



PARKS AND PUBLIC WORKS COMMITTEE MEETING MINUTES

June 24, 2025

The Parks and Public Works Committee met for a Regular Meeting at 10:00 a.m.

Saugatuck City Hall

102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Chair Kimble at 10:00 a.m.

Attendance:

Present: Committee members Charak, Kimble, Hoffman, Roche, Stanton, Thiel.

Absent: None.

Others Present: DPW Superintendent Herbert, Deputy Clerk Williams, DPW Equipment Operator & Maintenance Worker Supervisor Kerridge, & DPW Equipment Operator and Maintenance Worker Mack.

Approval of Agenda:

Motion by Stanton, second by Roche, to approve the agenda for the meeting June 24, 2025. Via voice vote, motion carried unanimously.

Approval of Minutes:

Motion by Hoffman, second by Stanton, to approve the minutes from the May 27, 2025, regular meeting. Via voice vote, motion carried unanimously.

Public Comments (agenda items only): None.

Review/Discussion:

A. Presentation on Mount Baldhead Erosion and Vegetation.

Brian Talsma from the Allegan County Conservation District was in attendance to do a presentation on Mount Baldhead Erosion and Vegetation. Key points include:

1. In 2011, an herbicide application damaged the slope's vegetation.
2. Current assessment shows no critical erosion issues.
3. Recommendations include:
 - Remove invasive Japanese Barberry and Garlic Mustard.
 - Plant native grasses and forbs to stabilize the sand
 - Monitor erosion with stakes and markers.

- Discourage unauthorized trails.
- Consider community involvement in restoration efforts.

The goal is to re-establish vegetation and prevent further erosion through strategic native plantings and invasive species management.

B. PPW Projects:

Department of Public Works Superintendent Herbert provided a comprehensive DPW update covering several key projects:

1. Mount Baldhead Restrooms: Scheduled for construction this fall.
2. Maple Street Rebuild:
 - Planned for next spring/summer
 - Extensive underground infrastructure work
 - Community workshops held to gather resident input
 - Minimal tree removal expected
 - New DPW driveway will be constructed during the project
3. Village Square Courts: Awaiting grant results (expected fall/winter).
4. Chain Ferry Arbors:
 - Three-phase restoration plan
 - Phase one and two underway
 - Involves repairing and reconstructing metal structure
 - Phase three will focus on improving landings
5. Saugatuck Wilds Nature Preserve: Progressing well, with discussions about signage.
6. Staffing Updates:
 - Hiring for Administrative/Project Coordinator (120+ resumes received)
 - Posting for Equipment Operator/Maintenance Worker/Oval Beach Manager
7. Other Updates:
 - Go over Capital Improvement Plan with Parks & Public Works Committee at future meeting
 - Potential focus on localized projects like building maintenance
 - Purchased a new front-end loader for DPW

The update highlighted multiple infrastructure and community improvement projects.

C. Project Charter Updates:

1. Invasive Species Website:

Committee members discussed adding Invasive Species to the City website and confirmed with Deputy Clerk Williams that the page was up and running. The goal is to educate the community about local invasive plants, particularly highlighting Japanese Barberry, which many people don't realize is invasive. The plan is to create a linked resource on the city website that can be used to promote awareness and provide information to the public. The website will help people understand which plants are invasive and potentially discourage their use in landscaping.

2. Pocket Prairies:

Chair Kimble shared updates on the Peterson Preserve pocket prairie project: