



City Manager Report

November 25, 2025

Capital Improvement Plan Updates

- Earlier this year, the City approved an updated five-year capital improvement plan (CIP). The plan can be viewed on our website here:
https://www.saugatuckcity.com/uploads/1/3/3/9/133977444/3187-33_saugatuck_cip_table_2025-02-25.pdf
- Engineering and staff work to update the plan each year to reflect our recommendations, Council priorities and updated project schedules. The Public Works Superintendent recently completed Asset Management Champions training and a more enhanced plan is also in the works. More time to come over the winter.
- **Maple Street**
 - The CIP shows design engineering in 2025 and construction in 2026.
 - Fleis and VandenBrink (F&V) is in the final design phase for the Maple Street project.
 - Here is a link to view the 90% plans:
<https://fveng.sharefile.com/public/share/web-sc0f93f3c7efb4406abdc936bf740eed0>
 - The plans have also been shared with the Township, Fire Department and KLSWA and a review meeting is scheduled.
 - F&V advised we are still on track to receive our EGLE permit and go out to bid in mid-December.
- **Park Street**
 - The CIP calls for Park Street planning from Campbell to Mt. Baldhead Park in FY 25/26. This is also on the Council priority list and we budgeted dollars for this.
 - Last December, we submitted a grant application to EGLE's Coastal Management Program to help cover engineering costs for Park Street planning, conceptual designs, cost estimates, and landscape architecture services. I am happy to report that our grant application was approved, which will cover \$20,000 of the total cost of \$40,000.
 - EGLE is finalizing the grant agreement. Both the grant agreement and engineering proposal will be brought to a workshop soon and if Council approves, work will begin in 2026.
- **Elizabeth Street**
 - The current CIP calls for design engineering in 2026 and construction in 2027. Council also prioritized Elizabeth Street design in FY 25/26 and dollars are budgeted for this.

- Public Works and Engineering recently met to discuss a design engineering proposal, and we anticipate presenting this at the next Council workshop.

Mt. Baldhead Restroom Construction

- Midwest Construction provided the following update:
 - We are moving along quite well as we move towards completion.
 - Recently complete: Masonry and Roof Framing, Shingled Roofing, Interior Rough-ins
 - Up next: Hang restroom ceilings, Insulate, Paint. Flooring, Final fixture install
 - We have faced some issues with the doors and drinking fountain, but we are working on contingency plans to open up the restroom while we wait.



Short-Term Rentals

- Similar to last year, staff will be compiling STR data at the end of the calendar year and present it to City Council. This will include the number of STRs by zoning district and enforcement data (including Granicus 1-800 hotline info). We are planning to present this at the January 7 workshop.
- In capped R-1 zoning districts, staff will also check for available licenses and publish notice of available licenses per the approved lottery policy.
- If Council wishes to evaluate any amendments to the STR ordinances, we will look to their feedback at the January 7 workshop.

Warming Stations

- The Saugatuck-Douglas Area Convention & Visitors Bureau (CVB) is seeking community feedback on a proposed four-season warming station at the Mize Rose Garden in downtown Saugatuck.

- Click this link to view a description of the concept prepared by the CVB, along with renderings of the proposed design. We encourage you to review these materials and share your thoughts by completing their brief survey linked here: https://docs.google.com/forms/d/e/1FAIpQLSeflqrY_iiJ9czNIKZrfReu2MflcYXrvyG7Lukdr4to7eT3yA/viewform?usp=sharing&oid=108988516641603875858

Kalamazoo River Greenway

- Installing native plants in the landscape is a great way to reduce outdoor water use, protect soil health, and protect local biodiversity. The Kalamazoo River Greenway has received a Grassroots Grant from Bell's Brewery, and with this funding, the ODC Network and Allegan Conservation District will be providing 10 homes with native plant gardens and 5 homes with rain barrels! If you are interested in being one of these homes, you can fill out the interest form at bit.ly/krgwater26 and one of their staff will follow up.

Are you eligible for FREE Water Smart Landscaping?

If you are a resident of the Kalamazoo River Greenway, you may be eligible to receive a free 6x10' garden kit or rain barrel!

- ✿ Fill out the interest form at bit.ly/krgwater26
- 💧 Complete the assessment call & maintenance form
- 🌿 If chosen, we'll order you a garden kit & set a planting date!





Questions? Email lexie@outdoordiscovery.org

Funding for 10 gardens and 5 rain barrels is made possible by a Grassroots Grant from Bell's Brewery.

Holiday Events

- The CVB has some great community events planned for the next couple weeks!



Happy Thanksgiving!

- As we gather with friends, family, and neighbors this holiday, I want to share heartfelt gratitude for the people who make Saugatuck such a special place.
- To our incredible City staff team - Thank you for your dedication, professionalism, and hard work, especially during a year filled with major projects and community initiatives. Your commitment keeps our city running smoothly and preserves the character and charm that make Saugatuck shine.
- To our residents, business owners, community organizations, and visitors - Thank you for your energy, creativity, and partnership. The spirit of Saugatuck is found in the way this community shows up for one another and cares deeply for the place we all share.
- WorldAtlas recently named our downtown the best in the Midwest and captured what makes Saugatuck so beloved: “Its popularity comes down to its nearby outdoor recreational opportunities, vibrant art scene, and walkable downtown, complete with 30 art galleries, boutiques, and shops. It has been a top destination in the Midwest for artists, beachgoers, nature lovers, and those seeking a unique blend of small-town charm, arts and entertainment, the celebration of human diversity, and scenic natural surroundings.”
- This Thanksgiving, I am grateful for every person who contributes to that story.

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:

- December 3 at 4p – City Council Workshop
- December 4 at 6p – Historic District Commission
- December 8 at 6:30p – City Council Regular Meeting
- December 9 at 3p – Parking Improvements Task Force
- December 9 at 6p – Kalamazoo Lake Harbor Authority
- December 11 at 6:30p – Zoning Board of Appeals