



City Manager Report

January 27, 2025

Lifejacket Loaner Station

- Exciting news for Oval Beach visitors! Thanks to the incredible efforts of Eagle Scout Anthony Carlotto, we now have a Life Jacket Loaner Station to help keep everyone safe while enjoying the water.
- A huge THANK YOU to Anthony for his hard work and dedication to this important project—job well done!
- We posted about Anthony's project on our Facebook page and the post reached 35,695 users, and was viewed 59,151 times. Great to see positive news travelling far.



Notice of Available Short-Term Rental Licenses

- In August, City Council approved a lottery policy for the issuance of available short-term rental licenses.
- Currently, there are 2 licenses available in Peninsula South (R-1) Zoning District and 2 Licenses available in Peninsula North Riverside (R-1) Zoning District.
- The attached notice was published in the Commercial Record on 1-23-25.

Deer Feeding

- A final reminder that the wildlife survey is open until January 31. To participate:

- Click this link: <https://www.surveymonkey.com/r/KD5HJ9K>
 - Printed copies are available at City Hall.
- Our neighbors in Douglas recently shared some great information related to feeding deer.
 - Please Don't Feed the Deer: Did you know that feeding deer is strictly prohibited under Michigan state law?
 - Feeding deer, whether intentionally or unintentionally, can result in fines issued by the Michigan Department of Natural Resources (MDNR) if reported.
 - However, beyond the legal implications, feeding deer poses serious risks to both the animals and our community. While it might seem harmless or even compassionate to feed deer, doing so disrupts their natural feeding habits and encourages them to depend on human-provided food. This dependence can lead to an overpopulation of deer in residential areas, which brings them closer to homes, gardens, and yards, resulting in damaged landscaping and increased nuisance complaints.
 - Additionally, feeding deer increases the likelihood of vehicle collisions, as deer are drawn to areas with higher human activity.
 - More importantly, it can contribute to the spread of diseases like Chronic Wasting Disease (CWD), a fatal condition that impacts deer populations.
 - Concentrating deer around feeding areas facilitates the transmission of such diseases, endangering wildlife and potentially impacting the larger ecosystem.
 - As a community, it's essential to respect wildlife and maintain a safe balance between nature and residential life. Please refrain from feeding deer and report any violations to the MDNR. Together, we can protect our environment, wildlife, and neighborhoods.

Ethics Policy Review

- The Council has received proposed redline changes to the ethics policy from City Attorney Mills.
- Further discussion and review is planned for the February 5 workshop meeting.

Goals, Priorities, and Strategy

- The Strategic Planning meeting with a facilitator is scheduled for January 24 from 8:30a-4p at the Saugatuck Yacht Club.
- The agenda and survey results can be viewed in the meeting packet here: https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/p_1-24-25_strategic_planning.pdf
- Following the meeting, the facilitator will prepare a report of the proposed priorities for fiscal year 2025-2026. It is anticipated that Council will review the report at a February workshop, and formally vote on the priorities.

Maple Street Project

- The improvements currently under evaluation include:
 - Road resurfacing or reconstruction
 - Water main replacement (including replacement of services, some to inside the home/building)
 - Drainage and stormwater management improvements
 - Non-motorized improvements (widened shoulders, sidewalk, or similar)
- A review of the options and costs occurred at the Council's January 22 workshop. The details are available in the meeting packet:
https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/p_1-22-25_redacted.pdf
- Based on the Council's feedback on the options, staff will prepare a proposed plan to pay for the project and discuss further at a future workshop.

Airport Property Project

- The ODC is still targeting early spring to work on the parking lot, trails, and signage. If the weather cooperates, the overlook may be able to be constructed this winter.
- Based on the consensus feedback from Council, the Parks and Public Works Committee will gather community feedback and recommend a new name for the property. City Council will make the final decision on any name change.

Mt. Baldhead Bathroom Replacement

- The project is now out for bid.
- We are still aiming to start construct this spring, but will be dependent on bid amounts.
- Bids will be reviewed with Council at the February 19 workshop meeting.

Blue Star Trail

- I previously reported that 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. As more details are known, MDOT will move the allocated TAP grant funding to future years and evaluate additional funding.
- I recently met with MDOT, Township, and the tribe and provided an update to Council via e-mail.
- Staff is still awaiting further information from the engineers regarding the design budget.

AT&T Cellular

- No new updates for this report. The State Historic Preservation Office review of AT&Ts September 24 submittal remains pending.
- AT&T's decision on the City's agreement request remains pending resolution of SHPO approval.

