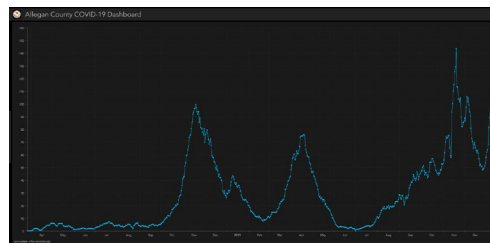


Good Afternoon,

This is the City Manager's week in review for the week of January 3, 2022. Happy New Year!

COVID 19 – The Allegan County COVID Dashboard shows the 7-day moving average of new cases is up to 107 cases, which is more than double from two weeks ago. The data was last reported on January 7, 2022. 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.



Weather – Winter storms moved into the area on Wednesday around noon and eased up Friday afternoon, dumping a significant amount of snow. Driving was difficult with slippery roads and whiteout conditions, but the Department of Public Works managed to maintain the streets throughout the event with many public works staff reporting for duty at 2:30 in the morning. Thank you, Department of Public Works.

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

- City Council interviewed three candidates who applied for City Council and selected Phil Toepper to fill the vacant Council seat. Councilman Toepper will serve until November 2022 when the seat is up for election.
- Approved a lease / purchase agreement with Ox-Bow School of Art for the former library building at 137 Center.
- Reviewed draft City Council election bylaws and provided comment to the City Manager

200 Blue Star Highway – Demolition work continues at 200 Blue Star with more than 95 percent of the structure demolished. I've visited the site several times this week to monitor progress and photograph the process. Overall, the work is progressing as anticipated.

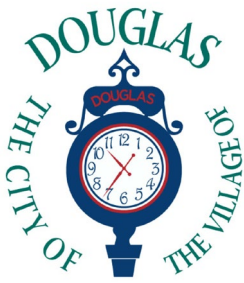
Wades Bayou Request for Proposals – The City received two responses to the request for proposals to operate a recreation-based establishment at Wades Bayou Park. The proposals will be scored by a team of reviewers and the highest scored proposal will be sent to City Council for approval.

Campbell Road – Tuesday I attended a progress meeting with the contractor and engineer. Work is progressing at a slower pace due to weather and temperatures, but new main has been installed up to the crest of the hill. The downslope work will require the contractor to shut down thru traffic temporarily.

Strategic Planning – A planned strategic planning session for City Council that was scheduled for Saturday, January 8, was cancelled and will be rescheduled for a later date.

That is all I have for now.

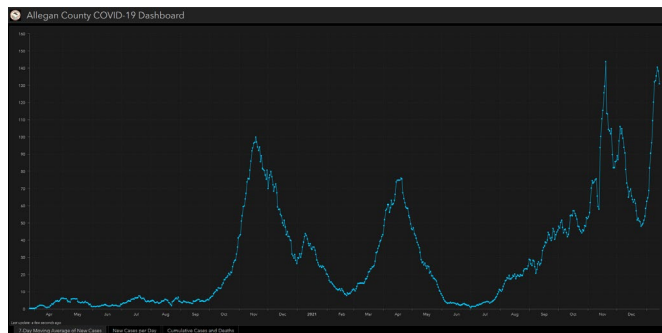
Rich LaBombard
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of January 10, 2022.

COVID 19 – The Allegan County COVID Dashboard shows the 7-day moving average of new cases is up to 130 cases, which is up from 107 cases last week. The data was last reported on January 14, 2022. 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 – Demolition continues at 200 Blue Star but the pace has slowed while we await approval from the EPA for the plan to manage the cement block material that contains PCBs.

Campbell Road – Work also continues with the water main work on Campbell Road. Freezing temperatures is slowing the pace of work. The contractor can't expose the water services when temperatures dip below 30 degrees or they risk freezing water to nearby homes.

Utility Master Planning – I spent some time with the City Engineer looking over some long-term utility master planning items specifically related to sanitary sewer that would provide opportunity to eliminate several sewer lift stations. I also reviewed items that will be in a workshop for City Council on Monday to review utility issues around the community of which there are many.

Lakeshore Advantage – I met with Mandy Cooper, Vice President of Strategic Initiatives. Lakeshore Advantage is the local economic development group that is available to provide assistance to expand businesses in the Ottawa and Allegan County region. I provided a tour of Douglas to Ms. Cooper and we talked about all the exciting projects going on around the community.

Brownfield Authority – The Brownfield Authority was unable to meet for the regularly scheduled meeting because they didn't have a physical quorum present.

That is all I have for now.

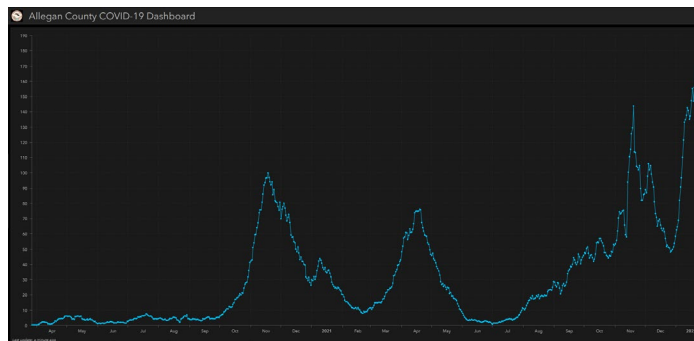
Rich LaBombard, City Manager



Good Afternoon,

This is the City Manager's week in review for the week of January 17, 2022.

COVID 19 – The Allegan County COVID Dashboard shows the 7-day moving average of new cases is up to 178 cases, which is up from 135 cases last week. The data was last reported on January 21, 2022. 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.



City Council – City Council's regular meeting was held on January 17th and they approved the following items:

- Wades Bayou recreation services – tabled and referred to the DDA for scoring
- SCA Special Event Application for art installation at Wades Bayou
- City Council election bylaws adopted
- Use of ARPA federal funds
- Aquatic weed control in Douglas Harbor
- Creation of a Blue Star Corridor fund using revenue from marijuana revenue

200 Blue Star – Major demolition activities have wrapped up at 200 Blue Star. I'll be presenting a revised scope of work item at the next City Council meeting. The additional work will be for handling the cement block material that contains PCBs. The EPA still has to approve the disposal plan for the material.

Campbell Road – Work on Campbell Road has slowed with the cold temperatures. Today's high was 22 degrees which is well below freezing. Contractors won't expose the water main to freezing temperatures due to risk of freezing.

Utility Master Planning – Following the utility master planning session I've had contact with several residents associated with some of the sites discussed at the workshop. City Council was presented seven locations that have long standing utility issues and they were ranked in order of priority.

- Hidden Water's multiple utility and road issues
- Felker's Subdivision multiple utility issues
- Main / Washington / Gerber water main on private property
- W. Fremont Street improper water connections and possible lead service lines
- VanDragt Dam emergency plan
- Parkside Lane lift station and electric panel
- Crest Street forcemain
- Water Street storm water management

Redevelopment Ready Community – Staff coordinated this week to discuss the path forward with achieving the goals of the redevelopment ready community development guide. The guide is a useful tool for developers, builders, and property owners to navigate the City's development process. Furthermore, communities that meet the requirements of a redevelopment ready community get the advantage of the state marketing up to three developable properties in the community. The marketing would attract developers from across the state.

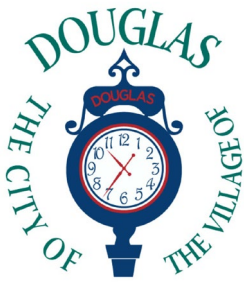
Tree Board – The Tree Board met and approved all items on the agenda.

American Rescue Plan – City staff have begun to review the requirements of a grant for the American Rescue Plan that could benefit the downtown, brownfield, or waterfront. Grants of \$1 million and \$5 million are available to rehabilitate vacant, underutilized, blighted and historic structures and development of permanent place-based infrastructure associated with traditional downtowns, social-zones, outdoor dining, and place-based public spaces. A number of projects come to mind that are outlined in the City's master plans.

Consumers Energy Foundation Planet Award Grant – A grant of up to \$500,000 is available from the foundation for projects that emphasize, preserve, and improve land, water, and air quality.

That is all I have for now.

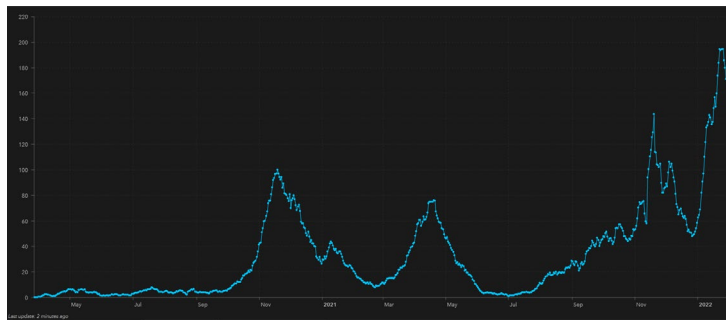
Rich LaBombard
City Manager



Good Afternoon,

This is the City Manager's week in review for the week of January 24, 2022.

