



City Manager Report

July 28, 2025

Temporary Signage at Holland/Blue Star

- This week we received approval from Saugatuck Township to temporarily re-locate the Saugatuck sign along the river to Holland/Blue Star.
- Public Works has submitted Miss Dig requests and plans to install the sign the week of July 28.

Employee Health Insurance

- We are wrapping up enrollment for the new health plans that City Council recently approved.
- Our health insurance agent and Priority Health representative recently met with all staff to go over the changes and options.
- Five staff selected the high-deductible plan with a health savings account. Three staff selected the more traditional option. One staff member opted out.

Pension Funding

- As I reported in late June, the City's pension plans remain well-funded at 113%.
- Market performance and actuarial assumptions could change that funding level. For several years the City has paid extra into our historical pension plan.
- The budget for FY 25/26 anticipates the additional payments continuing. The City Treasurer and I recently met with the Michigan Employee's Retirement System of Michigan to set up a new surplus division for the excess payments. This will provide us with much greater flexibility to apply funds to the historical pension plan or current hybrid plan should there be a need.

Blue Star Trail

- Saugatuck Township, Friends of the Blue Star Trail, C2AE, and I recently met with MDOT to go over responses to the initial tribal feedback we received earlier this year. MDOT was very helpful in answering questions and advised they remain committed to having the project completed.
- The tribe's on-site assessment remains scheduled for August.

Director of Planning and Zoning

- Unfortunately, Luke will be leaving us at the end of the month to return to the City of South Haven.
- We posted the position in several places and received a strong pool of candidates.

- The Mayor, Chairs of the Planning Commission and Zoning Board of Appeals, Vice Chair of the Historic District Commission, and I recently interviewed six candidates.
- A huge thank you to the panel for their time and valuable feedback. I plan to invite 2-3 candidates for another interview. We will also introduce the candidates to staff, tour City Hall, and the community.

Waste Management

- Last year we negotiated an updated agreement with Republic for residential waste management services. At that time, we discussed that as a smaller municipality, we had less purchasing power. City Council was supportive of looking at ways to collaborate with nearby municipalities for future contracts.
- Fennville recently had a grant funded fellow help them evaluate similar options. I recently met with representatives from the Cities of Holland and Fennville and Townships of Laketown and Saugatuck to explore a regional Interlocal Agreement for joint procurement of materials management (waste, recycling, and/or yard waste) services through a single-hauler RFP. The goal is to improve efficiency, lower costs, and increase service quality.
- All attendees were open to continuing to explore this option. Future meetings are being scheduled.

Miscellaneous

- Held Department Head team meeting.
- Attended the Michigan Municipal League (MML) Live with the League update.
- Held one on one meeting with City Clerk.
- Attended Kalamazoo River Greenway discussion with the Outdoor Discovery Center.
- Met with Chain Ferry operator.
- Attended KLSWA special meeting and talked with Saugatuck reps several times.
- Held one on one meeting with City Treasurer.
- Attended Convention and Visitors Bureau Board meeting.
- Attended Senator Slotkin update on the impacts of recent legislation.
- Met with Old Growth Forest Network.
- Met with property owner to discuss new logo idea.
- Volunteered at Venetian Festival.

Blast from the Past

- The following article was in the Commercial Record on July 30, 1964:

VENETIAN FESTIVAL ATTAINS NEW MARKS FOR CROWDS, MORE FEATURES

From the time of the shrieks and screams of the jets in the noon hour until the last sparks of a brilliant outburst of fireworks faded into the night air, Venice came in many forms to Saugatuck as the annual Venetian Festival set some more records for the books.

The afternoon and evening long program was not only much the best yet given, it also had more features and was much better presented. Kalamazoo Lake was the arena of water for the continuous show that pleased a crowd reckoned as larger than last year's 15,000.

The expected influx of young punks did not materialize and untoward incidents were at a minimum. Chief Al Woods and his men were on the alert and ready, and the fine handling of traffic did much to have an orderly — and appreciated — day and evening.

Features are Many

The lake front around Cook Park teemed with activity from beginning to end. Top attractions such as the antique autos, the jets "flyover," the Sligh water skiers, the Racine yachts, the sky divers, the fireworks and the big parade gave a variety of entertainment with color and thrills.

