

*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of January 4, 2021. Happy New Year to everyone.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least January 15<sup>th</sup> in accordance with the MDHHS Emergency Order. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

**Wiley Road Trail** – I have received preliminary plans for the Wiley Road non-motorized trail from the City Engineer. The proposed trail will be constructed on Wiley from Blue Star Highway to Schultz Park Drive (assuming there is sufficient funding for the ravine crossing). The majority of the funding for the trail is coming from the federal Congestion Mitigation Air Quality Grant. The trail will provide a safe off road transportation alternative to Douglas residents.

**Allegan County Health Vaccine** – The Michigan Department of Health and Human Services (MDHHS) announced that the State will be moving to Phase 1B of vaccination for individuals age 65 and older; frontline essential workers including police officers, first responders, frontline state and federal workers, and jail and prison staff; and preK-12 teachers and childcare providers on January 11, 2021.

The current Allegan County Health Departments (ACHD) limited supply of Moderna vaccine is already committed to complete Phase 1A (EMS and health care) appointments. At this time, the next shipment of Moderna vaccine expected to be allocated to ACHD is estimated to arrive the week of January 24. Allocation of vaccine is determined by manufacturer supply and determinations made by the Centers for Disease Control and Prevention (CDC) and MDHHS. ACHD will move to Phase 1B when more vaccine is received.

ACHD recommends individuals working or living in Allegan County complete the "[I Want the COVID-19 Vaccine](#)" form on [www.allegancounty.org/covid](http://www.allegancounty.org/covid). Once ACHD has begun the vaccination phase an individual may be eligible for, ACHD will send an email to the address the individual provided and give instructions for making a vaccine appointment. Individuals with technology or internet barriers may call the ACHD COVID-19 Hotline at 269-686-4546 to provide their information.

**City Council** – The Douglas City Council held a 55-minute meeting to discuss a cell phone stipend policy for municipal employees and reappoint members to the Tri-Community Recycling Ad Hoc Committee. All items passed.

**FY 21-22 Budget** – Preparations are underway this week to get the annual budget developed. The Department of Public Works presented their list of proposed capital items.

**Employee Handbook** – The employee handbook last revised in 2015 has been revised by the City Clerks office and is currently under review. The handbook and policy manual will be presented to City Council in the coming weeks for review and approval.

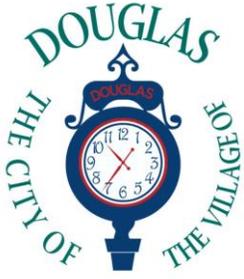
**Beach Stairs** – Quotes are being requested to reconstruct the beach access stairs and decks at Douglas Beach.

**Engineering** – City staff spoke with the City Engineer to go over outstanding projects approved in the FY 19-20 budget. The City Engineer will be reviewing the proposed work items and developing a plan to execute the budgeted projects. Projects include updates to the outdated traffic signal at Center and Blue Star Highway, resurfacing a portion of Blue Star Highway, and installing a curb on Water Street Hill among other miscellaneous projects.

**Recycling Contract** – Republic participated in a meeting with City staff to discuss renewal of the recycling contract. Republic was requested to quote once a month recycling pick up and bi-weekly recycling pickup. Per the Republic contract, cost savings may be achieved by signing an interlocal agreement with Saugatuck City for solid waste and recycling combined into one unified contract.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of January 11, 2021.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least January 31<sup>st</sup> in accordance with the MDHHS Emergency Order updated on January 13, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

**Volunteers needed** – **Allegan County Health** – Volunteers are needed in assisting the Allegan County Health Department with contacting residents by phone to schedule vaccine appointments. Please email Kathy Yonkers-Wright at [kwright@allegancounty.org](mailto:kwright@allegancounty.org) if you are available to volunteer in this area. Put "Appointment Scheduler - Volunteer" in the subject area. She will add you to that volunteer pool for those positions and will contact you if they have assignments available. Thank you for volunteering!

**Brownfield Authority** – Wednesday the Brownfield Authority met to review a number of items with the attorney. The session was mostly informational in nature.

**Planning Commission** – I attended the Planning Commission Wednesday evening. They conducted a review of a request for a private road, reviewed an application for rezoning, discussed amendments to zoning ordinances, and discussed amending bylaws.

**Facility Study** – I had several meetings this week with a vendor to discuss possible options for blending City Hall and the police department into one facility.

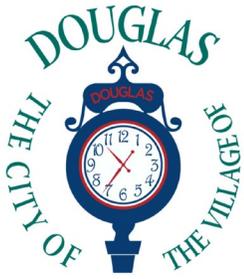
**Rowing Club** – City Hall is working with a group called 42° N. Rowing Club who are interested in bringing rowing to Douglas in the spring. The Department of Public Works is constructing a floating platform for installation in Wades Bayou that would allow rowers, kayakers, and paddleboarders to easily launch and enjoy the calm waters of the bayou.

**Wiley Road Trail** – I had a conversation with the City Engineer about the limitation he's encountering with the cost of the ravine crossing. The costs to traverse the wetland areas are significant and may prove to be cost prohibitive. We are working on a number of scenarios to maximize the benefit the community can receive for the grant.

**Blue Star Trail** – The first meeting of the year for the Blue Star Trail Committee was held on Friday. Discussion focused on route and trail design.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of January 18, 2021.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least February 21<sup>st</sup> in accordance with the MDHHS Emergency Order updated on January 22, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

**Governor's Address** – Friday the governor held a press conference and announced that indoor dining was going to resume on February 1. Restrictions however limit the number of occupants to 25 percent capacity up to 100 people. A 10 pm curfew for dining will also be established along with contact tracing. She also announced financial assistance for restaurants to upgrade their ventilation systems as part of the safer dining initiative. The owner of Guardian Brewery in Saugatuck Township was with the governor during the press conference and discussed her gratitude for the easing of restrictions due to the declining case numbers.

**Douglas Park Project** – I met this week with some of the Douglas Park project members who are raising funds to replace playground equipment at Beery Field and Schultz Park. The group wishes to pursue a variety of grant and donation options to upgrade equipment at both parks and add new components for adult fitness. City staff are evaluating the potential to apply for a Michigan Recreation Passport grant for up to \$150,000 with a 25 percent match to support the project.

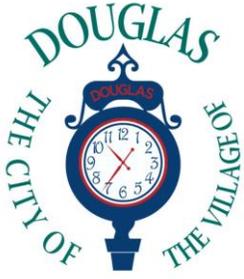
**Blue Star Trail Improvements** – Friday I toured Blue Star Trail with the City Engineer and a City Council member to discuss possible improvements and associated costs to Blue Star Trail from Main Street to the Union Street intersection. Possible improvement options include new curb work at intersections, removing planting beds, new sidewalk, resurfacing work and improved pavement markings.

**Constant Contact** – City Hall has learned that Constant Contact is not working properly. Approximately 78 percent of the email addresses signed up to receive notifications are getting bounced back as undeliverable. The Clerk's office is working on getting the situation corrected with our technology provider; however, it may be next week before it's resolved. Meeting announcements will continue to be posted on the City's website and on the bulletin board outside City Hall.

**City Council** – The City Council meeting this week was short with only one item of new business. The City Council approved the agreement with the Douglas Saugatuck Pickleball Club for routine scheduled play times at the Douglas Pickleball Courts at Schultz Park. The agreement requires the club to leave one court open for public play during scheduled club hours. By all indications, the game is popular in the community and the perfect opportunity to get outdoors during the COVID-19 pandemic.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of January 25, 2021.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least February 21<sup>st</sup> in accordance with the MDHHS Emergency Order updated on January 22, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

**Let it snow!** – The City received its first significant snowfall for the new year on Monday night and Tuesday morning, and the Department of Public Works did a great job with snow removal. The School superintendent called to thank the DPW crew for a job well done with managing the snow and keeping the safe routes to school sidewalks clear. Great job crew!

**Calico Kitchen Demolition** – A demolition permit has been issued and a date has been scheduled to demolish the old Calico Kitchen at the intersection of Blue Star Highway and Ferry Street. February 12<sup>th</sup> is the proposed demolition date.

**Point Pleasant Closing** – The Department of Natural Resources has accepted the final documentation for the closing of Point Pleasant Marina. The City was awarded a DNR trust fund acquisition grant to acquire the marina. Plans are being developed to improve the site and increase the accessibility for residents of all mobility levels. The location will become public property and offer the citizens of Douglas another opportunity to have access to the waterfront per the City's waterfront master plan.

**Employee Handbook** – The City Clerk is making final changes to the personnel manual in anticipation of getting the handbook updated to meet current employment practices and laws. The handbook was last updated in 2015 and was in need of extensive review and revision.

**Douglas Beach Access Stairs** – The City's Executive Assistant met a vendor onsite at Douglas Beach to request a quote to rebuild the beach access stairs there. The goal is to have construction started in early spring so that the beach stairs are open and ready for summer.

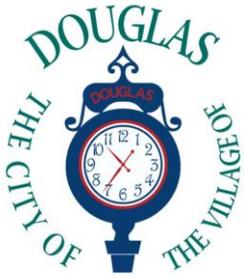
**DDA Workshop** – Tuesday the Downtown Development Authority held a four-hour workshop to talk about their goals for the next several years. The DDA is required to keep an updated TIF plan that details how they will expend the revenue captured from the DDA district to improve and promote the district.

**Social Districts** – While we are in the lull of winter, now is a good time to begin discussions with the downtown merchants about how the City can help accommodate a vibrant downtown during the ongoing COVID pandemic that will certainly stretch into the 100 days of summer. We've had great feedback about how successful the outdoor seating was in 2020, and I anticipate the City will support the concept in 2021, along with any other ideas that contribute to a vibrant downtown.

**Wiley Road Pathway** – Wednesday I participated in a meeting with MDOT to discuss the proposed plans for the Wiley Road non-motorized trail. As mentioned in a previous Friday week in review, the limits of the project had to be scaled back due to the financial constraints of crossing over the ravine. The City Engineer will give a presentation about the project at the next City Council meeting.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of February 1, 2021.

**Snow Management** – DPW was prepared for the Friday's cold temperatures and heavy snow fall. They had the roads cleared early and continued maintenance throughout the day as the snow continued. Thanks to DPW for working a long day and keeping the streets passable.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least February 21<sup>st</sup> in accordance with the MDHHS Emergency Order updated on January 22, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438. Staff are in the building during the coming week for tax collections.

**Calico Kitchen Demolition** – A demolition permit has been issued and a date has been scheduled to demolish the old Calico Kitchen at the intersection of Blue Star Highway and Ferry Street. February 12<sup>th</sup> is the proposed demolition date.

**Point Pleasant Closing** – The closing date for Point Pleasant Marina is scheduled for February 16, 2021. The closing will be completed on-line. City Council authorized the City Manager to complete the closing documents on the City's behalf with resolution 29-2020.

**Employee Handbook** – The City Clerk is making final changes to the personnel manual in anticipation of getting the handbook updated to meet current employment practices and laws. The handbook was last updated in 2015 and was in need of extensive review and revision.

**Library** – Working with the City Attorney, staff will develop a request for proposal process to list the former Library for sale or lease with option to purchase. The process will request interested parties submit a sealed bid to the municipality for a public opening.

**Douglas Beach Access Stairs** – Edgewater Resources is working with the City to find a solution to restore beach access at Douglas Beach. The City's Administrative Assistant has been reaching out to contractors to quote the stair replacement project. Construction on a steep sand bluff that's subject to rapid erosion is a complex request and requires engineered plans to properly bid. Edgewater Resources will evaluate a variety of options and report back to City Administration.

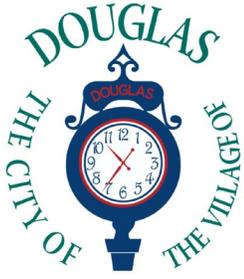
**EGLE Follow up** – This week I met with Mike Gurnee of EGLE to discuss 200 Blue Star Highway. EGLE is in the process of wrapping up an assessment grant and took the time to reach out to me to let me know about the close-out process. We also took the opportunity to talk about the 200 Blue Star Highway concerns.

**Wiley Road Pathway** – The City Engineer gave a presentation about the Wiley Road project at the City Council meeting on Monday. The project limits had to be reduced to Blue Star Highway to Wiley Court due to the cost of getting across Tannery Creek.

**Bike MS** – The Bike MS West Michigan Great Lakes Breakaway is scheduled for June 5, 2021. It appears this will not impact the planned Pride events as the bike event will move through the city between 8-9 a.m. Here is a link to the event. <https://mssociety.donordrive.com/index.cfm?fuseaction=cms.page&id=1232>

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



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Good Afternoon Everyone.

This is the City Manager's week in review for the week of February 8, 2021.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least February 21<sup>st</sup> in accordance with the MDHHS Emergency Order updated on February 8, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438. Staff are in the building during the coming week for tax collections.

**Vaccination Timeline** – See the Attached Preliminary Vaccination Timeline.

**Calico Kitchen Demolition** – Demolition started early for the former building located at the intersection of Blue Star Highway and Ferry Street. As of Wednesday of this week, most of the building was down and removed.

**Point Pleasant Closing** – The Planning and Zoning Administrator spent many hours this week getting the final documentation submitted to the state for the closing of Point Pleasant Marina. The closing is tentatively scheduled for Tuesday, February 16<sup>th</sup> assuming all the documentation submitted is approved by the state.

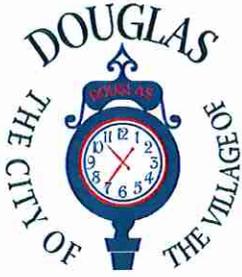
**Douglas Beach Access Stairs** – Soil borings were taken this week at Douglas Beach in preparation for the design of the beach access stairs. The soil borings will provide information needed in the design of the foundations of the stairs. An option being evaluated for the foundation system is called a helical pier which essentially is a large screw that is twisted into the ground to a depth sufficient for the site conditions.

**Saugatuck City Manager** – I spoke with the Saugatuck City Manager Ryan Heise this week to review the interlocal government agreement being discussed for the engineering of the non-motorized trail project. In addition, we spoke about the potential for a mutual aid agreement between our respective Department of Public Works. Late next week I will give him a tour of Douglas and talk about mutual projects between the two communities.

**Easement** – The City is working with Consumers Energy on an easement request that will be presented to City Council. The easement is for an underground electric service that will traverse Schultz Park and provide power to a future MDOT sign.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of February 15, 2021.

**COVID** – City Hall continues to be open by appointment only and most staff are working remotely to reduce their potential exposure to COVID until at least February 21<sup>st</sup> in accordance with the MDHHS Emergency Order, updated on February 8, 2021. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

I am closely monitoring the State's COVID website for information on the new variant of COVID that has the potential to spread more aggressively. Cases of the new variant have surfaced not far away in Ionia County. Most employees won't be eligible to receive the vaccination until late summer / fall based on the State's timeline.

**Point Pleasant** – I toured the building at Point Pleasant this week and reviewed the building systems with the current owner in anticipation of the purchase of the property by the City. The closing date scheduled for February 16<sup>th</sup> was postponed so the State could review paperwork. A new closing date has not been set.

**Saugatuck City Manager** – The Saugatuck City Manager and I toured Douglas today and reviewed common projects between the two municipalities. We were joined by the Saugatuck DPW Director. We reviewed this summer's Campbell Road watermain and resurfacing project, we discussed aquatic weeds and our success with the program, and we talked about the harbor.

**Douglas Parks Project** – The Douglas Parks group is working diligently on their fundraising effort to install new equipment at Schultz Park and Beery Field. This week I joined the meeting, and we discussed the playground grants, fundraising efforts, and playground layouts.

**Facility Study** – I've been working with the firm ABM to review the City's facility needs. Several meetings took place this week to outline project budgets, possible timelines, and financing options. We also discussed the current DPW site and the public works storage needs. Currently, public works equipment is stored at three locations around the City.

**DDA Chair** – I had a meeting with the DDA chair this week and we covered a lot of topics. I stressed the greatest tool at the DDA's disposal is the ability to direct revenue to projects that improve the downtown. We talked about Beery Field and the ongoing playground improvement project, potential social districts for the summer of '21, right-of-way seating, the DDA signage project, and many other topics.

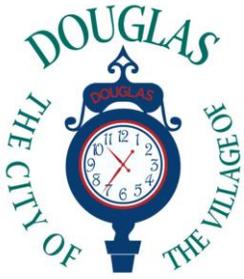
**Beery Field** – I spent some time this week researching the history of Beery Field. The City purchased Beery Field in 1925. I understand the field is named after a long-time public works employee, Harold J. Beery. The field has been used for ball games long before the city purchased the property, according to the Douglas Dutchers' website. The Douglas Parks Project is raising funds for new playground equipment at Beery Field, and

the DDA is considering their future Tax Increment Financing projects that may also make improvements to the park. The renewed interest in Beery Field improvements prompted my research to understand the history of the property. Beery Field is within the DDA district and, as such, the DDA may elect to include improvements cited in their TIF plan.

**Douglas Beach Stairs** – City Hall continues to work on a solution for access to the public beach. Our design firm is working with three vendors to get quotes and schedules prepared. We're pressing for an April start to the stair access project so that it's completed by the start of summer. But it is all dependent on the selected vendor's availability and access to construction materials which, unfortunately, are in short demand.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of March 1, 2021.

**COVID** – City Hall continues to be open by appointment only; however, staff are in the building. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

The governor issued new guidance to increase occupancy and gather numbers. The guidance will be reviewed, and a determination will be made about opening City Hall and resumption of in-person public meetings.

**City Council Meeting** – Monday's City Council meeting lasted approximately 40 minutes and only had two items of new business.

- **Passport Recreation Grant** – The City Council approved a resolution to apply for a passport grant to support construction of a new playground element at Schultz Park.
- **42° N' Rowing Club** – City Council approved an agreement with a rowing club to utilize Wades Bayou as a location for rowing activities and allowed for a parking space to be occupied by a rowing trailer. The Department of Public Works is currently building a low-profile floating dock that can be used by the rowing team and will be great for launching paddleboards and kayaks.

**City Council Workshop** – City Council will be holding a workshop on Saturday via zoom to go over strategic goals and capital improvement planning for the next six years. The agenda and zoom link are located on the City's website. The capital planning portion is an important step in developing the budget for the next fiscal year as well as outlining City Hall's goals for the upcoming year.

**Township Manager Meeting** – Friday I met with the new Township Manager Joe Frey and gave him a tour of Douglas and discussed projects we have in common with the Township. I had a similar meeting with the Saugatuck Manager two weeks ago.

**Blue Star Highway Trail** – The Blue Star Trail committee is meeting on Friday March 5 to discuss a recommendation for an engineering firm to study the proposed trail options and design.

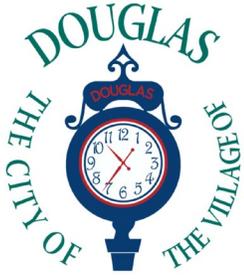
**Board of Review** – Due to the easing of COVID restrictions, for the next two Tuesdays (3-9 & 3-16) the Board of Review will be adding an option for in-person appeals by appointment at City Hall. Appeals can also be heard by phone for the next two meetings for those practicing social distancing precautions.

**Chief Janik** – Chief Janik was spotted at Wayland Union School district this past Saturday to assist with the COVID vaccination site. Thanks Chief Janik for your dedication and assistance.



That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of March 8, 2021.

**COVID** –City Hall doors are open to the public per the increased occupancy and gathering guidance. The public is asked to please observe appropriate mask and hand sanitization guidance. For the protection of municipal employees, the public is limited to the lobby area unless directed by an employee.

**Vaccination** – A vaccination event was held this week at the Saugatuck High School. Mayor Lion posed for a pic to share the importance of getting vaccinated. See picture below.

**Invasive Species Alert** – The hemlock woolly adelgid is an invasive species that has been detected in Michigan counties from Allegan to the north. The infestation forms on the underside of an eastern hemlock twigs as small, round, cottony masses up to ¼ inch in diameter. Please report infestations to Michigan Department of Agriculture and Rural Development by following the link. [https://www.michigan.gov/dnr/0,4570,7-350-79136\\_79237\\_81077-367635--,00.html](https://www.michigan.gov/dnr/0,4570,7-350-79136_79237_81077-367635--,00.html)

**KLSWA Meeting with Managers** – The municipal managers met with KLSWA to discuss an EGLE letter received in January outlining deficiencies and recommended corrective action. The municipalities agreed to research existing ordinances related to the water distribution system cross connection controls and report back to KLSWA. In addition, this discussion laid the groundwork for the participating communities to begin a review of the water and sewer agreements to unify standards of operation.

**Hidden Waters** – I met with the City Engineer and local residents of Harbor Lake Drive to discuss concerns about the sanitary sewer system and a number of lift stations. The sanitary sewer system installed approximately 20 years ago requires two lift stations to move discharge to the City's gravity system. The system has backed up several times in the past and the citizens are seeking a long-term solution.

**Planning Commission** – I listened in on the Planning Commission meeting on Wednesday. Key topics discussed were the approval of a special use permit for short term rentals at 18 E. Center Street, approval of a site plan review with conditions at Green Koi, and approval of a special use permit for a pickup window and recommendation that City Council amend the performance use standards of a marijuana facility to allow for a drive thru window. The site plan review for 3075 Lakeshore was tabled and the land division application was withdrawn by the applicant for the same location. The public hearing scheduled for the West Shore condominium plan revision was postponed at the request of the applicant. No future date has been determined at this time.

**Board of Review** – Due to the easing of COVID restrictions, the Board of Review met on Tuesday for in-person appeals by appointment at City Hall. Appeals can also be heard by phone for the next two meetings for those practicing social distancing precautions. The next Board of Review meeting will be Tuesday (3-16).

**150<sup>th</sup> Anniversary Year** – In celebration of Douglas’ 150<sup>th</sup> year, a silhouette of an 1870s couple holding a celebratory banner was installed at Beery Field. Stop by and photograph yourself with the banner and post your picture on Facebook.

**Beach Stairs** – Quotes were received for the beach stairs at Douglas Beach and will be taken to City Council on Monday. If awarded, construction can begin in late March or early April.

**Schultz Park Playground** – I met on site with members of the Pickleball Club and the Douglas Park Playground committee to review concerns about the proposed placement of playground equipment. The conversation went well. The plan represents a large buffer area around the equipment, and all involved had a better understanding of the scope of work after the meeting.

**Point Pleasant Closing** – The City is the official owner of Point Pleasant Marina. The closing on Wednesday went well and the keys were turned over to the City. The acquisition of the marina was possible with the assistance of the Michigan Department of Natural Resources Trust Fund. The City contributed 25 percent of the cost to purchase.

**I-196 Preconstruction Meeting** – I participated in an I-196 preconstruction meeting with MDOT. Construction of I-196 is anticipated to begin on March 15<sup>th</sup> and last through November 8<sup>th</sup>. The construction project limits are the south bound lanes of I-196 from M-40 to 130<sup>th</sup> Avenue. The project will shut down the ramp at mile marker 41 for reconstruction. Traffic that would normally enter I-196 southbound at exit 41 will be required to detour through Douglas and enter the highway at exit 36. The rest area will also be reconstructed as part of the project.

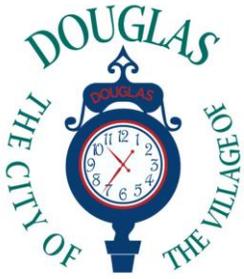
**Campbell Road** – Survey data collection is underway on Campbell Road this week. The survey is necessary for the design of the new water main and road resurfacing. The project limits are Campbell Road between Ferry and McVea. The anticipated construction is either this fall if we are not awarded the MDOT Category B grant or spring 2022 if we are awarded the grant. This will be the third attempt at applying for the grant. The project will also include a widened shoulder to accommodate pedestrian traffic.

**St. Peter’s Water main** – The tie in of the new St. Peter’s water main didn’t go as anticipated this week. Several customers who we did not expect would be affected by a water main shut down were unexpectedly turned off. In addition, KLSWA had to deal with an emergency repair on the old water main near the tie in. A boil water notice has been issued to those customers affected.

That’s all I have for now. Have a good weekend.

Rich LaBombard  
City Manager





Good Afternoon Everyone.

This is the City Manager's week in review for the week of February 22, 2021.

**COVID** – City Hall continues to be open by appointment only; however, staff are in the building. If you need assistance or would like to schedule an appointment, please call 269-857-1438.