COVID 19 – The Allegan County COVID Dashboard shows the 7-day moving average of new cases is 171 cases, which is down from 178 cases last week. The data was last reported on January 28, 2022. 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.



Utility Master Planning – City Hall has been taking calls and emails from residents located in several of the areas identified as needing utility work per City Council's last workshop. Felkers, Hidden Waters, and Parkside residents reached out this week to discuss next steps, solutions, or ask questions. I also participated in a meeting with the City Engineer to discuss how to move some of the projects forward, discuss the anticipated outcomes, and thought about alternatives to consider.

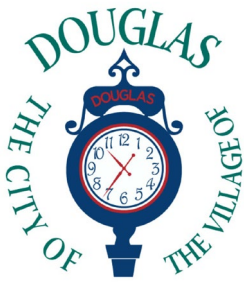
Employee Handbook – I spent time this week continuing the revisions of the employee handbook. Several City Council members provided comment at a workshop back in 2021 and those comments are incorporated into the revisions. As an employee handbook is a policy document it will be sent to the City Attorney for review.

Special Assessment District – I wrapped up some correspondence this week for a concern about the special assessment districts created in 2018. The projects were completed in 2021 and I had to provide information about the creation of the districts and the process that dates back to 2014.

Downtown Development Authority – The DDA met this week and appointed officers, discussed a media campaign for the downtown, revised bylaws, approved the installation of a roll up window for future concessions at Berry Field, and scored the Wade's Bayou Request for Proposals in order to make a recommendation to City Council.

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 January 31, 2022.

COVID 19 – The Allegan County COVID Dashboard wasn't updated as of this writing; however, the state data shows a significant drop in the number of covid cases as of February 3, 2022. 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.

Snow Event – This week's snowfall kept the Department of Public Works busy clearing streets and trails to keep the City moving. As a reminder, the Fire District is asking for assistance with clearing fire hydrants. An accessible hydrant can save valuable time in responding to a fire emergency. A three-foot swath around the hydrant and a cleared path to the street is sufficient for fire department accessibility.

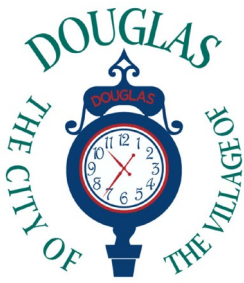
MEDC West Michigan Tourism – I participated in a Michigan Economic Development Commission interactive workshop to discuss shoreline town tourism and some of the challenges communities are facing. The moderators polled participants to generate discussion and participants were able to discuss their thoughts with the group on Zoom. Many ideas were generated including adding infrastructure such trails, parking, sidewalks, marinas, and additional waterfront access. In addition, there was an interesting discussion about the benefits and drawbacks of seasonal and transient boat slips. Seasonal boat slips produce a predictable revenue for municipalities and require less staffing, while transient boat slips are a wonderful amenity to offer but require a great deal of staffing and interaction with boaters. Other ideas centered around the ability to physically connect visitors to neighborhoods and businesses with sidewalks and trails, implementing wayfinding, employing mobile apps to direct visitors to businesses. There was also a discussion about the regional aspects of tourism and recognition that all communities should work together because visitors don't recognize political boundaries and city limits.

Community Managers – Friday the community managers met and we had introductions. This was my first time meeting Daniel DeFranco with Saugatuck Township. The managers discussed issues in common such as the Blue Star Trail status, Sewer Agreement, aquatic weeds, and the Harbor Authority.

Utility Planning – Utility issues continue to occupy a good deal of my work week. The water main construction on Campbell continues when the weather allows. I've been working through some utility issues at Felkers, Hidden Waters, and Parkside Lane.

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 February 7, 2022.

COVID 19 – The Allegan County COVID dashboard indicates a dramatic drop in the seven-day moving average of new cases. The current report indicates 48.3 new cases per day compared to 90.3 new cases per day a week ago. The last time the case count was this low was on December 26th. The all-time high was reported on January 25th with 199.7 new cases per day in Allegan County. Follow this link for more:

<https://www.arcgis.com/apps/dashboards/b2c637afa8ba417683cc06ebc89e0232>

City Council Meeting – The regular meeting of the City Council was Monday night and City Council approved the following items on their agenda:

- Awarded a three-year agreement to Third Coast Surf Shop to provide recreation-based services at Wades Bayou
- First reading of the disposal of surplus personal property policy
- First reading of the disposal of surplus real property policy
- Additional scope of work for demolition at 200 Blue Star Highway added to the Melching demolition contract
- Resolution to approve a lot line adjustment at 327 Water Street
- Resolution to approve a cost contribution to a mural program planned by the DDA

Consumers Energy Foundation Grant – A grant announcement was issued by Consumers Energy Foundation Planet Awards 2022 announcing as much as \$250,000 available to make a positive impact on the state's land, water, or air. In order to be invited to apply, nonprofits and government entities had to submit a letter of intent by February 11, 2022. After reviewing the criteria and current project list, I submitted a letter of intent to extend the Wiley Road path further east over the Tanner Creek ravine. If the project passes the initial round of reviews, the City will be invited to submit an application by March 17th.

Planning Commission – The Planning Commission held their regular meeting on Wednesday and approved the following items on their agenda:

- Marine hardware sales and service / marine storage at 6771 Enterprise Drive
- Accessory structure at 333 Blue Star Highway
- Recommended amendment of Code of Ordinance Chapter 93 Street and Sidewalk definition for alley
- Public hearing to recommend amendments to the sign ordinance

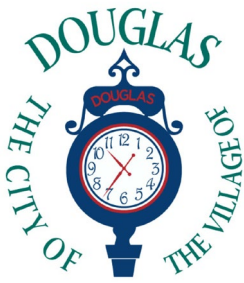
Brownfield Redevelopment Authority – The authority met on Thursday, reappointed board members, and received an update about the demolition at 200 Blue Star Highway. Melching has been notified of their increased scope of work.

Union Street Sidewalk – The proposed sidewalk project to connect Blue Star Highway and Center Street along Union Street is being advertised by the City's engineering firm. The project will install sidewalk on the west side of Union Street in the City's right-of-way and provide a safe walking route for pedestrians. The City will open bids publicly at City Hall on February 28th.

Sewer Agreement – The multi-jurisdictional sewer agreement is in need of updating. The municipal managers are in the process of reviewing the agreements and making notes in preparation for discussions with KLSWA.

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 February 14, 2022.

COVID 19 – With the recent rapid decline in COVID-19 cases, the State Health Department announced Wednesday it is expiring the public health advisory on masking in indoor public settings unless an individual is under quarantine conditions due to exposure to COVID-19.

https://www.michigan.gov/documents/coronavirus/FINAL_MDHHS_Masking_Guidance_2.16.22_748315_7.pdf

Allegan County Health Department announced it will discontinue COVID-19 testing, most vaccine clinics, school, and business outreach, and tracking local case data down to the zip code and school district. The department will also scale back its contact tracing and case investigation efforts.

Ice Rescue Training – The Saugatuck Fire District requested use of Wades Bayou for ice rescue training on February 23, at 6:00 p.m. This has been an annual request for the past several years. Residents shouldn't be alarmed by the training exercise. Local law enforcement has been notified of the event and information is being posted on the City's social media sites to inform the public.

Douglas Harbor Authority – The Authority met on Tuesday night and elected officers, received a written communication to make the entire area between the bridges a no-wake zone, reviewed a proposal to demolish the pool at Point Pleasant, and had a presentation from Planning and Zoning about Waterfront and Public Marina goals outlined in the master plans.

Slow No Wake Grant – Sgt. Ensfield of Allegan County Sheriff Department announced that the County Marine Patrol was unsuccessful in their bid to obtain a second grant to enforce slow no wake boating zones.

Pool Demolition – The removal of the in-ground swimming pool at Point Pleasant Marina has been a goal of the redevelopment of the property for maintenance, liability, and future development purposes. The pool removal project will completely remove the pool and surrounding deck, backfill, and regrade the slope, and add topsoil and seeding for \$13,200. The City budgeted \$15,000 for this work. This scope of work will be approved administratively per the purchasing policy because the project cost is under \$20,000. The City received a quote to demolish the house and pool combined; however, the Douglas Harbor Authority weighed the benefits and drawbacks of demolishing the house and pool together and determined it was more advantageous to keep the building as the offices of the Douglas Harbor Authority and attached public restrooms in service for now. Renting a temporary restroom facility with showers would be in the \$3,000 to \$7,000 range per month not including the routine monthly service fees.

