mary Street from 04-17-2025 - 04-21-2025. Invoice sent. Permit issued.	ROW
842 Lake St 3	Answered STR questions regarding regulation changes.	STR
1039 N Maple St	Fence application received for Multi Family units. Asked for more details on location. Info received. Permit issued.	Zoning
149 Griffith St	SPR application received, Sent to engineer for stipulations regarding drainage. Discussions continued on storm water mitigation, engineer comfortable with plans. Permit issued.	Zoning
129 Griffith St 12	STR application received, sent to fire department. License issued.	STR
747 Pleasant St	ROW app from Lakefront roofing for truck and trailer to be parked to assist with reroof. Permit issued.	Zoning
128 Hoffman St	Applicant reached out to renew EODA for the year, 2 spaces for 6 months. Asked for updated insurance. Insurance provided, sent invoice. Invoice paid	EODA
790 Lake St	Answered STR questions regarding regulation changes.	STR
1045 Elizabeth St	Application for second story addition received.	Zoning
1035 Park St	Minor Waterfront Construction application received. Sent letter to neighboring properties. Permit issued.	Zoning

302 Culver St	Application received for paint touch ups to building. Confirmed with Chair that project is just maintenance and requires nothing from HDC. Confirmed this with applicant.	HDC
565 Weirich Dr	Notified of potential enforcement case for STR. Spoke to License holder who agreed to correct violation. Sent info to Horizon to follow up on enforcement. No further action at this time.	Enforcement
150 Taylor St	Application for STR renewal received. More information needed from applicant. Info provided, sent to Fire Department. Sent email to applicant explaining that due to transfer of ownership to LLC, application is currently pending. Notified applicant of STR regulation changes. License issued.	STR



Department of Public Works

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 4/14/2025:

Tree Work:

Trees that had been removed this past winter are now being replaced. This includes this year's Arbor Day tree which will replace the black willow tree that was lost in Cook Park due to wind damage. The replacement tree is a Princeton American Elm. To celebrate Arbor Day and to acknowledge Saugatuck City's 20th year being recognized as a Tree City USA community by the Arbor Day Foundation and the National Association of State Foresters, a ceremony took place at Cook Park last Friday April 25th.

Brush and Leaf Collection:

The April brush and leaf collection occurred on April 15th for the east side of the Kalamazoo River and April 16th on the west side of the Kalamazoo River. DPW hauled 34 dump trucks of material out of the City during the April collection.

Junk Collection:

Each spring, residents can set household items along the curb for the DPW to collect and dispose. This year's junk collection was on April 21st through the 24th. The materials collected filled two 40-yard dumpsters and two 30-yard dumpsters as of the time that this report is created. That brings the total to at least 140 cubic yards of household junk for 2025.

Oval Beach:

As we begin preparing the Oval Beach for the summer season, one of the first steps is to remove the erosion control fencing. Approximately half of the erosion control fencing was removed last week. Once removed, we can clean the parking lot and deposit the sand back onto the main beach where it can be leveled.

Meetings:

- **4/14/2025** – DPW Weekly Goals Meeting
- **4/14/2025** – City Council Meeting
- **4/14/2025** – Jazz for Justice Safety Meeting
- **4/15/2025** – Oval Beach Management Meeting
- **4/16/2025** – Department Head Team Meeting
- **4/17/2025** – Pavement Marking Meeting/Site Visits
- **4/17/2025** – DPW Weekly Goals Follow Up Meeting
- **4/18/2025** – Good Friday – Holiday
- **4/21/2025** – DPW Weekly Goals Meeting
- **4/22/2025** – Parks & Public Works Committee Meeting
- **4/23/2025** – Memorial Day Parade Safety Meeting
- **4/25/2025** – DPW Weekly Goals Follow Up Meeting

Allegan County Sheriff's Report

March 2025 stats

45 total dispatched calls and/or self-initiated calls

Abandoned 911 calls – 1

Alarms - 3

Animal – 1

Assist other agencies – 2 (assist to fire/ems on medicals)

Check Welfare – 1

Civil – 1

Conservation – 1

Found property – 1

Fraud - 1

General assist – 21

Loud noise – 1

Open Door – 2

Parking – 1

Road Hazard – 1

Suspicious situation - 1

Trespassing - 1

Below are traffic stops by the 4 Deputies contracted by the city and amount of times they are at the school.

Traffic stops – 50

School contacts – 17

The 4 Deputies spent some time at training during March as well. Deputy Kaminski was at advanced accident investigation training, Deputy Hoover was at advanced evidence technician training, Deputy Haskill attended a low light firearms instructor training and Deputy Castro attended the Allegan County Safe Schools conference.

**City of Saugatuck
Status Report of Engineering Activities
April 24, 2025**

General Consultation

- 2024 Asphalt Repairs: The project is complete with the exception of punch list work to be completed soon.
- Village Square Court Renovation: The DNR Passport Program application was submitted prior to the April 1 deadline and has been confirmed as administratively complete. Preliminary scoring will be released late summer or early fall, at which time revisions/additions can be made.
- Developed a proposal for inspection of larger culvert crossings and storm sewer outfalls. This work could be completed in phases and areas of concern could be prioritized.
- 3-year contract for pavement markings was awarded on March 24 and we are in the process of getting the contract in place. Attended a pre-construction walkthrough with the contractor to review specifics. Work is to be completed by mid-June each year.
- Assisting with review of water and sewer agreements as needed.

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).
- Prepared the City's Complete Distribution System Materials Inventory and submitted it to EGLE to meet the October 16 deadline. An updated version will be provided when potholing work is complete.
- Potholing work is anticipated to be completed soon. A number of addresses have been added to fully utilize the grant dollars available.

Mt. Baldhead Projects

- AT&T Project Assistance
 - Providing assistance on an as-needed basis.
- Restroom Building Replacement
 - Presented bids at the April 23 council workshop.
 - The Notice of Award will be issued after an award is made.
- 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.

Sea Wall and Concrete Repairs

- The project is out for bids. Bids are due April 30.
- The bid package included two options for construction. Preference will be completion prior to the 4th of July with a backup for fall construction starting after Labor Day.
- Met with DPW and steel fabricator to provide direction for short term ramp framing repairs at the chain ferry.

Maple Street Improvements

- Design work is underway. A kickoff meeting will be scheduled with City staff soon.
- Additional survey for the DPW asphalt resurfacing work is being scheduled.
- Wetland delineation work is scheduled to be completed on April 24.
- Soil borings are tentatively scheduled for April 30.

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 along the corridor. 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, which was submitted on December 20, 2024 followed by a council resolution on December 23. If funded, the grant would cover up to 50% of the planning cost and an updated proposal will be prepared to align with the funding. EGLE has reached out several times with follow-up questions/clarifications on the application.