Starting off the day was the finish, from mid-morning into afternoon, of the annual Gold Bowl race of the Racine (Wis.) Yacht Club to Saugatuck — won by Lyle Slaybaugh of the Singapore Club, which was then retired.

First visible event was the parade of the Kalamazoo Antique Auto Restorers, around the "Loop" of the Village then into Cook Park to be on display. Prize winners were picked by the public.

Thrills in the Skies

Then, at 12:45 o'clock, came one of the thrilling sights of the entire day — the "flyover" of the 172nd Tactical Reconnaissance Squadron, Michigan National Guard, which followed Col. Howard Strand across the skies, screaming like banshees. It was a stirring glimpse of an important part of the national defenses.

After 1 o'clock the afternoon program in Kalamazoo Lake and Cook Park kept crowds of spectators interested as events arranged by Miss Mary Newcomb, chairman, of the Saugatuck Yacht Club were put on. It was a great afternoon of fine entertainment, well put together and presented.

There were the pram and lighting races of the Saugatuck Club, a fine and diversified outdoor art show from students of the Summer School of Painting, mouth-to-mouth resuscitation demonstrated by Dep. Sher. Rudy Whitney from Sheriff Whitcomb's office, which drew great crowds; open house at the U.S. Bureau of Fisheries (see separate story); canoe jousting by the Otsego Boy Scouts under Scoutmaster L. Sam Morehouse; the spectacular and thrilling water skiing of the Charles Sligh troupe of nationally known skiers, with championship performers in numbers; the peddle-boat race and the hydroplane demonstrations.

Evening of Spectaculars

Three spectaculars came in order in the evening, with a pleasant bit of musical diversion by the Cross-

Winds orchestra of the Butler Hotel. The sky-diving by the Jungle Inn Sports Sky Diving Club of St. Joseph the divers targeting on Kalamazoo Lake and then being picked up by the U.S. Coast Guard and Auxiliary boats, was a thriller. It was a performance new to many and gave all excitement as they hit their target perfectly.

The fireworks display, put on in the usual efficient manner of Bill Wilson, was a most brilliant and colorful show as the fantastic patterns showered through the skies. It was a well selected program of the pyrotechnics.

The Venetian Parade, formed and headed by Dr. Gordon Striplin, was a well organized procession of handsomely and cleverly decorated boats, from the prams of the Saugatuck Yacht to the big cruisers, which was thoroughly enjoyed by a large crowd all along the way. It can be ranked as the best and finest in all Venetian Festivals so far.

All in all, the 1964 Festival was the best "Big Saturday" of the series and set good marks for the future.

Treasurer Report
July 28, 2025



Tax Administration:

- Fielded resident inquiries (mailing addresses, PREs, deferments, etc.); researched returned/bad addresses; confirmed ACH instructions for recently transferred affidavits; and inquired about partial payment procedures.
- Received tax payments and prepared disbursements.
- Updated paperwork with the County for State approval of our computerized tax database.
- Invoiced Olde Mill for their PILOT amount (after verifying the percentage increase with Peter).
- Invoiced the school district for tax collection services.
- Reviewed Board of Review changes and issued an updated tax bill.

Accounts Payable:

- Renewed the Comcast contract for City Hall.
- Resolved service and billing issues on the DPW Comcast account, including account access, ACH setup, and service restoration.

Payroll:

- Continued developing clearer payroll procedures, including Oval Beach-specific workflows.
- Updated MERS payments to route to the Surplus Division for increased flexibility.
- Submitted Delta Dental enrollment paperwork.