Dock Repair – The City has received a quote for dock repair work at Point Pleasant Marina. The work would replace approximately 90 linear feet of deck boards, repair a falling finger dock, rebuild the main boardwalk at the halfway point where it's falling, and remove a dock that is below the water surface to eliminate a hazard. The quote for the work is \$12,000. \$25,000 was budgeted and the work will be approved administratively.

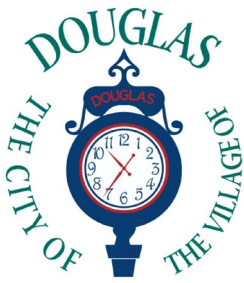
Consumer Energy Foundation – A meeting this week with a representative from the Consumer Energy Foundation involved a tour of the ravine over Tannery Creek where the City submitted a letter of intent to apply for grant funding to install a crossing as part of the trail extension project on Wiley Road. The purpose of the meeting was to allow the representative to familiarize himself with the project and site. Grant funding of up to \$250,000 is available for projects that preserve and protect land, air, and water resources.

Campbell Road Progress – Work on Campbell Road water main continues at a slow pace due to weather, but the crew is nearing the intersection of Campbell and Ferry Street. A persistent water leak in the 800 block of Campbell was proposed to be addressed this week as well. Residents receive routine communication via email list about the progress of the project.

Lakeshore Advantage – I have a meeting with Lakeshore Advantage to discuss how they can contribute to business growth along the Blue Star Highway Corridor.

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 February 21, 2022.

DRAFT Sewer Capacity Report – The City is in receipt of the draft sewer capacity report that is a result of the installation of four sewer master meters that measure flow volumes in the collection system. The report quantifies the sources of volume from each four constituent communities into the wastewater treatment plant. This is the second annual report and reports the results of the 2021 calendar year. With a yearly average flow of 0.157 million gallons per day, the City of Douglas is under its allotted capacity of 0.496 million gallons per day.

County Broad Action Workgroup – Allegan County Broadband Workgroup requested a March 1 response from local units of government interested in earmarking ARPA funds to advancing the goal of community broadband. I submitted a reply to the workgroup on behalf of the City of Douglas to indicate the City is interested in participating to improve broadband access in the community.

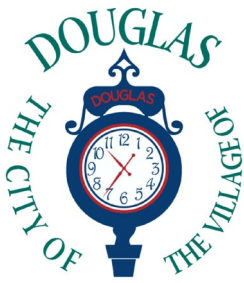
Pre-Demolition Meeting – An on-site meeting was held this week with Melching Demolition to discuss the removal of the pool at Point Pleasant. Work will begin within two weeks of obtaining appropriate permits. The project will remove the entire pool, surrounding concrete and decks. Specific trees were marked to protect from damage. A notice will be sent to nearby neighbors to inform them of the work being conducted. Work will also begin soon on repair of the docks at Point Pleasant.

Parade Safety – The City is in receipt of a report on Parade Safety prepared by local public safety. The report advocates for improved safety measures in light of a past event in Waukesha, Wisconsin that resulted in loss of life. The report discusses risks associated with large gatherings for parades, recommends mitigation strategies to prevent loss of life and serious injury, and advocates use of collective resources to improve parade safety.

Cyber Security – The City Clerk's office is working with a vendor to raise awareness of cyber security risks and make improvements to the City's network through training opportunities. Cyber security is more important than ever and there are locally documented incidents of successful breaches. The Michigan Municipal League reported "over 5,000 attacks on [their] network in the last seven (7) days that had originated in Russia."

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 March 7, 2022.

Strategic Planning – City staff have worked this week on strategic planning review and document preparation for the City Council. Strategic planning elements are pulled from various master plans, development plans, asset management plans, regional projects, and state mandates such as the lead and copper rule. All the strategic planning elements are pulled together into a master project list that will be presented to City Council for budget development and adoption. The strategic planning sessions and budget sessions are open to the public and will be announced on the City's website.

DDA Sidewalk Improvement Project – Upcoming work approved by the Downtown Development Authority was prepared as a public notice mailer for residents and businesses in the downtown area. The project includes mostly concrete work and sidewalk replacement to eliminate broken sections and trip hazards with some select trees being moved as part of the project. Work will begin in the coming weeks.

Union Street Sidewalk Project – Public notices are being prepared for residents near Union Street between Blue Star Highway and Center Street for the City's upcoming sidewalk project. The project scope is to install a sidewalk on the west side of Union Street to make a better pedestrian connection between Blue Star Highway and the downtown. One tree at City Hall will have to be removed to accommodate the sidewalk project. These sort of pedestrian connectivity projects aim to provide safer access and better connection of the municipal sidewalk network as outlined in the City's master plans.

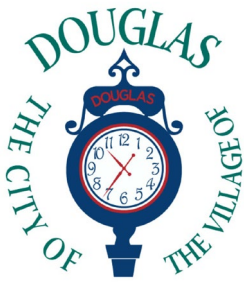
Union Negotiations – The City Manager and Police Chief held the initial negotiation session with the police labor union this week.

Pool Demolition – Pool demolition at Point Pleasant Marina will begin next week. Notices have been mailed to residents to inform them of the project as well. The scope of work will include removal of the pool and regrading the site with the goal of preserving select species of trees that are valuable to the site. The work follows the completion of dock improvements finished just this week.

Sewer Agreement – The tri-community managers met this week with KLSWA representatives for the second meeting to negotiate a revised sewer agreement. The goal of the revised agreement is to better define responsibility for ownership, maintenance, and operation of elements of the public sewer system.

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 March 21, 2022.

City Council Meeting – Monday was the regular meeting of the City Council. The City Council had a presentation about the annual audit by Siegfried Crandall P.C. The audit went very well and the City's in a good financial position. Edgewater Resources also gave a presentation about the proposed development plan for Point Pleasant Municipal Marina. In regular business, City Council approved:

- Ordinance to rezone in the downtown area
- Resolution to extend the Tri-Community Recycle Committee through 2023
- Temporary right of way expansion for businesses in the downtown
- Canoe/kayak storage rack policy for use of the municipal canoe/kayaks racks.

City Council Workshop – Monday City Council also held a workshop to go over strategic planning discussion about parks and facilities in preparation for the next fiscal year budget. This is the second of three council planning sessions. The first session focused on public utilities.

Budget – Budget development continues this week with staff working on quotes and projecting revenue and payroll estimates for the upcoming fiscal year.

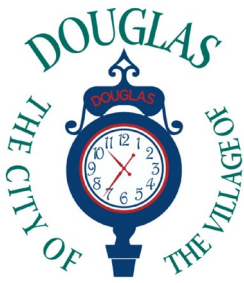
Orientation – Thursday I met with Councilman Toepper and we toured the City and talked about a variety of projects in the City and he was able to tour several municipal properties. I've found the tour of the City is a great way to introduce Council members to the various issues that will require setting policy or establishing budget.

City / Township Workshop – I attended a workshop hosted by Saugatuck on Wednesday night that focused on structure of governments, elected officials' actions, fiduciary duties, conflicts of interest, ethics, open meetings act, freedom of information act, and revenue sources. The meeting was attended by approximately 20 individuals made up of local elected officials and staff members.

Sewer Agreement – I have comments on the sewer agreement back from the City Engineer and I continue to document my own comments to the proposed revisions. The City Attorney also has a copy of the agreement for his comments. All three constituent communities are working on providing feedback on the agreements with the goal of moving the discussion forward in April.

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 March 14, 2022.

Campbell Road – Work on Campbell Road hit a snag this week when proper notification deadlines weren't met by the contractor among other issues. The notification to shut off municipal water supply typically requires a 24-hour notice prior to shut off unless it's an emergency situation such as a line break. The City Manager of Saugatuck and I met with the project engineer and reestablished expectations for the engineering firm and the contractor based on concerns we had about the notification standards and impact on residents. The municipalities routinely issue email updates as provided by the engineering firm via an e-mail chain to the residents. Multiple notices had to be issued this week to clarify when shut-offs and boil water advisory's were planned.

200 Blue Star – The City and the City's Environmental Engineer have been working with the EPA Brownfield group to develop an additional sampling and analysis plan for the PCB area at 200 Blue Star to better quantify the area to be remediated. I've been following the development of the draft sampling and analysis plan. When I find out a date when additional samples will be taken, I'll communicate that.

Demolition Debris – Melching Demolition has committed to cleaning up demolition debris that left the site at 200 Blue Star during the demo process. Several high wind events blew insulation and other material beyond the fence onto private property. I've sent a communication to adjacent properties to let them know that demolition debris will be cleaned up.