Miscellaneous

- Attended Convention and Visitors Bureau board meeting.
- Attended the West Coast Chamber's 2025 Economic Forecast presentation.
- Met with Friends of the Blue Star Trail to update them on meeting with MDOT, Township, and tribe.
- Met with committee members, legal, and engineer to review draft KLSWA agreement.
- Held one on one meeting with City Clerk, Treasurer, and DPW Superintendent.
- Held a Department Head team meeting.
- Attended Rotary After Hours event.
- Attended Douglas groundbreaking for their new municipal offices.

Blast from the Past

- Below is an article that was in the paper on January 22, 1970.
- Joint land use planning with Douglas and the Township goes back many years. We are due for a review and updates, and look forward to Planning Commission and Council direction on how you would like to approach it this year.

Council Okays Planning Work

The Saugatuck Village Council Friday gave approval to the first phase of a planning study contracted by the Regional Planning Commission.

President Lynn McCray said the action means that Saugatuck will forward its \$1,500 for this budget year to the Planning Commission. Douglas and Saugatuck Township earlier had agreed to give \$1,500 each for planning work.

The council, in modifying an objection first made on Sept. 10 to the planning commission's choice of a consultant, limited its approval to work under way.

Clyde Williams and Associates of Indianapolis, Ind., is currently working on a base map and land use study of Saugatuck, Douglas and the township. The work is to cost \$3,200. The planning commission also asked the Williams firm to prepare a contract for a comprehensive plan at a cost of \$24,000 but this has not been executed. The base map and land use study is the first part of the whole study.

The council accepted the first study and its cost but said that before another phase is started other consultants should be considered and be given the approval of the council.

The choice of the Williams firm had been opposed by Councilman Richard Hoffman who was also a member of the planning commission. He maintained, and the council agreed earlier, that the commission should have chosen another firm, Scott Bagby and Associa-

tes of Grand Rapids, whose bid for the comprehensive plan was \$11,500, less than half of the Williams bid. Those who voted for Williams said they were impressed by its presentation.

Efforts to work out the impasse included a dinner conference attended by members of the three local governments and the planning commission and later, a talk by extension agents to the same people. The extension agents said the Williams price was reasonable for the work and urged better communication between the planning commission and the governments.

Councilman Roscoe Funk said Friday that he had not been against the idea of a planning commission but took issue with the procedure in selection of a consultant, "a matter of a few thousand dollars."

He said he has not changed his mind but he wants to see progress, and does not know how to get it unless Saugatuck participates in the planning. But he said, he wants the planning commission to "give a little," too.

McCray, in nominating Councilman Julius Van Oss to a three-year term on the planning commission, said Hoffman had suggested that perhaps he not be reappointed. The council approved the appointment of Van Oss.

Douglas and Saugatuck Township also will have appointments to make to the planning commission as initial one-year terms end.

Notice of Available Short-Term Rental Licenses 01-23-2025

The City is now accepting applications for available Short-Term Rental (“STR”) licenses in select zoning districts. There are 2 licenses available in Peninsula South (R-1) Zoning District and 2 Licenses available in Peninsula North Riverside (R-1) Zoning District. The application window will open on February 6, 2025, at 8:30 a.m. and close on February 27, 2025, at 5:00 p.m. Applications will be deemed received on the date and time they are actually received by the City, and it is the applicant’s responsibility to ensure and verify delivery of their application. Applications received outside of this time frame by any increment of time will not be considered, regardless of the reason for the late submission

Applications, along with the required application fee, must be submitted via regular mail by mailing a copy to P.O. Box 86, Saugatuck, MI 49453, by electronic mail by submitting a copy to luke@saugatuckcity.com, or by submitting a copy in person at the City Hall, located at 102 Butler St., Saugatuck, MI 49453. Each applicant may submit only one application per proposed STR location. Duplicate applications will be rejected.

If the number of applications received during the application window is less than or equal to the available STR licenses, the City will process the applications according to the City Code. However, if there are more applications than available licenses, a public lottery will be held to randomly select applications for processing.

Should a public lottery be required, the City will announce the time and location of the lottery at least 7 days in advance, publishing the notice in a local newspaper and on its website. If licenses are available in multiple zoning districts, the City will conduct separate lottery drawings for each district.

During the lottery, the City will randomly select applications equal to the number of available licenses in each district. To ensure that all licenses are filled, alternate applications may also be drawn, which will be processed if the initial applications are withdrawn or rejected. Alternate applications will be prioritized in the order they are drawn.