I am closely monitoring the State's COVID website for information on the new variant of COVID that has the potential to spread more aggressively. Cases of the new variant have surfaced not far away and most City staff won't be eligible to receive the vaccination until late summer / fall based on the State's timeline.

**Audio / Video Installation** – A vendor was at City Hall this week for the installation of audio / video equipment for the City Council chamber that will better accommodate recording and live streaming of meetings in the Council chamber once COVID restrictions ease up.

**DDA Meeting** – I attended the DDA meeting by Zoom on Monday where the Douglas Parks Project presented their MEDC crowd source funding grant application and proposed playground layout for Beery Field. The DDA also discussed their budget and economic development goals for the coming year.

**Preliminary Center Street PUD** – At Wednesday's Planning Commission Special Meeting, the developer of the property on West Center Street discussed their Planned Unit Development (PUD) application and presented the plan for the site. The Planning Commission reviewed and accepted the proposal as a preliminary PUD plan. The next step is for a full PUD hearing on June 9<sup>th</sup>. The development will be a mixed-use development and is intended to provide attainable housing to the community.

**Sign Ordinance** – The Sign Ordinance Committee has continued to meet and reviewed a draft ordinance that is scheduled for consideration by the Planning Commission on April 14<sup>th</sup>.

**Point Pleasant** – The new closing date for the Point Pleasant purchase is March 10<sup>th</sup>.

**Tri-Community Manager Meeting** – Tuesday I met for lunch with the managers of Saugatuck Township (Joe Frye) and Saugatuck City (Ryan Heise). This was our initial meet and greet. We plan to continue to meet on a routine basis.

**Recycle Meeting** – Several of us participated in a meeting with Jack Brown from Republic to discuss his review of local recycling, leaf collection, and community spring clean-up event. Councilwoman North was on the meeting as well and will take the information back to the Tri-Community Recycling Committee. Jack provided a set of guidelines for the spring clean up from another community that we will review and potentially use in Douglas. The guidelines limit the size and weight of debris allowed to be collected and is intended to avoid unnecessarily large and bulky items from being handled by DPW crews—thus less potential for injury.

**Surplus Property** – In the course of reviewing the purchasing ordinance to understand how to dispose of surplus property, it was discovered that the City doesn't have a surplus property disposal policy. The Treasurer has found a variety of examples from other communities, and we are planning to craft a new policy for Douglas.

**Douglas Parks Project** – The Douglas Parks group is working diligently on their fundraising effort to install new equipment at Schultz Park and Beery Field. Donations can be made on their Facebook page.

**Facility Study** – Staff continue to work with our facility vendor to discuss future facility needs. I have a meeting late this afternoon to go over scope of work items.

**Soil Vapor Extraction System** – In a Zoom introduction meeting with EGLE this week, I learned that EGLE has grant funding available to decommission a system at 200 Blue Star that was put in by the DEQ. The grant is approximately \$300,000 and will be used to abandon a soil vapor extraction system that is installed on the north and west side of the facility. The system has not been operable for several years. Additional funds are available to abandon a number of monitoring wells that are north and west of the site. I will contact the City's environmental engineer to discuss the proposal.

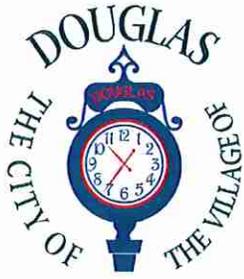
**Blue Star Highway Trail** – I met with the other community managers and members of the Friends of the Blue Star Trail group to discuss how the three communities can work together to move the trail process forward. There was discussion about whether the committee should be converted to an authority and allowing the Allegan County Community Foundation to act as the fiduciary. There is a regular trail committee meeting on Friday.

**Douglas Beach Stairs** – City Hall continues to work on a solution for access to the public beach. Our design firm is working with three vendors to get quotes and schedules prepared. We're pressing for an April start to the stair access project so that it's completed by the start of summer. But it is all dependent on the selected vendor's availability and access to construction materials which, unfortunately, are in short demand.

**Document Scanning** – The City Clerk's office continues the process of scanning and documenting City Hall records. The scanned documents will make for more efficient document retrieval as well as provide a digital copy of municipal records retained by the Clerk's office.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of March 15, 2021.

**COVID** –City Hall doors are open to the public per the increased occupancy and gathering guidance. The public is asked to please observe appropriate mask and hand sanitization guidance. For the protection of municipal employees, the public is limited to the lobby area unless directed by an employee.

**Open Meetings Act** – Revisions to the Open Meetings Act (PA 254 of 2020) due to COVID restrictions are anticipated to expire on April 1 and unless determined otherwise, public meetings will resume in person with a zoom component effective April 1, 2021. City Hall has updated recording and broadcasting equipment to accommodate zoom meetings. There are a variety of situations that remain in place throughout 2021 that will allow an individual member of the public body to participate by remote attendance. Those situations include:

1. Member is in military service
2. Member has a medical condition (i.e. illness, injury, disability or other health-related condition)
3. Statewide or local state of emergency or state of disaster that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

Members are to announce at the beginning of the meeting that they are participating remotely.

Beginning January 1, 2022, the last two conditions will no longer be permitted.

**City Council Meeting** – Monday's City Council meeting started off with new business to approve two special event applications, one for Chamber Music Festival planned for July 15 at Beery Field, and the other for Town Crier Races to be held June 19. Other items of business included approval of a construction contract for a concrete apron at Schultz Park Boat Launch, approval of use of the right-of-way for expanded seating in the downtown with a permit, approval of a construction contract for beach access stairs, approval of slip fees for Point Pleasant Marina, and approval of a resolution to adjust lot lines at 6914 Third Street and 6931 Fourth Street.

**Board of Review** – Due to the easing of COVID restrictions, the Board of Review met on Tuesday for in-person appeals by appointment at City Hall. This was the second of two dates for the Board of Review to hear appeals.

**Beach Access Stairs** – City Council awarded work to replace the beach access stairs at Douglas Beach at Monday's City Council meeting. Surveyors are on site Friday to collect additional survey information for the installation of helical piles that will be used in place of traditional wood posts. The advantage of the helical piles is they are less disruptive to the bluff and can be installed at a greater depth. A helical pile is essentially a post with a screw shaped end that is twisted into place with hydraulic equipment and provides a very stable support system for the deck and stairs to be installed on top of.

**I-196 Emergency Response Meeting** – A public meeting was held by MDOT for local units of government and first responders to discuss emergency access to I-196 during the upcoming construction project which is anticipated to start on March 22. The construction will close Exit 41 and reduce and shift southbound traffic to the northbound side of the road. Emergency responders who participated in the meeting asked for a number of access points in the event that access is needed to respond to a situation. MDOT agreed to a number of access points and offered first responders a training session on how to use the access gates.

**Schultz Park Boat Launch** – At Monday's City Council meeting a contract was awarded to install a concrete apron at the top of the launch ramp at Schultz Park. The improvement request was in response to a number of maintenance complaints received over the past year when the park received a significant increase in usage. The work to install the apron is anticipated to start on March 22 and the ramp will reopen in early April. Notices have been posted that the ramp is closed and in fact, the docks are not yet installed in the water.

**Park Emergency Signage** – Staff are working on creating signage for all the Douglas parks to direct emergency situations to call 9-1-1. The signage will also list the name of the park, the address, and the nearest intersection for emergency responders. Accurate and readily available information provided on the signage may save valuable time in an emergency response. Signage is being created for Douglas Beach, Schultz Park, Root Beer Barrel, Wades Bayou, Beery Field, Point Pleasant Marina and Veterans Park.

**Right-of-Way Seating** – Forms have been e-mailed to downtown businesses interested in participating in right-of-way seating for the 2021 season.

**Brush Piles** – City DPW crews were working on the 17-acre site to shrink the brush piles on the property. Equipment that chips and grinds large piles was used to reduce the bulk of the brush piles so it's more manageable and less unsightly.

**Federal Earmarks** – The opportunity for federal earmark projects was discussed at a Thursday webinar I attended. Earmarks are projects recommended by individual members of the U.S. House of Representatives to fund projects in their respective districts. There was discussion about a similar program for the U.S. Senate members. The House program will allow each member to add up to 10 projects to the federal appropriation bill for funding in FY '22. The program will fund such things as water infrastructure, broadband connectivity, facility improvements, and is intended for cities of populations of 50,000 or less. Requests will be taken starting March 29 and will end April 15.

**Blue Star Trail** – The managers of the three local units of government met with engineers from C2AE to discuss next steps of formalizing the agreements for the Blue Star Non-Motorized Trail. Each of the three communities participating in the Tri-Community Trail Committee will enter into agreement with C2AE to provide design services for their respective portions of the trail. Friends of the Blue Star Trail will pay for the design work. The meeting was used to discuss phasing, interlocal agreements, and necessary agreements that are needed to work between the three communities.

That's all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

## Open Meetings Act—Virtual Meetings until April 1, 2021

### COVID-19 (DHHS Emergency Order and PA 254 of 2020)

#### Introduction

Due to the coronavirus pandemic, the state has put regulations in place to protect the public health and still enable local governing bodies to hold meetings. As of January 2021, there are two actions in play: the Michigan Department of Health and Human Services (DHHS) emergency order on gatherings and Public Act 254 of 2020. The DHHS order put limits on indoor and outdoor gatherings, and PA 254 of 2020 amended the OMA to permit public bodies to meet electronically by telephone or videoconferencing through March 31, 2021.

#### DHHS Gatherings and Face Masks Emergency Order

The DHHS emergency order is in effect through February 21, 2021. The order expressly prohibits any indoor gathering at a non-residential venue, except where no more than 10 persons from no more than two households are gathered, and limits any outdoor gathering to the fewer of 25 persons or 20 persons per 1,000 square feet. DHHS has published guidance stating that public meetings are only permissible if the meeting is outdoors and has fewer than 25 persons (or 20 persons per 1,000 square feet) in attendance. All persons participating in gatherings are required to wear a face mask.

#### Open Meetings Act (PA 254 of 2020)

##### Technical Requirements

Virtual public meetings must utilize an electronic platform that allows for two-way communication between the members of the governing body and the public. In addition, meetings must be properly noticed, to include (MCL 15.263 and 15.263a):

- publishing the notice on the public body's website homepage at least 18 hours in advance of the meeting;
- an explanation of why the public body is meeting virtually,
- how the members of the public (including persons with disabilities) may participate,
- how members of the public can directly contact members of the public body; and
- posting the meeting agenda online at least two hours before the meeting begins.

Further, members of the governing body participating virtually are required to announce at the beginning of the meeting that they are participating remotely. If a member is attending the meeting remotely for a purpose other than military duty, the member's announcement must further identify his/her physical location by county, city/township/village and state.

##### Public Health Requirements

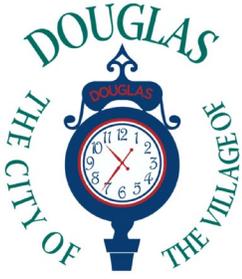
If a public body holds an in-person meeting before April 1, 2021, (e.g. after the DHHS order expires on February 22, 2021) it must adhere to social distancing and mitigation measures and adopt heightened standards of facility cleaning in line with recommendations by the Centers for Disease Control and Prevention.

##### State of Emergency

The League requested changes to the OMA allowing a local state of emergency or state of disaster to be declared pursuant to a local ordinance (in addition to those declared under law or charter in the current law) and adds a local chief administrative officer (in addition to a local official or local governing body) as a person who may declare the local state of emergency.

#### What happens after March 31, 2021?

Starting April 1, and continuing through 2021, public bodies may conduct electronic meetings only if a member of the public body is absent due to military duty, a health condition, or a statewide or local state of emergency/state of disaster.



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of March 22, 2021.

**COVID** –City Hall doors are open to the public per the increased occupancy and gathering guidance. The public is asked to please observe appropriate mask and hand sanitization guidance. For the protection of municipal employees, the public is limited to the lobby area unless directed by an employee.

**Open Meetings Act** – Revisions to the Open Meetings Act (PA 254 of 2020) due to COVID restrictions are anticipated to expire on April 1 and unless determined otherwise, public meetings will resume in person with a Zoom component effective April 1, 2021. City Hall has updated recording and broadcasting equipment to accommodate Zoom meetings. There are a variety of situations that remain in place throughout 2021 that will allow an individual member of the public body to participate by remote attendance. Those situations include:

1. Member is in military service
2. Member has a medical condition (i.e. illness, injury, disability or other health-related condition)
3. Statewide or local state of emergency or state of disaster that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

Members are to announce at the beginning of the meeting that they are participating remotely.

Beginning January 1, 2022, the last two conditions will no longer be permitted.

**I-196 Construction** – MDOT began work Monday on a \$33 million project to reconstruct the southbound lanes of I-196. The project will close exit 41 into early July. Southbound Blue Star Highway traffic will be routed through Douglas to get to exit 36 to enter the highway. See attached. We also learned that the underside of the 196 bridge will be painted as part of the project and a barge will be in place in the river to complete that work. Boating traffic should proceed with care through the work zone.

**Blue Star Improvements** – Council-appointed committee members met with the City Engineer this week to go over a number of potential improvements to Blue Star Highway between Main and Center Streets. The list of items and associated costs included projects such as moving curbs, straightening lanes, setting back guardrails, widening turning radii, and sidewalk improvements. The committee provided their top three priorities and the City Engineer will work on bidding those projects. If a contract is awarded to make the improvements, the contractor will have to be creative about how to get the work completed with the detour mentioned above in place.

**Schultz Park Boat Launch** – Work on the Schultz Park boat launch concrete apron started this week. The ramp will be ready and open to the public in the first few weeks of April. The new apron is being installed in response to a number of maintenance issues with the gravel approach at the top of the boat ramp.

**Wiley Road Non-motorized Trail** – The construction project for the Wiley Road Trail is being advertised to contractors for bidding in the very near future. The trail project will be installed on the north side of Wiley Road from BSH to Wiley Court. Notice of Construction letters are being sent to homeowners impacted by the work.

**Water Main Easement** – City staff spent some time this week searching for a water main easement between St. Peters Drive and Center Street. We are aware that a water main exists but are unable to find the coordinating easement documentation for the main. The research was generated by a request to trim trees in the easement area. Absent locating the easement, City staff will have to work with the City Engineer to create an easement.

**American Rescue Act** – The City Treasurer and I have been getting information about President Biden’s stimulus plan. We know very little about the process yet, but we understand funding will come to each municipality for projects that put people back to work. I’ve attached a document from Michigan Municipal League that lists some talking points.

**School Superintendent** – The three community managers met with the school superintendent this week and discussed a variety of topics ranging from the school’s bond improvements, student population, LGBTQ dynamics, future housing developments, and community recreation. This was also an opportunity for the new managers to meet Dr. Travis face to face.

**Bonding** – The City Treasurer and I met this week with a bonding agency to begin the discussion about improvements to municipal facilities as well as other capital improvement projects. With interest rates at a very low rate, now is one of the best opportunities to consider bonding for capital improvement projects.

**Social Districts** – The DDA, at their last meeting, made a recommendation to City Council to approve social districts. A social district is a tool that businesses can request to allow purchased adult beverages to leave the selling establishment with the condition that the adult beverage be restricted to a well-defined district. In light of the COVID pandemic, the social district is an opportunity for people to distance themselves and still enjoy local food and retail establishments. The topic will be coming to City Council on April 5<sup>th</sup>.

**Erosion** – Wednesday, I took the Township Manager to Douglas Beach and discussed lakeshore erosion and the variety of revetment projects implemented to protect the bluff and Lakeshore Drive. We also took the opportunity to look at the intersection of Wiley and Lakeshore and discussed concerns about the failure of the bluff and the impact on residents, utilities, and emergency services.

That’s all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

# American Rescue Plan Talking Points for Michigan's Local Governments

Posted on [March 23, 2021](#) by [Matt Bach](#)



The Michigan Municipal League has received a lot of questions about the recently approved American Rescue Plan from our members. Many of your answers can be found in [this blog by the League's Chris Hackbarth](#). But we've also received feedback from members seeking best practices about how to discuss the American Rescue Plan with the public and media. In response, we've prepared the following talking points and common questions and answers to help guide you. Feel free to use these talking points and questions and answers below and adjust them to fit your community's needs.

## Local Official American Rescue Plan Talking Points

- The American Rescue Plan Act (ARP) represents a historic moment for **[insert community name]**.
- This financial support is an opportunity to invest in our future by building community wealth.
- The funds are also a long overdue acknowledgement of local government's outsized role in the day-to-day services that support a high quality of life.
- History: This pandemic has put our communities through hell.
- This fresh hell is on top of more than 20 years of persistent disinvestment and erosion of local control and decision-making ability for our community.
  - We know the story, Headlee, Proposal A, revenue sharing cuts, pre-emption of local control, etc.
  - Since 2000, Michigan communities have lost more than \$9 billion to these policy decisions.
- **[Insert community name]** has done more with less for two decades, and the American Rescue Plan is a lifeline that will help ensure our community can host, support, and accelerate a robust recovery for all our residents.
- Crisis after crisis we have stepped up to find creative, innovative ways to serve our residents.
  - We've endured through population decline, once in a lifetime flooding, infrastructure failure, social and racial unrest, economic devastation, major demographic shifts, drug epidemics, declining public health—both physical and mental—topped off by a global pandemic that threatened to bring us to our knees, and I wish I could say that was the end of the list.
- We have risen to the occasion to serve our residents every time while keeping the wheels turning on the basics of local government (public safety, roads and infrastructure, parks, etc.). While the pandemic might be global, its affects are felt locally.
  - Our restaurants and small businesses have suffered tremendously.
  - Our children and schools have struggled to adapt to remote learning.
  - Our trails and parks have hosted neighbors near and far seeking a break from isolation.

- Our infrastructure has been transformed to set up COVID testing facilities while our ability to perform basic maintenance has suffered.
- Local government belongs to its residents, and we will work with our residents and businesses to ensure these funds are invested strategically so that our whole community will benefit long into the future.
- We will take our time. There are several weeks before the U.S. Treasury releases official guidance on our specific allocation and rules for implementation. Beyond that, we have until 2024 to spend these dollars.
- We will revisit our [**master plan/asset management plan/etc.**] which will serve as a guideline, but we will also take time to reengage the entire community on our priorities.

## **Frequently Asked Questions**

### **How much money is your community receiving?**

There are various lists of anticipated ARP dollars by community, but these lists have inaccuracies and are incomplete. We're waiting for more accurate numbers, as well as additional direction and information from the U.S. Department of the Treasury. It's worth nothing that we can take our time in determining the best uses of this one-time funding because the ARP law gives us until the end of 2024 to use this community investment.

### **How will you spend this money?**

The short answer is "carefully and strategically." Local governments have been under funded for decades to the tune of \$9 billion since the year 2000. We have crumbling infrastructure needs, public safety needs, human service needs, and our downtowns and parks need improvement and maintenance.

### **This is an extremely large sum of money. How can the public be assured that it will be spend responsibly and not wasted?**

This isn't [**insert community's**] money, this is the public's money. We are going to take our time to engage the community to ensure the that it goes to where their priorities are. The goal is to ensure these funds are used strategically so that every corner of our community makes a full recovery.

### **Are there any guidelines on how American Rescue Act funds can be spent?**

The Department of Treasury will be issuing guidance detailing its interpretation and implementation of eligible uses, but the statutory language specifically authorizes the following uses of these funds:

- To respond to the pandemic or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- For premium pay to eligible workers performing essential work (as determined by each recipient government) during the pandemic, providing up to \$13 per hour above regular wages;
- For the provision of government services to the extent of the reduction in revenue due to the pandemic (relative to revenues collected in the most recent full fiscal year prior to the emergency);
- To make necessary investments in water, sewer, or broadband infrastructure

### **Are there things that the American Rescue Act funds CANNOT be used toward?**

Yes, the Act prohibits states from offsetting, either directly or indirectly, a tax cut made since March 3, 2021; and prohibits states and local communities from depositing these dollars into a pension fund.

**I-196 Stage 1: March - July 2021  
Reconstruct I-196 Southbound Roadway**

**Saugatuck  
Rest Area Closed**

**Southbound I-196 Traffic Crossed  
over to Northbound Lanes**

**I-196 Southbound Ramps Closed.  
Traffic Detoured to Exit 36.**

**I-196 Northbound  
Ramps Open**

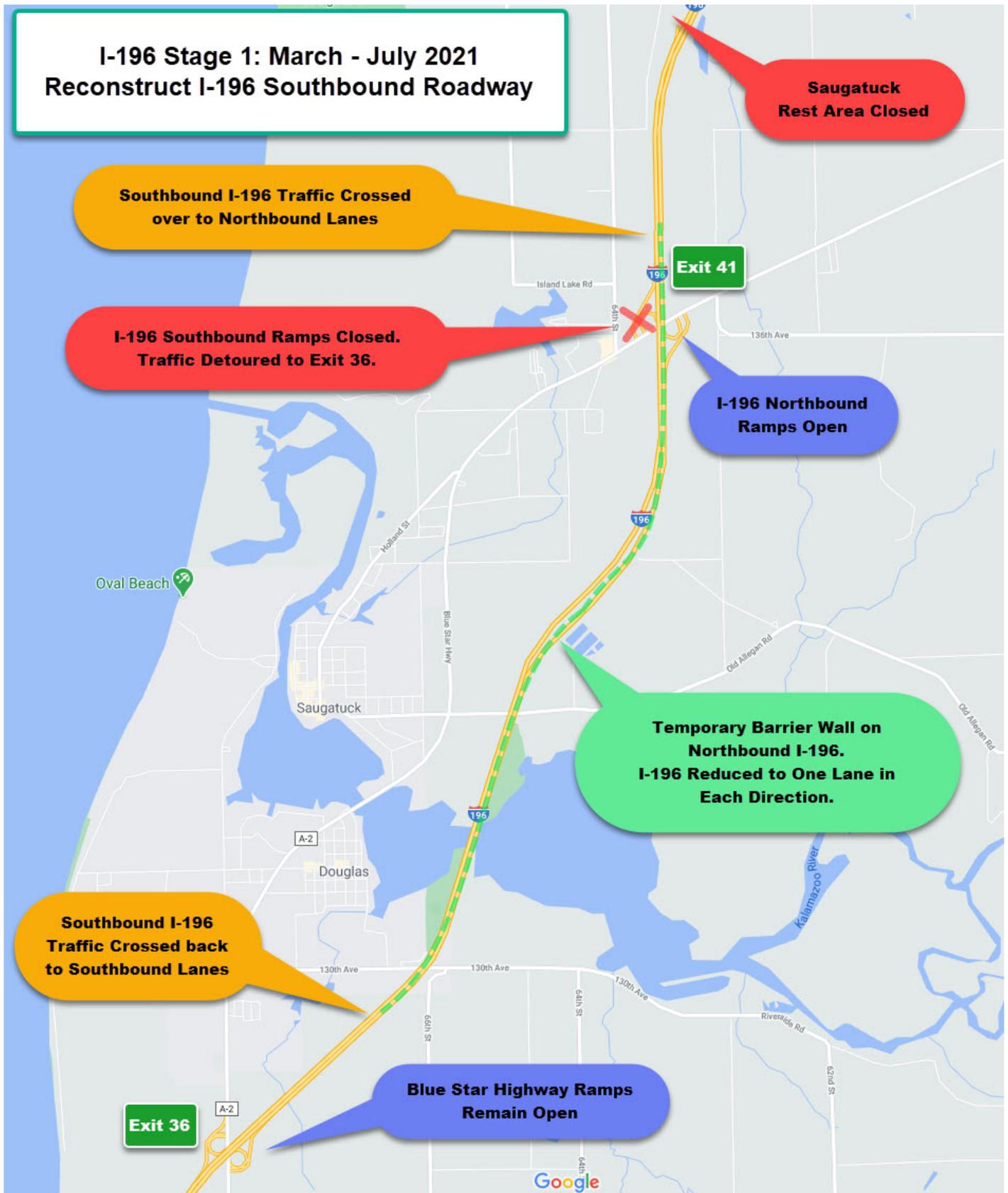
**Temporary Barrier Wall on  
Northbound I-196.  
I-196 Reduced to One Lane in  
Each Direction.**

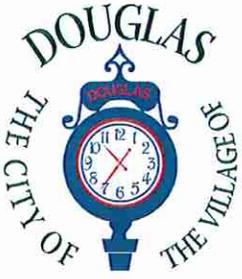
**Southbound I-196  
Traffic Crossed back  
to Southbound Lanes**

**Blue Star Highway Ramps  
Remain Open**

**Exit 36**

**Exit 41**





Good Afternoon Everyone.