Point Pleasant Pool Demolition – The pool demolition is complete, and crews are working on site grading, restoration, and seeding.

Sewer Agreement – I continue to review the Sewer Agreement with the goal of providing comments back to the KLSWA attorney in the next week so that discussions can move forward. Representatives from the three communities and KLSWA have been discussing needed revisions to the agreement and clarifying, roles, responsibilities, and standards.

Strategic Planning and Budget – The annual process has been the focus of much of my time. I met last week with City staff to go over the strategic planning documents and added additional items. Elements that make up a community's strategic plan come from many sources such as the various community master plans, asset management plans, regional goals and projects, state mandates, and local site development plans. All of these sources are reviewed to determine how to best allocate budget funds to achieve the goals of the strategic plan.

West Centre Collective – I had a meeting with the West Centre Collective team this week to talk about the state land bank and ability to access development funding for the project through the City's Brownfield Authority.

Traffic Committee – Select City staff led by the Police Chief met this week to begin to comprehensively discuss a variety of traffic related issues throughout the City. The goal of the meeting is to begin to identify areas of improvement related to traffic signage, pavement markings, and movement of traffic.

VanDragt Dam – I met with Mr. VanDragt briefly this week and he provided photographs from 1963 related to the construction of the dam adjacent to Wiley Road.

DDA Sidewalk Improvement Project – Work in the DDA has started with moving of a few trees. Three trees were moved to the public right of way near the new library. Concrete sidewalk work is planned to begin next week. Notices have been sent out to the parties impacted by the work.

Shamrock Crawl Event – The Douglas Park Project and Hope for Allegan County Youth are hosting a fundraiser called the Shamrock Crawl on March 19th from 12-6:00 starting at Wicks Bar in Saugatuck. Several participating bars are in Douglas. Proceeds benefit the Douglas Park Project and the youth program. Punch cards are \$30.00.

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 March 28, 2022.

Township Manager – Monday I met with the interim township manager, and we reviewed a variety of topics related to both the Douglas and Saugatuck Township communities ranging from sewer agreements, cemetery maintenance contract, future utility projects, and the Kalamazoo Lake Harbor.

Campbell Road – Tuesday was the regular progress meeting for the Campbell Road project, and the contractor is beginning to replace galvanized and lead pipe service lines to the structure with copper material. The copper lines will be then tied over to the new water main. Work is progressing slower than anticipated with many of the underground service line locations being unknown to the contractor because they pre-date good recordkeeping. The contractor has mentioned adding additional staff to meet the end of May deadline imposed to substantially complete the project.

Short-Term Rental – Tuesday I also met with the Fire District and members of the other communities to hear what challenges are being faced by the Short-Term Rental inspection process. While the rental inspection process is the same in each community for the Fire District, the communities vary by their forms, ordinances, and fee structure. Compliance was also brought up as a significant issue that requires a great deal of investigative work to find unregistered short-term rentals and prompt them to get into compliance with proper safety inspections.

Budget – Budget development continues this week with staff working on quotes and projecting revenue and payroll estimates for the upcoming fiscal year.

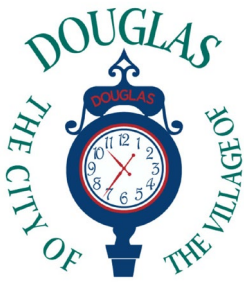
Project Planning Workshop #3 – Staff and I developed the packet for the third workshop for City Council. This is the third workshop to discuss with City Council all the various projects that City Council will need to consider for future budgets. All of the items identified for the next fiscal year in this process will be compiled into the Project Master List and City Council will rank the items to determine which projects will be priorities for funding.

Sewer Agreement – I have comments back from the City Engineer and the City Attorney about the Sewer Agreement with KLSWA. I'm going to compile the comments into one comprehensive document to submit to the KLSWA attorney. Once this process is complete, we will move to reviewing the Water Agreement.

Building Michigan Together Plan – On March 30th, the Governor signed into law the "Building Michigan Together Plan" which dedicates \$4.7 billion dollars focused on water, transportation, broadband internet, and parks.

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 April 4, 2022.

City Council – The regular City Council meeting was on Monday and City Council approved the following business:

- Proclaimed the week of April 22-30 as Dark Sky Week
- Approved a special event application for the Douglas Community Pride Event
- Approved a special event application for the Douglas United Church of Christ Block Party
- Approved a public hearing for April 18th to consider construction of sidewalks at 333 Blue Star Highway

Budget Planning Workshop #3 – Prior to the City Council meeting, City Council attended the third budget planning workshop to discuss various projects that City Council will need to consider for future budgets. All of the items identified for the next fiscal year in this process will be compiled into the Project Master List and City Council will rank the items to determine which projects will be priorities for funding.

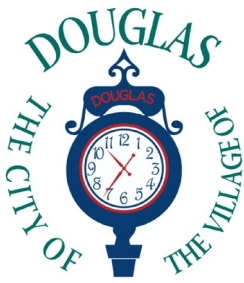
Sewer Agreement – The three municipalities met briefly with KLSWA to get an update on the progress of the Sewer Agreement review. The City of Douglas provided comments from the City Manager, City Attorney and City Engineer. The KLSWA attorney will blend comments from all three communities for another round of reviews before it moves to the respective City Councils for consideration.

EGLE Environmental Investigation – I received word from the state this week that they have employed a contractor to complete additional site investigation at the end of April that will include installing additional groundwater monitoring wells, soil vapor points, and collecting samples from existing and new monitoring wells / soil vapor points in the area of the TCE plume between 200 Blue Star Highway and the outlet of the Warnock drain. The state proposes to collect quarterly soil vapor and groundwater samples.

Additional PCB Investigation – I've received word this week that the EPA Brownfield group is seeking to expand the data collection it proposes to perform for the City on the PCBs at 200 Blue Star. This is a service provided for free to help quantify the depth and area of the PCB contaminants on site. Specifically, they are seeking additional cores on the concrete to understand the concentrations of PCBs and thus determine the associated cost to remediate the concrete on site. This investigation is necessary to fully comply with the EPA Toxic Substance Control Act requirements to eventually clean up and "close" the site, but it's proven to be more complex than originally anticipated.

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 April 11, 2022.

Soil Vapor and Monitoring Well Installation – We've received notice from EGLE that they will be installing additional soil vapor and monitoring wells along the Ferry Street, Fremont Street, and Center Street rights of way beginning the week of April 25th. This effort is to continue to monitor the TCE plume in the area. A map of the new monitoring well locations is available for review at City Hall. EGLE's contractor may also be working with private property owners to install additional wells on private property.

Union Negotiations – The City and the Police Officer's Labor Council are continuing to meet to negotiate the next labor agreement for the full-time police officers.

Consumers Energy – Communications with Consumers Energy continued this week to find a resolution to electric service issues on Center Street near the Ferry Street intersection. There are multiple new residential homes proposed on Center Street, but three-phase power needs to be extended to the development site and that has proven to be problematic.

Campbell Road Progress – The contractor for Campbell Road has brought on additional crews to complete the service line installation from the new water main. Crews are also verifying service line material type and replacing any service line that is lead or galvanized. The service line replacement is required by the state's lead service line replacement program. The City is required to have all lead and galvanized services replaced throughout the City over the next 20 years for a minimum of five percent per year.

Paving Projects – We've received word from Michigan Paving that they plan to get started with finishing up the resurfacing projects that were not completed last fall. The largest project to be finished is the resurfacing of Blue Star Highway between the Blue Star bridge south to Center Street. There will also be some reworking of the Union Street intersection, curb, and guardrails to improve the flow of the intersection. This work will require a daytime detour of Blue Star Highway in early May.

Crack Fill / Chip Seal – Crack fill and chip seal is anticipated to begin sometime in May. The crack fill and chip seal projects are intended to prolong the life of the existing pavement to reduce replacement costs. We will inform the community when we have a formal date. Only selected streets will receive the treatments.

Sewer Agreement – I met with the Saugatuck City and Township managers to review collective comments related to the sewer agreement this past Thursday. The review of the sewer agreement is being coordinated by KLSWA and once complete, the respective communities will move onto revising the water agreement.

Budget Discussion – City staff have been working on budget planning and development and will present the capital project master list for FY 22-23 for City Council to rank priorities. Those priorities will be rolled into the next fiscal year budget.

Clean Up Collection Days – May 2 through May 5 will be the annual bulk trash pick up event. See the attached flier.

Household Hazardous Waste Day – May 24th is proposed drop off day for the household hazardous waste day. The event will be held at the Saugatuck Department of Public Works at 3338 Blue Star Highway. See the attached flier.