Financial Management / Miscellaneous:

- Collaborated with Ryan and insurance contacts on the health insurance transition—including HSA setup and submission of employee plan choices to Priority Health.
- Built a spreadsheet to calculate pro-rated employer HSA deposits and to provide maximization calculations.
- Completed the first draft of the Water/Sewer Fund split, including allocation of unallocated amounts, interest, and investment transactions; submitted for initial review.
- Received the delayed franchise fee disbursement and requested a status update on the most recent quarter's payment.
- Processed credit card payments (Oval Beach stickers, permits, etc.) and gained access to Concession-side transaction detail
- Began audit preparation: finalized escrow payables reconciliation, completed Water/Sewer fund split work, verified third-party investment confirmation addresses, and processed the fiscal-year-end payroll accrual (June labor paid in July).
- Continued developing SOPs and refining reconciliation processes for Oval Beach receipts.
- Assisted with preparation and submission of the MML Wage & Salary Survey.
- Attended the final Plante Moran training session.
- Developed a reimbursement request process for the Township related to the Maple Street Project.
- Continued setup of the new Water and Sewer Capital Project Funds in BS&A
- Requested pro-rated credit from Net2Phone for July rental charges on returned equipment.



City Clerk Department Report

July 28, 2025

Activity Since July 14:

- Elections:
 - November Ballot City Council Candidates:
 - Holly Anderson
 - Joe Clark
 - Russ Gardner
 - John Mayer
 - Sherry Tedaldi
- Currently have 1 FOIA requests.
- Currently have 1 open boat slip, lottery will be held 7-24-25.
- City Hall has received 109 calls in June and 434 in July thus far.
- Deputy Clerk Williams reported the sales of 439 Oval Beach resident passes thus far and has sold 209 non-resident (*does not include what has been sold at the beach*) passes at City Hall.
- Coordinated and prepared meeting packets and minutes.
- Clerk Meetings:
 - City Council Regular - Wolters
 - Planning Commission - Williams
 - Parks & Public Works - Williams
 - aines Special Event Safety Meeting - Wolters
 - City Council Workshop - Wolters



Planning, Zoning and Project Report

July 28, 2025

Planning and Zoning

- Participated in scheduled internal team meetings.
- Prepped for and attended PC Meeting.
- Created Agenda Packet for Historic District Commission Meeting.
- Created Memo's and License Agreements for City Council.
- Had internal discussions regarding the Master Plan.
- Created Map for Master Plan survey.
- Created map to illustrate parcel sizes throughout city of Saugatuck.
- Ran multiple reports to gather STR compliance data.
- Reviewed proposed Master Plan survey.
- Met with residents regarding residential development.
- Met with residents regarding lot line adjustments.
- Met with commercial developers to discuss land use and HDC requirements.
- Had meeting for proposed Planned Unit Development.
- Removed cones from parking spaces.
- Sent out mailer for Special Land use.
- Created public notice for major waterfront construction.
- Performed multiple on-site visits for MTS.
- Reached out to multiple residents regarding ongoing enforcement action.
- Continued discussion regarding stop work orders.
- Met with City Manager to discuss ongoing projects and case list.
- Created report illustrating how Granicus is used by staff.
- Read multiple Legal determinations.
- Maintained general code enforcement follow-up efforts.
- Issued permits and completed casework as detailed below.

Open Casework

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. Received site plan review application, Scheduled for June pc meeting. waiting on FD approval for issuance of permit.	PC
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. Issued stop work order as work being done requires Minor site plan amendment. Provided resources to owner. Major construction application received. Not enough notice for July PC meeting. Will need to send notice to newspaper by July 25. Sent to paper.	Enforcement
125 Elizabeth	Sent letter regarding obstruction to City ROW stating options for correction. Received contact from Legal representative of 125 Elizabeth on 05-07-2025 that the owners intend to petition to Vacate white alley, but would first contact the neighboring properties for support. Called representative and left message asking for update on process. received email stating that they are gauging interest of neighbors, asked for estimated timeline. letters from home owner to surrounding home owners will go out this week. Expect incoming request to vacate alley.	ROW
717 Water St 5	STR application received, More info needed. Sent to fire department.	STR
615 Park St	Issued stop work order to site due to deviation from approved plan regarding material of dock. Provided resources for site plan amendment. Emailed contractor with determination that major site plan amendment is required. Discussions continued regarding site, site plan review application submitted which addressed 1 of the 2 identified issues with the site, sent email explaining	Enforcement