This is the City Manager's week in review for the week of March 29, 2021.

**COVID** – City Hall doors are closed to the public once again and many employees are working remote. City Hall closely monitors COVID cases in the area and the month of March saw a sharp increase in cases. COVID infection levels have surged in Michigan as a whole, causing alarm for health officials. Citizens wishing to contact City Hall may call 269-857-1438. <https://www.nytimes.com/2021/04/01/us/michigan-covid-outbreak.html>

**Open Meetings Act** – Revisions to the Open Meetings Act (PA 254 of 2020) due to COVID restrictions expired on April 1 and public meetings were to resume in person unless a local emergency is declared. Today, Friday (4-2-21) at 4:00, the City Council will hold a special meeting to pass a resolution supporting a local emergency declaration that will allow public meetings to continue to be conducted by Zoom for the safety and welfare of the community.

**Schultz Park Boat Launch** – A new apron at the Schultz Park Boat ramp is installed and the concrete is curing. Newly installed concrete takes 28 days to completely cure before it is useable. The ramp will be ready and open to the public in the first few weeks of April. The new apron will be more efficient for boaters and reduce recurring maintenance issues.

**Social Districts** – I spent some time this week researching and preparing a council communication for social districts. A social district is an economic tool for municipalities to help businesses endure the impacts of COVID-19 by creating a dedicated boundary and commons area that allows consumption of alcoholic liquor within the commons area of the social district. There are three key areas of responsibility for a successful social district.

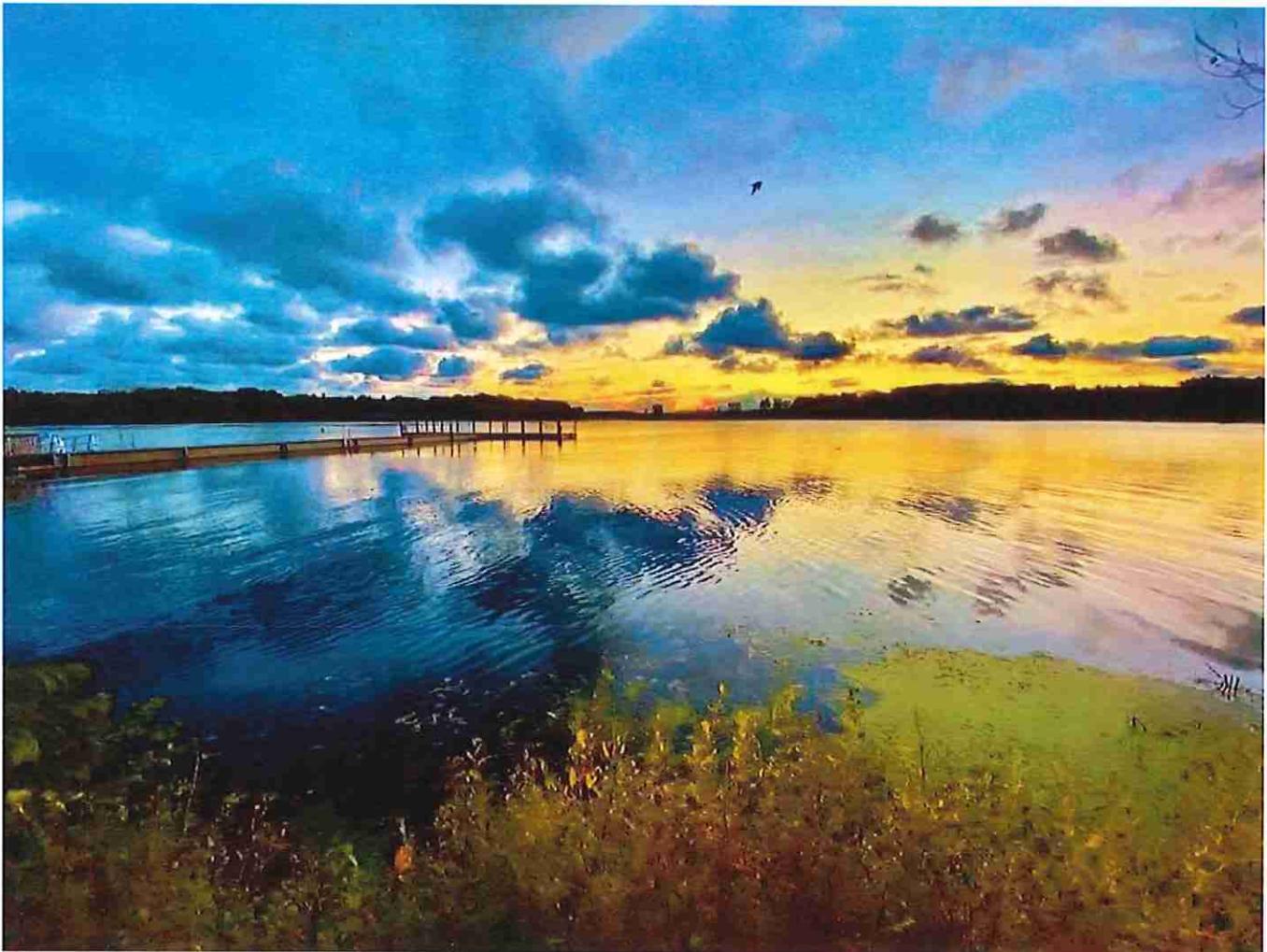
1. Municipal responsibilities – resolution of support; designation of a boundary – clearly marked; local management plan (hours of operation, signage, communicating information); and local maintenance plan (how will you protect the health and safety of the community).
2. Licensee responsibilities – obtain a permit; sell alcoholic liquor from its premises only; may not sell to minor or intoxicated persons; served in an identifiable serving container with logo, business name, not made of glass, liquid capacity of no more than 16 oz; not allow liquor from another licensee brought into its premises.
3. Patron responsibilities – may purchase alcoholic liquor from a licensed establishment in the district; may remove alcohol from the licensee's business for consumption in the commons area; may not transport liquor into another premises, may not transport liquor outside the commons area; may not consume alcohol in an establishment not licensed to sell liquor.

**Beach Access** – Contracts are signed for the beach access project and demolition of the dilapidated stairs will begin within the next 7-10 workdays. Edgewater proposed an easily removable aluminum system of steps similar to the image below for the bottom portion of the access stairs. The aluminum stair system can be removed in the event erosion and high water become a threat again.

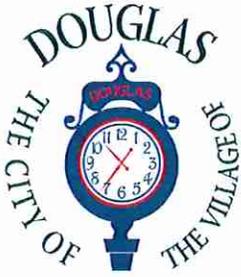


That's all I have for now. Have a good weekend and Happy Easter.

Rich LaBombard  
City Manager



Wades Bayou Sunrise - Image by Kyle Hooker, Douglas Department of Public Works



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of April 5, 2021.

**COVID** – City Hall doors are closed to the public once again and many employees are working remote. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to a City employee in person.

**Diesel Spill** – A Republic Waste refuse truck leaked diesel fuel this week on several streets around the downtown. The Police Chief worked with Republic Waste to coordinate street cleaning and the chief reported the spill to Allegan County Emergency Management.

**Brush Pick up** – Brush collection resumed this week and with the wonderful weather, we have noticed a larger than anticipated amount placed out for collection. DPW crews are working diligently to catch up.

**Social Districts** – Several city employees and the CVB director had the first meeting about social districts this week. A number of great ideas came from the meeting. The CVB is working on the required social district logo. The Police Chief and I are working on the required management plan and narrative. The Police Chief will spend some time Friday speaking with the local businesses about the proposed social district and gathering a list of concerns. We are also developing a list of frequently asked questions and responses in preparation for the next City Council meeting.

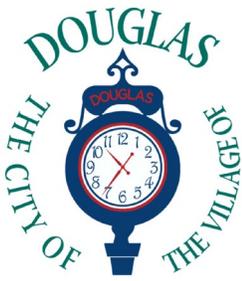
**Capital Improvement Projects** – A good part of my week was spent working on creating a plan for future capital improvement projects as discussed with City Council. The Capital Improvement plan is key to the budget process and will be sent to City Council for ranking. The highest ranked priority projects will be included in the fiscal year '21-'22 budget. Examples of capital improvement projects include road and utility projects, equipment purchases, facility repair / improvements, master plan updates, and non-motorized transportation projects.

**Rotary Club Fireworks** – The Rotary Club President reached out to Douglas and Saugatuck to share that the club has determined to not move forward with Fourth of July fireworks for 2021. However, they are considering another date late in the year once the COVID risks diminish.

**BS&A Implementation** – The City Treasurer and City Clerk's office are working with our technology provider to update software systems. The City is in the process of adding an electronic timesheet and payroll application, and cash receipting program. BS&A is the backbone of many municipal software applications and there are multiple modules that can be selected from to support efficient administration of government.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of April 12, 2021.

**COVID** –City Hall doors are closed to the public and some employees are working remote. On Tuesday, April 13, MIOSHA extended emergency rules that continue to implement policies that require remote work for employees where remote work is feasible to help ensure that COVID-19 transmission is mitigated to the maximum extent possible. Remote work is recommended as a strategy to minimize in-person contacts. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to a City employee in person.

**Social Districts** – The maintenance and management plan, logo, maps, and frequently asked questions have been developed for the proposed social district in preparation for a public hearing to be held on May 3. A public notice was published on the City's website, Constant Contact, and will be in the next published newspaper. Social District information, along with a poll response sheet, have been mailed out to residents within 300 feet of either side of Center Street.

**BS&A Implementation** – City staff were trained this week in the use of the BS&A software products for cash receipting and timesheets. BS&A is the foundation of most municipal software systems and Douglas purchased add-on modules to add efficiency to municipal operations.

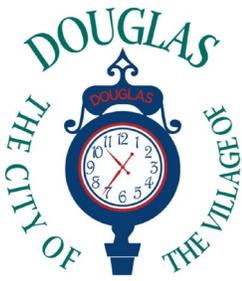
**Douglas Beach** – Construction began at Douglas Beach this week and Edgewater Engineers have staked the location of the new beach stairs. Helical piers are being installed in the bluff at depths of 10 to 20 feet to support the stairs, which is a much greater depth than can be achieved with standard post and foundation construction methods. The helical piers are a less invasive form of construction, as well, and won't disturb the bluff nearly as much as traditional methods.

**Governor** – The governor visited the I-196 construction project this week and spent a few moments at Schultz Park talking with MDOT employees and meeting local officials. The low-key visit is part of the governor's strategy to recognize the importance of infrastructure projects in Michigan.

**Volunteers** – Finally, I want to take the time to thank all the volunteers that help keep Douglas moving forward. Just a brief overview of the City of Douglas' council, boards and commissions list shows that it takes approximately 40 volunteers (both elected and appointed) serving on various (and, many times, multiple) boards and commissions to keep the wheels of local government moving. And, let's not forget to give recognition to school boards, ad hoc committees, volunteer committees, intergovernmental committees, county elected officials, convention and visitors bureau boards, chamber of commerce boards, and many other boards. Douglas volunteers have a shared sense of civic duty to make the community better for everyone and for that, I am appreciative. Thank you.

That is all I have for now. Have a good weekend.

Rich LaBombard, City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of April 19, 2021.

**COVID** –City Hall doors are closed to the public and some employees are working remote. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to a City employee in person.

**City Council Meeting** – The regular City Council meeting was Monday night and, in addition to receiving information about the proposed Social District, it also approved:

- Chamber Music Festival Event for July 18<sup>th</sup> at Beery Field
- Second Reading and Amendment of zoning table of uses and special use standards
- Saugatuck Township joining KLHA
- Awarding a contract to Al's Excavating to make improvements to Blue Star Highway between Main and Union Streets
- Tri-Community Trail Committee Agreements – Three Agreements
- Lot split
- Lot combination

**Douglas Harbor Authority Meeting** – The DHA met to discuss management of Point Pleasant Marina, received an update on the completed Schultz Park launch apron improvements, discussed dead tree removal at Schultz Park, received an update on the rowing dock being constructed for Wades Bayou, and discussed rezoning Point Pleasant Marina. Buoys are proposed to be installed around Mother's Day and aquatic weed treatments are proposed to be applied in June.

**Kalamazoo Lake Harbor Authority Meeting** – The KLHA met on Tuesday and discussed aquatic weed treatments, received an update about buoy installation, and received an update about Saugatuck Township joining the Harbor Authority. The Authority also received information about the Kalamazoo River Draft Restoration Plan and Environmental Assessment. The Kalamazoo River Draft Restoration Plan and Environmental Assessment is seeking public comment about the draft plan. Comments can be submitted through May 14, 2021. A public meeting will be held at 6 p.m. on April 29<sup>th</sup>. (See attachment)

**Social Districts** – We are starting to receive a few responses back from the Social District poll sent out last week. Approximately 130 polls were sent out to residents within 300 feet of either side of Center Street surrounding the proposed Social District.

**Restaurant Assistance** – This week I forwarded information from the Convention and Visitors Bureau to as many Douglas restaurateurs and food establishments as I could find e-mail addresses for. The program offers assistance to food service businesses in the wake of the covid pandemic.

**Douglas Beach Access** – Work continues on the Douglas Beach access stairs. This week I visited with the engineer and contractor and reviewed the location of two decks that will be constructed to provide additional stopping points and seating at various points on the way to the beach. We anticipate the major work will be concluded by Memorial Day.

**Road Maintenance** – I provided information to Allegan County Road Commission this week to include the City in its bid for pavement crack seal and pavement chip seal work. The County can bid large quantities of road maintenance work for local units of government to get the lowest price possible. As part of the 5-year maintenance program, the City has a number of crack seal and chip seal projects to complete to improve the longevity to the street assets.

**River Navigation Public Notice** – After discussing the I-196 bridge work with the Douglas Harbor Authority and the Kalamazoo Lake Harbor Authority, a draft public notice was developed to issue to boaters navigating the Kalamazoo River to warn them of an active work zone in the channel on the underside of the highway bridge. Work platforms are suspended on the bottom side of the bridge and workers may be present. The platforms are lighted in the evening, but boaters are cautioned to proceed with care. (See Attached)

**Blue Star Trail Meeting** – The three community managers and the chair of the Tri-Community Trail Committee met with C2AE Engineers of Grand Rapids to discuss trail project design kick-off with the committee. May 7 or May 14 were discussed as possible design project kick-off dates.

**Michigan Municipal Executives** – I participated in a meeting with the Michigan Municipal Executives group and listened in on a presentation about Diversity, Equity, and Inclusion. The manager of Ottawa County's program discussed how the County program was conceived, developed, and shared with County departments and staff.

**Town Crier** – Organizers of the Town Crier races met this week to discuss the event, the course, and requested the community's assistance to make the event a success. The communities support the race by providing barricading, additional trash cans, restroom cleaning, and police support. The organizers will meet with the three communities' staff again about two weeks prior to the race.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

## FOR IMMEDIATE RELEASE

April 12, 2021

Nick Assendelft, EGLE Media Relations, [AssendelftN@Michigan.gov](mailto:AssendelftN@Michigan.gov), 517-388-3135  
John Riley, EGLE Environmental Quality Analyst, [RileyJ2@Michigan.gov](mailto:RileyJ2@Michigan.gov), 517-897-2398

# NATURAL RESOURCE TRUSTEES RELEASE KALAMAZOO RIVER DRAFT RESTORATION PLAN, PROPOSED PROJECTS

Comment period opens; online public meeting scheduled for April 29

State and federal Natural Resource Trustees for the Kalamazoo River released today for public review and comment the [Draft Supplemental Restoration Plan and Environmental Assessment](#), which includes 14 proposed natural resource restoration projects aimed at restoring the ecology and public use and enjoyment that has been negatively impacted by historic polychlorinated biphenyl (PCB) contamination.

The public comment period begins today and runs through May 14, 2021, with a public online meeting scheduled for 6 p.m. Thursday, April 29, 2021.

The draft plan document and additional information can be found on the [Kalamazoo River web page](#).

### *Draft supplemental restoration plan, proposed projects*

The draft restoration plan proposes a suite of restoration projects chosen from more than 80 ideas that were submitted by the public through an online [restoration portal](#) in 2020. After the current public comment period, Trustees will consider the public input and may revise the restoration plan.

Projects included in a final restoration plan and environmental assessment will be funded with a portion of \$10 million in settlement funds from NCR Corporation and more than \$2 million in remaining bankruptcy proceeds from Millennium Holdings and Plainwell Paper, Inc. The funds result from the companies' liability for injuries to natural resources due to PCB contamination of the Kalamazoo River. Approximately \$2 million in additional restoration funds will become available from the NCR settlement each year for the next seven years.

The Natural Resource Trustees will solicit restoration project ideas and propose projects to implement in the Kalamazoo River watershed until all current and future funds are expended.

Project ideas that were received prior to the Trustees' March 18, 2020, deadline were evaluated against criteria set forth in the [2016 Final Restoration Plan and Programmatic Environmental Impact Statement](#), available on the [Kalamazoo River web page](#). Project ideas were then ranked and prioritized for implementation, based on their potential to benefit natural resources injured by the release of PCBs and considering the amount of available funding.

### *How to submit a comment, attend April 29 meeting*

The Trustees are seeking public review and comment on the [restoration plan](#), including the proposed projects listed in Section 3 of the draft plan:

- Send an email to [KalamazooRiver.NRDA@NOAA.gov](mailto:KalamazooRiver.NRDA@NOAA.gov) (please put "Kzoo SRP Comment" in the subject line).
- Mail comments to: Lisa Williams, U.S. Fish and Wildlife Service, 2651 Coolidge Road, Suite 101, East Lansing, MI 48823.

At the online public meeting, Trustees will explain the restoration process and the implementation plan, discuss

specific proposed projects listed in the plan and answer questions. The meeting will be recorded and posted online in a timely manner afterward.

You can [register in advance](#) for the online public meeting or join when the online meeting begins. If you do not have internet access and would like to join by phone, dial 636-651-3142 and use conference code 374288.

Individuals needing language assistance or accommodations for effective participation at the meeting should contact John Riley at 517-897-2398 by April 21, 2021, to request language, mobility, visual, hearing, translation and/or other assistance.

### ***Background on the site***

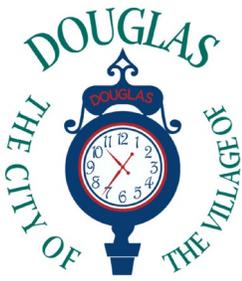
Paper mills conducting carbonless copy paper recycling released PCBs into the soils, sediments, floodplains and surface water in the Kalamazoo River and Portage Creek from the late 1950s through early 1970s. This resulted in injuries to natural resources including fish, mammals and birds. In 1990, the U.S. Environmental Protection Agency named the area a Superfund site by adding it to the National Priorities List. The state of Michigan continues to issue fish consumption advisories, recommending people do not eat or at least limit the amount of fish they eat from the portions of the site impacted by PCBs. The most current advisories are available in the [Southwest Michigan Eat Safe Fish Guide](#).

The Natural Resource Trustees for the site are the Michigan Department of Environment, Great Lakes, and Energy (EGLE); the Michigan Department of Natural Resources (DNR); the Michigan Department of Attorney General; the U.S. Department of the Interior represented by the U.S. Fish and Wildlife Service (USFWS); and the U.S. Department of Commerce represented by the National Oceanic and Atmospheric Administration (NOAA).

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

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*The Village of Friendliness – Since 1870*

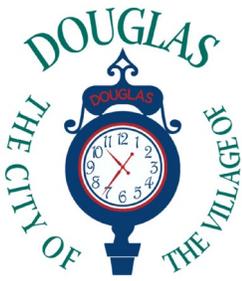
## Public Notice

April 22, 2021

The following public notice is issued by the Kalamazoo Lake Harbor Authority.

Kalamazoo River boaters should be aware that an **ACTIVE WORK ZONE** exists on the Kalamazoo River channel under the Interstate 196 highway bridge east of Schultz Park boat launch. Michigan Department of Transportation (MDOT) is performing bridge repair work and boaters in the river channel are cautioned to treat the area approaching the I-196 bridge as an **ACTIVE WORK ZONE**. Marked work platforms are suspended below the bridge and workers may be present. Boaters approaching the area should slow down, check clearances, and proceed with caution.

MDOT is reconstructing approximately 12.1 miles of the southbound lanes of I-196 between 130<sup>th</sup> Avenue and M-40 and the scope of work includes bridge maintenance and repair work on the topside and underside of the bridge over the Kalamazoo River. Construction of the first phase between 130<sup>th</sup> Avenue and Exit 41 (Saugatuck / Douglas exit) began in April and is anticipated to be complete in July. Phase 2 will shift north of Exit 41.



Good Afternoon Everyone.

This is the City Manager's week in review for the week of April 26, 2021.

**COVID** –City Hall doors are closed to the public and some employees are working remote. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to City staff in person.

**Douglas Beach Access** – Construction continued throughout the week on the access stairs. I stopped in on Wednesday and checked on progress. The helical piles are installed and the framing for the stairs is being installed. The project is still on track to have major construction complete by Memorial Day.

**DDA Walking Tour** – I joined several members of the DDA on a walking tour of the district on Wednesday. The tour provided an overview of activities underway in the district and began the visioning process for improvements that could be possible in the district.

**July 4<sup>th</sup> Fireworks** – Saugatuck invited the Police Chief and me to a discussion about a 4<sup>th</sup> of July special event permit they are considering. There were a number of questions about social distancing and crowd control that will need to be resolved. The closed I-196 exit could be a difficult challenge to control traffic moving through Douglas to and from the highway. With so many fireworks displays cancelled, the event has the potential to attract very large crowds if approved.

**EPA Grant Announcements** – We learned this week that the EPA will make grant announcements on May 10. The City submitted an EPA Clean Up grant application in October to assist with cleanup and redevelopment of 200 Blue Star Highway.

**UTV** – The Department of Public Works took receipt of a new utility service vehicle this week. The UTV is intended to be used by part-time seasonal employees in the downtown district and City parks during the summer maintenance season. The Douglas Police Department can also use it during events.

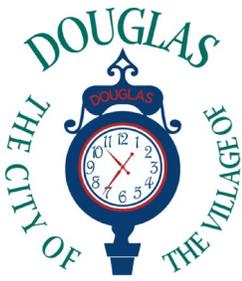
**Point Pleasant Marina** – The Department of Public Works began some clean up of Point Pleasant Marina this week. They were able to remove a section of fence that separated the property from the adjoining parking lot and cleaned up some of the landscape with the help of the County DEBTS crew.

**Blue Star Highway Work** – Next week will be the pre-construction meeting to go over the work City Council approved to move a section of curb on Blue Star Highway and repave the pathway. The contractor does not anticipate needing a detour to complete the work.

**Social Districts** – The City Clerk continues to receive feedback about the proposed social districts. So far, approximately 4 of every 5 responses are supportive of creating the social district.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of May 17, 2021.

**COVID** –City Hall doors are closed this week to the public and some employees are working remote. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to City staff in person. Monday, May 24<sup>th</sup>, City Hall doors will be open, but visitors are limited to the lobby unless directed by a staff person and restricted to one person at a time. Masks will be required to enter.

**COVID Data** – A review of state and county COVID data shows that Michigan is still at its highest risk level – Level E. Over the past two weeks the positivity rate for the state is 7.2 percent. Allegan County's two-week positivity rate is 10.0 percent. Overall, the trend is on the decline and has reduced significantly from a month ago. We have yet to see a leveling out of the cases.

**EPA Grant** – The City received the unfortunate news that we did not receive the \$500,000 grant request to clean up contamination at 200 Blue Star Highway. I will be in contact with PM Environmental next week to discuss options and next steps. I have solicited a quote in the past to demolish the building above grade and leave the floor and foundation in place. That may be an option worth considering to clean up the site.

**Managers' Lunch** – Wednesday I had lunch with the local managers and the City Manager and Assistant City Manager from South Haven. This lunch was an opportunity to network and discuss the unique environment of managing lakeshore communities. We intend to meet periodically and share information.

**Blue Star Highway Work** – The next phase of construction started on the Blue Star Highway bike path this week. Crews were onsite milling the bike path in preparation for the resurfacing work likely to take place next week. That work will take approximately one week to complete. The vehicle travel lane curb and pavement work is finished, but the pavement markings are yet to be completed. The pavement markings will restripe the travel lanes. Once that is complete, DPW will reinstall the reflectors for the season.