Enjoy an Easter bonnet contest, parade, and egg hunt this Sunday at 1:00 PM starting at the Police Department. That is all I have for now.

Rich LaBombard
City Manager



CITY OF DOUGLAS CLEAN UP COLLECTION DAYS MAY 2 @ 6:30 am – MAY 5 @ 2:30 pm

BULK TRASH PICK-UP RULES

- THE PICK-UP IS LIMITED TO 3 CUBIC YARDS PER DWELLING UNIT - APPROXIMATELY EQUAL TO A PICKUP TRUCK BED.
- SMALLER ITEMS NEED TO BE PLACED IN CLEAR, HEAVY-DUTY PLASTIC BAGS OR OPEN CONTAINERS. MUST BE ABLE TO SEE EACH ITEM TO DETERMINE IF IT QUALIFIES FOR PICKUP.
- ALL ITEMS MUST WEIGH LESS THAN 50 POUNDS.
- ITEMS TO BE PLACED AT CURB NO EARLIER THAN APRIL 30.
- ITEMS PLACED OUT AFTER MAY 5 WILL NOT BE PICKED UP. ADDITIONAL PICK-UPS WILL NOT BE SCHEDULED.
- DO NOT BLOCK THE ROADWAY.

Acceptable items for pick up:

- Mattresses - **must have a cover**
- Furniture
- Toys
- Appliances (i.e., refrigerators, air conditioners)
Freon must be removed, and the item must be tagged by a licensed facility showing that the freon has been removed. Please remove refrigerator doors or wire shut for safety reasons.
- Home fixtures and other items that are not considered hazardous
- Small amounts of building materials such as doors (limit 2) and fencing- material needs to be cut down small enough to fit into the truck (4 FT long and bundled and tied) and be lifted by one person.
- Latex paint - paint must be dried in containers (use sawdust or kitty litter)
- Small car parts
- Manageable bundles and containers.
Workers are not allowed to unload vehicles or trailers.

Unacceptable items for pick up:

- **NO Black Trash Bags - clear bags only.**
Items must be visible
- **NO Windows or glass**
- **NO Large plastic or metal drums**
- **NO Concrete**
- **NO Large pieces of metal**
- **NO Yard Waste**
- **NO Liquid waste or hazardous waste**
- **NO Tires or tires on rims** (*may be acceptable if cut up into flat pieces*)
- **NO Non-latex paints and varnishes**
- **NO Motor oil, batteries, and solvents**
- **NO Regulated medical waste**
- **NO Free-flowing liquid** *that has not been solidified*
- **NO Large car parts** *such as engine blocks, bodies, oversized hoods, and doors*
- **NO Building demolition material** – *Large volumes of demolition debris that would normally require a construction-style dumpster cannot be taken.*

Contact the Department of Public Works with questions 269-857-2763



Tri-Community Recycling Committee Household Hazardous Waste Day Spring Collection Event Guidance Sheet - Spring 2022

The Annual Household Hazardous Waste (HHW) collection event will be held for residents of the City of Saugatuck, the City of Douglas, and Saugatuck Township on May 24 from 3:00 p.m. until 7:00 p.m. at the City of Saugatuck Department of Public Works Building (3338 Bluestar Highway). This community service is made possible through the Tri-Community Recycling Committee and generous support from the Rotary Club of Saugatuck/Douglas, the City of Saugatuck, the City of Douglas, Saugatuck Township, the Saugatuck Township Fire Department, and numerous private donors.

This guidance sheet provides examples of the types of materials that will be accepted, fees that will be charged if any, and special guidelines for some items. Any questions, please contact the Tri-Community Recycling committee at glewis@saugatuckcity.com.

Residents **MUST** have an appointment to drop-off HHW items.
Sign up to participate at: bit.ly/nohazards

Registered participants will be required to drive into the DPW site from the Maple Street entrance (behind the DPW garage). If arriving on Blue Star Highway, turn west on North and south on Maple, or turn west on Old Allegan and then north on Maple. Signs and volunteers will direct vehicles to the proper entrance. **Vehicles will not be able to turn into the DPW site directly from Bluestar Highway.**

PARTICIPANT CHECK-IN: Maple Street only!

Please show the individual at this station your Driver's License so they can ensure that

you have an appointment.

PLEASE STAY IN YOUR VEHICLE AT ALL TIMES.

HOUSEHOLD HAZARDOUS WASTE – free disposal

Resident can drop-off all hazardous waste and automotive fluids for FREE.

EXAMPLES:

- Agricultural and landscaping chemicals such as herbicides, insecticides, pesticides, fertilizers, fungicides, etc.
- Automotive fluids such as motor oil, antifreeze, gasoline, brake fluid, carburetor and fuel injection cleaners, gasoline starter fluids, etc.
- Cleaners and solvents such as drain openers, oven cleaners, metal cleaners and polishes, grease and rust solvents, etc.
- Building/remodeling materials such as paint thinners, oil-based paint, strippers and removers, adhesives, wood preservatives, etc.
- Rechargeable batteries such as Nickel Cadmium, Nickel Metal Hydride, Lithium, and Small sealed lead batteries, or small “button” batteries as they contain small amounts of mercury and silver.
- Household (alkaline) batteries.
- Compact fluorescent lights, fluorescent lights, PCB light ballasts, transformers, capacitors, electric lamps, etc.
- Spent fuel such as kerosene, propane (cylinders and tanks), etc.
- Unwanted or expired over-the-counter or prescription medications.
- Smoke detectors.
- Other miscellaneous substances such as photographic chemicals, swimming pool chemicals, mercury or mercury-containing items, and any known or unknown substances that fall into hazardous material classifications such as acids, bases, flammables, oxidizers, halogenated/non-halogenated solvents; aqueous liquids; liquids containing heavy metals, cyanide, sulfide, and other chemicals that may be corrosive.

RESIDENTIAL ELECTRONIC WASTE – free disposal

Resident can bring most electronic items for FREE. Some items may require a fee. (See “fee required” items below.)

Computer peripherals, e.g., CPUs, printers, scanners, laptop, projector, etc. FREE!
Other consumer electronics, e.g., fax machines, desktop copiers, audio/stereo equipment, VCR, DVD, cell phone and other telecommunications devices, video camera, etc. FREE!

HOUSEHOLD & ELECTRONIC HAZARDOUS WASTE – fee required!!!!

We will collect the fees for the following items:

- Televisions - \$20/each – any size
- Computer monitors = \$20/each – any size
- Car batteries - \$20/each
- Small a/c unit (containing freon) - \$20/each
- Dehumidifiers (containing freon) - \$20/each
- TVs - \$50/each

DO NOT BRING LIST:

- Latex paint. Latex paint is water based, which means it is not hazardous. It is not

accepted through this program in order to control costs as it can be donated or landfilled. For usable paint in quantities of 1 gallon or more, consider donating it to Habitat for Humanity. It can be disposed of with household waste as long as it is completely dried out. Recommended drying methods are to simply remove the lid and let the can sit. To speed up drying time, mix cat litter, saw dust or pour paint into a box with either material. Once the paint is dry, throw everything out with household trash.

- Acrylic paint
- Major appliances – no LARGE appliances please
- Microwave ovens
- Large air conditioners
- Kitchen items - such as blenders, toasters, bread makers, etc.
- Radioactive material
- Explosives
- Ammunition
- Tires
- Asphalt
- Ceiling tiles
- Roofing shingles
- Building supplies
- Trash
- Debris

PLEASE STAY IN YOUR VEHICLE AT ALL TIMES

To donate:

Donations to help subsidize this event are gladly accepted. Checks can be made payable to: The City of Saugatuck. Please write HHW Day in the memo line.



Good Afternoon,

This is the City Manager's week in review for the week of April 25, 2022.

Campbell Road Progress – Crews continue working on verifying service line material type and replacing any water service lines that are lead or galvanized. The service line replacement is required by the state's lead and galvanized service line replacement program. The City is required to have all lead and galvanized services replaced throughout the City over the next 20 years with a minimum of five percent per year replaced and paid for from the utility fund. Once service line replacement is complete, crews will pave the road. The project will be substantially complete prior to the Memorial Day Holiday.

Blue Star Curb – Contractors started work on Monday to rework the curbs and guardrails at Blue Star and Union, and Blue Star and St. Peters. The curb radii are being improved to accommodate easier maneuvering. A new crosswalk section is being installed at Union Street in advance of a future sidewalk project along Union Street between Blue Star and Center Street. Following the completion of the concrete work, Blue Star Highway between Main Street and Center Street will be resurfaced according to the five-year road plan. The work is anticipated to be complete prior to the Memorial Day Holiday. This work will require intermittent detours of Blue Star Highway. A public notice is posted on the City's website, Constant Contact, Facebook, and the community board at City Hall. The City has coordinated the closure with emergency services.

