



City Manager Report

March 10, 2025

The Art Coast of Michigan claims No. 3 spot for USA Today's 'Best Small Town Arts Scene'

- More great news! The heading above was the headline in a recent MLive article.
- With Saugatuck Center for the Arts, Ox-Bow and so many great galleries, studios, exhibitions, and public art installations, the area truly has a vibrant art scene.
- A big thank you to the CVB for their work to bring a temporary installation to Cook Park this upcoming fall and winter.
- You can read the article here: <https://tinyurl.com/3wzwx5f>

Personnel Manual

- The City's personnel policies were last updated in 2019. I have drafted several proposed updates, including making our policies compliant with the new Earned Sick Time Act and new policies for artificial intelligence and social media.
- I have sent the draft to legal to review.
- I will present the draft to Council at an upcoming workshop for review and feedback.

Budget

- With Council's approved priorities for next fiscal year, the department heads are meeting with the Treasurer and I this week to present their budget requests for next fiscal year.
- We are planning to present the draft budget to Council at your April 23 workshop meeting, which aligns with the Charter requirements.

City Branding and Signage

- Council established a website refresh and updated signage and wayfinding as a priority for next fiscal year.
- I reached out to Douglas to learn more about who they used for their new logo and signage and to review their request for proposals.
- Staff will be working to budget some dollars to begin this project.

Ferry Street Updates from Douglas

- Douglas provided the following update regarding the Ferry Street construction:

- We want to update the community on the ongoing work at the Ferry Street crossing. After removing the pump and having an opportunity to see the culvert, the structure was in even worse condition than initially anticipated. In hindsight, it was a wise decision by the city engineers, administration, and council to close the crossing when we did, ensuring everyone's safety.
- Here's a snapshot of where the project is this week:
 1. The old pump has been successfully removed.
 2. Pavement removal is underway in preparation for the installation of the coffer dam and water main.
 3. A sheet pile coffer dam will be installed to allow for the next phase of construction.
 4. Water main construction will begin as part of the ongoing infrastructure improvements.
- These efforts are crucial to maintaining safety and improving our city's infrastructure. We appreciate the community's patience and cooperation as we continue making these important upgrades.
- Please remember that the crossing is closed to all traffic including pedestrian/bicycles.
- As a reminder, the plan is still to have the road open before Memorial Day 2025!



Maple Street Project

- The improvements currently planned include:
 - Road reconstruction and rehabilitation
 - Water main replacement (including replacement of services, some to inside the home/building)
 - Sanitary sewer repairs

- Drainage and stormwater management improvements
- Culvert repairs
- Concrete sidewalk
- Review of a plan to fund the project with current fund balances (savings/reserves) occurred at the Council's February 19 workshop. The details are available in the meeting packet: https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/p_2-19-25.pdf
- The City engineer prepared a design engineering proposal and the Township and staff are reviewing. Legal and staff are also preparing an agreement to finalize cost sharing details with the Township.
- The engineering proposal and agreement will be presented to Council at an upcoming workshop meeting.

Mt. Baldhead Bathroom Replacement

- We received several bids for the project and the engineer has prepared a recommendation.
- The Mayor and I sent correspondence to the tribes to request a meeting to discuss the project.

AT&T Cellular

- No new updates for this report. As previously reported:
 - The State Historic Preservation Office (SHPO) recently sent AT&T a follow up letter regarding their September 24 submittal. The Federal Communications Commission has engaged in government-to-government coordination with the tribes and is still ongoing.
 - AT&T's decision on the City's agreement request remains pending resolution of SHPO approval.

Blue Star Trail

- No new updates for this report. 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.
 - Staff has been following up on the items that were discussed in the recent closed session.

Airport Property Project

- The ODC is still targeting early spring to work on the parking lot, trails, overlook and signage.
- Based on the consensus feedback from Council, the Parks and Public Works Committee was asked to gather community feedback and recommend a new name for the property. The DPW Superintendent advised this was discussed at the recent PPW meeting and further review and discussion is scheduled for their meeting at the end of the month.

Miscellaneous

- Attended further meetings with Douglas and Township managers and legal counsel to work on red line changes to water-sewer agreement draft. Also attended meeting with our committee members.
- Participated in Harbor Authority applicant interviews.
- Held one on one meeting with Department of Public Works Superintendent and City Director of Planning/Zoning.
- Held department head team meeting.
- Attended school safety meeting and toured the middle/high school.

