



City Manager Report

December 19, 2025

Annual Audit

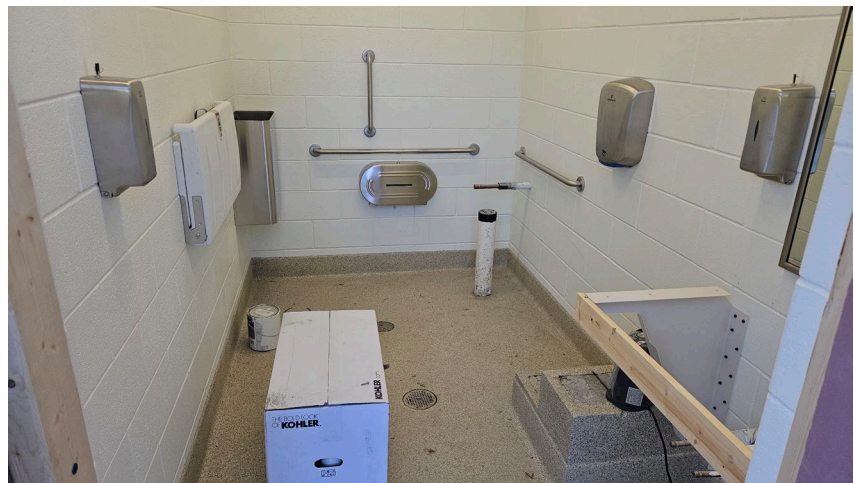
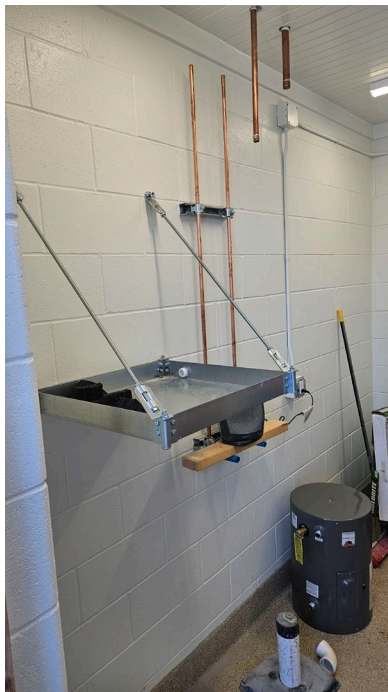
- The annual audit for FY 24/25 was recently completed. The auditors are working on taking the “draft” off the report and I hope to have their signed copy soon. When I receive it, I will send you a copy so you can begin your review. In the meantime, here are some highlights:
 - The City’s net position increased by \$2,306,694.
 - The City continues to report a solid net position, with approximately \$12.8 million reported in cash and investments, approximately \$1.3 million in long-term debt, and no net pension liability.
 - We added significant sums (\$1,854,599 in total of all funds) to our fund balances last year:
 - General Fund financing sources exceeded their financing uses by \$1,186,199 increasing its ending fund balance to \$7,444,857.
 - Major Street Fund increased its ending fund balance by \$131,633 to \$912,302.
 - Local Street Fund, increased its ending fund balance by \$314,628 to \$2,564,302.
 - The Water/Sewer Improvements Fund, increased its ending fund balance by \$219,742 to \$794,256.
 - The Debt Service Fund, increased its ending fund balance by \$2,397 to \$55,767.
- As you know, we are investing some of these savings into several capital improvement projects that are in the works.
- We are working on scheduling the auditor to be at one of your January regular meetings.
- As a reminder, all audits are available on the Michigan Department of Treasury website and can be searched for here: <https://treas-secure.state.mi.us/documentsearch>

Maple Street

- Fleis and VandenBrink advised bids are going out this week. Bid opening is scheduled for January 27. We hope to present the bids to City Council at your February 4 workshop.
- The start of construction is still planned for spring and will last into the fall.

Mt. Baldhead Restroom Construction

- Midwest Construction provided the following update:
 - Complete/To be Complete by the end of Tomorrow (Friday):
 - Bath Accessories
 - Countertop and sink installation
 - Some Plumbing Fixtures
 - Soffit, Fascia, and Gutters Complete
 - Next week:
 - Complete installation of plumbing fixtures and HVAC
 - Plumbing and HVAC Inspection (Tuesday?)
 - Remaining to complete for opening:
 - Remove fence and clean up the site — Likely prior to Door arrival.
 - Door Installation. Still waiting for an arrival date. Expected first or second week of January.
 - Building Inspection to follow.



Strategic Planning

- Thank you for the strategic planning session feedback at your workshop meeting.
- I reached out to facilitator, Marilynn Semonick, and we also checked with the Saugatuck Yacht Club. Marilynn has confirmed and the SYC advised they are quite open in January. We are planning on the session being on January 14.

KLSWA Administrator Interviews

- On December 18, I attended the KLSWA special meeting where they interviewed two candidates for the open administrator position.
- I will let Chair Clark report on the outcome, but wanted to recognize how great of a job the KLSWA board did with the interviews. Walsh Municipal Services brought great candidates and the board had really good questions.

Happy Holidays

- A huge thank you for your time, dedication, and thoughtful leadership this year. I really appreciate your support and the trust you place in staff as we work to serve the City and the community.
- Wishing you and your families a safe, restful, and happy holiday season. Best wishes for a great New Year!

Miscellaneous

- Attended holiday parade.
- Attended Parking Improvements Task Force meeting and followed up with consultant.
- Held Department Head team meeting.
- Talked with Township Manager regarding sewer capacity.
- Attended CVB Director retirement party.
- Met with Sheriff's Office to discuss deer cull options.
- Held one on one with City Treasurer/Finance Officer.
- Held one on one with City Clerk.
- Attended initial part of CVB Board meeting.
- Attended staff holiday lunch.