Copies of the Short-Term Rental License Notification and Issuance Policy are available on the City's website. For any questions, please contact the City’s Director of Planning and Zoning, Luke Thompson, by phone at (269) 857-2603 or via email at luke@saugatuckcity.com.



Treasurer Report

January 23, 2025

Tax:

- Per the norm inherent in the Winter tax process, there's been a lot of foot traffic, increased tax bill payments, and requests for address changes, missing bills, etc.
- Tracked down several new addresses for tax bills that the post office bounced back to us.

Payables:

- Continue to convert the vendors from Peter's account information to mine
- Tracked down a sales tax refund and proofs
- Processed a payables run

Miscellaneous:

- In the process of learning how to do a bank reconciliation via BS&A. Picked up the July reconciliation (again), and it's nearly done!
- Worked on updating the signature cards at the banks based on a new mayor / mayor pro-tem
- Worked through the lost Dymo label app.
- Worked through a CD interest disbursement problem
- Worked through the County bonding process (for property tax collection)
- Updated the Act 51 IRT page
- Updated cash receipts for the LCSA payments from check to ACH
- Pushed the finished audit to S&P Global, per their request
- Started the next CD turnover early
- Assembled the per hour costing for the Mt. Baldhead bathrooms (going full year service).
- Reviewed the process for updating property values for insurance purposes.
- Submitted a proposal for charging the school for tax collection
- Attended the Michigan Municipal Treasurer's Association conference
- Renewed our SAM.gov account

Payroll:

- Working to develop processes and procedures to eliminate inefficiencies and potential errors
- Processed the 01/17/24 payroll
- Working to get a last couple of board members on the payroll.
- Updated the full-time employees with their cost-of-living adjustments.



City Clerk Staff Report

January 27, 2024

- Working on a new 9-Day early voting agreement.
- Starting 2025 agreements.
- Assisted residents in-person, via email, and by phone with various questions and concerns.
- Continuing work re-designing city website.
- Coordinated and prepared meeting packets and minutes.
- Organized facility and catering for the strategic planning meeting.
- Meetings:
 - Department Head Meeting
 - One on One with City Manager
 - City Council Meetings



Planning, Zoning and Project Report

January 27, 2025

Planning and Zoning

- Prepped for and attended Planning Commission.
- Prepped for and attended City Council.
- Created slides for Strategic planning session.
- Created HDC activity report for 2024 and emailed to Chair.
- Created and published notice of available STR Licenses.
- Completed public mailer for SLU application.
- Spoke to Register of Deeds regarding establishing new Storm Sewer Easement.
- Had discussions with legal regarding STR regulations.
- Had discussions with legal regarding legally nonconforming multi family dwelling units with multiple STR licenses.
- Provided advice to other nearby municipalities regarding STR regulations.
- Discussion with contractors regarding out of City Water and Sewer fees.
- Discussion with multiple residents regarding Food Trucks.
- Discussion with residents regarding proposed changes to SLU requirements for Accessory Dwelling Units.
- Spoke to contractors regarding how to measure height.
- Had meeting with contractors regarding definitions of front yard.
- Arranged and interviewed for available Zoning Board of Appeals Seats.
- Followed up on general code enforcement.
- Had multiple meetings regarding requirements for HDC.
- Continued to review regulations for building within floodplain zones.
- Issued permits and completed casework as outlined below.

Open Casework

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.	Zoning
110 120 Park	Lot Line Adjustment. Email sent to applicant for additional info. Info provided. Asked for legal description. Emailed for updated. Spoke to owner in regard to new proposal, asked engineer for input. Proposal has changed from lot line adjustment to lot split, discussion continues. Spoke to property owner in regard to buildability of the lots. Discussion continued, emailed contract planner with questions after reading land division act in regard to depth to width ratio. Discussion had with property owner; lines will need to be adjusted to meet depth to width ratio.	Zoning
515 St Joseph	STR Renewal of Accessory Structure. No SLU obtained, advised they need to go before the PC. Had a meeting to discuss the case. Received SLU App. Requested information on Gross Finished Floor Measurements. Postponed until later date.	PC
550 Dunegrass Circle	Received notice of violation from EGLE. Researched property to ensure process shall be followed, in talks with developer in regard to potential development, will address requirements in regard 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. The developer stated that they would be reaching out to an environmental consulting firm to put together information.	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 the issue. Still awaiting complete application and drawings for work completed onsite to address the 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 is still needed, discussion with contractor, engineer, and KLWSA continue. Spoke with contractor for update.	KLWSA
306 Mary St	Application for SLU for ADU STR. Scheduled for 12-19 PC. Postponed due to potential regulatory changes.	PC