**Social Districts** – Work wrapped up this week on the final artwork for the social districts. Staff have ordered the appropriate sidewalk decals that will mark the district. The police chief will share the information about the district and the district logo artwork with his police staff so they are fully prepared for the kickoff. The individual establishments will have to each get approval from the Liquor Control Commission before they can begin to participate. We anticipate an early June kick-off to the district.

**Seasonal Employees** – Seasonal staff are hired and will begin working this weekend to get the downtown and Blue Star Trail looking good for the summer season.

**Beach Access Stairs** – Work is progressing on the Douglas Beach access stairs. I've been on site nearly every day this week to review progress. I understand they had a staffing shortage and the crew is working diligently to try to get the stairs substantially complete by the Memorial Day weekend ribbon-cutting ceremony on Friday (May 28<sup>th</sup>) at 5:30. I also understand neighbors are offering food incentives to the employees of Riverside Construction to get the project complete.

**Elementary School Groundbreaking** – Thursday Mayor Lion and I attended the groundbreaking ceremony for the new addition to the elementary school in Douglas. This is a great addition to the community and reinforces the district's commitment to quality education, safety and the learning environment. The superintendent provided an informational brochure about the project that is attached.

**Noxious Weeds** – Noxious weed notices have been published in the local newspaper and the Planning and Zoning Department may now issue violations or abatement notices to parcels in violation of the ordinances.

**Fees, Schedules, and Permits** – Staff is continuing the process of reviewing City ordinances and developing a spreadsheet of fees, schedules, and permits listed within the ordinances. As the City moves to software-based solutions for additional service areas such as planning and zoning and code enforcement, we will eventually have the ability to issue permits on-line. But the first step is to get organized by understanding the various permits required in municipal ordinances and the associated fees.

**Sheriff Marine Patrol** – The Allegan County Sheriff's Department informed me they were awarded a grant to provide an additional 500 hours of marine patrol this summer's boating season.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



# SPS Renovation Project Progress

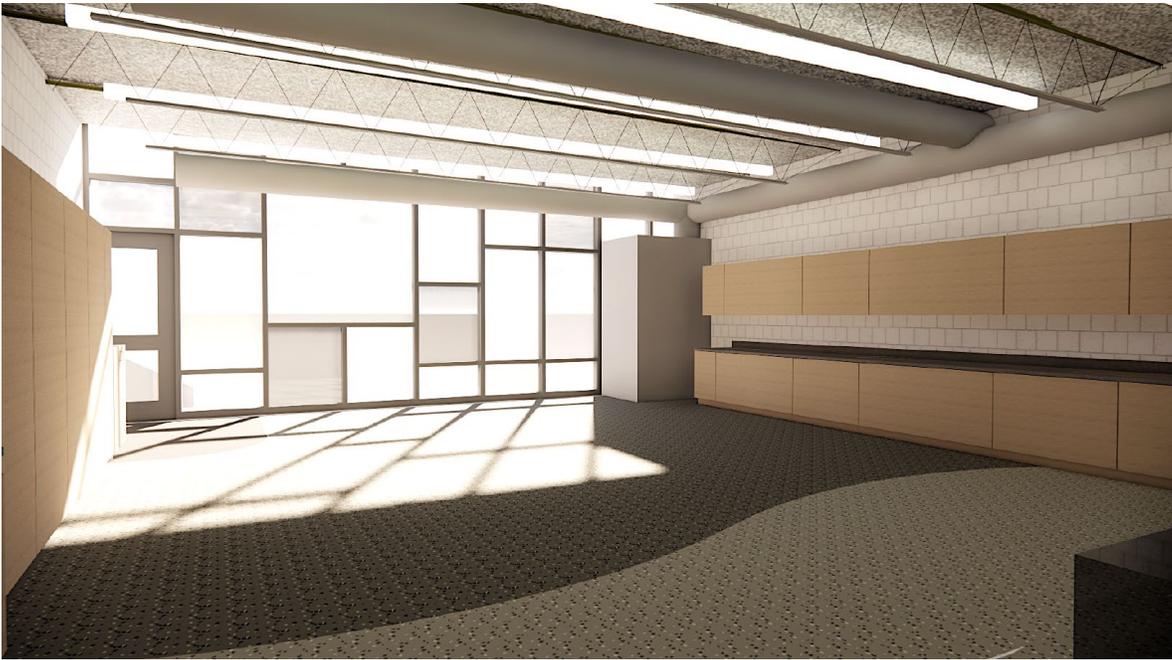
February 11, 2021

It's hard to believe that it was almost one year ago that voters generously approved \$35.6 million for significant renovations to Douglas Elementary and Saugatuck Middle School & High School. The design process at DES has been completed through the efforts of a committee of nearly 40 architects, engineers, teachers, administrators, support staff, parents and school board members. A similar committee kicked off the middle/high school design on February 10<sup>th</sup>.

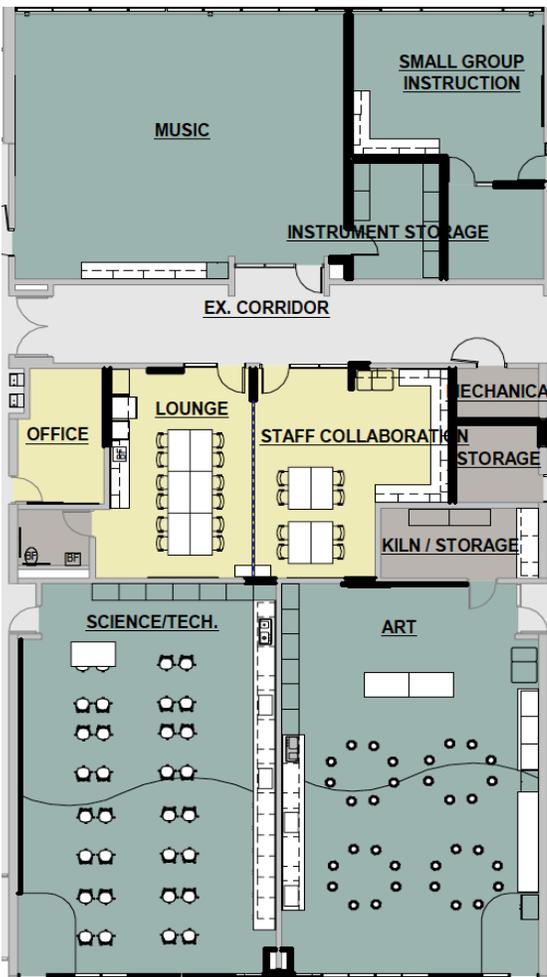
DES Construction Scheduled to Begin April 2<sup>nd</sup>



Construction is set to begin at DES during Spring Break. Several classrooms will be rearranged to accommodate the first phase of construction which will focus on the new music, science/tech and art rooms. Phase one will continue for the remainder of the 2020-21 school year. Temporary corridors will connect the south hallway at the back of the building to the gym and cafeteria.



New DES Art Room—Tentative completion December 31, 2021



New DES Music Room—Tentative Completion December 31, 2021

Currently, the DES project is slightly under budget. The first series of bonds to finance the renovations has been sold at a very competitive interest rate, saving taxpayers approximately \$3.7 million in interest costs compared to pre-bond estimates. Construction bids have been approved by the board of education and contractors are preparing to begin work on April, 2<sup>nd</sup>.

Stay tuned for future SPS Renovation Project Progress updates.

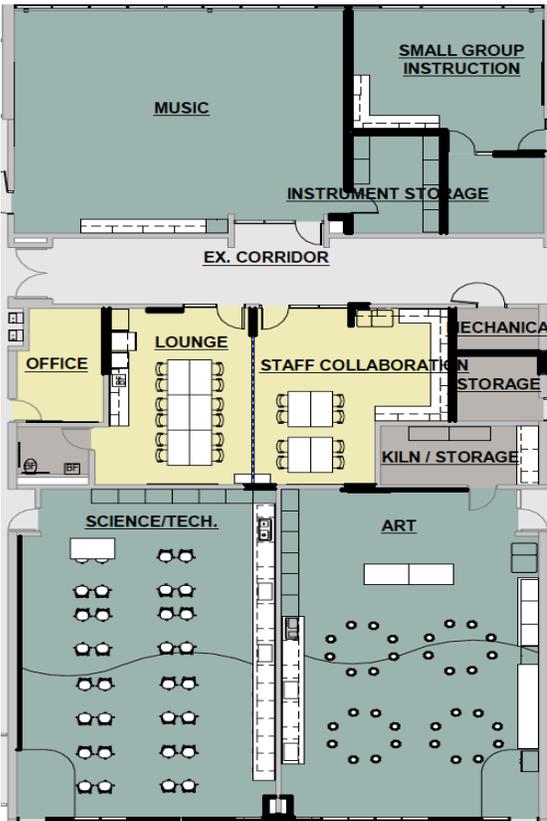
Phase 1: Art, Science/Tech, Music



# SPS Renovation Project Progress

May 14, 2021

## Demolition Changing the Shape of Phase I Spaces



Spaces in Phase I are changing shape. In the first month of demolition, mechanical and electrical systems have been disconnected and rerouted, the roof has been removed and some interior walls have been taken down. Can you identify these spaces?

**Phase I- Science/Technology  
Music & Art**

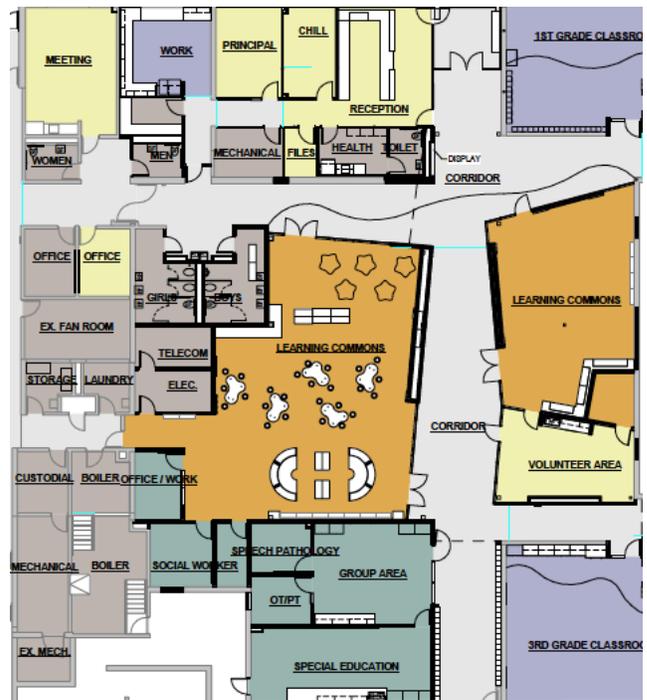
## Ground Breaking Ceremony May 20<sup>th</sup>



A groundbreaking ceremony will be held at DES on May 20<sup>th</sup> to announce the beginning of construction and thank the community for making the significant renovations at DES possible.

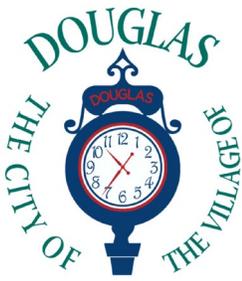
### DES Phase II Plans

Phase II of the DES project will kick off as soon as the school year is completed on June 11<sup>th</sup>. Phase II will include the new secure entrance and office, the learning commons spaces and volunteer area, the special education suite, and the four lower elementary classrooms on the north side of the building. The cafeteria will get a refresh this summer as well. The renovated art room, music room, science/technology room, small group instruction space, teacher collaboration and work space, and four lower elementary classrooms are scheduled for completion by the end of December 2021.



### Middle School & High School Enters Schematic Design Phase

After three months of discovery workshops and programming meetings with a broad group of stakeholders including students, parents, faculty, staff, administration and a board member, the Middle/High School Project is entering the schematic design phase. The schematic design phase aligns a high-level budget to the proposed scope of the project prior to solidifying design decisions in the design development phase which is scheduled to be completed by August.



*The Village of Friendliness – Since 1870*

Good Afternoon Everyone.

This is the City Manager's week in review for the week of May 3, 2021.

**COVID** –City Hall doors are closed to the public and some employees are working remote. Citizens wishing to contact City Hall may call 269-857-1438. You may schedule an appointment if you need to speak to City staff in person.

**Point Pleasant Marina** – Edgewater met with the City Manager and DPW leadership this week to talk about the future of Point Pleasant Marina. We requested Edgewater to put together a proposal to develop an improvement plan that could include removing the pool, install ADA sidewalks, and improve restrooms to be ADA compliant. Other ideas discussed were adding additional docks, adding ADA parking lots, improving the current dockage, connecting sidewalks to the adjacent parking lot, improving the path under the bridge, and improving Veteran's Park.

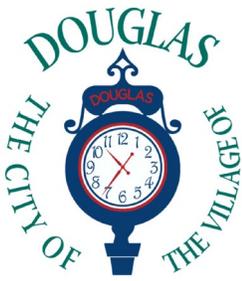
**Blue Star Highway Work** – On Monday May 10, construction work will start on curb work on Blue Star Highway. The work is intended to rework the narrowed section of road by moving the curb to allow wider travel lanes between Main Street and Union Street. That work is anticipated to last a week and no road closures are anticipated. The next phase of the project will be to resurface the bike path between Main Street and St. Peter's Drive. That work will take approximately one week.

**Social Districts** – At Monday's City Council meeting, a social district was approved for Douglas. City staff immediately began the process of establishing the City's social district with the Michigan Liquor Control Commission. City staff will work with the Convention and Visitor's Bureau to develop the social district logo and order the proper signage for the district.

**Seasonal Employees** – City staff interviewed several candidates for seasonal staff. The seasonal staff are intended to maintain a higher degree of cleanliness in the downtown, maintain the public restrooms, empty trash generated in the social district, and keep Blue Star Trail looking good.

That is all I have for now. I'll be on vacation starting Friday and all next week. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon Everyone.

This is the City Manager's week in review for the week of May 24, 2021.

**COVID** –City Hall doors are open to the public, but access is limited to the lobby unless directed by a staff person. Masks will be required to enter.

**COVID Data** – A review of state and county COVID data shows that Michigan is still at its highest risk level – Level E. Over the past two weeks, the positivity rate for Allegan County was 6.17 percent, which is a decrease from the previous week of 10 percent. Michigan, as a whole, has a positivity rate of 4.5 percent, down from 7.2 percent the previous week. Overall, the trend is on the decline and has reduced significantly from a month ago.

**COVID Epidemic Orders** - Beginning June 1, there will no longer be capacity limits indoors or at residential gatherings. Indoor establishments will be at 50 percent capacity. Face masks continue to be required for non-vaccinated individuals indoors. Beginning July 1, all broad epidemic orders will be lifted.

**Blue Star Highway Work** – Contractors finished paving the bike path this week and restriped the bike lanes. I'm getting positive feedback from residents about the curb changes. The widened section creates a longer transition zone for motorists and is easier to navigate. DPW installed reflective pucks and bollards to make nighttime navigation more visible.

**Social Districts** – Sidewalk decals were installed this week to mark the boundaries of the common area in the Social District. The CVB has provided stickers for to-go cups to the two licensed establishments in the district. We anticipate more establishments will be approved in the weeks to come.

**Beach Access Stairs** – The beach access stairs have been sufficiently completed prior to the Memorial Day weekend and there will be a ribbon-cutting ceremony on Friday (May 28<sup>th</sup>) at 5:30 pm. Contractors installed temporary handrails to allow the stairs to be used over the weekend. The contractor will be back on-site next week to continue work on the project.

**Storm Cleanup** – The heavy rain and winds this week caused damage around the City. DPW cleaned up downed trees at Veterans Park and Wades Bayou where a tree was uprooted by the winds. Heavy rains caused erosion on Water Street and Union Street. In addition, DPW cleaned storm drains on Amity Street to assist with runoff.

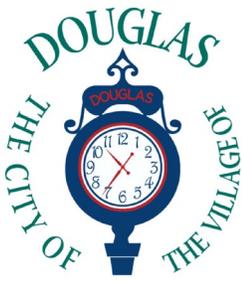
**Budget Workshop** – City Council held a budget workshop this week to go over the proposed budget for fiscal year '21-'22. Much appreciation goes out to all who helped to develop the budget and quote future capital projects.

**Memorial Day** – Downtown is looking fresh and colorful in anticipation for the Memorial Day weekend. Volunteers planted annuals in the planting beds along Center Street and at many parks. Thank you to all the volunteers making this annual event a success.

**Aquatic Weeds** – You may have noticed an increase in weeds in Wades Bayou, likely the warm weather last week prompted accelerated growth. Aquatic Doctor is planning on treating the weeds in the coming weeks. The timing of the treatment is coordinated with the growth of the invasive weeds.

That is all I have for now. Have a good holiday weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of May 31, 2021.

**COVID** –City Hall doors are open to the public, but access is limited to the lobby unless directed by a staff person. Masks will be required to enter.

**COVID Data** – A review of state and county COVID data shows that Allegan County is still at “substantial” risk of transmission of the virus per the Centers for Disease Control. MiSafe Start data shows Allegan County remaining at risk level “E”.

**Beach Access Stairs** – Work on the beach access stairs continues this week with the installation of the handrails. The aluminum stairs also arrived on Friday. The aluminum stairs are light weight and can easily be removed in the event of high waves threatening access stairs again.

**Highway Mutual Aid** – The Police Chief responded to a traffic crash on the highway bridge on Thursday following a serious accident that shut down traffic on the southbound lanes of I-196. The Fire Chief reported to me that Chief Kent took control of the scene and helped move traffic. Thank you, Chief Kent, for your assistance with the incident.

**EPA Debrief** – I participated in a debrief of the EPA Cleanup Grant application that the City applied for but did not receive for 200 Blue Star Highway. PM Environmental and I spoke directly with the reviewer who commented that the application was well written overall and we received 89 percent of the possible 175 points. She provided tips to help us to improve our application next year if we choose to apply again. The next cleanup grant announcement is anticipated to be in September with the grant due in early November.

**Social District** – The City's Social District has completed its first week with no complaints that I am aware of. Lisa Mize from the CVB informed me that the Holland Sentinel will be running a story about the Douglas Social District on Saturday or Sunday. Also, Lisa will be talking with Pure Michigan about the Douglas Social Districts and an interview will be aired on Saturday, June 27 on WJR 760 from 4-5 p.m. Thank you CVB for promoting downtown Douglas.

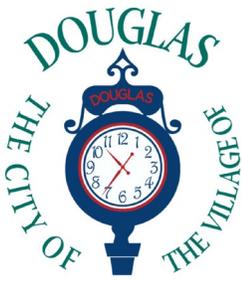
**Tree Board Special Meeting** – The tree board held a special meeting on Thursday to discuss improvements to the Beach to Bayou trail that was constructed on private property and will have to be relocated and brought up to specification in the coming weeks. Several trees along an easement on Center Street will have to be removed to accommodate the relocated trail. In addition, grade changes to the trail may impact trees located within the Center Street right of way. The overall goal of the project being paid for by BDR Construction is to relocate the trail and eliminate the steep grades. The tree board expressed concern about losing trees and made a recommendation to replace a large number of the trees with native deciduous varieties.

**Project Management** – City staff met with the City Engineer this week to outline a number of projects that the City is seeking to budget for the upcoming fiscal year. There are a number of road improvement projects that will be completed to increase the longevity and usability of the City's road network. Activities such as crack seal and chip and fog seal are preventative maintenance measures that will keep water from damaging the road infrastructure. There are also a number of resurfacing and utility projects proposed in the next fiscal year budget.

**Community Pride** – Happy Pride everyone. June is pride month and the City is looking colorful this week with all the pride flags displayed around the City. Saturday is the Community Pride Care A Van car parade. The parade starts at 11:00am on Enterprise Drive in Douglas. Pride merchandise is available at the Lakeshore Pet Boutique located downtown Douglas.

That is all I have for now. Have a good holiday weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of June 7, 2021.

**COVID** – City Hall doors are open to the public, but access is limited to the lobby unless directed by a staff person. Masks will be required to enter.

**COVID Data** – A review of CDC COVID data shows that Allegan County is at “moderate” risk of transmission of the virus. MiSafe Start data shows Allegan County remaining at risk level “E” which is the highest risk level. Local Health Department data shows there has been a slight increase in the seven-day average of new cases from 3.1 in the early part of the week to 3.9 at the end of the week. We anticipate if the case count stays low that state COVID restrictions will be lifted on July 1.

**Beach Access Stairs** – After speaking with the deck contractor today (Friday), major construction will be complete this week. The railings are all complete and the aluminum section of stair is installed. The contractor will begin to remove dumpsters and equipment from the site perhaps today. I have a final inspection meeting with the engineer next week to go over punch list items. Next steps will be for the DPW to construct / install benches on the two decks, plan for restoring and revegetating the slope, and installing all the necessary signage for the public beach.

**Brownfield Redevelopment Authority** – The Brownfield Authority met on Thursday and PM Environmental reviewed the debriefing with the EPA about the City's Cleanup Grant application. Overall, the City scored very well, but the cutoff limit was very high due to the number of grant requests. Next steps were also discussed and there was support to demolish the above-grade structure after asbestos abatement. However, the floor and foundation will remain in place as a cap on the contaminants until additional funding is awarded to remediate the PCBs, work with EGLE on guidance for the TCE contaminants, and prepare for another application of the EPA Cleanup Grant in the fall of 2021.

**Town Crier Race** – Several City staff met with the Town Crier Race organizers in anticipation of the upcoming race on June 19<sup>th</sup>. The race will end in Douglas at Beery Field. Volunteers are still needed as course marshalls, so please google and contact the event organizers if you'd like to volunteer.

**Library RFP** – I'm reviewing the draft Request for Proposal document for the old library building in anticipation of leasing or selling the building. The old library is surplus property and the City would like to find an occupant that will add vibrancy to the downtown district. I anticipate the Request for Proposals will be ready for release within the next two weeks. Bids and proposal advertisements are posted on the City's webpage and in the local newspaper. City Council will select the proposal that is most advantageous to the City.

City Council – Monday's City Council meeting covered a number of topics, including:

- Special event request for fire works – approved
- Saugatuck Township Fire District FY '21-'22 Budget – approved
- Appointing the City Clerk as the Title VI Coordinator – approved
- Adoption of the City Budget – approved
- Approval of the MML Liability Insurance for the upcoming fiscal year – approved
- Approval of employee health and dental for the upcoming fiscal year – approved
- Rezone of St. Peter's and West Center – 2<sup>nd</sup> Reading - approved
- Rezone of 30 Hamilton – 2<sup>nd</sup> Reading – approved

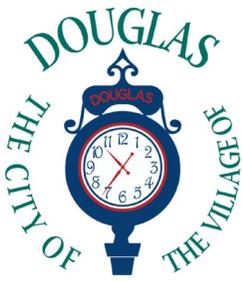
- Rezone of 201 Washington Street – 2<sup>nd</sup> Reading – approved
- Special report by the Recycling Committee and the Douglas Parks Playground Committee

### Upcoming Events –

- June 19th – Town Crier Race – 6:30 a.m. to 12:30 p.m. – Finishes at Beery Field
- July 4th – Independence Day Fireworks – starts at dusk
- July 15th – Chamber Music Festival of Saugatuck presents Akropolis Quintet at Beery Field – 7:00 to 8:30 p.m.
  - (Rain Date July 16th)
- July 17th – Saugatuck Douglas Fennville Arts Initiative at Wades Bayou – 7:00 to 10:00 p.m.
- July 17th – Holland 100 Bike Race – Stop at Douglas Beach – 9:00 a.m. to 4:00 p.m.
- July 18th – Chamber Music Festival of Saugatuck presents Callisto Quartet at Beery Field – 7:00 to 8:30 p.m.
  - (Rain Date July 19th)

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of June 14, 2021.

**COVID** – City Hall doors are open to the public, but access is limited to the lobby unless directed by a staff person. Masks for unvaccinated individuals will be required to enter.

**COVID Data** – A review of CDC COVID data shows that Allegan County is at “moderate” risk of transmission of the virus. MiSafe Start data shows Allegan County at risk level “B” which is a great improvement over the past several weeks. Allegan County's new case data has been declining for the past 60 days. Local Health Department data shows a slight decrease in the number of new cases. The data is flattening out and indicates that there is an average of 3.3 new cases per week.

**Beach Access Stairs** – Construction on the beach access stairs is completed. The engineer had the final walk thru on Monday. The stairs have been open to the public since Memorial Day and we are receiving many positive comments. Staff are working on additional items to estimate costs to install seating on the two decks, shore up the bluff to the north of the stairs, backfill areas behind the sandbags, clean up debris, develop a vegetation plan for fall 2021, install fragile bluff signage, install public beach boundary signage, and construct a handicap accessible overlook.