MDOT and Blue Star Trail – This week MDOT officials met with Friends of the Blue Star Trail (FOTBST) and local officials to discuss the future deck work (proposed in 2023) on the Blue Star Highway bridge over I-196 just south of Douglas. MDOT was inquiring about the viability of the trail project being extended south of Douglas in the next few years. MDOT is asking to consider moving the trail to the east side of the road. The highway bridge could accommodate within the existing width the addition of a bike path with some improved lane delineation and reworking of the ramps. All seemed in favor of the project, but it was unclear if the MDOT and FOTBST timelines could line up. The FOTBST are currently focusing on the connection and extension of the trail north of Douglas through Saugatuck and connecting to the existing Saugatuck Township trail section.

Logo and Wayfinding – A variety of potential community logos that use elements from the wayfinding community input process were reviewed by the wayfinding committee and recommendations were made for design edits. The draft design of the logo will be revised by the designer and will be presented at a City Council session in the future.

Deer Population – I have received several complaints this week about the deer population. City Council has had several discussions about deer management practices, but the limited number of options available to control the deer population are either costly or not viable. City Council instead has favored an educational approach, encouraged planting deer deterrent plants, and reminds residents to not actively feed the deer.

Broadband Survey – Allegan County is conducting a broadband survey. The goal of the broadband program is to ensure that all residents have access to internet. The survey is intended to gather data about current internet services and the interest in future connectivity. The survey is available on the City's social media sites and the website www.douglasmi.gov.

Clean Up Collection Days – May 2 through May 5 will be the annual bulk trash pick up event. See the attached flier.

Household Hazardous Waste Day – May 24th is proposed drop off day for the Household Hazardous Waste Day. The event will be held at the Saugatuck Department of Public Works at 3338 Blue Star Highway. See the attached flier.

That is all I have for now.

Rich LaBombard
City Manager



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In partnership with the Rotary Club of Saugatuck-Douglas, Saugatuck Township Fire District and generous donors.

Household Hazardous Waste Day Event

Drop Off - May 24

Tri-Community Recycling Committee Household Hazardous Waste Day Spring Collection Event Guidance Sheet Spring 2022

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Registered participants will be required to drive into the DPW site from the Maple Street entrance (behind the DPW garage). If arriving on Blue Star Highway, turn west on North and south on Maple, or turn west on Old Allegan and then north on Maple. Signs and volunteers will direct vehicles to the proper entrance. **Vehicles will not be able to turn into the DPW site directly from Bluestar Highway.**

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- Cleaners and solvents such as drain openers, oven cleaners, metal cleaners and polishes, grease and rust solvents, etc.
- Building/remodeling materials such as paint thinners, oil-based paint, strippers and removers, adhesives, wood preservatives, etc.

- Rechargeable batteries such as Nickel Cadmium, Nickel Metal Hydride, Lithium, and Small sealed lead batteries, or small "button" batteries as they contain small amounts of mercury and silver.
- Household (alkaline) batteries.
- Compact fluorescent lights, fluorescent lights, PCB light ballasts, transformers, capacitors, electric lamps, etc.
- Spent fuel such as kerosene, propane (cylinders and tanks), etc.
- Unwanted or expired over-the-counter or prescription medications.
- Smoke detectors.
- Other miscellaneous substances such as photographic chemicals, swimming pool chemicals, mercury or mercury-containing items, and any known or unknown substances that fall into hazardous material classifications such as acids, bases, flammables, oxidizers, halogenated/non-halogenated solvents; aqueous liquids;; liquids containing heavy metals, cyanide, sulfide, and other chemicals that may be corrosive.

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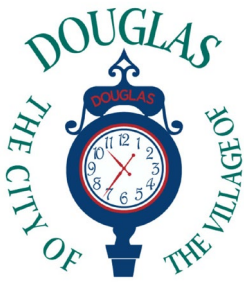
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- Acrylic paint
- Major appliances – no LARGE appliances please
- Microwave ovens
- Large air conditioners
- Kitchen items - such as blenders, toasters, bread makers, etc.
- Radioactive material
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To donate: Donations to help subsidize this event are gladly accepted. Checks can be made payable to: The City of Saugatuck. Please write HHW Day in the memo line.



Good Afternoon,

This is the City Manager's week in review for the week of April 18, 2022.

Spring Code Enforcement – The annual spring code enforcement is ramping up. Yard junk, mowing, unregistered and undriveable vehicles, fences, and screenings are being monitored and enforced.

Driveway Permits – City Hall has received a number of calls about driveway improvements being installed without permits. Permits to construct any structure, culvert, or apron within the right of way require a zoning review. To ensure drainage isn't being impeded, appropriate drive surfaces should be installed using asphalt, concrete, or pavers, with minimum dimensions and setback from intersections being met.

City Council Workshop – City Council met for a workshop to go over the fourth and final capital improvement strategic planning sessions and started the ranking process for capital improvement projects proposed for the next fiscal year.

City Council Regular Meeting – At the regular City Council meeting on Monday, City Council heard a number of presentations and approved several items of business followed by a closed session per the open meetings act for the negotiation of a collective bargaining agreement.

- Presentation from Dean Kappinga of Allegan County Board of Commissioners
- Presentation from Lisa Mize of the Convention and Visitor's Bureau
- Presentation from Garnet Lewis regarding the Hazardous Waste Collection
- Held a public hearing and approved a motion ordering the construction of sidewalk at 333 Blue Star Highway
- Approved additional engineering fees for the Campbell Road water main and resurfacing project
- Approved a public inspection records policy for the assessing office per PA 660 of 2018

Campbell Road Progress – The contractor for Campbell Road has brought on additional crews to complete the service line installation from the new water main. Crews are also verifying service line material type and replacing any service line that is lead or galvanized. The service line replacement is required by the state's lead and galvanized service line replacement program. The City is required to have all lead and galvanized services replaced throughout the City over the next 20 years for a minimum of five percent per year to be replaced.

Paving Projects – We've received word from Michigan Paving that they plan to get started with finishing up the resurfacing projects that were not completed last fall. The largest project to be finished is the resurfacing of Blue Star Highway between the Blue Star bridge south to Center Street. There will also be some reworking of the Union Street intersection, curb, and guardrails to improve the flow of the intersection and to prepare for the installation of a sidewalk on Union Street. This work will require a daytime detour of Blue Star Highway in early May. A public notice is posted on the City's website, constant contact, Facebook, and the community board at City Hall. The City has coordinated the closure with emergency services.

Crack Fill / Chip Seal – Crack fill and chip seal is anticipated to begin sometime in May. The crack fill and chip seal projects are intended to prolong the life of the existing pavement to reduce replacement costs. We will inform the community when we have a formal date. Only selected streets will receive the treatments. A public notice is posted on the City's website, constant contact, Facebook, and the community board at City Hall and shows the location of streets proposed for treatment.

Douglas Harbor Authority – The Authority met and received updates on ongoing waterfront, marina, and parks projects.

Kalamazoo Lake Harbor Authority – The Authority met and received updates on navigational lighting, buoy installation, and aquatic weed management. They also held their annual organizational meeting and elected officers.

School Superintendent – I had a meeting with the school super intendent to discuss properties along Blue Star Highway and received an update about the school construction projects.

Clean Up Collection Days – May 2 through May 5 will be the annual bulk trash pick up event. See the attached flier.

Household Hazardous Waste Day – May 24th is proposed drop off day for the household hazardous waste day. The event will be held at the Saugatuck Department of Public Works at 3338 Blue Star Highway. See the attached flier.

That is all I have for now.

Rich LaBombard
City Manager



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Contact the Department of Public Works with questions 269-857-2763



Tri-Community Recycling Committee Household Hazardous Waste Day Spring Collection Event Guidance Sheet - Spring 2022

The Annual Household Hazardous Waste (HHW) collection event will be held for residents of the City of Saugatuck, the City of Douglas, and Saugatuck Township on May 24 from 3:00 p.m. until 7:00 p.m. at the City of Saugatuck Department of Public Works Building (3338 Bluestar Highway). This community service is made possible through the Tri-Community Recycling Committee and generous support from the Rotary Club of Saugatuck/Douglas, the City of Saugatuck, the City of Douglas, Saugatuck Township, the Saugatuck Township Fire Department, and numerous private donors.

This guidance sheet provides examples of the types of materials that will be accepted, fees that will be charged if any, and special guidelines for some items. Any questions, please contact the Tri-Community Recycling committee at glewis@saugatuckcity.com.