Blast from the Past

- Below is a publication that was in the paper on March 6, 1925.
- As Council considers budget amendments at Monday's meeting, kind of fun to see what revenue and expenses looked like 100 years ago:

(Official Publication.)	
FINANCIAL STATEMENT	
Of the Village of Saugatuck, for the Year Ending March 1, 1925.	
RECEIPTS.	
Balance March, 1924.....	\$ 144.61
General tax	12,101.85
Soldiers' tax	180.00
Delinquent tax	83.52
Paving tax.....	313.93
Fines	315.15
Sale of Park lot.....	125.00
Sale of street bonds.....	7,000.00
Loans from bank.....	3,500.00
State reward on Allegan st.	1,991.85
Licenses	347.00
Water receipts	5,161.40
Miscellaneous	208.00
Total	\$31,472.31
EXPENDITURES.	
General Fund—	
Printing	\$ 121.80
Lights and supplies, hall and comfort station	98.09
Salaries	685.00
Insurance	102.50
Rest room	250.00
Donations	290.00
Disposal of garbage	543.00
Loans and interest	4,753.72
Night watch	483.00
Fumigation, etc.....	105.05
River lights	74.55
Payment and interest on fire engine	424.00
Supplies	214.61

Comfort station in Park...	783.00
Paid for services at fires...	60.00
Rent for camp ground.....	75.00
Miscellaneous	289.40
Total	\$ 9,352.72
Street Fund—	
Gravel	\$ 1,622.63
Teams and labor.....	4,686.00
Lumber and material.....	2,830.85
Street lights	1,376.58
Salaries	537.50
Interest on bonds.....	480.00
Sidewalks	76.22
Miscellaneous	114.02
Total	\$11,723.80
Water Fund—	
New wells	\$ 3,165.00
Payments on new engine...	869.00
Meters	526.62
Last water bond and int...	1,050.00
Electric current	909.40
Supplies	1,145.93
Salaries	1,609.39
Labor	512.98
Printing	20.00
Miscellaneous	61.32
Total	\$ 9,869.64
Receipts	\$31,472.31
Expenditures—	
General	\$ 9,352.72
Street	11,723.80
Water	9,869.64
	30,946.16
Balance on hand.....	\$ 526.15
JAMES M. BROWN, Clerk.	

Treasurer Report
March 10, 2025



Tax:

- The due date has come and gone – but now it's requests for tax filing information that are coming in.
- Worked through a few late payments, some NSF payments, similar end-of-tax season problems.
- Met with Peter to learn to settle the taxes.
- Took care of another W2 problem
- Worked with MERS on a reporting issue

Payables:

- Continue to convert the vendors from Peter's account information to mine
- Processed a payables run
- Created a purchase order for DPW in order to get discounted pricing

Miscellaneous:

- Pushed through the main reconciliation for September, October, and November (still need to work through the variances and recording interest or service fee).
- Worked with Ryan to develop the first budget amendment. Presented at the Workshop.
- Took a variety of credit card payments (parking fines, permits, etc)
- Worked with Kelly (Plante Moran) and Peter to determine how to proceed with the Water/Sewer money collection.
- Made a reallocation entry to split the water and the sewer fees into separate accounts.
- Set up the hotel room for attending the Basic Institute Training process – this is a 3-year program that will lead to my certification.
- Discuss the Maple Street project with Ryan.
- Worked with IT to get my label printer working again
- Working on ordering Oval Beach passes (seasonal and daily)
- Started prepping for next year's budget (reports to employees, setting up meetings, etc)
- Reviewed the latest IT reports and checked in on some items.
- Assembled a cost analysis for parades, then tweaked it for the Wiicks situation.

Payroll:

- Working to develop processes and procedures to eliminate inefficiencies and potential errors
- Processed the 02/28/25 payroll
- Listened in on another two webinars on the new earned sick time act.



City Clerk Department Report

March 10, 2025

- Elections:
 - There will be a May 6, 2025 election with ballot language from Ottawa Area ISD.
- Currently processing 2025 Business Licenses.
- We held the Wick's Park boat slip lottery, awarded 7 of the 9 boat slips. We will send out another lottery for the 2 remaining slips to non-residents.
- Taking appointments for Board of Review; appointment dates are -- March 11th 2:00pm - 9:00pm and March 12th 9am - 4pm.
- Engineer is working on the original interior remodel proposal to include architectural services instead of just office furniture replacement.
- Will schedule time soon for myself and Deputy Clerk Williams time to rummage through the basement documents and dispose of all documents per retention schedule prior to having a scanning company digitize all for future use.
- Currently have two FOIA requests.
- Continuing work re-designing city website.
- Coordinated and prepared meeting packets and minutes.
- Meetings:
 - City Council Workshop
 - Two Special Event Meetings
 - Department Head Meeting
 - Department Budget Meeting