**Town Crier Race** – Staff met internally this week to develop a traffic barricade and event management plan for the upcoming Town Crier Race on Saturday, June 19th. City staff will stage traffic barricades on Friday afternoon and will place the barricades along the Douglas sections of the racecourse early Saturday morning. The barricades will be removed around 1:00 p.m. and local streets will reopen to traffic. Runners will cross the Blue Star Bridge, turn onto Washington Street, turn on Chestnut Street, then Spring Street, and finish on Center Street at Beery Field.

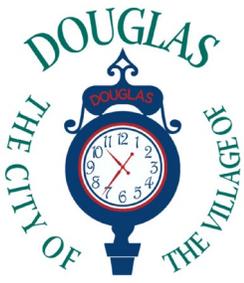
**Traffic** – This week there was a noticeable increase in complaints about speeding traffic in the City and a variety of proposed solutions have been suggested by residents to resolve the matters. Speeding is an enforcement issue that is routinely handed over to the Police Department, however, I have been provided requests and suggestions to resolve the speeding issues that do not always comply with standard practices or may not be legal. I'm doing my best to be informative and responsive to the issues as they come up and have encouraged the Police Department to monitor those areas where we are receiving complaints.

#### **Upcoming Events –**

- June 19th – Town Crier Race – 6:30 a.m. to 12:30 p.m. – Finishes at Beery Field
- July 4th – Independence Day Fireworks – starts at dusk
- July 15th – Chamber Music Festival of Saugatuck presents Akropolis Quintet at Beery Field – 7:00 to 8:30 p.m.
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- July 18th – Chamber Music Festival of Saugatuck presents Callisto Quartet at Beery Field – 7:00 to 8:30 p.m.
  - (Rain Date July 19th)

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of June 21, 2021.

**Erosion** – The heavy rain from the last two days resulted in erosive conditions in the typical locations around the City. DPW will restore those areas once the weekend threat of rain has passed. I also took the opportunity to monitor the bluff along Lakeshore Drive and saw minor areas of erosion. Where drains are installed at the top of the bluff, they do a good job of directing water down to the lake.

**Personnel Handbook** – I spent some time reviewing edits to the personnel handbook in anticipation of getting it ready for attorney review. After that the handbook will be presented to City Council to adopt as an update to the policy manual.

**Soil Vapor Extraction System** – I had a conversation with EGLE today about the Soil Vapor Extraction system located at 200 Blue Star. They have contractors walking through early in July to bid the decommissioning of the system. EGLE has grant funding to complete the work and will be no cost to the City. In fact, the work will offset about \$300,000 of work that the City wouldn't have to perform to make the site redevelopment ready.

**Right of Way Seating** – I spoke with Saugatuck staff this week about the right of way seating program in the downtown. Saugatuck is evaluating if they want to make the program permanent. Douglas has had great feedback on the program.

**Old Library** – City Hall is completing final reviews of the request for proposals for future use of the old library. Once approved by the City Attorney, the request for proposal notification will be released on the City's website and a schedule for the process will be advertised as well.

**Playground** – The Douglas Park Playground committee is doing great with fundraising and is almost complete with fundraising for Phase 1. At a meeting on Monday, they were still \$24,000 short of the goal. Please consider making a contribution to support the project to install new equipment at Beery and Schultz Parks.

**Traffic Studies** – Friday afternoon I gave the engineer the go ahead to conduct a study of traffic volumes, traffic speed and vehicle type on Water Street in response to concerns about traffic safety. In addition, the engineer will conduct a separate traffic volume, turning movement, and vehicle gap study at the intersection of Wiley and Blue Star.

**EGLE** – This week I had a conversation with EGLE about Brownfield Redevelopment at 200 Blue Star. I plan to have EGLE attend a Brownfield meeting in the near future to share information with the Authority. I was also directed by EGLE to contact the Michigan Economic Development Corporation to discuss how the MEDC can help with the redevelopment of the property.

**Beach Access Stairs** – Staff worked to put together estimates to complete a number of items related to the beach access stairs including benches, sand backfilling, sandbags, ADA accessible deck, and approach sidewalk. The items will be presented to City Council on July 6<sup>th</sup>.

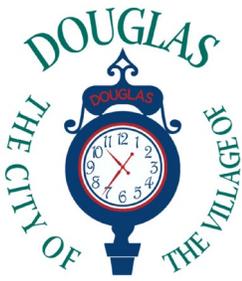
**City Council Meeting** – The next City Council meeting will be held on Tuesday, July 6<sup>th</sup> due to July 5<sup>th</sup> being the observed holiday for the Independence holiday. The meeting will be in person at City Hall starting at 7:00 p.m. Those who wish to attend remote may also do so by following the zoom code on the City Council agenda packet.

## Upcoming Events –

- Douglas Dutcher's Vintage Baseball – Game cancelled on Saturday (6-26) due to rain.
- Convention and Visitor's Bureau – This Week's Happenings -  
<https://files.constantcontact.com/84750497001/8ee539a6-2c21-46d3-bfe3-6544bd16a2a1.pdf>

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of June 28, 2021. I had a short but eventful work week because I took a few days off to enjoy a mini vacation with family.

**Erosion** – Heavy rains late last week and early this week, coupled with a failed storm drain, caused a serious erosion issue that threatened a water main in the Westshore development. The erosion was serious enough to remove approximately 5 feet of soil cover and exposed the water main and a storm sewer pipe. The developer coordinated quickly with the City to get the issue addressed before it jeopardized the integrity of the water main or water quality. The City Engineer and Planning and Zoning will continue to monitor the area to ensure it is properly restored and not creating a safety issue.

**Temporary Signs** – There have been many complaints about temporary signage popping up along Blue Star Highway over the last few weeks. Code enforcement is aware of the situation and have notified several businesses of the ordinance regarding the requirement to obtain a permit and pay the appropriate fee of \$100 to permit the signage.

**Traffic Congestion** – With the holiday weekend coming up, traffic has been congested along Blue Star Highway with the contribution of the I-196 detour through Douglas. Fortunately, no serious incidents have been reported.

**Wiley Road Trail** – Consumers was onsite on Wiley Road this week to move utility poles in preparation for the Wiley Road Trail project. The project required shutting down lanes on Wiley intermittently for two days this week.

**Beach Clean Up** – A representative from the Allegan County Soil Conservation District has approached the City about a planned beach clean-up day now that the Douglas Beach stairs are open. We will request a clean-up event sometime in August. In addition, they are offering to sponsor a quantity of clean-up baskets that will be placed at the beach for visitors to use to collect debris and recyclables. We are working out the details of how that will work.

**4<sup>th</sup> of July Parade** – I spoke with the Saugatuck City Manager this week and he invited City Council members to be a part of the 4<sup>th</sup> of July Parade in Saugatuck.

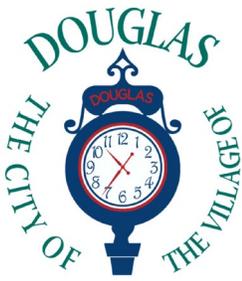
**City Council Meeting** – The next City Council meeting will be held on Tuesday, July 6<sup>th</sup> due to July 5<sup>th</sup> being the observed holiday for the Independence holiday. The meeting will be in person at City Hall starting at 7:00 p.m. Those who wish to attend remote may also do so by following the zoom code on the City Council agenda packet.

#### **Upcoming Events –**

- Fourth of July Parade in Saugatuck at 11:00 on Sunday
- Fourth of July Fireworks over the harbor on Sunday at dark
- Convention and Visitor's Bureau – This Week's Happenings - <https://files.constantcontact.com/84750497001/8ee539a6-2c21-46d3-bfe3-6544bd16a2a1.pdf>

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of July 5, 2021.

**Independence Day Fireworks** – Sunday I attended the 4<sup>th</sup> of July Fireworks in Douglas. The event was well attended and the downtown was busy. Thanks to everyone who participated and contributed to the making the event successful. Thanks also to the Douglas Police Department, Department of Public Works, and City Hall staff for helping with the day's activities and for all the planning needed leading up to the event.

**City Council Meeting** – The regular City Council meeting was held on Tuesday in person at City Hall. Monday was the observed 4<sup>th</sup> of July holiday, so city business was moved to Tuesday. City Council covered a number of topics including:

- City Manager's personnel review in closed session
- Rescind the Declaration of the State of Emergency
- Authorized a Summer Social Special Event for the Sesquicentennial on August 12th
- Tabled an amended scope of work for North Shore Property solutions to add additional sand filled geo tubes at Douglas Beach, additional backfill, and apply erosion blankets
- Construct an ADA accessible overlook at Douglas beach per the Recreation Master Plan
- Construct benches on the new decks at Douglas Beach
- Approve the purchase of playground equipment with funds raised by the Douglas Park Project committee

**Brownfield Redevelopment** – The Brownfield Authority met on Thursday and reviewed a proposal from PM Environmental to develop a scope of work to be bid out that would remediate asbestos at 200 Blue Star Highway. The remediation work would be completed in advance of demolition of the building. I have also confirmed that Mike Gurnee from EGLE will be able to participate in the September Brownfield meeting to discuss state assistance associated with environmental remediation.

**Michigan Economic Development Commission** – On Friday I met virtually with the MEDC to discuss options available to the City to take advantage of MEDC programs. She covered how MEDC can provide assistance with the Brownfield site and is willing to have a meeting with the developer to give guidance. We also spoke about incentives available in the downtown for attainable housing.

**Facilities** – I spent some time this week meeting with members of the building team and contractors to continue discussions about how to blend staff into one facility.

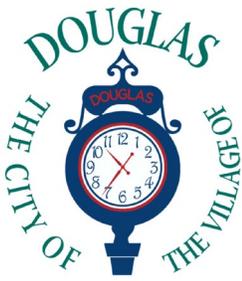
**New Fiscal Year** – With the start of the new fiscal year, City staff is working on newly funded projects that put the community tax dollars to work over the next 12 months. The Douglas community can anticipate a number of road improvements around the city beginning this fall with several resurfacing, chip seal, and crack fill projects. We are conducting several traffic studies, of particular interest is the intersection of Blue Star and Wiley Road to determine if we need a traffic light or other physical changes to the intersection. We are also improving many of the community parks with the assistance of the Douglas Park Project volunteers and several planned projects for Douglas Beach and Point Pleasant. A few utility projects will be completed this year and we will work with the City Engineer on some future utility planning. We anticipate the demolition of 200 Blue Star this year as well after some environmental abatement work is completed. I will provide an updated project list in an upcoming Friday memo.

## Upcoming Events –

- The Wishbone parking lot sale is Saturday (7-10) at 200 Blue Star from 9-5.
- Chamber Music Festival, Thursday (7-15) at Beery Field
- Site Lab Event, Saturday (7-17) at Wades Bayou
- Chamber Music Festival, Sunday (7-18) at Beery Field

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of July 19, 2021.

**City Council Meeting** – The regular City Council meeting was held on Monday in person at City Hall. City Council covered a number of topics, and all items were approved.

- Douglas Beach Increase Scope of Work – Approved an increase scope of work for Northshore Property Solutions to add additional sand back filling, geotubes, and an erosion blanket. The increased scope of work is intended to further secure the stability of the bluff at Douglas Beach
- Appointment of Election Inspectors for the August 3, 2021 special election
- Special Event – Labor Day Bridge Walk sponsored by Saugatuck Public Schools Community Recreation
- Special Event – Wag-N-Walk Dog Walk sponsored by Wishbone Pet Rescue Alliance
- Traffic Control Orders for four intersections
- Application for the American Rescue Plan Act of 2021
- Amend Resolution 01-2020 to remove a deadline for reporting by the Blue Star Highway Non-Motorized Trail Committee

**ADA Overlook Deck** – Major construction on the ADA overlook deck at Douglas Beach wrapped up this week and completes a key element from the Tri-Community Recreation Master Plan for Douglas Beach. Restriping the parking lot to include one ADA van accessible parking space and installation of ADA signage remains to be completed. Seating will also be constructed on the deck yet this summer. The overlook provides opportunity for those individuals with mobility issues to get closer to the lake and enjoy the scenic Lake Michigan vistas here in Douglas. The 10 foot by 16 foot deck projects out over the bluff and provides a dramatic view from 50 feet above the beach.

**Park Hours** – Residents and visitors are reminded to please adhere to the posted park hours at Douglas public parks. Most municipal parks close at 10:00 p.m. or dusk to ensure neighborhoods are quiet in the evening hours.

**Domain Name** – City staff are working on the final steps to acquire a new website domain name for the City of Douglas. The old [www.ci.douglas.mi.us](http://www.ci.douglas.mi.us) is being retired and the City will convert over to [www.douglasmi.gov](http://www.douglasmi.gov) format in the coming months. Inquiries directed to the old domain address will be automatically rerouted to the douglasmi.gov domain.

**Broadband** – Allegan County has developed a broadband workgroup and we've learned that a member of Lakeshore Advantage has been appointed to the group. Nearby Ottawa County is currently conducting a survey as well. The move to improve internet connectivity in the area is being driven by the availability of federal ARPA funds that support broadband development.

**Website** – Several City staff have been reviewing opportunities to make improvements to the City's website this week. There are a number of national companies that specialize in municipal government websites that help to integrate the unique needs of municipal services and information sharing.

**Campbell Road Grant** – We anticipate we will hear any day now if the Cities of Douglas and Saugatuck are the recipient of a joint grant for resurfacing Campbell Road. While we wait to hear, we will be submitting paperwork to the state for the water main construction portion of the project. If we receive the grant, we anticipate a spring 2022 construction schedule.

**Lake Michigan Coastal Resilience** – An initiative was formed last year during the high-water event to help great lakes cities strengthen coastal resilience and respond to challenges such as shoreline erosion, flooding, severe storm events, and climate change. <https://www.youtube.com/watch?v=JqVM1Nt5T58> The attached link describes the kickoff event with the LMCR and the National Oceanic and Atmospheric Administration (NOAA). I signed up as a participant for future training and webinars opportunities on behalf of the City of Douglas. NOAA plans for this initiative to last for two years.

**Exit 41** – Interstate I-196 exit 41 is officially open as of Friday morning.

**Upcoming Events** – See attached from the Convention and Visitor's Bureau

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

## Weekend Events

### **July 24**

9:20am Yoga & Mimosa Boat Cruise on The Star of Saugatuck  
10am-11am Yoga in the Vines at Michigan Wine Company  
12pm-6pm Summer Makers Market at Guardian Brewing Company  
2pm-5pm Live Music at Borrowed Time  
2pm-5pm Music in the Vineyard: Michael McIntosh at Fenn Valley Vineyards  
3pm-6pm Live Music: Acoustic Shenanigans at Modales Wines  
4pm-7pm Secret Garden Guitar Series: John Otto at J. Petter Galleries  
4pm-7pm Artist Exhibition Opening at J. Petter Galleries  
6pm-10pm Live Music at Coastal Society  
7pm Live Music: Blue Jay Bridge Band at Wick's Park Bar & Grille  
8pm Live Comedy featuring Vince Carone and Luca Ferro at Coral Gables  
9pm Live DJ at The Dunes Resort  
Weekend Event Christmas in July at The Dunes Resort

### **July 25**

2pm-5pm Live Music: Nate Holley Boat Parade In The Kalamazoo River to The Cove  
2pm-5pm Live Music at Borrowed Time  
4pm-7pm Live Music: Sam Parks at Saugatuck Fish Camp  
7pm-10:30pm Live Music: Brandon Ward Music at The Annex  
7:30pm Dixie's Tupperware Party performance at Saugatuck Center for the Arts

### **July 26**

8:30am Free Fitness Bootcamp at Beery Field  
10:30am-11:15am Storytime on the Patio at the Saugatuck-Douglas Library  
July 27 9am-3pm The Market at the Saugatuck Center for the Arts  
6pm-8pm Drag Queen Bingo at The Dunes Resort  
8:15pm Sunset Beach Yoga at Oval Beach

### **July 28**

8:30am Free Fitness Bootcamp at Beery Field  
7pm-9pm Music in the Park featuring Funkle Jessie at Wick's Park on Water Street  
7pm-10:30pm Live Music: Brandon Ward Music at The Annex  
8pm Dixie's Tupperware Party performance at Saugatuck Center for the Arts

### **July 29**

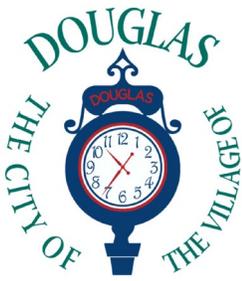
2pm-5pm Music in the Vineyard: The Mickeys at Fenn Valley Vineyards  
4:30pm-6:30pm Scavenger Hunt On A Bike at In The Elements Rental  
7pm-11pm Live Music: Mike Struwin at Wally's Bar & Grill  
7pm-10:30pm Live Music: Brandon Ward Music at The Annex  
8pm Dixie's Tupperware Party performance at Saugatuck Center for the Arts  
9pm-1am Karaoke at The Dunes Resort

### **July 30**

8:30am Free Yoga Class at Wade's Bayou  
9am-3pm The Market at the Saugatuck Center for the Arts  
3pm-6pm Live Music: The Love Sprockets at Modales Wines  
5pm-9pm Live Music: Guitar Jam Session at Respite Cappuccino Court  
6pm-11pm Live Music: Starfarm at the Venetian Festival Party in Coghlin Park  
7pm Live Music: Decades at Wick's Park Bar & Grille  
7pm Dixie's Tupperware Party performance at Saugatuck Center for the Arts  
9pm Live DJ at The Dunes Resort

**July 31**

10am-11am	Yoga in the Vines at Michigan Wine Company
10am-5pm	Village Square Art Fair at Saugatuck Village Square
12pm	Venetian Festival Dinghy Poker Run at Coghlin Park
12pm-4pm	Celebracion de las Artes at Fennville District Library
2pm-5pm	Music in the Vineyard: E-Man at Fenn Valley Vineyards
2pm-5pm	Live Music at Borrowed Time
3pm-6pm	Live Music: Steve Michaels at Modales Wines
4pm	Wine on the Water Themed Cruise on The Star of Saugatuck
4pm-7pm	Secret Garden Guitar Series: Tom Nania at J. Petter Galleries
4pm-7pm	Artist Exhibition Opening at J. Petter Galleries
6pm-10pm	Live Music at Coastal Society
7pm	Live Music: Moonshot at Wick's Park Bar & Grille
8pm	Live Comedy at Coral Gables
9pm	Live DJ at The Dunes Resort



Good Afternoon,

This is the City Manager's week in review for the week of July 26, 2021.

**COVID** – The Delta Variant has been identified in Allegan County – See attached news release.

**Old Library Request for Proposals** – The RFP to lease / purchase the old library is with the City Attorney for review. Once the attorney's changes are incorporated, it will be noticed to the public in the local newspaper and also placed on the City's website.

**Douglas Beach** – Revetment work was completed this week at Douglas Beach. Additional sandbags were placed at the north end of the beach and sand backfill was blown in place to eliminate the voids and standing water behind the existing bags. The beach was closed for approximately 8 hours and was opened to the public in the evening. I personally notified many of the residents adjacent to the beach the evening before crews mobilized to make them aware of the activity. Coconut fiber blanket was placed over the areas most susceptible to erosion, as well. I visited the site the day after a heavy rain and the erosion measures were working. The final step of this process will be the installation of vegetation in the fall to create some additional protection.

**Beach Clean-Up Baskets** – The City is partnering with the Allegan Soil Conservation District on a pilot project that will provide "Do-It-Yourself Beach Cleanup" baskets at Douglas Beach. In support of the effort, the City will be installing additional trash receptacles at Douglas Beach. See attached.

**Managers' Meeting** – Wednesday, I had lunch with the Saugatuck City and Township managers. We routinely hold meetings to check in with each other and discuss common issues such as Blue Star Bike Trail and Harbor Authority, etc.

**Yard Signs** – I'm getting a variety of comments about temporary signage popping up around the community, both for and against. Signage is a heavily regulated aspect of the zoning ordinance, but the number of temporary signs seems to be increasing. Business owners like that the signage attracts visitors, but opponents feel like the signage doesn't look good for the community.

**Reporting System** – I'm working with the Clerk's office to develop a concern / complaint system that will track the metrics of citizens' concerns and City Hall's responses. The Clerk's office is evaluating a web-based component in addition to the current paper system for reporting.

**Campbell Road Grant** – The State of Michigan reported they were delaying the anticipated announcement of grant awards until the week of August 9<sup>th</sup>. If we receive the grant, we anticipate a spring 2022 construction schedule.

**Road Resurfacing Projects** – Several road resurfacing projects are being bid out for construction this fall. Bids will be sent to City Council for approval sometime in September with the anticipation that some of the road resurfacing work will be occurring this fall—assuming the prices are favorable. The five-year road asset management plan includes:

- Resurface Blue Star Highway – Washington to Center
- Resurface Chestnut Street – Blue Star to Water
- Resurface Main Street – Blue Star to South

**Pride Garden** – I met with the creator of the Pride Garden, Larry Gammons, today about his intention to donate the park to the Douglas Community. We reviewed the donation agreement and I suggested some revisions. Mr. Gammons is anxious to get the agreement completed and delivered to the City Council for consideration.

**Upcoming Events** – See attached from the Convention and Visitor's Bureau

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

## CVB Area Events

### **July 31**

10am-11am Yoga in the Vines at Michigan Wine Company  
10am-5pm Village Square Art Fair at Saugatuck Village Square  
11pm-4pm Celebracion de las Artes at Fennville District Library  
12pm Venetian Festival Dinghy Poker Run at Coghlin Park  
2pm-5pm Music in the Vineyard: E-Man at Fenn Valley Vineyards  
2pm-5pm Live Music at Borrowed Time  
3pm-6pm Live Music: Gabriel James at Modales Wines  
4pm Wine on the Water Themed Cruise on The Star of Saugatuck  
4pm-7pm Secret Garden Guitar Series: Tom Nania at J. Petter Galleries  
4pm-7pm Artist Exhibition Opening at J. Petter Galleries  
6pm-10pm Live Music at Coastal Society  
7pm Live Music: Moonshot at Wick's Park Bar & Grille  
8pm Live Comedy feat. Bill Bushart & Derek Graff at Coral Gables  
9pm Live DJ at The Dunes Resort  
Weekend Event Venetian Weekend at The Dunes Resort

### **August 1**

2pm-5pm | Live Music at Borrowed Time  
5pm | Live Music: Greg Secor at Saugatuck Fish Camp  
7:30pm | Dixie's Tupperware Party performance at the Saugatuck Center for the Arts

### **August 2**

10:30am Storytime on the Patio at the Saugatuck-Douglas Library

### **August 3**

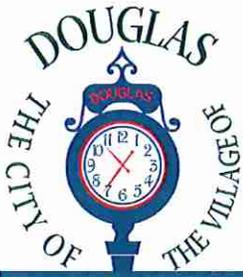
9am-3pm The Market at the Saugatuck Center for the Arts  
6pm-8pm Drag Queen Bingo at The Dunes Resort

### **August 4**

7pm-9pm Music in the Park featuring Zion Lion at Wick's Park on Water Street  
7pm-10:30pm Live Music at The Annex

### **August 5**

2pm-5pm Music in the Vineyard: His Boy El Roy at Fenn Valley Vineyards  
5:30pm-7:30pm Fennville City Music Hall Series - Max Lockwood @ Fennville City Hall Park  
6pm-9pm Live Music at Pumpernickels  
7pm-9pm Summer Concert at Felt Mansion  
7pm-10:30pm Live Music at The Annex  
7pm-11pm Live Music: Drew Behringer at Wally's Bar & Grill  
8:30 Outdoor Concert: The Dip at the Saugatuck Center for the Arts  
9pm-1am Karaoke at The Dunes Resort



Good Afternoon,

This is the City Manager's week in review for the week of August 2, 2021.

**COVID** – The Delta Variant has been identified in Allegan County. The Allegan County COVID Dashboard indicates that cases last reported are up to 8.4 cases per day—up from 4 cases per day the previous week. We will continue to monitor and update information as it develops.

**Broadband** – This week, representatives from the tri-communities met with Connect Michigan, a non-profit whose role is to make connections with communities and providers to find funding to support a broadband project. MEDC has directed Connect Michigan to work with the least-served counties, such as Allegan, to improve broadband coverage. Connect Michigan will provide consultation, assessments, surveys and data analysis for free in support of the program goals. The Connecting Michigan Communities Grant Program is available to help extend service into underserved areas in Michigan.