560 Mill	Written request to extend fence onto City property. Reviewed history. Sent to legal for review as no prior formal approval for landscaping or hardscaping on city property and fencing can't be placed in right of way per zoning ordinance. Also received a call wondering what would be required for HDC application for a proposed addition. After review with City Manager, City Attorney, City Engineer, and insurance carrier, sent owner e-mail requesting hardscaping items be removed. Met with owner and answered questions on 4/20. The owner planned to reach out to the City Council. Not placed on Council agenda and items remain as of 6/20. Sent owner e-mail to remove within 30 days or City may remove and charge expense to them. No response to e-mail. Sent letter with copy of e-mail on 7/6. Received letter from homeowner's attorney. Shared with legal who responded to attorney. Seeking policy direction from City Council. Update planned for August 23 workshop. Hardscaping ordinance in progress. Planned January Council review. The City Council approved ordinance amendments and formal policy. As the wall is prohibited by the policy and was installed prior to the ordinance, owner may apply to allow the wall to stay (see 96.34(K)). It will ultimately be up to the City Council whether they approve it or not. Sent owner app, ordinance amendments and formal policy. ROW installation/encroachment app. Need description of features, site plan showing location and dimensional detail and photos. Also need fee. Received fee. Still need updated plans. Received. Sent to engineer and DPW to review. New owners, emailed to continue the process. sent memo to City Manager. emailed the owner for further information. sent questions to legal. Emailed the owner with a timeline for City Council workshop dates that may hear his request. Drafted report for City Council workshop 01-22-2025. City Council requested motion to deny for full meeting 01-27-2025	Enforcement
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. The applicant explained the 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.	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 plans review approved contingent upon applicable flood plain requirements being met. Waiting for the owner to send additional documentation.	Zoning
401 Elizabeth St	Answered questions and provided resources for future repaving project for Saugatuck Public Schools.	Zoning
954 Elizabeth St	STR renewal. Sent to fire department	STR

549 Hoffman St	STR renewal. Information needed, emailed the local agent. Info received, sent to fire department.	STR
128 Elizabeth st 10	STR renewal. Information needed, emailed the local agent. Info received, sent to fire department.	STR
133 Main St	STR Renewal of first floor apartment in C2. First floor apartment does not front public st and is allowable dwelling unit. Info received, sent to fire department.	STR
549 Hoffman St	STR renewal. Information needed, emailed the local agent. Info received, sent to fire department.	STR
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.	PC
202 Butler St	Began discussions for SLU requirement for outdoor seating at pumpernickels. Also discussed Expanded outdoor seating regulations. Provided resources.	PC
132 Mason	STR App received, sent to fire department.	STR
234 Butler	Spoke with applicant in regard to replacing door at commercial establishment. Advised that property is within historic district and provided resources.	HDC
450 Spear St	Received application for new garage with livable space above, sent applicant request for further information. Additional information and payment provided. No consideration for storm water mitigation, sent request for information.	Zoning
150 Taylor St	Application for STR renewal received. More information is needed from the applicant. Info provided, sent to Fire Department.	STR
842 Lake St Unit 7	Str application with no required documentation provided, sent back to local agent.	STR
70 Park St	Application for Hot Tub received. Advised applicant that hot tubs and pools are not permitted within the front yard. Had a meeting with developer in regard to potential resolutions to this issue.	
807 Lake St 7	Incomplete STR application received. Sent back to local agent.	STR
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 regard to appropriateness of denial was had. Owner to provide timeline of events for argument to be sent to legal.	STR
720 Butler St	Applicant questioned increasing occupancy limit. Emailed fire department for discussion. Invoiced local agent for reinspection.	STR
940 Pleasant	Received site plan review from fire department. Reached out to Ryan with questions.	Zoning