Planning, Zoning and Project Report

March 10, 2025

Planning and Zoning

- Attended scheduled internal meetings.
- Created Reports for STR Analysis.
- Updated shapefile for Granicus.
- Reviewed past 3 years Planning and Zoning and Historic Budget.
- Created proposed 2025-26 Budget.
- Attended multiple meetings with members of the public.
- Followed up on STR hotline complaints.
- Had discussions with legal counsel.
- Reached out to Business's with prior EODA's.
- Made contact Douglas and Saugatuck Township regarding Tri-Community Master Plan.
- Made adjustments to water-sewer permit processes.
- Met with concerned residents about STR regulations and transfer definitions.
- Had further discussions with Allegan County regarding Lot Splits.
- Went onsite to perform final inspections and to investigate potential compliance issues.
- Discussed sanitation requirements with Building Official.
- Reviewed property transfer affidavits.
- Spoke with fire department regarding enforcement.
- Followed up on general code enforcement.
- Issued permits and completed casework as outlined below.

Open Casework

515 St Joseph	STR Renewal of Accessory Structure. No SLU obtained, advised they need to go before the PC. Had meeting to discuss case. Received SLU App. Requested information on Gross Finished Floor Measurements. Postponed until later date. Notified applicants that their case will be at the March PC Meeting.	PC
450 Spear	SLU app for rental of an accessory dwelling unit. Need fee paid and app signed. Schedule for September PC meeting. Received signed app. Received fee. Dimensions too small. ZBA agreed to look at regulations and bring this back before the commission after that date. Notified applicants that their case will be at the March PC Meeting.	Zoning
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.	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.	KLWSA
306 Mary St	Application for SLU for ADU STR. Scheduled for 12-19 PC. Postponed due to potential regulatory changes. Notified applicants that their case will be at the March PC Meeting.	PC

129 Griffith Unit 2	Received concerns from MTS that change of use is occurring without proper permits. Continued discussion with MTS, change of use application expected. Had discussion with applicant on processes. Provided resources. Discussions continue with applicant and fire department. Spoke with applicant about timelines for approval. Continued discussion with applicant and fire department.	Zoning
825 Bridge St	Application for STR ADU SLU received. Had discussion about minimum size not meeting requirements. Applicant explained structure had been rented since 2011. suggested waiting for the 12-19-2024 Meeting for discussion on regulations before submitting application. Spoke further about minimum size requirements and how to best relay concerns to the PC. Spoke to owner again about potential timeline for review. Owner picked up checks for application, still intends to apply for SLU at future time. SLU Application received, still need payment.	PC
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.	Zoning
401 Elizabeth St	Answered questions and provided resources for future repaving project for Saugatuck Public Schools. Discussion continues.	Zoning
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.	STR
842 Lake St Unit 7	Str application with no required documentation provided, sent back to local agent. Info received, still need payment.	STR
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.	
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
940 Pleasant	Received site plan review from fire department. Reached out to Ryan with questions. Sat down with owner to discuss plan. More information needed.	Zoning

40 Butler St	HDC application for Fence received. Sent to Contract planner. HDC approved contingent upon material used being wood. Sent applicant Zoning permit application for next steps.	HDC
555 Griffith St	STR application received. Sent to fire department. Notified of pipe burst at property, inspection postponed until further notice.	STR
618 Water St	Spoke to sign company in regards to requirements for monument sign in the historic District. Discussion continues on requirements of HDC.	HDC
1020 Holland St	Addition to res structure received. Waiting on topo survey. Reached out to contractor to confirm topo survey is on the way. Topographic survey received.	Zoning
419 Lake St	STR application received. Sent to fire department	STR
409 Lake St	STR application received with no supporting documents. Request for more info. Info provided, sent to fire department.	STR
413 Lake St	STR application received with no supporting documents. Request for more info. Info provided, sent to fire department.	STR
31 Butler St	HDC application received to reside building. Advised that payment is still needed.	HDC
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.	STR
781 Manchester Dr	STR application received. Sent email to applicant explaining that due to transfer of ownership to LLC, application is currently pending.	
997 Singapore Dr	Spoke to resident about STR regulations and applying for a license early. Application received, sent to fire department.	STR
231 Grand St	STR Application received. Local Agent outside of allowed radius, notified owner.	STR
825 Bridge St	SLU Application received, still need payment. Payment received. Sent out public notice. Mailer sent out.	PC
332 Mary St	Discussion with STR owner, resources provided.	STR
611 Lake St	Application for HDC permit for sauna received. Location of sauna does not meet Zoning Code, left message for applicant to discuss further. Had discussion about placement of structure not conforming with Zoning regulations. Awaiting response regarding new placement. Notified applicant that changing location will require new meeting, advised that location is chosen prior to meeting. Contractors stated that the applicants will be applying for a variance upon HDC approval, I illustrated concerns and potential issues that they may run into. Forwarded dimensional concerns raised by Horizon to applicant.	HDC
589 Hoffman St	STR application received. Sent to fire department.	STR
540 Campbell Rd	STR application received. Sent to fire department.	STR
714 Park	STR application received. Sent to fire department.	STR
231 North St	STR application received. More information needed. Information provided sent to fire department.	STR