**Demolition RFP** – I met with PM Environmental this week to walk through 200 Blue Star in preparation for the asbestos remediation and demolition bid development. PM anticipates the bids will be advertised by mid-September with award to a contractor by mid-October.

**Library RFP** – The Library request for proposals is with the City Attorney for review.

**City Council Meeting** – The regular City Council meeting was Monday, August 2<sup>nd</sup>. Topics on the agenda were:

- Presentation from employee retirement system.
- Special Event for Fireworks by the Rotary Club was approved for Friday, September 10<sup>th</sup>.
- City Council appointed the City Manager and Mayor as alternate to be voting members for the upcoming MML Grand Rapids conference held on September 22-24.
- Edgewater Proposal for Point Pleasant was approved in the amount of \$25,500 and Edgewater will develop a public input process to gather feedback about the future development of Point Pleasant Marina.

**Yard Signs** – The Zoning Administrator took enforcement action on yard signs throughout the community this week and provided information about the permitting process and potential fines. Yard signs were returned to businesses that he was able to make contact with.

**Kirby** – This week I spoke with the chef of the Kirby restaurant--Chris LaBelle--about his plan to reinvent the Kirby brand and his goal of reinvigorating the site.

**Reporting System** – I'm working with the Clerk's office to develop a concern / complaint system that will track the metrics of citizens' concerns and City Hall's responses. The Clerk's office is evaluating a web-based component in addition to the current paper system for reporting.

**Campbell Road Construction** – The communities of Douglas and Saugatuck are working out the timeline to reconstruct a new water main on Campbell Road and resurface the road from McVea to Ferry Street. The delayed announcement of Category B grant awards from MDOT has likely impacted the timeline to proceed. We anticipate grants will be announced next week and then we can firm up the construction dates.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

# THIS WEEK'S HAPPENINGS

Saugatuck Douglas Fennville

SAT-SUN

- 8/7 | 10am-5pm | ARTE: LATINO at Fennville District Library  
12pm-4pm | Art of the People: Anishinaabe Contemporary Artists at The Old School House  
12pm-4pm | Then and Now Exhibit at the History Museum  
2pm-5pm | Music in the Vineyard: Wyatt & Shari Knapp at Fenn Valley Vineyards  
2pm-5pm | Live Music at Borrowed Time  
3pm-6pm | Live Music: Acoustic Shenanigans at Modales Wines  
4pm-7pm | Secret Garden Guitar Series: John Otto at J. Petter Galleries  
4pm-7pm | Artist Exhibition Opening at J. Petter Galleries  
6pm-10pm | Live Music at Coastal Society  
8pm | Live Music: Silent Bark at Wick's Park Bar & Grille  
8pm | Live Comedy feat. Brent Terhune & Cam Rowe at Coral Gables  
9pm | Live DJ at The Dunes Resort  
| Weekend Event | Mardi Gras Weekend at The Dunes Resort  
8/8 | 2pm-5pm | Live Music at Borrowed Time

WEEKDAYS

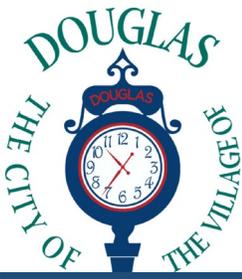
- 8/9 | 10:30am-11:15am | Storytime on the Patio at the Saugatuck-Douglas Library  
6pm | Live Music: Drew Behringer at Saugatuck Fish Camp  
8/10 | 9am-3pm | The Market at the Saugatuck Center for the Arts  
6pm-8pm | Drag Queen Bingo at The Dunes Resort  
8/11 | 7pm-9pm | Music in the Park featuring Natchez Trace at Wick's Park on Water Street  
7pm-10:30pm | Live Music at The Annex  
8/12 | 5:30pm-7:30pm | Music in the Vineyard: Fat Animal Duo at Fenn Valley Vineyards  
5:30pm-7:30pm | Fennville City Music Hall Series at Fennville City Hall Park  
6pm-9pm | Live Music at Pumpnickels  
7pm-9pm | Summer Concert at Felt Mansion  
7pm-10:30pm | Live Music at The Annex  
7pm-11pm | Live Music: Nate Holley at Wally's Bar & Grill  
8pm | Just Too Big! performance at the Saugatuck Center for the Arts  
9pm-1am | Karaoke at The Dunes Resort

FRI-SAT

- 8/13 | 9am-3pm | The Market at the Saugatuck Center for the Arts  
4pm-8pm | Market at Blue Star Barns  
5pm-9pm | Live Music: Guitar Jam Session at Respite Cappuccino Court  
6pm-9pm | Live Music at Pumpnickels  
6:30pm | Live Music: Hattrick at Saugatuck Fish Camp  
8pm | Live Music: Rockshop at Wick's Park Bar & Grille  
8pm | Just Too Big! performance at the Saugatuck Center for the Arts  
9pm | Live DJ at The Dunes Resort  
8/14 | 9am-4pm | Market at Blue Star Barns  
11am-4pm | Creative Spark: Celebration of the "Keepers of the Fire" at the Old School House  
12pm-4pm | NAPA's Anything with an Engine Show at NAPA Auto Parts  
12pm-10pm | 2nd Annual Taco Fest at Borrowed Time  
1pm-7pm | Dog Days of Summer at Virtue Cider  
2pm-5pm | Live Music at Borrowed Time  
2pm-5pm | Music in the Vineyard: Steve Michaels at Fenn Valley Vineyards  
4pm | Wine on the Water Cruise on the Star of Saugatuck  
4pm-7pm | Secret Garden Guitar Series: John Otto at J. Petter Galleries  
4pm-7pm | Artist Exhibition Opening at J. Petter Galleries  
6pm-10pm | Live Music at Coastal Society  
8pm | Live Music: Silent Bark at Wick's Park Bar & Grille  
8pm | Live Comedy at Coral Gables  
9pm | Live DJ at The Dunes Resort  
At Dusk | 5th Annual Movie in the Park at Coghlin Park

For more information  
on these events visit  
[saugatuck.com/events](http://saugatuck.com/events)





Good Afternoon,

This is the City Manager's week in review for the week of August 9, 2021.

**COVID** – The Delta Variant has been identified in Allegan County. The Allegan County COVID Dashboard indicates that cases last reported are up to 15.9 cases per day—up from 8.4 cases per day the previous week. Allegan County Health Department is recommending wearing a mask in public in settings with a lot of people (restaurants, festivals, fairs, events, stores, etc.) and getting a COVID-19 vaccine to help lessen the impact of severe illness. Allegan County is listed as “substantial” risk per the CDC's transmission risk levels. I anticipate City Hall will be moving back to face coverings in the coming weeks.

**Brownfield Redevelopment Authority** – The Authority met this week to go over the tentative demolition schedule of 200 Blue Star Highway. If all goes as planned, asbestos abatement could begin in early November and demolition in December. The City budgeted funds for the demolition of the building. I also have a meeting in the coming weeks with the City's environmental consultant to discuss the next round of EPA Cleanup Grants.

**Campbell Road Grant** – The City received word that we were not awarded the MDOT Category B Grant for a third time in a row. MDOT received 139 applications requesting \$21.9 million in grant funding but only has \$3 million to award for projects. I have a meeting scheduled with the project engineer to discuss moving forward without the grant funds.

**Wiley Road Trail** – MDOT opened bids for the Wiley Road Trail project and will be awarding the construction of the trail from Blue Star Highway to Wiley Court. We anticipate construction to begin this fall. The original scope of the project was to install a trail from Blue Star Highway to Schultz Park, but because of the cost of construction, the limit was reduced and now terminates at Wiley Court. Additional grants will have to be applied for to extend the trail beyond Wiley Court.

**Traffic Counts** – A traffic count is being conducted at the intersection of Blue Star and Wiley Road this week as well as on Water Street between South Street and Wiley. The data will be used to determine the best approach to manage traffic flows. High traffic volume during the summer season has created long wait times and the potential for traffic accidents at the Blue Star Highway and Wiley intersection. Possible solutions could be the installation of a traffic signal or physical changes at the intersection.

**Library RFP** – I received comments back from the City Attorney for the request for proposal document late this week. I'll start making changes next week per the attorney's comments and get the RFP issued.

**Wayfinding** – Planning and Zoning hosted two meetings with Williams and Works for the community to discuss the future wayfinding for downtown and recreation, parks and trails. The meetings gathered information from participants about the desired outcomes from the wayfinding program that is intended to update community branding and signage to a consistent and unified style that represents the community. A public meeting will be held in September to review the options that result from the information being gathered about wayfinding.

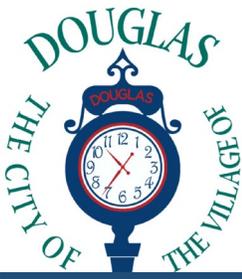
**Non-Motorized Trail Meeting** – The non-motorized trail group met on Friday and discussed the lane reconfigurations of Blue Star Highway to accommodate the extension of the Blue Star Trail into Saugatuck and Saugatuck Township. A public meeting will be held August 24, 4-6 pm at Isabel's for public input about the trail extension.

**Storm Damage** – The City experienced back-to-back storms this week that resulted in heavy rains, high winds, and random power outages. Routine erosion locations were quickly remediated by the DPW and crews were working at

picking up downed branches that fell in the right of way. Douglas Beach bluff faired well; however, a significant amount of beach sand was washed out and high waves continued through Friday. A large tree on the north side of the Douglas Beach property also split and fell on the property line. DPW was working on removing the tree and repairing damage to the neighbor's steps.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of August 16, 2021.

**City Council Meeting** - At Monday's regular meeting of the City Council the following items were discussed and approved:

- Halloween Parade - City Council approved a special event permit for Hystopolis Productions, a 501c3 nonprofit, to hold the Halloween Parade on October 30<sup>th</sup>, assuming COVID restrictions don't cancel the event.
- Lock Beach Gate - City Council approved a plan to lock the Douglas Beach gate every evening at 11:00 p.m.
- Surplus Property Disposal Policy - First Reading - The surplus property policy outlines the procedure for how city property will be sold or disposed of when no longer needed or when it's reached the end of its useful life. This is the first reading of the proposed ordinance. At the next City Council meeting, a public hearing will be held to receive comments about the proposed ordinance.
- Traffic Signal Improvement at Blue Star and Center - The 25-year-old signal at the intersection of Blue Star Highway and Center is in need of replacement and Council approved the expenditure to replace the traffic signal, pedestrian signal and controller. The new signal will be LED, and the pedestrian signal will display the countdown to give pedestrians information on how long they have to complete the crossing.
- Road Resurfacing - The City Engineer made a presentation to City Council for a number of road resurfacing projects throughout the city. We anticipate the resurfacing will begin this fall.
- Purchase of a Plow Truck Chassis - DPW personnel presented information about a plow truck chassis. The 2023 model will be upfitted with a dump box, underbody scraper, and plow attachments.

**Douglas Harbor Authority** - Tuesday the Douglas Harbor Authority met and discussed the future of Point Pleasant Marina. The Authority is making a recommendation to City Council to offer a slip lottery for the 14 slips available. In other business, they began to look at fee structures for our water resources, such as Schultz and Union St. boat launches, Point Pleasant Marina slip fees, and kayak storage rental.

**Kalamazoo Lake Harbor Authority** – Tuesday's meeting was attended by a new member from Saugatuck Township. Dick Waskin was appointed to one of two new seats on the Authority. The Township continues to seek applicants for the other vacant position. The Authority also discussed bridge navigation lighting and looked at a potential solar powered product to mark the center span of the bridge.

**Resurfacing** - Staff began to put together informational letters for the residents located near the upcoming resurfacing projects. The information covers such details as how to handle trash and recycling collection, access to driveways, detours, etc.

**Campbell Road** - Douglas and Saugatuck staff met with the engineer to discuss the upcoming water main and road resurfacing project. It's very likely that the water main portion of the project will be completed this calendar year and it will be resurfaced next year. The respective DPW crews discussed winter maintenance routines and how to best manage an unpaved street through the winter. The split season approach has been the best option available to avoid construction overlapping into the peak summer season. If all goes as planned, the road will be resurfaced in spring 2022.

**EPA Grant** - We anticipate the grant announcement for the next round of EPA cleanup grants will be issued in the coming weeks. This City scored in the high 80s last year and we received valuable information from the debriefing that will help to improve our score for the next round.

**Library RFP** - The City has published the request for proposals for the old library property. Copies of the RFP are available at City Hall.

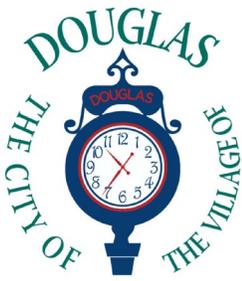
**Blue Star Highway Non-Motorized Trail** - An open house will be held on August 24th from 4-6 p.m. at Isabel's to allow the community to look at the proposed options for the trail extension into Saugatuck and Saugatuck Township.

**200 Blue Star Demolition** - I've been reviewing the demolition specifications for 200 Blue Star this week. I plan to have my final comments on the specs back to the engineer early next week.

**Wiley Road Trail Project** - Public Notices are also being developed for the Wiley Road Trail project. MDOT bid the project recently and has awarded the project. We have not heard the construction timeline as of yet, but it will be announced once we receive that information.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of August 23, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last two weeks has stayed fairly consistent with approximately 17-20 new cases per day on average over the period. The count is up from approximately 1-2 new cases per day at the low point this summer in early July. City Hall is open to the public, but masks are required to enter for the safety of staff.

**Construction Notices** – The City worked on developing construction notices that will be mailed out to residents within 100 feet of upcoming projects this fall. The notices provide information about the project, access to driveways, how to handle trash collection, deliveries, etc. The letters will go out next week to residents near the upcoming street resurfacing projects, Wiley Road Trail construction, and Campbell Road water main and resurfacing projects. The projects represent approximately \$1.1 million in investment in infrastructure paid for from the street funds, general fund, and grant sources.

**Playground Build** – We learned this week that the playground build planned for this September has been delayed until October because of supplier issues. The community builds are now scheduled for October 12, 13, and 14 at both Schultz Park and Beery Field.

**Beach Cleanup** – Volunteers participated in beach clean up activities this week with the Soil Conservation District. I'm happy to report that a volunteer reported to me that the beach was very clean.

**200 Blue Star Highway Demolition** – Final comments on the demolition project specifications have been provided to the engineer for the demolition of 200 Blue Star Highway. We anticipate that request for proposals to abate asbestos and demolish the building down to the concrete slab will go out for bidders in September. If all goes as planned—and costs are within budget—we will see demolition of the building in December.

**EGLE and 200 Blue Star Highway** – I met with the state this week to discuss financial or technical assistance with obtaining additional samples at 200 Blue Star Highway to better define the extent of the PCB at the site. The lack of detail about the volume and concentration of PCBs at the site was cited as a reason for not receiving full points in the EPA Cleanup Grant. The state provided valuable feedback about our request and will provide an update in the coming weeks if they can be of assistance.

**Health Data and EPA Grant** – I met with the Allegan County Health Department this week to discuss the availability of data that will be helpful for the next round of EPA grants. Health data was needed to receive additional points in the EPA grant and we are working to get that data prior to the next EPA Cleanup Grant announcement.

**Library RFP** - The City has published the request for proposals for the old library property and we have provided several copies to the interested public. Building tours are being coordinated with those who obtained copies of the bid specifications. The bids are due September 9<sup>th</sup> at 2:00 p.m.

**Douglas Social Celebration** – Plans are well underway for the City of Douglas' Sesquicentennial social celebration. Please mark your calendar for music, food, and fun on September 9<sup>th</sup> from 5:30 pm – 9:00 pm. See attached advertisement.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

# You Are Invited!

# Douglas Social Celebration

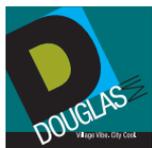
The City of the Village of Douglas is celebrating 150 years!

Wades Bayou Park  
September 9th, 2021  
5:30pm - 9:00pm

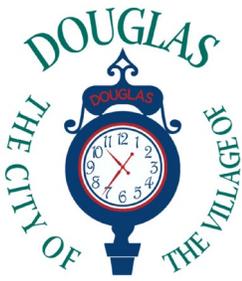
Drinks - Music - Food  
Ice Cream - Root Beer Floats  
Family Fun - Interurban Tour  
Rowing Demonstration  
Kayak Rentals

The City will also provide an opportunity for public input on the Douglas Wayfinding Project.

*Feel free to bring a chair and blanket for sitting on the hill to enjoy the live music.*



The City of Douglas strongly encourages masks and social distancing.



Good Afternoon,

This is the City Manager's week in review for the week of August 30, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last week has increased to 23.3 from 19.4 new cases per day. City Hall is open to the public, but masks are required to enter for the safety of staff.

**City Hall Lobby** – Visitors to City Hall will notice a new barrier in the lobby that restricts visitors from moving freely about the building. DPW completed the installation this week and the barrier complements the historic nature of the building.

**EPA and 200 Blue Star** – I met this week with the EPA's Targeted Brownfield Assessments (TBA) mid-west group to discuss assistance with additional characterization of the PCB contaminants on site at 200 Blue Star. The City needs to better define the total quantity of PCBs on site and the associated cost to remove the contaminants and backfill the void created by the removal. The challenge is that it's difficult to quantify the volume of something that is below a concrete slab. The City is seeking technical assistance from the TBA group to characterize and quantify the volume more accurately so we can submit a more defined EPA cleanup grant application this fall.

**Library RFP** – Four entities have requested the Library RFP and all who requested tours were guided through the building. RFP responses are due September 9<sup>th</sup> at 2:00 p.m.

**Douglas Social Celebration** – The City of Douglas' Sesquicentennial social celebration will be September 9<sup>th</sup> from 5:30 pm – 9:00 pm. Mark your calendar for music, food, fun and socialization.

**County Broadband Group** – The first meeting of the Allegan County Broadband Workgroup met on August 18th. If you're interested in the recorded meeting, follow this link. <https://us02web.zoom.us/rec/play/-AXDRSyMk11thaqoZ7EeWGSmo1VXLdNzSODvxbZdlgBLPu28nDwHC66XPDONl8zLuOUK3aa50nc-F7k.hQIwRanVqpkjwe0P>

**Downtown Electric Upgrades** – DPW is coordinating work with a vendor to replace the outdated and broken electrical outlets in the downtown with below grade outlets installed in boxes. The new outlets will look better, function better, and should provide more reliable service. We've requested the work to be completed between Labor Day and Halloween so that the outlets are ready to be put into service for the holiday lighting. The City and DDA are coordinating to fund this project.

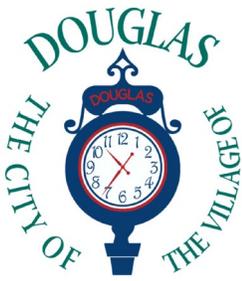
**Downtown LED Lighting** – Replacement lighting for the downtown streetlights is also being planned for this fall. The existing high-pressure sodium lights are being replaced with an LED version that consumes a fraction of the energy. A test LED light has been installed near City Hall. LED lighting will provide a white light as opposed to the amber color of the high-pressure sodium lights. The City and the DDA are coordinating to fund this project.

**Leaf Pile Removal** – The DPW is working with a vendor to remove the leaf piles from City property on Wiley Road. The leaf piles will be removed to make room for this season's leaf pick up. The DPW is also working with a vendor to haul brush directly to the vendor's lot, eliminating the need to manage brush piles multiple times, which results in a savings of labor and equipment costs.

**New Email Format** – The City completed the email change over from ci.douglas.mi.us to douglasmigov this week. The City's information technology vendor is working out some details about email delivery. The City's website can still be found at [www.ci.douglas.mi.us](http://www.ci.douglas.mi.us).

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of September 13, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last week has increased to 27.1 from 24.9 new cases per day and has been hovering around that mark for the last three weeks. City Hall is open to the public, but masks are required to enter for the safety of staff.

**Library RFP** – An agreement is being drafted by the City Attorney to enter into a three-year lease/purchase agreement with Ox-Bow. Once the agreement is drafted it will be taken to City Council for discussion. We anticipate it will be on the October 4<sup>th</sup> City Council meeting agenda if the attorney is able to get the agreement prepared.

**200 Blue Star Demolition** – The asbestos abatement and demolition of 200 Blue Star is out for bidding from qualified contractors. Notice is posted on the City's website, and the notification board at City Hall. A notice will be published in the next edition of the local newspaper. Responses to the bid proposal are due to PM Environmental on October 14<sup>th</sup> at 3:00 p.m.

**Non-Motorized Trail Joint Resolution** – The trail group is concluding their work on the joint committee and have settled on a three-lane configuration for vehicular traffic. (See attached drawing). The next step is to formalize the decision among the three communities involved with an updated interlocal agreement to be discussed at the October 4<sup>th</sup> City Council meeting.

**Pavement Maintenance** – The City is partnering with the Allegan County Road Commission to contract maintenance services to complete a variety of pavement crack filling and seal coating projects around the City starting early next week. The work is scheduled in the fall to avoid the peak tourist season. Once pavement maintenance is complete, the DPW can work with a contractor to stripe major streets with fresh pavement markings.

**Employee Handbook** – Monday at a City Council workshop, staff will review with City Council the proposed updates to the personnel policy. City Council will be requested to approve the updated personnel policy at a later date.

**Point Pleasant** – Edgewater and members of an ad hoc committee met to discuss the upcoming public meeting to gather input from residents about the future of Point Pleasant Marina. The meeting will be held on September 22, at 6:00 at Point Pleasant.

**Michigan Municipal League Conference** – The annual MML conference of municipal officials will start next week on Wednesday in Grand Rapids. The conference will run through Friday.

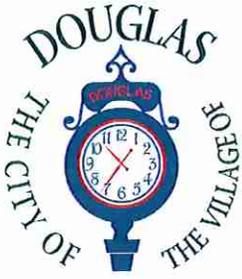
That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager

# Blue Star Highway Bridge



Three Lane Configuration Looking North  
Non-Motorized Lanes on the West Side of the Blue Star Highway Bridge



Good Afternoon,

This is the City Manager's week in review for the week of September 6, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last week has increased to 24.9 from 23.3 new cases per day. City Hall is open to the public, but masks are required to enter for the safety of staff.

**City Council** – At the regular meeting of the City Council held on Tuesday due to the Labor Day holiday, City Council covered the following agenda items:

- Ordinance 05-2021 Surplus Property Disposal – Tabled
- Fremont Ellis Water Main Special Assessment District – Approved
- McVea Water Main Special Assessment District – Approved
- Whittier – First Water Main Special Assessment District – Approved
- PA 152 Health Insurance Contribution Act of 2011 – Approved
- Notary Fee Service - Tabled

**Wayfinding** – The City is holding an on-line forum on Thursday, September 16<sup>th</sup> to discuss the options for the City-wide wayfinding program. The program will identify strategies for community branding, highlight local destinations, and enhance connectivity. The Douglas community is invited to engage in a 90-minute virtual meeting to participate in discussion and activities to provide preliminary ideas about signage branding and design. Registration is not required but is greatly appreciated. See attached flier.

**Library RFP** – Four entities have requested the Library RFP and the City received one response on the due date. The submittal from Ox-bow is to lease the building for three years then purchase the building from the City. The building team reviewed the proposal and found it to be acceptable and recommend City staff engage the City Attorney to prepare the lease / purchase documents. City Council will have to approve the final terms and conditions of the lease / purchase agreement at an upcoming meeting.

**Douglas Social Celebration** – The City of Douglas' Sesquicentennial social celebration was well attended. Approximately 200 people attended to celebrate Douglas' 150<sup>th</sup> birthday. Thanks go out to all who participated and particularly to Mayor Lion, Planning and Zoning Director Wikar, the City's Executive Assistant Jenny Pearson, and the Department of Public Works personnel for organizing and setting up the event.

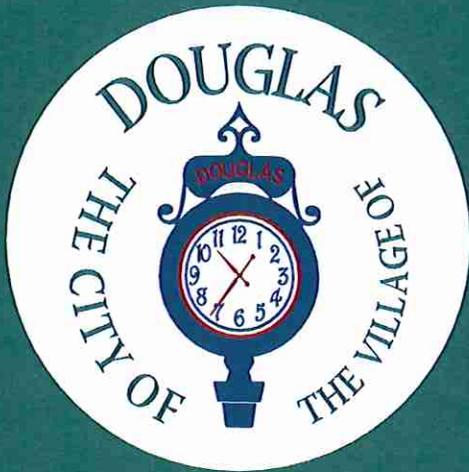
**Brownfield Presentation** – The City's Brownfield Redevelopment Authority met and heard a presentation from EGLE's Mike Gurnee, Brownfield Coordinator in EGLE's Remediation & Redevelopment Division. Mr. Gurnee reviewed the definition of a brownfield, discussed eligible activities, and incentives. See the attached presentation.