	that addressing 1 issue would not lift the stop work order.	
347 Water St	Letter sent to owners regarding driveway vendor. Discussion with Legal regarding vendor. Legal opinion received.	Zoning
700 N Maple	Letter sent regarding use of septic tank and requirement to connect to City Sewer. Emailed owner. Continue to try to contact owner.	Zoning
717 Water St 7	STR application received. More info needed. Reached out to local agent. Sent to Fire Department. Inspection failed, sent reinspection fee.	STR
880 Holland St	Water Connection application received. Sent to engineer. Sent additional requirements back to applicant.	Water Service
241 Culver St	Sent email notifying owner of multiple violations to city code. Met with owner, follow up needed.	Enforcement
145 Grant St	Received plans for full landscaping remodel including patio, retaining walls, firepit. Asked for more detailed plans. HDC approved patio, fire pit and retaining walls.	HDC
234 Spear St	Zoning and Historic district app submitted for addition to SF Res. Scheduled for July HDC. Waiting on HDC info. HDC board shared concerns for massing of proposal, tabled until next meeting. Additional info provided, send invoice.	HDC
450 Park St	Observed fence on property when no permit was granted. Left message for property owner. Spoke to owner who agreed to provide application for retroactive approval of fence. Provided resources. Fence application expected.	Zoning
510 Maple	Answered questions regarding lot line adjustment and noted that accessory structures can not exist prior to primary structures.	Zoning
1045 Elizabeth St	STR Application received, sent to Fire Department.	Zoning
204 Grand St	STR ADU application received. No SLU in place. Sent email explaining that SLU is required to rent an ADU. Continued discussions regarding Renting ADU on property. ADU SLU application received. Will need to send notice to newspaper by July 25. to go before PC on 08-21-2025. sent to paper and mailer done.	SLU

Closed Casework

133 Mason	Applicant notified me of windows that were to be installed on 05-13-2025. Explained that they are in the Historic District and HDC permits as well as Building permits would be required. Sent HDC application and explained processes. Application received, to be presented at 07-10-2025 HDC. Permit issued.	HDC
255 Spear St	Had discussion with resident regarding selling parking spaces in res neighborhoods. Explained it is not approved use. No further action needed.	Zoning
444 Park St	STR application received. More info needed. Sent to fire department. License issued.	STR
888 Holland	Discussion on converting property back to being a B&B.	Zoning
510 South Maple	Discussion on lot split/lot line adjustments.	Zoning
312 Hoffman	Main and ADU STR received. Sent to fire department. License issued.	STR
260 Brook St	Met with representative of property to discuss recently expired STR license.	STR
401 Elizabeth St	Application for Accessory Structure received. Invoice sent. Delegation of review received by School, to go before CC on 07-14-2025. Sent to MTS.	Zoning
250 Mason St	Answered questions regarding potential change of use and additional accessory building on site. Noted that although I have not seen a survey, I would estimate that this parcel is already above allowed lot coverage.	Zoning
102 Butler St	Received application for fiber installation. Sent invoice. Invoice paid, sent to engineer. Engineer had meeting with team. Permit issued.	ROW
143 Park St	Met with Contractor regarding proposed addition to Accessory building.	Zoning
133 Butler St 5	STR application received. More info needed. Info provided, sent to fire department. License issued.	STR
810 Allegan	STR Application received, sent to Fire Department. License issued.	Zoning
237 Spear St	STR Application received. No payment included, email sent. Payment received, sent to fire department. License issued.	STR
129 Griffith St 11	STR application received. Sent to fire department. License issued.	STR
348 Main St	STR Application received, sent to Fire Department. License issued.	Zoning
812 Mason	STR application received, more info needed. Sent to fire department. License issued.	STR
250 Mason St	Spoke to resident, confirmed Zoning and discussed uses allowed.	Zoning
787 Manchester Dr	Fence application received. Permit issued.	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 7/14/2025:

Special Event Assistance:

Staff have kept busy assisting with the Venetian Festival, fireworks, the Waterfront Invitational Art Fair, and Music in the Park. Much of the DPW's traffic control equipment was deployed which includes parking signs, trash barrels, three-tier barricades, cones, safety fencing, and more. Along with the equipment needs, staff cleaned the restrooms more often, serviced higher volumes of trash, and made several irrigation adjustments to keep town safe, functional, and clean during the festivities.

