City Manager Report
October16, 2026

Maple Street Construction

- The end of work is in sight!
- Base paving was completed last week.
- Crews are now working on:
    - Final restoration work, including remaining site cleanup, topsoil restoration, and seeding.
    - Fence and guardrail installation.
    - Removing construction work signs and installing permanent road signs.
- October 19 and 20: Water valve work is scheduled downtown on Water Street. Affected residents and businesses should have received a separate notice regarding this work.
- If you have questions, please contact: Public Works - Michelle Gibson, Project Coordinator - (269) 224-9504

Parking Study Report

- We recently sent out communication via email and social media summarizing the findings of the parking study. Community members are encouraged to review the full report and accompanying presentation slides to better understand the findings, recommendations, and considerations for moving forward.
    - Parking Study Summary Slides: https://tinyurl.com/2byatdr7
    - Full Parking Study Report: https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/parking_study_and_solutions_report_092326_reduced.pdf
- I anticipate the recommendations returning to a City Council workshop in December 2026 or January 2027 for Council to discuss the findings and confirm its policy direction.

Business Town Hall

- One of Council's priorities for this fiscal year is conducting a business town hall.
- The town hall is scheduled for Tuesday, October 20, from 11:00 a.m. to 1:00 p.m. at the Saugatuck Center for the Arts.
- Staff has been actively engaging with local businesses and has received positive feedback and interest in bringing the City and business community together for an open discussion.
- A pre-meeting survey has been distributed to help identify the issues and priorities most important to local businesses and shape the discussion. Businesses have also been encouraged to submit additional comments and questions directly to Grayson.
- Staff looks forward to a productive conversation and continuing to strengthen our relationship with the local business community.

Saugatuck Harbor Natural Area

- An ecological assessment was recently completed. The report notes "[a]lthough the property has experienced localized disturbances associated with historic hydrologic

modifications and increased public use, the vast majority of SHNA remains remarkably intact."

- The full report can be viewed here: https://tinyurl.com/4c8faxsm
- City Council approved moving forward with trail remediation and habitat restoration, consolidating the existing trail system into a more clearly defined primary loop and restoring redundant or informal trails to better protect sensitive dune and wetland habitats. New signage and wayfinding will also improve visitor navigation and education. Signage design and trail work are expected to continue through spring/summer 2027, with habitat restoration planned for spring 2027. Our SHNA endowment fund will cover the cost of the work.

Allegan County Materials Management Plan

- The public comment period for the Allegan County Materials Management Plan is now OPEN until November 23, 2026. Residents may share their feedback online or attend the upcoming in-person hearing. The public hearing will be held at the County Services Building Administrative Boardroom (3283 122nd Ave, Allegan, MI) at 2 PM on Thursday, November 5th.
- Review the plan and submit your feedback online by visiting the County's MMP webpage: https://www.allegancounty.org/health/resource-recovery-and-recycling-program/materials-management-plan

Additional Updates

- **Deputy Changes -** Deputy Fellows began working in the City on October 5th. She will be working 5am-5pm. Deputy Garcia will now be working 5pm-5am on the night shift in place of Deputy Kaminski.
- **Comprehensive Plan –** The Planning Commission (PC) and staff continue to work on an updated land use master plan. All of the drafts can be viewed in the PC packets on our website: https://www.saugatuckcity.com/planning-commission.html
- **Blue Star Trail** – Archeological survey was recently completed. A report will be submitted to MDOT for review and feedback on next steps.
- **Logo and Branding –** The design firm has finalized the brand guidelines and numerous templates for implementation. Council approved at their last meeting. Staff is now working on implementation.
- **New Website –** An RFP for website design and development was released on September 29. Proposals are due by October 29.
- **Mt. Baldhead Invasives and Vegetation Restoration -** Invasive species management continues at Mt. Baldhead, with crews focusing on removing woody invasives, especially tree-of-heaven. Native seed mix and plugs are scheduled for installation next week, followed by shrubs and exclusion fencing later this fall to support habitat restoration.
- **Sidewalk Repairs & Installation -** Sidewalk removal has begun on Lake Street. DPW crews will then focus on other locations with sidewalk differences of 2 inches or more throughout the month.
- **Lead Service Line Replacement -** EGLE has released its final Intended Use Plan for the Drinking Water Revolving Fund. The City's lead service line replacement project was funded. The total project budget to address known lead/galvanized service lines (approximately 135) is $1,690,000. As part of the project, we will be attempting to remove additional unknowns. The City's funding package will include 10% principal forgiveness (effectively a grant) and the remainder subsidized loan (0% for 30 years).
- **Mt. Baldhead Observation Platform Replacement -** Preliminary design reviewed and revisions made. The Soil Erosion and Sedimentation Control permit application has been

submitted to Allegan County. Once received, the EGLE Critical Dunes permit application will be submitted. Bidding is anticipated in late 2026 with construction in spring 2027.

- **Village Square Court Renovation -** Presented to Council at the September 9 workshop and engineering is finalizing bid documents based on input received. Historic District review is scheduled for early November. Projected schedule is bidding in late 2026 or early 2027 and construction in spring 2027. Most of the project is donor and grant funded.
- **Elizabeth Street Improvements -** Design work is nearly complete and permit applications have been submitted. Projected schedule is bidding in late 2026 or early 2027 and construction in 2027.
- **Village Square Restroom Interior Renovations and Wicks Park Restroom Replacement -** Discussed updated project scope at the September 9 Council workshop. Engineering updated the design phase proposal based on input/direction received and Council approved the engineering proposal at their last meeting. Construction is planned for fall 2027.
- **Warming Station -** The Convention and Visitors Bureau (CVB) has advised that construction of the planned warming stations in Saugatuck and Douglas has been delayed until spring 2027. While the original goal was to have the stations operational for the holiday season, additional time is needed to finalize plans, obtain necessary approvals from the Fire District and local building officials, and order materials. Construction is now anticipated to begin in March 2027.
- **Tree Trimming -** Tree trimming continues to be a focus this fall. DPW crews are working to remove dead limbs and trim or remove branches that are growing too close to businesses and other areas where they may become a concern.
- **AED Installation -** With the AED location at the Mt. Baldhead restroom approved, communication has begun with HEARTSafe, and installation is expected to be completed in October.
- **Kayak Launcher –** Funded from a donation, the kayak launcher approved for installation at the Spear Street launch has been ordered. Installation is expected to take place in early spring.
- **Nurdle Update -** On 8/21/26, EGLE received a final cleanup report from the responsible party and their cleanup contractors. The report highlights the cleanup activities, disposal, and conclusions of the cleanup in detail. On 9/10/26, EGLE and MDOT conducted a site inspection of the spill area and EGLE will be following up with the responsible party on findings.

Upcoming Meetings

Full meeting packets are posted on the City website and Facebook prior to each meeting. When available, they can be viewed by selecting the board/commission:

- October 21 at 4p – City Council Workshop Meeting
- October 26 at 6:30p – City Council Regular Meeting
- October 27 at 10a – Parks and Public Works Committee
- November 4 at 4p – City Council Workshop Meeting
- November 5 at 6p – Historic District Commission
- November 9 at 6:30p – City Council Regular Meeting
- November 19 at 6:30p – Planning Commission