Residents **MUST** have an appointment to drop-off HHW items.
Sign up to participate at: bit.ly/nohazards

Registered participants will be required to drive into the DPW site from the Maple Street entrance (behind the DPW garage). If arriving on Blue Star Highway, turn west on North and south on Maple, or turn west on Old Allegan and then north on Maple. Signs and volunteers will direct vehicles to the proper entrance. **Vehicles will not be able to turn into the DPW site directly from Bluestar Highway.**

PARTICIPANT CHECK-IN: Maple Street only!

Please show the individual at this station your Driver's License so they can ensure that

you have an appointment.

PLEASE STAY IN YOUR VEHICLE AT ALL TIMES.

HOUSEHOLD HAZARDOUS WASTE – free disposal

Resident can drop-off all hazardous waste and automotive fluids for FREE.

EXAMPLES:

- Agricultural and landscaping chemicals such as herbicides, insecticides, pesticides, fertilizers, fungicides, etc.
- Automotive fluids such as motor oil, antifreeze, gasoline, brake fluid, carburetor and fuel injection cleaners, gasoline starter fluids, etc.
- Cleaners and solvents such as drain openers, oven cleaners, metal cleaners and polishes, grease and rust solvents, etc.
- Building/remodeling materials such as paint thinners, oil-based paint, strippers and removers, adhesives, wood preservatives, etc.
- Rechargeable batteries such as Nickel Cadmium, Nickel Metal Hydride, Lithium, and Small sealed lead batteries, or small “button” batteries as they contain small amounts of mercury and silver.
- Household (alkaline) batteries.
- Compact fluorescent lights, fluorescent lights, PCB light ballasts, transformers, capacitors, electric lamps, etc.
- Spent fuel such as kerosene, propane (cylinders and tanks), etc.
- Unwanted or expired over-the-counter or prescription medications.
- Smoke detectors.
- Other miscellaneous substances such as photographic chemicals, swimming pool chemicals, mercury or mercury-containing items, and any known or unknown substances that fall into hazardous material classifications such as acids, bases, flammables, oxidizers, halogenated/non-halogenated solvents; aqueous liquids; liquids containing heavy metals, cyanide, sulfide, and other chemicals that may be corrosive.

RESIDENTIAL ELECTRONIC WASTE – free disposal

Resident can bring most electronic items for FREE. Some items may require a fee. (See “fee required” items below.)

Computer peripherals, e.g., CPUs, printers, scanners, laptop, projector, etc. FREE!
Other consumer electronics, e.g., fax machines, desktop copiers, audio/stereo equipment, VCR, DVD, cell phone and other telecommunications devices, video camera, etc. FREE!

HOUSEHOLD & ELECTRONIC HAZARDOUS WASTE – fee required!!!!

We will collect the fees for the following items:

- Televisions - \$20/each – any size
- Computer monitors = \$20/each – any size
- Car batteries - \$20/each
- Small a/c unit (containing freon) - \$20/each
- Dehumidifiers (containing freon) - \$20/each
- TVs - \$50/each

DO NOT BRING LIST:

- Latex paint. Latex paint is water based, which means it is not hazardous. It is not

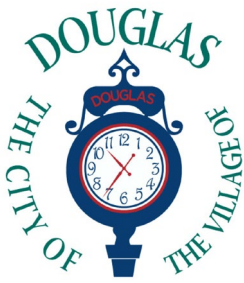
accepted through this program in order to control costs as it can be donated or landfilled. For usable paint in quantities of 1 gallon or more, consider donating it to Habitat for Humanity. It can be disposed of with household waste as long as it is completely dried out. Recommended drying methods are to simply remove the lid and let the can sit. To speed up drying time, mix cat litter, saw dust or pour paint into a box with either material. Once the paint is dry, throw everything out with household trash.

- Acrylic paint
- Major appliances – no LARGE appliances please
- Microwave ovens
- Large air conditioners
- Kitchen items - such as blenders, toasters, bread makers, etc.
- Radioactive material
- Explosives
- Ammunition
- Tires
- Asphalt
- Ceiling tiles
- Roofing shingles
- Building supplies
- Trash
- Debris

PLEASE STAY IN YOUR VEHICLE AT ALL TIMES

To donate:

Donations to help subsidize this event are gladly accepted. Checks can be made payable to: The City of Saugatuck. Please write HHW Day in the memo line.



Good Afternoon,

This is the City Manager's week in review for the week of May 2, 2022.

City Council – At the regular City Council meeting held on May 2nd, City Council heard a presentation from Interurban Transit Authority and approved the following items under new business:

- Special Event Application for the Town Crier Races
- Lot Consolidation for 22 E. Center Street – Resolution 11-2022
- Lot Consolidation for 70 N. Washington Street – Resolution 12-2022
- Contribution of \$5,000 toward the Household Hazardous Waste Day

Tree Board – The Tree Board met Friday and approved the removal of a tree in the public right of way at 179 Schoolhouse Lane and requested two trees be planted in the right of way, they also approved the removal of a tree at 88 Spring Street and requested two trees be planted in the right of way. Both trees had significant rot and have the potential to threaten safety and need to be removed. They denied an appeal to remove 23 trees in the right of way near 501 W. Center Street and recommended City Council create a Special Assessment District to underground electric utilities between 497 W. Center and 505 W. Center to preserve the trees.

BS&A Setup and Training – Staff have been working with the City's software vendor BS&A to set up several permitting and licensing programs this week. The conversion of paper permits to an electronic process is an important step in improving the application and review process between the public and City Hall. The goal is to have the permitting processes go live to the public beginning in early July 2022.

FY 22-23 Budget – Staff are working on the finishing touches of the next fiscal year budget. City Council will hold a workshop on May 16th starting at 3:00 p.m. to 7:00 p.m. Another workshop date is set for May 19th in the event more time is needed to review the budget. The formal budget hearing and potential adoption is scheduled for June 6th with an alternate date set for June 20th.

Blue Star Curb and Resurfacing – The work to rebuild and open curbs at the Union and St. Peter's intersections has been mostly complete with the exception of the soil restoration work. The curb work will allow vehicles moving through the intersection more space to safely maneuver. Following the curb work, crews resurfaced Blue Star Highway between the bridge and Center Street. The pavement markings were put down immediately at the end of paving and the road opened to traffic. City Hall has been receiving positive feedback about the project.

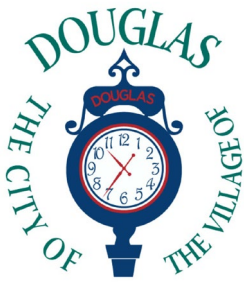
Broadband Survey – Allegan County is conducting a broadband survey. The goal of the broadband program is to ensure that all residents have access to internet. The survey is intended to gather data about current internet services and the interest in future connectivity. The survey is available on the City's social media sites and the website www.douglasmi.gov.

Household Hazardous Waste Day – May 24th is proposed drop off day for the Household Hazardous Waste Day. The event will be held at the Saugatuck Department of Public Works at 3338 Blue Star Highway. Participants must sign up.

Michigan Natural Resource Trust Fund – I met this week to discuss an upcoming MNRTF meeting to be held in the Douglas area in June. The MNRTF takes the opportunity to visit past trust fund projects and this year they have selected the Holland, Douglas, Saugatuck area for their visit. They will spend a short amount of time here in Douglas looking at Point Pleasant Marina which was purchased with MNRTF acquisition funds. The meeting is being planned for June 14-15.

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 May 9, 2022.

EPA Brownfield Cleanup Grant – It is great to announce that the City was successful in its second application of the Brownfield Cleanup Grant request. In November 2021, the City submitted a grant request for \$500,000 for a hazardous substances cleanup grant to conduct remediation activities at 200 Blue Star Highway. The EPA announced on Thursday, May 12, that Douglas will begin working with the EPA on entering into a cooperative agreement to accept the grant. Funds will be available at the start of the federal fiscal year in October. The City will begin working immediately with PM Environmental—our environmental consultant—to discuss next steps and develop a schedule to meet the requirements of the grant. Congratulations to the City Council and the Brownfield Redevelopment Authority for a successful grant application. Thank you to all who participated in the development of the grant application. Please follow the link for the grant announcement. You can access it [here](#). Douglas is in Region 5.

Budget – Staff continued working on the budget in preparation for the upcoming budget workshop. The workshop will start on Monday, May 16th at 3:00 p.m. at City Hall. The City Council meeting will begin at 7:00 p.m. Any unfinished budget workshop discussion will be continued at a second workshop date on Thursday, May 19th at 4:00 p.m. The City Council will be presented the final budget on June 6th at the regular City Council meeting.