234 Butler St	HDC application for reroof.	HDC
540 Mason St	STR Application received. More information needed. Sent to fire department.	STR
152 Butler St	Spoke to applicant about replacing exterior tiles at commercial property. Provided resources.	HDC
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
329 Water St	STR application. More information needed.	STR
530 S Maple	STR Application. Sent to fire department.	STR
129 Griffith St Unit 7	STR Application. Need more information. Sent to fire department.	STR

Closed Casework

991 Ridgeview Ln	Spoke to resident regarding SLU requirements for ADU STR. Application received, awaiting payment. Payment and application received, scheduled for Feb meeting, sent info to contract planner. Notified applicants that their case will be at the March PC Meeting. SLU approved, sent further resources for gaining license to applicant.	PC
638 Allegan St	Realty sign observed in City ROW. Realtor agreed to relocate sign to private property.	Enforcement
125 Elizabeth St	Realty sign observed in City ROW. Realtor agreed to relocate sign to private property.	Enforcement
STR	Had discussions with realty company in regards to City Boundaries.	STR
202 Butler St	Began discussions for SLU requirement for outdoor seating at pumpnickels. Also discussed Expanded outdoor seating regulations. Provided resources. No further action at this time.	PC
120 Mary St	Had meeting regarding spa project at 120 Mary. Discussed HDC and Zoning Requirements. Spoke to architect for project in regards to original historic approval.	Zoning
129 Griffith ST	Had discussion on standards for STR.	STR
107 Butler St	Observed trash and debris on City ROW outside of establishment. Contacted owner to remedy.	Enforcement
1064 Holland St	Spoke to local agent about expiration dates for multiple properties they manage.	STR
120 Mary	Zoning App. Sent concerns to applicant. Responses sent back to Planner. Emailed builder with concerns. Emailed contractor with request for information. Spoke with the contractor on 12-2, still waiting on updates to the plans. Spoke with Building official concerned with use of property, advised that at this time use of property is unclear due to pending text amendments. Stop work order issued for 120 Mary by MTS due to questions of property use. Reached out to the applicant regarding revised plans. Revised plans showing non Tapered columns received. had discussion with architect in regards to incoming Zoning permit for Spa.	Zoning
220 Brook St	STR Application received, sent to fire department. License issued.	STR
254 Francis St	Spoke to new resident about STR regulations and fines for renting without a license.	STR
638 Allegan St	Spoke to realtor about lot lines and a lot split which happened in 2017.	Zoning

312 Hoffman	Had meeting with resident regarding request to transfer property into trust. Advised that doing so may void STR license.	STR
888 Holland St	Had discussion with realtor about a change of use from SF Res to B&B.	Zoning
B&B Text Amendment	Spoke to concerned resident about lack of bathroom requirements in amendment. Explained that this is addressed within Michigan residential code.	Zoning
810 Allegan	Spoke to Realtor about renting ADU's at properties which already have SLU Approval.	Zoning
825 Bridge St	Spoke to concerned resident about ADU standards to rent.	STR
720 Park St	Received notification of EGLE application. Reached out to applicant to notify that there project may need Zoning Approvals.	Zoning
304 Lucy	Had discussion about upcoming City Council Workshop	STR
306 Mary	Spoke about setbacks for upcoming project.	Zoning
201 Culver St	Applicant reached out to renew EODA for the year. Asked for updated insurance. Insurance provided, sent invoice.	EODA
309 Grand St	Had meeting with resident about residential project. Discussed nonconformities of structure and restrictions that would impose.	Zoning



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 2/24/2025:

Snow & Ice Control:

Although winter seems to be loosening its grip on southwest Michigan, Public Works remains prepared to respond to snow and ice events. We're optimistic that the salt spreaders can be removed soon, so that we could use the dump trucks for upcoming brush and leaf collections.