Administrative/Project Coordinator:

After receiving over 120 applications for the Administrative/Project Coordinator position, staff reviewed the applications and conducted 8 interviews. Of the 8 interviews, 3 were invited back for a second meeting. The second meeting was an opportunity for the candidates to see more of the City's buildings/grounds and meet staff members at City Hall and Public Works. After careful consideration, the Public Works Superintendent offered the job to Michelle Gibson who has accepted the offer. Michelle's start date is Monday August 4th.

Brush and Leaf Collection:

Public Works staff completed the brush and leaf collection for the month of July. Material was collected on Tuesday July 15th at properties on the east side of the Kalamazoo River and Wednesday July 16th at all properties on the west side of the Kalamazoo River.

2025 Service Request Summary:

January	34
February	20
March	54
April	83
May	101
June	74
July	-

Meetings:

- **7/14/2025** – DPW Weekly Goals Meeting
- **7/14/2025** – Frontier Fiber Project Meeting
- **7/15/2025** – Frontier Fiber Project Walkthrough
- **7/16/2025** – Department Head Team Meeting
- **7/17/2025** – Health Insurance Policy Coverage Meeting
- **7/18/2025** – DPW Weekly Goals Follow Up Meeting
- **7/22/2025** – DPW Weekly Goals Meeting
- **7/22/2025** – Parks & Public Works Committee Meeting
- **7/22/2025** – Haines Wedding/Fireworks Safety Meeting
- **7/23/2025** – City Council Workshop Meeting
- **7/25/2025** – DPW Weekly Goals Follow Up Meeting



Sherrif's Report:

Call Date/Time Incident Type

=====	=====
06/30/2025 22:42:11	Suspicious Situation
06/30/2025 14:18:18	911 Welfare - Misdials
06/30/2025 05:58:41	Parking Violation
06/30/2025 04:02:45	Found Property
06/30/2025 00:39:29	Lock-Out
06/29/2025 22:16:30	General Assist
06/29/2025 13:14:13	General Assist
06/29/2025 11:59:00	PDA
06/29/2025 08:46:37	Tree Down
06/29/2025 00:16:23	Alarm
06/28/2025 22:29:58	Disorderly Conduct
06/28/2025 20:43:00	Disorderly Conduct
06/28/2025 20:32:55	Suspicious Situation
06/28/2025 18:37:11	Found Property
06/28/2025 16:15:47	Parking Violation
06/28/2025 16:15:44	Ambulance
06/28/2025 16:15:44	Ambulance
06/28/2025 13:34:50	Parking Violation
06/28/2025 13:09:37	Parking Violation
06/28/2025 12:38:45	Parking Violation
06/28/2025 12:32:30	Parking Violation
06/28/2025 12:08:40	Inspections
06/28/2025 03:45:49	Found Property
06/28/2025 01:42:52	Loud Noise
06/27/2025 22:10:02	General Assist
06/27/2025 15:48:13	Animal-Dog Barking
06/27/2025 13:57:06	Larceny
06/27/2025 13:52:14	On Foot
06/27/2025 11:06:17	Parking Violation