**200 Blue Star Demolition** – I received a revised version of the demolition specifications for 200 Blue Star and I spent some time this week reviewing the document and providing comment. The document is anticipated to go out to bid this September.

**Non-Motorized Trail Joint Resolution** – The Township Manager provided a copy of the Non-Motorized Trail Joint Resolution for Blue Star Trail to review and present to City Council at an upcoming meeting. The trail group met again today to discuss bridge options and trail route.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



## WE WANT TO HEAR FROM YOU!

The City of the Village of Douglas is exploring options for a city-wide **WAYFINDING PROGRAM**. This program will identify strategies for community branding, highlight local destinations, and enhance connectivity.

As valued community members, we invite you to engage in a 90-minute virtual meeting, participating in constructive activities and discussion to provide preliminary ideas about signage branding and design.

# THURSDAY, SEPT. 16

WAYFINDING  
VIRTUAL MEETING

## 7 PM

Join the scheduled meeting via your computer or mobile device.

To access the meeting, use the information provided below to either (1) Type the link into your internet browser or (2) Navigate to the Zoom website or application and type in the meeting ID code.

- Meeting Link: <https://us02web.zoom.us/j/82330475432>
- Zoom Meeting ID: **823 3047 5432**

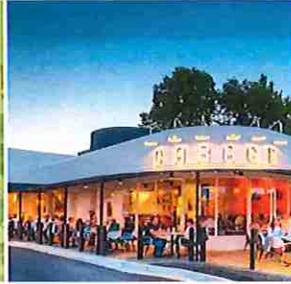
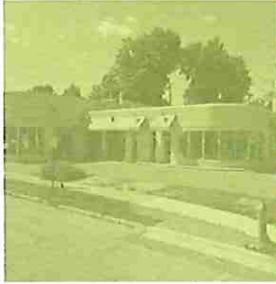
Please RSVP by visiting

[https://us02web.zoom.us/meeting/register/tZYudOmsqT4uGdbEiE3IrOqs255QUY\\_F1W4](https://us02web.zoom.us/meeting/register/tZYudOmsqT4uGdbEiE3IrOqs255QUY_F1W4)

or scan the **QR Code** below with your mobile device camera or QR code reader.



Registration is not required to attend but greatly appreciated!



## BROWNFIELD PRESENTATION

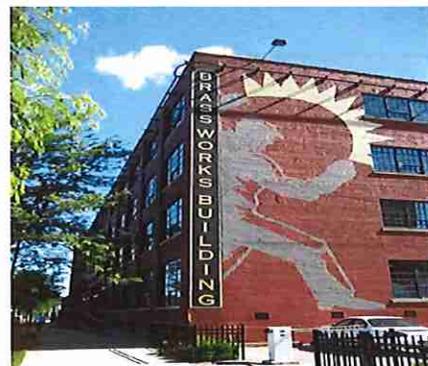
Douglas  
September 9, 2021



## TODAY'S PRESENTATION

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- What is a brownfield property?
- What are eligible activities?
- Incentives overview
- Case Study – 200 Blue Star Highway
- Questions



## WHO DOES WHAT?

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM



Environmental Activities



Non-Environmental Activities

## WHAT IS A BROWNFIELD?

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

**EGLE-eligible brownfield property:**

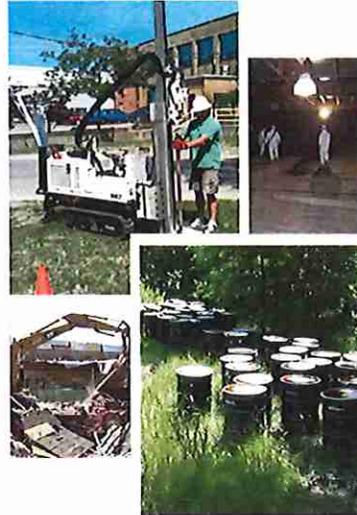
A piece of property that is known to be contaminated ("facility") or suspected to be contaminated based on prior use.



## EGLE ELIGIBLE ACTIVITIES (ENVIRONMENTAL)

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- Department Specific Activities:
  - Site Assessments
  - BEAs
  - Due Care Planning
  - Pre-Demo/Hazardous Materials, Asbestos, Mold, & Lead Surveys



## EGLE ELIGIBLE ACTIVITIES (ENVIRONMENTAL)

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

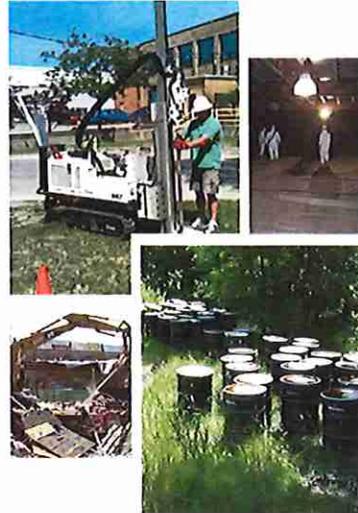
- Department Specific Activities:
  - Due Care
  - Response Activities
  - Environmental Insurance
  - Removal and closure of underground storage tanks
  - Dust control
  - Industrial cleaning
  - Sheeting and shoring



## EGLE ELIGIBLE ACTIVITIES (ENVIRONMENTAL)

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- Department Specific Activities:
  - ❖ Disposal of solid waste
  - ❖ Lead, asbestos, or mold abatement, and demolition that are not response activities
  - ❖ Removal and disposal of lake river sediments



\* 50/50 Rule: Must be less than the total amount of environmental activities

## INCENTIVES

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- **Brownfield Redevelopment Assessments**
- **EGLE Brownfield Grants**
  - 1 grant\* of up to \$1 million, per local unit of government (LUG) on one project per fiscal year.
  - Must have a secure development project. Measurable economic benefit must also be greater than the grant amount.
  - LUG has to be the applicant.

## INCENTIVES

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- **EGLE Brownfield Loans**
  - 1 loan\* of up to \$1 million, per LUG on one project per fiscal year
  - Low interest – 1.5% rate
  - No interest or payments for the first five years
  - LUG has to be the applicant
  - Why use a loan instead of a grant?
    - Liability
    - Cash flow (pairs well with TIF and can be combined with grants)
  
- **Brownfield Tax Increment Financing (TIF)**

## WHAT IS BROWNFIELD TIF?

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

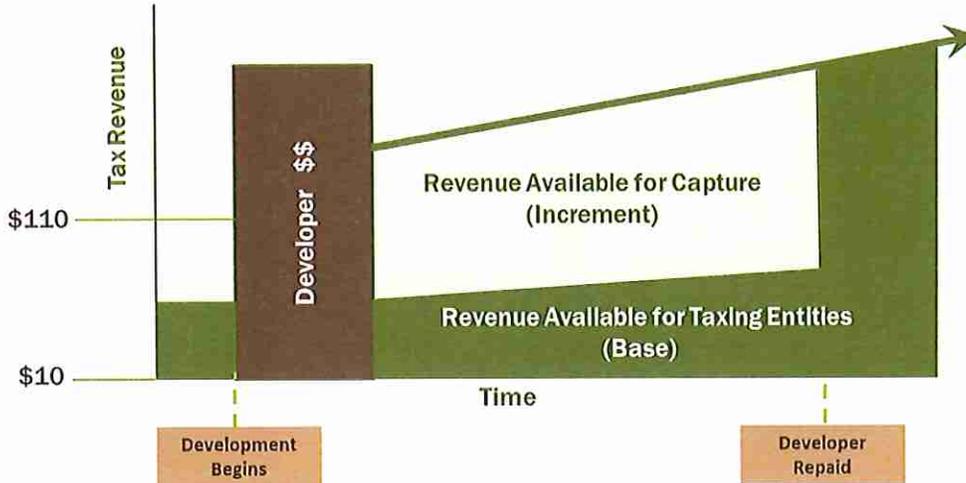
- A financing tool used by local governments to help finance qualifying costs for a new development or redevelopment (eligible activities)
- Uses the incremental increase in taxes



Former Edmore Mobil/Hub Oil gas station  
Edmore

# WHAT IS BROWNFIELD TIF?

MICHIGAN  
BROWNFIELD  
REDEVELOPMENT  
PROGRAM



# APPROVAL PROCESS: BROWNFIELD PLAN VS. ACT 381 WORK PLANS

MICHIGAN  
BROWNFIELD  
REDEVELOPMENT  
PROGRAM

- Brownfield Plan (approved at the local level)
  - First step to allow capture of local and state tax increment revenues (TIRs)
  - Where? How? How much?
- Act 381 Work Plans (approved by the state)
  - EGLE and/or MSF approval if school operating and state education tax (SET) are being requested
  - Detailed scope of work and budget



## LOCAL ROLE IN A BROWNFIELD PROJECT

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- Decide/prioritize what projects are priorities in their communities
- Apply for grant and/or loan
- BRA submits Act 381 Work Plans
- The LUG doesn't have to own the property

## 200 BLUE STAR HIGHWAY

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

### ▪ **Site History**

- Manufacturing beginning in the 1940s
  - Plating;
  - Buffing;
  - Zinc die casting;
  - Phosphatizing;
  - Painting of metal parts
- EGLE assessment grant in 2016



## 200 BLUE STAR HIGHWAY

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

### ▪ **EGLE involvement**

- Clean Michigan Initiative brownfield grant
  - \$179,765 for assessment activities to define extent of contamination to prepare for development
  - Developer engaged in project with development plan
  - Assessment and documentation for the proposed development
- Outcomes
  - Better understanding of contamination
  - Documentation for submittal to EPA

## 200 BLUE STAR HIGHWAY

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

### ▪ **EPA Assessment – Targeted Brownfield Assessment (TBA)**

- Application underway
- Additional assessment conducted by EPA on behalf of the city
  - Further defining PCB contamination
  - Based on new plan for redevelopment

## 200 BLUE STAR HIGHWAY

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

### ▪ **Next steps**

- EPA TBA assessment
- EPA Cleanup grant application
- Possible Brownfield Plan and Act 381 Work Plan
- Possible EGLE grant and loan application

## A FEW LAST NOTES

MICHIGAN  
**BROWNFIELD**  
REDEVELOPMENT  
PROGRAM

- Consult with EGLE early and often.
- LUG needs to be on board.
- Project timeline.
- Quantify brownfield site conditions and costs.

QUESTIONS?

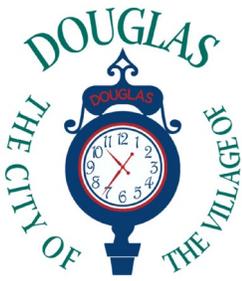
MICHIGAN  
BROWNFIELD  
REDEVELOPMENT  
PROGRAM



Mike Gurnee, Brownfield Coordinator  
Remediation & Redevelopment Division  
Kalamazoo District Office  
[gurneem1@michigan.gov](mailto:gurneem1@michigan.gov) | 269-568-1291



Sue DeVries, Community Assistance Team  
Specialist  
Community Development  
[devriess1@michigan.org](mailto:devriess1@michigan.org) | 616-430-0280



Good Afternoon,

This is the City Manager's week in review for the week of September 27, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last two weeks has increased to 39.6 from 27.3 new cases per day. At one point in the last week the high had reached 44.4 new cases per day. City Hall is open to the public, but masks are required to enter for the safety of staff.

**Library RFP** – After communicating with Ox Bow, the agreement to lease 137 W. Center is anticipated to be on the October 18<sup>th</sup> City Council meeting. This schedule change gives their attorney time to review the agreement and recommend revisions if necessary.

**200 Blue Star Demolition** – This week I attended a pre-bid walk-through of 200 Blue Star with PM Environmental and nine contractors. Per the demolition bid specs, contractors interested in submitting a bid for the demolition must attend the walk-through and provide questions to PM Environmental by October 7<sup>th</sup>. Bids for the project are due October 14<sup>th</sup>. Hopefully, with nine contractors attending the meeting, we will receive competitive quotes for the work. We anticipate the demolition to start in December if all goes as planned. The contract calls for the structure above the floor to be demolished, leaving only the floor to serve as a cap on the underground contaminants. Fencing will be installed in select locations to prohibit the public from entering the site and provide protection from areas where falls may occur between differences in floor elevations.

**Wiley Road Trail** – I've been in communication with the contractor for the Wiley Road Trail Project between Blue Star Highway and Wiley Court. They anticipate starting the project mid-October or early November. The majority of the funding for the project is being provided by MDOT's congestion mitigation air quality grant and is intended to support alternative modes of transportation which improve overall air quality in the community. The City's matching funds for the grant will be paid for from the major street fund.

**Campbell Road Water Main and Resurfacing** – Bids were opened this week for the Campbell Road water main and resurfacing project. Bids ranged from \$730k to \$1.3 million for the project. Fifty-six percent of the project will be paid for by the City of Douglas' utility fund and local street fund. The water main will be constructed this calendar year and the road will be resurfaced early in 2022.

**Road Resurfacing** – The contractor for the road resurfacing project will begin resurfacing several streets in the last two weeks of October. We will be working with the school district to avoid traffic congestion on Randolph Street.

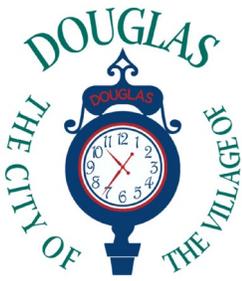
**Pavement Maintenance** – The contractor working on the pavement crack filling and seal coating project for the City has postponed their anticipated start date until spring 2022. Piles of aggregate needed for the project are being stored at Schultz Park. The schedule change is unfortunate, but the contractor was concerned about his ability to warranty the work this late in the year.

**Michigan Municipal League Conference** – I attended the annual MML conference in Grand Rapids three days last week. This year's conference theme was trust and belonging. There was quite a bit of discussion about the American Rescue Plan Act and how those funds could benefit all communities. In addition to the general sessions, I participated in a number of break-out sessions about Diversity, Equity and Inclusion; Public and Private Partnerships to create high-performing buildings; and voted for new core legislative principles focused on Community Wealth Building that the league will focus on in the coming year to include: Physical Design and Walkability; Municipal Finance and Services;

Environmental Sustainability; Infrastructure; Entrepreneurship; Trust and Belonging; Education and Lifelong Learning; Public Health; and Cultural Economic Development.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of October 18, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last two weeks has increased to 52.6 from 47.1 new cases per day compared to the beginning of the month. For comparison, during the summer low, new cases per day were 0.7 on July 1. City Hall is open to the public, but masks are required to enter. You may google the Allegan County COVID-19 Dashboard to track this data.

**Douglas Beach** – Dune grass plugs will be installed by the Interact Club this weekend. The dune grass will reestablish vegetation on the sunny lower slope and help to secure the bluff in the long term. The club will be installing 10,000 plugs. Thank you to the Interact volunteers for donating their Saturday to help out.

**200 Blue Star Demolition** – The City received six bid responses from the nine vendors who attended the pre bid walk through of the former Haworth site. The bids are financially favorable due to the credit the City will receive for the scrap value of the building. The contractor will be required to abate the asbestos and universal waste (i.e. fluorescent lighting containing mercury, etc) from the building prior to demolition. Once the bid is awarded by City Council, a notice will be prepared for nearby residents and businesses to inform them of the site activity. As a reminder, the structure above grade is proposed to be removed with the concrete floor and some fencing remaining on the site. The City's environmental consultant is preparing a submission for the next round of federal Brownfield EPA clean up grants.

**Wiley Road Trail** – Work has started on the Wiley Road Trail project. At the last site visit, contractors were approximately 50 percent complete with underground and excavation work on the site. The project will install a trail on the north side of Wiley Road from Blue Star Highway to Wiley Court. Sidewalk connections will be made at the Blue Star Highway / Wiley intersection.

**Center Street Trail** – Site work on the Center Street trail is also underway this week. The scope of work for the project is to move the trail off private property and construct the trail per ADA standards. Trail users have complained about the steep slope of the trail in the past. The slope exceeded the ten percent allowable grade and required correction. The work is being paid for by a private entity.

**Campbell Road Water Main and Resurfacing** – City Council awarded a contract to Southwest Transport to install water main and resurface Campbell Road between Ferry and McVea Street. The project will be completed in two phases with the water main work being conducted this fall / winter and resurfacing in the spring. The split season approach was taken to avoid construction during the summer season. Work is anticipated to begin on November 1—weather dependent.

**Road Resurfacing** – The contractor will start next week at the Blue Star Highway / Center Street intersection where a storm water sink hole will be repaired. Work will not interfere with the weekend's Halloween parade.

**Halloween Parade** – The annual parade is scheduled for Saturday October 30<sup>th</sup>. Line up in downtown Douglas begins at 9:30 p.m. and the parade starts at 10:00 p.m.. The Department of Public Works will begin staging barriers on Friday.

**End of season** – Docks at Point Pleasant have been winterized for the season and buoys are anticipated to be removed soon, as well as work to close out the boating season. Public boat launches remain open; however, the City stops collecting launch fees on October 15<sup>th</sup>.

**Leaf Pickup** – The Department of Public Works has shifted to fall leaf collection. Brush collection ended at the end of September so no additional brush piles should be placed at the street edge. The 2021 schedule is attached.

**Schultz Park and MDOT Fence** – The City has fielded many questions about repairs to the highway fence at Schultz Park. This week I spoke directly with the head of the Grand Rapids TSC (MDOT) and discussed the highway fence replacement. He understands that the fence is still scheduled for replacement and will reach back out to City Hall to inform us of the timing of the project. We also discussed the number of trees that need to be replaced following the high-water event of 2020 that killed many trees along the shoreline. An MDOT representative will be in touch with the City to evaluate the trees and discuss options.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



# 2021 Leaf, Brush and Yard Waste Pickup Schedule

## CITY OF THE VILLAGE OF DOUGLAS



The City will pick up brush and yard waste on all City streets beginning the first Tuesday in April according to the schedule below. If a large wind storm or ice event occurs, additional brush pick up will follow the event. Please remember that the City does not dispose of grass clippings from private property. You are urged to compost them or mow into your lawn. The burning of leaves and yard waste within the City is prohibited per Ordinance 90.21.

### The following Guidelines Apply:

- \* Material may not be placed out sooner than the weekend - three (3) days - before a scheduled pickup day. *Materials placed or left on the roadside at other times will be declared to be and constitute a nuisance in violation of City Ordinance 99.14 which is punishable as a Municipal Civil Infraction.*
- \* Resident-owned tree removal by a private contractor should include arrangements for the private contractor to chip and remove all limbs and brush.
- \* Leaves must be un-bagged and separated from Tree Limbs, Brush or Yard Waste.
- \* Stack all material neatly **behind** the curb on your own property and out of the paved portion of the road – do not stack Material in the street. Yard Waste must be separated from Tree Limbs, Leaves and Brush.
- \* Quantity Limit. The pickup - *per property/per scheduled pickup date* - for Brush and Yard Waste combined may not exceed the amount that can be loaded on a one-ton dump truck. Visualize a pile 6 by 10 feet and 4 feet high.

**Yard Waste.** Will only be picked up from April 6<sup>th</sup> to June 8th. Yard Waste is: brush trimmings and branches under six inches. Yard waste does not include leaves.

**Tree Limb and Brush Collection.** We pick up only until the end of September: tree limbs under six (6) inches in diameter and six (6) feet in length.

**Fall Leaf Pickup.** Fall leaf pickup will begin in October. Due to weather and leaf fall variables pickup days may be scheduled thru November as weather allows.

**We Will Not Pick Up:** Tree stumps, tree limbs larger than six (6) inches in diameter or longer than 6 feet, garbage, pet waste, GRASS CLIPPINGS, bricks, lumber or construction materials, any quantity of combined Materials - per property/per pickup date – that exceeds what can be loaded on a one ton dump truck.

**The City of Douglas will not collect or remove brush or tree parts produced by commercial contractors.** Brush and tree parts produced by commercial contractors must be removed from the property by the contractor or by the owner or occupant of the property. Such brush and tree parts may not be placed at or near the curb or street right-of-way, except temporarily as may be necessary in the course of the work which produced the brush and tree parts.





## CITY OF THE VILLAGE OF DOUGLAS

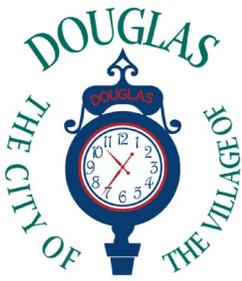
### 2021 LEAF, BRUSH AND YARD WASTE PICK UP SCHEDULE

<u>MONTH</u>	<u>EAST of Blue Star</u>	<u>WEST of Blue Star</u>	<u>Materials</u>
April	Tuesday, 6th Tuesday, 20th	Tuesday, 13th Tuesday, 27th	Leaves, Brush & Yard Waste
May	Tuesday, 4th Tuesday, 18th	Tuesday, 11th Tuesday, 25th	Leaves, Brush & Yard Waste
June	Tuesday, 1st Tuesday, 15th	Tuesday, 8th Tuesday, 22nd	Brush & Yard Waste Only Brush Only
July	Tuesday, 6th Tuesday, 20th	Tuesday, 13th Tuesday, 27th	Brush Only
August	Tuesday, 3rd Tuesday, 17th	Tuesday, 10th Tuesday, 24th	Brush Only
September	Tuesday, 7th Tuesday, 21st	Tuesday, 14th Tuesday, 28th	Brush Only
October	Tuesday, 5th Tuesday, 19th	Tuesday, 12th Tuesday, 26th	Leaves Only
November	Tuesday, 2nd	Tuesday, 9th	Leaves Only

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Due to weather and leaf fall variables, additional days may be scheduled.





Good Afternoon,

This is the City Manager's week in review for the week of October 25, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last two weeks has increased to 93.6 from 55.1 new cases per day compared to one week ago. City Hall is open to the public, but masks are required to enter. You may google the Allegan County COVID-19 Dashboard to track this data.

**Douglas Brownfield Redevelopment Authority** – In a special meeting of the Brownfield Authority, the members voted to recommend City Council award a contract to Melching Demolition of Norton Shores to remove hazardous waste and demolish the above grade structure at 200 Blue Star. The City received six responses to the bid request. The low bid is financially favorable due to the credit the City will receive for the scrap value of the building. The contractor will be required to abate the asbestos and universal waste (i.e., fluorescent lighting containing mercury, etc) from the building prior to demolition. Once the bid is awarded by City Council, a notice will be prepared for nearby residents and businesses to inform them of the site activity.

**Halloween Parade** – DPW crews were staging barricades in preparation for the annual parade scheduled for Saturday October 30<sup>th</sup>. Line up in downtown Douglas begins at 9:30 p.m. and the parade starts at 10:00 p.m. The weather looks like it will cooperate.

**Wiley Road Trail** – Work is continuing on the Wiley Road Trail project. This week concrete curb and pedestrian ramps were being installed. The project will install a trail on the north side of Wiley Road from Blue Star Highway to Wiley Court. The project is being funded with Federal Air Quality Congestion Mitigation funds and as such, the installation of sidewalk ramps was prescribed for the project. Residents may notice sidewalk ramps with no connecting sidewalk; however, the requirement to install the ramps is required by the Americans with Disabilities Act and a requirement of accepting the funds.

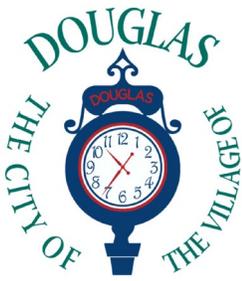
**Lakeshore Development** – The City has been responding to unpermitted work along the Lakeshore. This is a reminder that site changes including, but not limited to, tree removal, fencing replacement/installation, surface or grading work, decking, stair work, and beach or bluff improvements require City and, in some cases, State permits before work begins. The entire Lake Michigan shoreline is regulated locally by Section 16.21 of the [Zoning Ordinance](#) -further classified as Sensitive Lands under Section 16.20 and the [Waterfront Construction Ordinance](#), which may require review and approvals by the Planning Commission and City Council. Additionally, some of the shoreline is protected as a [State-regulated Critical Dune Area](#), requiring further review and issuance of permits by the State prior to work. Failure to obtain the required authorizations and permits may result in violation, stop work order, fines, and penalties which may include removal of any unpermitted improvements made and restoration of the areas disturbed. Before performing any interior, structural, or site changes, Lakeshore Drive residents are highly encouraged to meet and discuss their objectives with the Planning and Zoning Administrator and are required, like all residents, to submit a Zoning Review Application for review and approval prior to work beginning.