Budget Preparation/Review:

DPW has spent time reviewing the current budget performance of our Public Works, Local Streets, Major Streets, Oval Beach, Parks and Recreation, and Motor Pool accounts. We've also assessed department needs for the 2025-2026 fiscal year with emphasis on annual services, capital improvements, and equipment.

Equipment Maintenance:

Our street sweeper is undergoing repairs at Macqueen, which is our local Elgin dealer and service provider. One of the main hydraulic hoses developed a leak, which will be labor intensive to fix, therefore we opted to hire professional services to assist us. The street sweeper has been in service at Public Works since 2010 and has had very few issues over its service life. Public Works will likely recommend rotating the street sweeper out at some point within the next couple of years. General maintenance has been performed on dump trucks, the backhoe and front-end loader.

Holiday Lights:

The tree-wrap holiday lights that Chips Groundcover installs for us along Butler and Culver Street have been turned off for the season and will be uninstalled in the coming weeks. Having experienced significant outages this year, electrical upgrades are being evaluated where lights are currently installed. We'll also put numbers so Council can consider potentially expanding the holiday lighting to Water Street, Griffith Street, and miscellaneous side streets downtown.

MISS DIG Safe Excavation Practices Training:

All full-time DPW staff attended MISS DIG Safe Excavation Practices seminar where topics were covered such as the legalities of excavation, Public Act 174, damage prevention, reporting, enforcement and more. Each staff member received their MISS DIG 811 Certification.

Meetings:

- **2/24/2025** – DPW Weekly Goals Meeting
- **2/25/2025** – Village Square - Lakefront Roofing and Siding
- **2/26/2025** – Department Head Team Meeting
- **2/27/2025** – Chain Ferry – Diversified Welding and Fabrication
- **2/28/2025** – DPW Weekly Goals Follow Up Meeting
- **3/03/2025** – DPW Weekly Goals Meeting
- **3/03/2025** – Special Event Safety Meeting – St. Patrick's Day Tent Overflow
- **3/03/2025** – Special Event Meeting with City Manager and Clerk
- **3/04/2025** – One-on-One – City Manager and Public Works Superintendent
- **3/07/2025** – DPW Weekly Goals Follow Up Meeting
- **3/07/2025** – Budget Meeting – City Manager, Treasurer, DPW Superintendent

**City of Saugatuck
Status Report of Engineering Activities
March 6, 2025**

General Consultation

- 2024 Asphalt Repairs: The project is complete with the exception of confirming grass restoration was effective in the spring.
- Village Square Court Renovation: Preparing a DNR Passport Program application to be submitted prior to the April 1 deadline. The council resolution will be on the March 19 workshop for discussion and March 24 regular meeting for adoption.
- Developing a proposal for inspection of larger culvert crossings and storm sewer outfalls.
- Updated the CIP based on council and other feedback.
- Prepared a bid package for a 3-year pavement marking contract. No bids were received at the February 13 bid opening, and it is being rebid on March 13. The timeframe for construction was also adjusted with work now anticipated to be completed by mid-June each year (originally prior to Memorial Day weekend). We have already had communication from two bidders.
- Attended several meetings related to water and sewer agreements, and provided supplemental information/feedback.

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 will be finished in the spring. 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
 - The bid opening was held on February 13.
 - The project is on hold for City coordination with project stakeholders.
- 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

- Design work is underway. Field collection work is complete, and survey data is being processed.
- Met with DPW and steel fabricator to provide direction for short term ramp framing repairs at the chain ferry.
- We are working to get the project out for bids as soon as possible with construction to be completed prior to the 4th of July holiday.

Maple Street Improvements – Study Phase

- Planning work was presented to council at the January 22, 2025 workshop.
- The City's MDOT Category B grant was selected for funding this year. This grant will fund \$250,000 of the road restoration costs on the project.
- We are currently anticipating design starting in early 2025 and construction starting in spring 2026 following the Allegan County Drain Commissioner's Blue Star Highway Drain project, which will require closure of Blue Star Highway for a time. MDOT has approved extending the Category B funding to 2026.
- Drafted a design phase proposal for discussion at the March 19 council workshop.

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 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.