06/27/2025 00:24:33	Animal Call-Other
06/26/2025 23:25:42	General Assist
06/26/2025 23:18:06	General Assist
06/26/2025 22:55:39	General Assist
06/26/2025 15:05:47	911 Welfare - Misdials
06/26/2025 14:15:14	Boat-Marine Patrol
06/26/2025 10:10:38	Obstruct Justice
06/26/2025 03:33:41	General Assist
06/25/2025 19:08:42	Alarm
06/25/2025 15:42:21	Accident All Other
06/25/2025 11:31:33	Parking Violation
06/25/2025 09:52:08	Inspections
06/24/2025 22:20:08	General Assist
06/24/2025 20:56:02	Suspicious Situation
06/24/2025 14:35:33	Parking Violation
06/24/2025 10:45:13	Inspections
06/23/2025 23:08:13	General Assist
06/23/2025 16:01:14	Trespassing
06/23/2025 10:02:21	Parking Violation
06/23/2025 00:04:37	General Assist
06/22/2025 22:22:49	Misc
06/22/2025 22:02:28	General Assist
06/22/2025 20:07:39	Suspicious Situation
06/22/2025 18:49:44	Domestic Assault
06/22/2025 17:15:01	HEAT/COLD EXPOSURE
06/22/2025 16:23:23	Traffic Offense
06/22/2025 16:20:27	Assist Other Agencies
06/22/2025 01:48:13	CSC
06/22/2025 00:37:05	Obstruct Justice
06/21/2025 22:14:35	General Assist
06/21/2025 21:27:37	Assist Other Agencies
06/21/2025 16:53:36	Found Property
06/21/2025 16:44:27	Accident All Other
06/21/2025 16:33:52	Alarm
06/21/2025 15:53:07	Misc
06/21/2025 15:20:48	Misc
06/21/2025 13:26:42	General Assist
06/20/2025 23:24:03	General Assist
06/20/2025 14:10:02	Parking Violation
06/20/2025 13:45:24	Parking Violation
06/20/2025 13:18:15	Boat-Marine Patrol
06/19/2025 22:12:55	General Assist
06/19/2025 22:09:44	Assault
06/19/2025 19:03:15	Parking Violation

06/19/2025 18:56:02	Parking Violation
06/19/2025 13:41:34	Parking Violation
06/19/2025 08:54:03	General Assist
06/19/2025 08:11:24	Animal-Welfare
06/18/2025 23:12:52	General Assist
06/18/2025 09:24:30	Alarm
06/17/2025 23:37:19	General Assist
06/17/2025 23:37:19	General Assist
06/17/2025 23:27:58	General Assist
06/17/2025 23:24:41	General Assist
06/17/2025 11:40:36	Child Abuse/Neglect
06/17/2025 09:40:58	Suspicious Situation
06/17/2025 00:59:49	General Assist
06/17/2025 00:49:06	MDOP-29000
06/17/2025 00:45:44	General Assist
06/16/2025 18:41:27	Accident All Other
06/16/2025 17:46:16	DWLS
06/15/2025 22:27:04	General Assist
06/15/2025 22:23:54	General Assist
06/15/2025 21:54:30	General Assist
06/15/2025 18:32:18	Parking Violation
06/15/2025 18:21:00	Parking Violation
06/15/2025 18:14:22	Parking Violation
06/14/2025 23:43:11	Misc
06/14/2025 23:33:27	Misc
06/14/2025 22:58:42	General Assist
06/14/2025 22:57:33	General Assist
06/14/2025 22:12:23	General Assist
06/14/2025 16:12:14	General Assist
06/14/2025 15:36:19	General Assist
06/14/2025 14:47:56	On Foot
06/14/2025 14:04:18	Found Property
06/14/2025 09:59:59	PSYCHIATRIC
06/13/2025 23:19:00	Loud Noise
06/13/2025 22:32:45	General Assist
06/13/2025 22:29:02	General Assist
06/13/2025 22:11:10	Suspicious Situation
06/13/2025 21:52:06	General Assist
06/13/2025 17:42:12	OWI
06/12/2025 23:52:47	General Assist
06/12/2025 23:30:48	General Assist
06/12/2025 20:34:22	PDA
06/12/2025 01:55:43	Loud Noise
06/12/2025 01:04:23	Loud Noise