**Campbell Road Water Main and Resurfacing** – Work is anticipated to begin on November 1 on Campbell Road between Ferry Street and McVea. City Council awarded a contract to Southwest Transport to install the water main and resurface Campbell Road between Ferry and McVea Street. The project will be completed in two phases with the water main work being conducted this fall / winter and resurfacing in the spring. The split season approach was taken to avoid construction during the summer season.

**Point Pleasant Development Plan** – Edgewater resources held a public meeting at City Hall on Wednesday evening to go over the community responses and three development ideas for Point Pleasant Marina. After the presentation of the plans, attendees were asked to vote on elements they liked for the park. The next public meeting to review the plan again is on November 18<sup>th</sup> at City Hall at 7:00 p.m.

That is all I have for now. Have a good weekend.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of November 1, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard indicates the 7-day moving average of new cases over the last two weeks has increased to 73 from 48 new cases per day compared to one week ago. City Hall is open to the public, but masks are required to enter. You may google the Allegan County COVID-19 Dashboard to track this data.

**City Council Meeting** – City Council held its regular City Council meeting and covered the following topics:

- Review of the results of the traffic studies on Blue Star Highway and Wiley intersection and Water Street vehicle classification study.
- 200 Blue Star Demolition above grade demolition contract awarded to Melching Demolition in the amount of \$77,800.
- Point Pleasant Trust Fund Grant Declaration to Notice to designate the property for use as public outdoor recreation.
- Discussion on the current fiscal year's budget amendments.
- City Council tabled a discussion about cyber security insurance.

**Kathy Mooradian** – Thank you to Councilwoman Kathy Mooradian for six years of service on the Douglas City Council.

**Election** – Tuesday was election day in Douglas and the only item on the ballot was the election of City Council members. Four individuals were vying for three seats.

**200 Blue Star Highway** – City Council awarded a contract to Melching Demolition of Norton Shores to remove hazardous waste and demolish the above grade structure at 200 Blue Star. I have a pre-demolition meeting with the contractor next week and notice of demolition letters went out to properties located within 300 feet of the project.

**Halloween Parade** – The annual Halloween parade was a great success and the weather cooperated nicely. The costumes were amazing, as usual, and everyone in attendance appeared to be having a wonderful time in downtown Douglas.

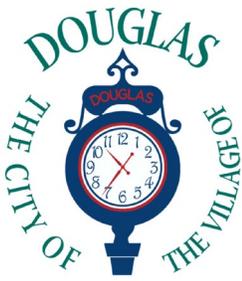
**Wiley Road Trail** – Paving work is complete on the Wiley Road trail project and crews are working on soil restoration and finishing touches.

**Campbell Road Water Main and Resurfacing** – Contractors have started on the west end of the project this week to install new water main. The engineer has been providing regular project updates and we've been sharing the updates with the residents who signed up for email notifications.

**Road Resurfacing** – Road resurfacing projects have also started this week. Crews have been onsite milling off asphalt and repairing the sink hole at the intersection of Blue Star and Center Street. Randolph Street was milled at the end of this week and crews were working on Chestnut Street.

That is all I have for now. Have a good weekend.

Rich LaBombard, City Manager



Good Afternoon,

This is the City Manager's week in review for the week of November 8, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard wasn't available as of this writing. To view the dashboard go to:

<https://alleganco.maps.arcgis.com/apps/opsdashboard/index.html#/792287b41e3f485e97f968335b45ca6c>

**200 Blue Star Highway** – City staff participated with the demolition contractor in a pre-demolition meeting this week. We all shared information, toured the site, and talked about the demolition project. Temporary fencing was being installed this week.

**Wiley Road Trail** – Progress on the Wiley Road Trail project is winding down. Contractors are regrading the areas around the new trail and planting grass seed. Still to be completed is all the necessary signage.

**RTF Meeting** – I attended the Rural Task Force meeting with Allegan County Road Commission to discuss how future federal transportation dollars will be allocated for the next several years in the region. I put in a request on behalf of Douglas for funds to extend the Wiley Road Trail further east or to install a trail on Ferry Street from Artisan Row to Campbell Road. If awarded, the funds for these projects wouldn't be available until 2026 – 2029 fiscal years. It's a long shot, but worth making the ask now.

**Campbell Road Water Main and Resurfacing** – Water main replacement work continues on Campbell Road. I've visited the site a few times this week to check on progress. We had one issue with a damaged lead water service that will be replaced with copper per the lead and galvanized rule issued by the state that mandates any lead or galvanized pipes will be replaced.

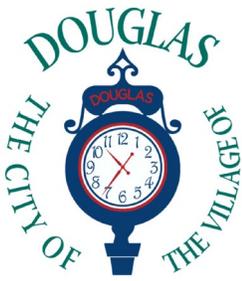
**Road Resurfacing** – Crews were working diligently on the list of road resurfacing projects this week. New pavement went down on Main Street, Chestnut Street, portions of Randolph, St. Peters Street, and portions of Westshore Ct. The sinkhole at the Center and Blue Star Highway intersection was repaired and paved, and an asphalt curb was installed on Water Street to reduce erosion during rain events. Still to be completed is curb and guard rail work at Union and Blue Star Highway, curb work at the St. Peters and Blue Star Highway intersection, and paving of a portion of Blue Star Highway. Thank you to all the residents who were patient during the work completed thus far.

**Councilman Naumann** – I spent some time with the newly elected Councilman to bring him up to speed on a number of City projects, reviewed the project master list, discussed the FY '21 budget, provided him with a copy of the charter, and we toured the City to discuss many projects and potential projects. The City Clerk's office set him up with copies of City Council onboarding books, email access, and the City issued tablet. Welcome Councilman Naumann.

**Point Pleasant Steering Committee** – The steering committee met with Edgewater Resources to go over the next version of the Point Pleasant plan that will be presented publicly at the Community Open House on November 18<sup>th</sup> at 7:00 p.m. at City Hall.

That is all I have for now. Have a good weekend.

Rich LaBombard,  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of November 15, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard wasn't updated as of this writing, but the new case count continues to climb. To view the dashboard, go to:

<https://alleganco.maps.arcgis.com/apps/opsdashboard/index.html#/792287b41e3f485e97f968335b45ca6c>

**City Council Meeting** – Monday's regular City Council meeting involved the election of mayor and mayor pro tem. Regular business included a public meeting to receive comments about the City's 2022 EPA Brownfield Clean Up Grant application, a presentation by the History Center to install interpretive signage at Wades Bayou to tell the story of historical uses of the bayou, and a discussion about cyber insurance for the municipality.

**Lakeshore Manager's Meeting** – Tuesday I attended a meeting in South Haven with the other area municipal managers. We meet on occasion to discuss projects and catch up on common lakeshore issues.

**Housing** – Wednesday evening, myself, the planning and zoning administrator, and the mayor were in attendance at a presentation by Housing Next of Holland to learn about attainable housing. The meeting was held at the Saugatuck Center for the Arts and two groups were formed after the presentation. One group will focus on issues related to attainable housing and the other group will focus on issues related to short term seasonal housing. The meeting was well attended by each of the three communities, business owners, and concerned citizens.

**200 Blue Star Highway** – Crews from Melching Demolition have mobilized equipment on site and are in the process of abating the asbestos and removing universal waste from the facility. They are confirming the utility disconnections are completed and prepping for the demolition stage once abatement is complete.

**Wiley Road Trail** – The Wiley Road Trail is complete. Signage is installed and pavement marking is done. The trail is ready for public use.

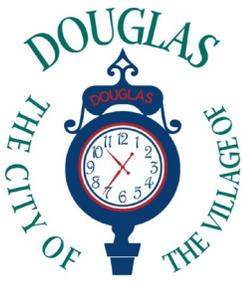
**Campbell Road Water Main and Resurfacing** – During this week's progress meeting for the Campbell Road water main project, we learned that the contractor is working their way to the east and encountering a number of old utilities that they have to cross over or under. Otherwise, progress is going well.

**Road Resurfacing** – The road resurfacing projects have been put on hold for the moment, but contractors were on site working on cleaning up the road edges, placing top soil, and seeding.

**Community Open House** – Thursday night was the Community Open House. Three topics were covered: Edgewater's presentation of the development proposal for Point Pleasant Marina, Williams and Works' proposal for the Tax Increment Financing Plan for the downtown to get community input on where TIF funds should be spent for downtown improvements, and, also, a Williams and Works presentation regarding community wayfinding to get input on signage design and key locations.

That is all I have for now. Have a good weekend.

Rich LaBombard,  
City Manager



Good Afternoon,

This is the City Manager's week in review for the very short work week of November 22, 2021.

**COVID-19** – Data from the Allegan County COVID-19 Dashboard is up and running again and as of November 15, the seven-day moving average of new cases per day was up to 142.6 cases. During the first peak last year on November 18, 2020, the highest case count was 99.9 new cases per day per the County dashboard. The data is very concerning. City Hall remains open, but staffing is reduced with some employees working remote to protect employee health and ensure continuity of services. To view the dashboard, go to:

<https://alleganco.maps.arcgis.com/apps/opsdashboard/index.html#/792287b41e3f485c97f968335b45ca6c>

**Thanksgiving Holiday** – City Hall will be closed on Thursday (11-25) and Friday (11-26) for the Thanksgiving holiday. Please enjoy your holiday weekend and above all stay healthy.

**200 Blue Star Highway** – Crews from Melching Demolition continue their work on the interior of the building to remove asbestos and universal waste products.

**Leaf Collection** – The DPW crews and a contractor are combining forces to keep up with the late leaf drop and collection this year. Crews will continue to work on leaf collection next week. Residents are reminded to not sweep leaves into the travel lane of any public street.

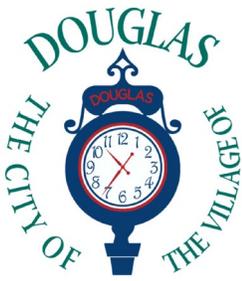
**Center Street Path** – The Center Street pathway was paved this week by contractors. They also paved those portions of the path that were required to be extended as part of the West Shore Planned Unit Development.

**Beery Field Restroom** – A Downtown Development Authority project to heat Beery Field Restrooms was completed this week. DPW will turn the water back on next week and have the restrooms ready for service. Congratulations DDA!

**Pavement Markings** – The pavement markings were completed this week for the streets that were recently resurfaced. The new markings and cross walks look great. There are a few areas that will need to be addressed still, but overall the project is complete for this year. Blue Star Highway between Main and Center will be resurfaced in the spring.

That is all I have for now. It was a short work week. Have a great holiday!

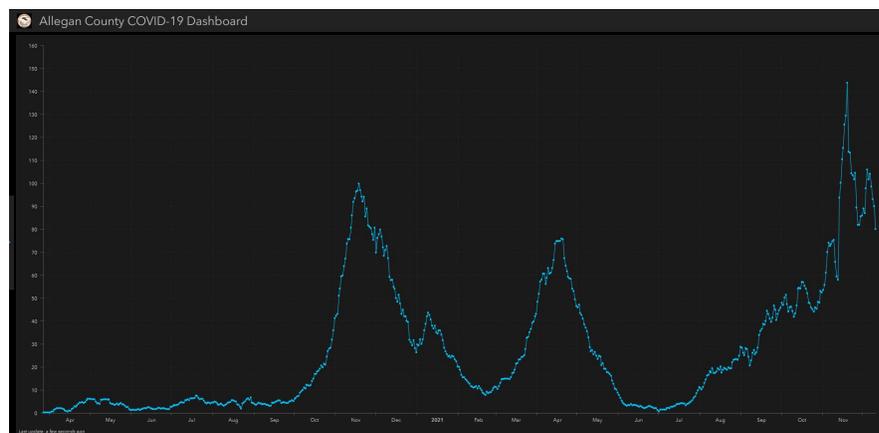
Rich LaBombard,  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of December 6, 2021.

**COVID-19** – The Allegan County COVID Dashboard shows a decrease in cases over the past three weeks. City Hall remains open to the public, but masks are required for entry. Most City employees are working remotely, but can be reached via phone, email, or by scheduling a meeting.



**Wayfinding Committee** – The Wayfinding Committee met and reviewed schematics, options, and colors for the Wayfinding program. The Wayfinding program is intended to unify the signage around the City, identify points of interest, establish a standard for the Douglas community, and declutter signage throughout the city.

**200 Blue Star Highway** – Crews from Melching Demolition focused their attention on demolition and approximately 1/3 of the building was demolished at the end of this week. Air quality monitors are on site to measure any particulate matter that may escape the demolition process.

**Brownfield Workshop** – The Brownfield Authority met for a workshop to hear a presentation from the City's environmental consultant. The consultant discussed buy in from the EPA about the management of PCB containing material. Specifically, the north wall concrete block contains PCB and with EPA's support, the material will be temporarily wrapped and stored on site until a work plan is complete per the EPA's requirements and then the material can be disposed of. The EPA is also working with the City to help to characterize soils and concrete at no cost to the City. The additional characterization exercise will be important to the EPA to understand the scope and costs associated with removal and remediation of the PCBs.

**Leaf Collection** – Leaf collection has wrapped up for the year. Thanks to everyone who were so patient during the late leaf drop and thanks to our DPW crews for working so hard to keep the City clean.

**Campbell Road** – Water main work continued in the 600 block of Campbell this week. Freezing weather held up work for a few days. The contractor was wary of exposing active water services and the water main to freezing temperatures, so they postponed work for a few days. Unrecorded services continue to be a problem. Record of service locations weren't well document in the past leaving the contractor to have to find the service lines which occasionally results in broken lines.

**Wades Bayou Request for Proposal** – The notice seeking proposals for a recreation-based entity to locate at Wades Bayou to provide water-based recreation services will be published on the City’s website and in the newspaper. Interested parties may request a packet and review the specifications. The responses are due back to the City in early January.

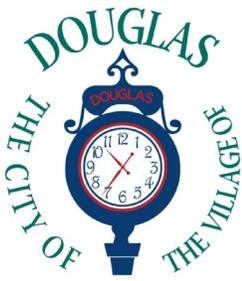
**Sewer Agreement** – I had a meeting with the other municipal managers this week about the current sewer agreement. Revisions to the agreement have been needed for some time to clarify roles, responsibilities, and ownership of assets. This was the first of several meetings that will be needed to revise the agreement and present it to the respective City Councils.

**Facility Study** – I met this week with the firm working on studying the City’s facilities. I will be presenting information to the City’s building team in the near future.

**Open Council Seat** – The City will be advertising for a vacant City Council seat in the next newspaper. Applicants interested in applying should fill out an application and they will be provided a questionnaire to be completed. We anticipate interviews will take place on the January 3<sup>rd</sup> City Council meeting. Applications will be taken until December 24<sup>th</sup>.

That is all I have for now.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of November 29, 2021.

**COVID-19** – The Allegan County COVID Dashboard was not working as of this writing; however, state data shows COVID cases in the County have exceeded the previous peaks. City Hall remains open to the public, but masks are required for entry. Most City employees are working remotely, but can be reached via phone, email, or by scheduling a meeting.

**200 Blue Star Highway** – Crews from Melching Demolition continue their work on the interior of the building to remove asbestos and universal waste products. Large scale demolition will begin very soon and will start at the south end of the facility.

**EPA Clean Up Grant** – Thank you to the public who reviewed the draft grant application and provided comment on the EPA Clean Up Grant request. The request was submitted by the City's Environmental Engineer this week. The City is seeking \$500,000 in clean up grant funds which requires a \$100,000 or 20 percent match. If awarded the funds would be used to remove and cap PCBs located at 200 Blue Star Highway.

**Leaf Collection** – The DPW crews and a contractor are combining forces to keep up with the late leaf drop and collection this year. Crews worked on leaf collection this week. Residents are reminded to not sweep leaves into the travel lane of any public street.

**Campbell Road** – At this week's progress meeting for Campbell Road, we were told that water main work continues in the 600 block as crews work their way to the east. As a reminder, the work on Campbell Road will be suspended after the water main work is completed for the winter and will restart in the spring.

**EPA** – I participated in a conversation with the EPA this week to discuss strategies for further quantifying the concentrations and locations of PCB containing material at 200 Blue Star. The City is working with the EPA's Brownfield Cleanup group and Tetra-tech to quantify the volume of PCB containing material on site that needs to be removed.

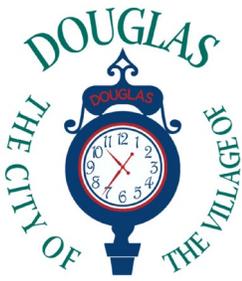
**Old Library** – The City Attorney made final revisions to the lease / purchase agreement for the old library. If the lessee's attorney agrees to the changes it will go to City Council for discussion in January.

**Wades Bayou Request for Proposal** – The notice seeking proposals for a recreation-based entity to locate at Wades Bayou to provide water based recreation services will be published on the City's website. Interested parties may request a packet and review the specifications. The responses are due back to the City in early January.

**Point Pleasant Dockage** – The public drawing for the boat slip lottery was this week. Thirteen slips were available for the public lottery, and we received more than twice that number of applications.

That is all I have for now.

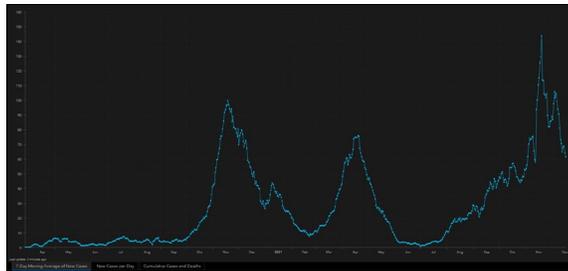
Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of December 13, 2021.

**COVID-19** – The Allegan County COVID Dashboard shows a decrease in cases over the past four weeks. The high reported on November 19, 2021, was 143.7 new cases compared to the current report on December 17, 2021, of 61.6 cases. City Hall remains open to the public, but masks are required for entry. Most City employees are working remotely, but can be reached via phone, email, or by scheduling a meeting.



**200 Blue Star Highway** – Crews from Melching Demolition continued demolition and seem to be at the 75 percent mark. Air quality monitors remain in place to ensure the air around the demolition site is safe. Water was being sprayed on the demolition to control the dust. High winds have caused some debris to escape the area. I've emailed nearby businesses to notify that crews will be out cleaning up the adjacent properties. Attached is a link to aerial drone video of the site recorded on December 14, 2021.

<https://m.youtube.com/watch?fbclid=IwAR1ggBbZgplggS1Y7xkrf5-TB9fuWAakq9JtJLZDU9Qf-R6brQwiKlZdYk0&v=iMc11yGTgAA&feature=youtu.be>

**Campbell Road** – Water main work continued in the 500 block of Campbell this week. The contractor anticipates being at the Campbell / Ferry Street intersection by the end of the calendar year. A progress meeting was held on Monday to go over progress and discuss some communication issues.

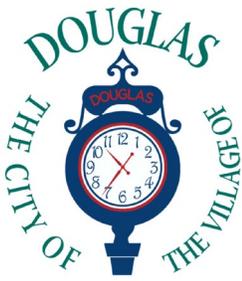
**Wades Bayou Request for Proposal** – The notice seeking proposals for a recreation-based entity to locate at Wades Bayou to provide water-based recreation services will be published on the City's website and in the newspaper. Interested parties may request a packet and review the specifications. The responses are due back to the City in early January.

**Open Council Seat** – The City advertised for a vacant City Council seat in the local newspaper. Applicants interested in applying should fill out an application and they will be provided a questionnaire to be completed. Interviews will take place at the January 3<sup>rd</sup> regular City Council meeting. Applications will be taken until December 24<sup>th</sup>.

**Capital Planning** – December is the traditional beginning of budget conversations starting with City staff. In the coming month, staff will review asset management plans and master plans to begin to identify capital items that will be presented to the City Council at the budget planning session.

That is all I have for now.

Rich LaBombard  
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of December 20, 2021.

**Holiday** – City Hall will be closed on Thursday (12-23) and Friday (12-24) in observance of the Christmas holiday. Similarly, City Hall will be closed on Thursday (12-30) and Friday (12-31) in observance of the New Year holiday. Happy holidays to everyone.

**Rural Task Force** – I attended an organizational meeting of the rural task force in Holland this week where I sit as a voting member for the Allegan County region representing cities and villages. We reviewed proposed allocations for federal transportation dollars coming into the county.

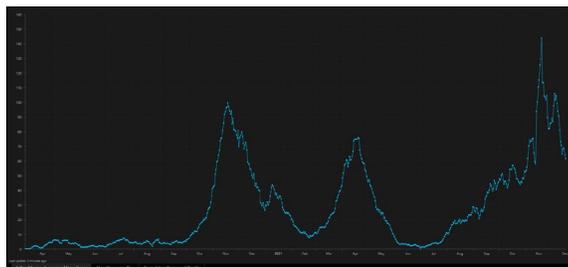
**City Council Meeting** – The regular meeting of the City Council was on Monday, and they covered the following items:

- A presentation from Safe Harbor and a request for consideration of ARPA funds from the City's distribution
- Deer management best practices
- Increase to boat launch fees for Union Street boat launch and Schultz Park boat launch
- Review of the City's concern / complaint log for the past six months

**Douglas Harbor Authority** – The DHA met to make a recommendation on continued aquatic weed treatment and also looked at the potential to conduct a test of other methods used to control aquatic weeds. The Authority also received an update from the City Manager about the progress of the capital budget items proposed at Point Pleasant Marina to include the demolition of the pool and/or house, improvements to the restrooms, installation of accessible sidewalks, and repair to the docks. In new business, the manager discussed the composition of the authority and membership requirements, talked about capital improvement planning in preparation for a City Council discussion, and the proposal from the Saugatuck Center for the Arts to install a temporary exhibit at Wades Bayou.

**Kalamazoo Lake Harbor Authority** – The KLHA meeting followed the DHA meeting where there was a discussion of navigational lighting on the Blue Star Bridge and costs for installation were provided. The next item for discussion was the presentation of information regarding the no-wake zone in the harbor following a complaint. The Authority expressed an interest in investigating the creation of the area between the Blue Star Bridge and the I-196 Highway Bridge as a no wake zone.

**COVID-19** – Because this is a short work week, the Allegan County COVID Dashboard remains unchanged from last Friday. The data was last reported on December 17, 2021, with 61.6 cases. City Hall remains open to the public, but masks are required for entry. Most City employees are working remotely, but can be reached via phone, email, or by scheduling a meeting.



**200 Blue Star Highway** – Demolition work continues at 200 Blue Star with more than 75 percent of the structure demolished. I've visited the site twice this week to monitor progress. Overall, the work is progressing as anticipated.

**SCA Artwork** – The Saugatuck Center for the Arts met with the mayor and city manager to discuss a proposed temporary art installation at Wades Bayou in celebration of the 20<sup>th</sup> anniversary of the SCA. If approved, Douglas would be one of four communities to host an exhibit. The community build installation will be installed in May and be removed in September. The installation will involve three elements, an 18-foot ring and two structures floating in the water. The proposal as presented meets most of the elements of the community's public art policy. I've requested a special event application from the SCA for the temporary art exhibit and will take the application to City Council once received. SCA is also proposing a marketing plan that would benefit downtown Douglas.

**Wades Bayou Request for Proposal** – The notice seeking proposals for a recreation-based entity to locate at Wades Bayou to provide water-based recreation services will be published on the City's website and in the newspaper. Interested parties may request a packet and review the specifications. The responses are due back to the City in early January.

**Open Council Seat** – As of this writing, I am in receipt of three applications for the open City Council seat. In alphabetical order—Demetrea Terrien, Phil Toepper, and Jeremia Whiteley have submitted applications and were provided a questionnaire to prepare for the January 3<sup>rd</sup> City Council meeting.

**Capital Planning** – December is the traditional beginning of budget conversations starting with City staff. In the coming month, staff will review asset management plans and master plans to begin to identify capital items that will be presented to the City Council at the budget planning session.

**Downtown Development Meeting** – I participated in the DDA meeting and presented the idea of the SCA temporary art exhibit at Wades Bayou which is located within the DDA boundaries. A motion was made in support of the installation.

That is all I have for now.

Rich LaBombard  
City Manager