Closed Casework

602 Francis St	Provided residents with requested survey information for potential future deck.	Zoning
781 Manchester Dr	Spoke to resident in regard to safety hazards caused by plow company covering fire hydrant. Plow company has been made aware that this is not acceptable. No further action needed.	
646 Francis	SF Res application. Additional information required. Additional information provided, sent to planner. Sent invoice. Paid. Sent to planner. Emailed applicant with request for height and adjustments to ADU. New plan received. Emailed Contract planner with questions on new plan. The issue with plan was that adu in in front of the house and first floor. The new plan shows 1 continuous foundation to connect adu to primary structure. Emailed concerns raised by the City Engineer. Water sewer application received. sent water sewer connection fees to contractor water sewer permit issued. Plans require amending as the original plan for driveway have changed. New plans submitted asked developer questions on structure attachment. Reached out to legal to draft Easement agreement, reached out to mts with Michigan building code questions, asked contractor for further documentation of proposed connection. Connection information provided. Permit issued. Easement recorded with the County.	Zoning
602 Francis St	Application for deck received. Reached out to applicant for payment. Application reviews complete, permit issued, sent to MTS.	Zoning
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.	STR
102 Butler St	Had meeting with resident in regard to food trucks and the lack of existing regulations.	Zoning
555 Griffith	Spoke with resident about misc. STR questions. Provided resources.	STR
534 St Joseph	Received updated information from owner of address.	STR
324 N Maple St	STR Renewal of Accessory Structure. SLU previously approved. Info missing, send email to agent. Info received. Sent to fire department. License issued.	STR
160 N Maple St	STR Renewal received, sent to fire department. License issued.	STR
880 Holland	Received Site Plan Review application, expecting HDC application soon. The proposal is for additional onsite storage. HDC Application received. HDC Permit issued. The Planning Commission approved Site Plan Review contingent upon Fire department review.	PC

727 Butler St	Reached out in regard to concerns raised by HDC due to materials on site. Sent HDC application to owner. Asked the owner for more information. Reached out to owner as no response was received. Owner is aware HDC meeting required for construction to occur. No further action at this time.	HDC
249 Mason St	Stop work order issued for unpermitted outdoor deck. HDC app and Zoning App required. Emailed Owner for more information. Emailed the owner to follow up. HDC Application received. Sent to Contract Planner. HDC approved the application, sent resources for Zoning Permits. and emailed about change of use permit requirements. Reached out to applicant for update on process. HDC permit issued.	Enforcement



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 1/13/2025:

Snow & Ice Control:

Winter weather has been relentless over the past couple of weeks. Staff has spent most of their time contending with the elements. With temperatures reaching as low as -5 degrees, salt treatments were ineffective, so a sand mixture was used to create traction. Staff continues to cross train on the various pieces of snow removal equipment.

Christmas Tree Collection Service:

Each year after Christmas, residents may set their Christmas tree curbside where DPW will collect and dispose of them. This collection service has begun, and several residents have utilized the service. DPW will continue to pick up trees until Thursday February 20th.

Chain Ferry:

To give engineering an idea of the scope of work that would be required to repair the Chain Ferry landings, DPW pulled the decking off to expose the structural metal beneath. Once engineering was able to more accurately identify the needs, they were able to include it in their proposal for design/bidding assistance for the various sea wall and concrete work that staff is planning to pitch to council once bids are received.

Meetings:

- **1/13/2025** – DPW Weekly Goals Meeting
- **1/16/2025** – Site inspection with Comcast
- **1/17/2025** – DPW Weekly Goals Follow Up Meeting
- **1/17/2025** – Meeting with City Manager
- **1/20/2025** – Martin Luther King Jr. Day
- **1/21/2025** – DPW Weekly Goals Meeting
- **1/21/2025** – Parks & Public Works Committee Meeting
- **1/22/2025** – Council Workshop Meeting
- **1/24/2025** – DPW Weekly Goals Follow Up Meeting
- **1/24/2025** – Annual Strategic Planning Session

**City of Saugatuck
Status Report of Engineering Activities
January 23, 2025**

General Consultation

- 2024 Asphalt Repairs: The project is complete with the exception of confirming grass restoration was effective in the spring.
- Sea Wall and Concrete Repairs: Presented 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: Prepared a cost estimate for court resurfacing and other improvements in the park to assist with finalizing the project scope and method of delivery. Conversations with the donor's representative are ongoing.
- Preparing a list of larger culvert crossings and recommended method of inspection/evaluation.
- Working on updating the CIP to assist with planning/prioritizing upcoming projects.
- Prepared a bid package for a 3-year pavement marking contract. The bid opening is scheduled for February 13.

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).
- 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
 - Plans were presented at the January 22 council workshop and will be presented at the January 28 PPW committee meeting. Any final revisions will be incorporated via addendum or post-bidding.
 - The bid opening is scheduled for February 13. Bids will be presented at the February 19 council workshop.
 - Construction is planned for spring/summer 2025.
- 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.

Maple Street Improvements – Study Phase

- Planning efforts to date were 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.

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.