06/11/2025 23:59:03	General Assist
06/11/2025 23:41:35	General Assist
06/11/2025 12:33:23	Suspicious Situation
06/10/2025 23:35:58	HEART PROBLEMS
06/10/2025 22:37:23	Loud Noise
06/10/2025 22:32:17	General Assist
06/10/2025 22:28:51	General Assist
06/10/2025 22:11:18	General Assist
06/10/2025 20:35:45	Check Welfare
06/10/2025 19:44:06	911 Welfare - Misdials
06/10/2025 16:14:56	Parking Violation
06/10/2025 16:03:59	Parking Violation
06/09/2025 23:15:02	General Assist
06/09/2025 23:13:11	General Assist
06/09/2025 22:52:42	General Assist
06/09/2025 15:05:20	Accident All Other
06/08/2025 21:45:11	General Assist
06/08/2025 21:14:48	Accident All Other
06/08/2025 00:52:52	General Assist
06/07/2025 23:20:51	General Assist
06/07/2025 22:57:26	General Assist
06/07/2025 18:47:49	Assault
06/07/2025 17:45:38	PRIV PROP IMPOUND
06/07/2025 17:10:42	Misc
06/07/2025 16:43:07	Found Property
06/07/2025 10:42:20	Parade Traffic Control
06/07/2025 02:28:50	Intoxicated Subject
06/07/2025 01:40:40	General Assist
06/07/2025 00:51:45	General Assist
06/06/2025 23:09:26	General Assist
06/06/2025 21:21:12	Accident All Other
06/06/2025 16:21:47	Ordinance Violation
06/06/2025 11:17:56	General Assist
06/06/2025 08:58:22	Conservation
06/06/2025 01:14:29	Loud Noise
06/05/2025 22:00:09	General Assist
06/05/2025 21:42:50	General Assist
06/05/2025 21:40:38	General Assist
06/05/2025 16:22:55	Found Property
06/05/2025 01:26:21	General Assist
06/05/2025 01:23:49	General Assist
06/05/2025 01:10:11	General Assist
06/04/2025 16:59:07	Suspicious Situation
06/04/2025 16:08:03	Road Hazard

06/03/2025 23:45:38	General Assist
06/03/2025 23:23:43	General Assist
06/03/2025 21:43:08	Harassment/Threats
06/03/2025 12:30:34	Trespassing
06/03/2025 12:04:10	Inspections
06/03/2025 01:16:44	Misc
06/02/2025 23:08:46	General Assist
06/02/2025 22:44:12	General Assist
06/02/2025 16:13:01	PDA
06/02/2025 13:44:26	HEMORRHAGE/LAC
06/02/2025 13:38:44	Parking Violation
06/01/2025 22:26:32	General Assist
06/01/2025 22:23:54	General Assist
06/01/2025 22:01:18	General Assist
06/01/2025 15:08:19	Parking Violation
06/01/2025 02:14:48	Road Hazard

Total calls for service 177

Traffic stops – 30

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

General Consultation

- 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.
- Pavement Markings: 2025 work is complete. 2026 work will take place in the spring. Current contract is 2025-2027.
- Assisting with review of water and sewer agreements as needed.
- Butler Street Sanitary Sewer: Assisted with diagnosis and resolution of sanitary sewer issues on Butler Street north of Mason Street. The current issue has been resolved. Findings will be incorporated into planning for future reconstruction of Butler Street.
- Assisting with site plan reviews and construction observation for new development and other projects 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 complete and the contractor is addressing restoration and other punch list items, as well as final in-home verifications to fully utilize the grant dollars.

Mt. Baldhead Projects

- AT&T Project Assistance
 - Providing assistance on an as-needed basis.
- Restroom Building Replacement
 - Midwest is under contract for construction.
 - Prepared a Change Order to adjust the contract times for fall 2025 construction.
 - Met with area stakeholders several times to review and address concerns heading into construction.
- Observation Platform Replacement
 - Design work is progressing. Additional survey work is complete.
 - The Allegan Conservation District has provided the Vegetation Removal Assurance, which is a report required for the EGLE/USACE Critical Dunes Permitting. The report evaluates impacts on vegetation, native, non-native and invasives, and provides guidance for the design and construction. The report includes guidance for several of the unhealthy, dead or undesirable species to be removed as part of the project and replaced with native/desirable ones.

- Met with area stakeholders to review the survey and proposed concepts. Gathering feedback to incorporate into the design, as well as pre-construction activities to address concerns with the site.

Sea Wall and Concrete Repairs

- The bid opening was held on April 30, however none were received.
- We will be regrouping with City staff after the busy summer season on rebidding or other changes to get quotes for the work.

Maple Street Improvements

- Design work is approximately 60% complete and permitting work has begun.
- Depending on timing for permits and final design, we anticipate issuing the project for bids in late 2025 with construction during the 2026 construction season (approximately April to November).

Park Street Improvements – 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.

City Hall Interior Renovations

- A kickoff meeting/site visit will be scheduled with City staff soon.