Road Projects – Paving of Blue Star Highway was completed last week, and City Hall has received a lot of positive feedback on the new curbing and paving. Crews began the crack filling and chip and seal projects on selected streets throughout the City. The crack fill and chip seal projects are intended to prevent water intrusion into the pavement and will prolong the life of the pavement which will reduce maintenance and replacement costs. The completion of this project will wrap up our road construction for the remainder of the fiscal year ending in June. City Hall has been receiving calls about the gravel chips used in the chip and seal project. The contractor will be back next week to apply a second layer of emulsion to finish the project. Once the gravel chips settle in with traffic driving over the surface, the gravel chips will smooth out.

Outdoor Sculpture Initiative – I met this week with a representative from the Saugatuck Douglas Fennville Art Initiative (SDFAI) to discuss some upcoming work on the outdoor public sculptures located around the City from the former Art 'Round Town initiative. A benefactor has set aside funds to clean and wax public sculptures in the community and a future date is being planned to perform the much-needed work. An inspection has already been conducted on the sculptures and a plan created for routine cleaning. In addition, a fundraising campaign is being put together to fund a new sculpture in the Douglas community. Some seed money has already been set aside by SDFAI. Finally, a draft Arts Guide and Map was shared that was produced by the CVB. The map illustrates locations of studios and galleries, public art, and artful experiences located in the region. The brochure is well done.

Campbell Road – The Campbell Road water main replacement portion is nearing completion by the end of next week and attention will turn toward the road resurfacing portion of the project. With good weather, the project is proposed to be substantially complete by the Memorial Day holiday. Clean up and landscape items will be completed in June. A final walk through by the engineer and municipal representatives will occur in June as well.

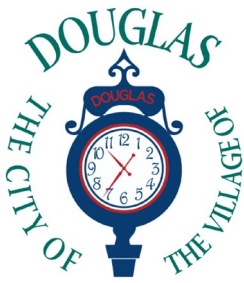
Summer Seasonal – The summer seasonal employees have started with the City. Please join me in welcoming back Alec and welcoming Susie who is a first-time employee with the City. They will be working alongside the Department of Public Works to keep the City looking its best.

Employee Handbook – The City labor attorney returned revisions to staff for the employee handbook. The handbook last updated in 2015 is due for an overhaul.

Memorial Day – City Hall will be closed in observance of Memorial Day on Monday, May 30th.

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 May 16, 2022.

Budget Workshop – Staff presented City Council with the proposed budget for fiscal year 22-23 at a workshop of the City Council on Monday. The \$4.8 million proposed budget suggests a strong interest in addressing utility issues and in particular the lead and galvanized water service line mandate, continuing to fund street improvements, and a commitment to the 200 Blue Star project. <https://douglasmi.gov/wp-content/uploads/2022/05/Workshop-Packet.pdf>

City Council Meeting – At the regular City Council meeting on Monday, City Council approved the following items:

- Resolution to approve the Westshore Condo Renewal Plan
- Motion to accept the Brownfield Cleanup Grant award for 200 Blue Star
- Resolution to increase Short Term Rental Inspection Fees
- Resolution to approve the Priority Health and Delta Dental insurance plans
- Resolution to approve a lot split at 295 McVea Street
- Resolution to approve the American Legion Memorial Day Parade Special Event

State of the Schools 2022 – Superintendent Dr. Travis attended the Monday night City Council meeting to provide an update on the progress of the school construction project. The presentation is included in the City Council agenda.

Harbor Authorities – The Douglas Harbor Authority and Kalamazoo Lake Harbor Authority met this week to review work associated with the waterfront and the harbor.

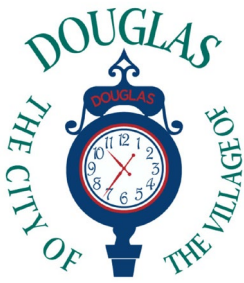
Road Projects – The chip seal projects wrapped up this week. Staff is coordinating the pavement marking work to freshen up traffic lines around the City.

Brownfield Cleanup Grant – Information about the brownfield cleanup grant is being placed on the City's website. Sample work plans from other communities similar to the work plan that will need to be approved by the Douglas Brownfield Authority are also on the site as well as the brownfield grant checklist and a description of the pre-award phase.

Memorial Day – City Hall will be closed in observance of Memorial Day on Monday, May 30th.

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 May 23, 2022.

EPA Meeting – Wednesday I attended a regional meeting with the EPA Region 5 Administrator Debra Shore, EPA staff, and fellow recipients of the recent brownfield grants. Members from EGLE were also in attendance along with some media. We had the opportunity to talk about how the individual grant awards will be used and the impact those funds will have on each of the communities. We were also invited to participate in a walking tour of some successful brownfield redevelopment sites located in the City of Muskegon. Ms. Shore emphasized the great opportunity communities have in receiving one of the competitive grants and reminded us how fortunate we are to be selected as a recipient. I was sure to thank the EPA for the award and invited them to visit Douglas.

Campbell Road – Progress on Campbell has been slow. Crews are installing conduit under the road this week. In preparation for the Memorial Day weekend, crew will grade and water the road to keep dust down. The hope is to be paving by the start of the second week in June.

Phytoremediation – I met with a landscape architect who is familiar with a process known as phytoremediation. It's a process that uses plant material (typically poplar trees) to help pull volatile organic compounds out of the ground. The process takes decades to work, but if property is undevelopable due to contamination levels, it may be a good low-cost option for contaminated sites.

Center Collective – I met with the developer of Center Collective. He is proposing a plan that follows the two underlying zoning districts on the property to plan both residential and commercial projects. He is anxious to continue the path forward with their project.

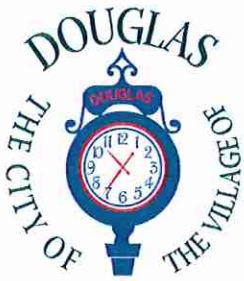
Grass Mowing Requirements – This is a friendly reminder to mow yards to avoid Zoning Violations. The City's Zoning Administrator will be issuing Notices to Abate for any properties not in compliance with Code of Ordinance 95.55 Weeds and Noxious Vegetation; Prohibited in Certain Places.

Pride Event – City staff worked with the Pride Committee to finalize details for the upcoming pride activities starting next week.

Memorial Day – City Hall will be closed in observance of Memorial Day on Monday, May 30th. There will be a Douglas Memorial Day parade starting at 10:00 am honoring the men and women who died while serving in the U.S. military.

That is all I have for now.

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of May 30, 2022.

EPA Announcement – Tuesday the EPA announced an increased pace in cleaning up toxic hot spots in the Great Lakes Region. By the end of the decade, the EPA anticipates cleanup work on 22 of the remaining 25 areas of concern will be completed with the exception of two in Michigan, one of which is the Kalamazoo River. The Kalamazoo River's toxic PCB contaminated sediment is considered a Superfund site and will require a comprehensive plan to move that project forward and may include the removal of additional dams. The EPA anticipates the project won't be cleaned up until 2036 or beyond. See Attached.

Campbell Road – Progress on Campbell has been slow. Crews continue to install conduit under the road this week. The hope is to be paving by the start of the second week in June. Due to the missed completion date, the City is considering charging a financial penalty for the missed deadline.

Union Street Sidewalk – The preconstruction meeting for the Union Street sidewalk project was this week. The project will install sidewalk on the west side of Union Street between Blue Star Highway and Center Street to better accommodate pedestrian traffic. The project is anticipated to start after the 4th of July and will take approximately 5 weeks to complete. Residents within the work zone will be sent a Notice of Construction letter to inform them about the scope of work and schedule. The notice will also be posted on the City's website for the general public to reference.

Beach Clean Up – A Douglas Beach clean-up day is scheduled for June 9 between 9am and 11am. The sponsors of the event will coordinate volunteers for the beach clean-up day and will sort and weigh the debris collected for reporting purposes. In 2021, 9.25 lbs. of trash were removed from the area around Douglas Beach. Anyone interested in volunteering may register at <https://bit.ly/DouglasCleanup>

Allegan Conservation District – I met with representatives of the Allegan Conservation District about a project we hoped to implement last year. The conservation district is proposing to install a beach clean-up station at Douglas Beach with the intent of providing easy access to supplies to clean up beach debris. Once signage and supplies are installed, visitors may collect debris for disposal at Douglas Beach trash receptacles. They hope to have the signage and supplies installed in the middle of June.

Foam Recycling Event – A Styrofoam collection event sponsored by the Tri-Community Recycling Committee will be held June 11 from 9am to 3pm at the City of Saugatuck DPW (3338 Blue Star Highway). Drop off times are available by registering at <https://bit.ly/styro-no>

Pride Event – City staff worked with the Pride Committee to finalize details for the upcoming Pride activities that started this week.

That is all I have for now.

Rich LaBombard
City Manager



Back in the 1980s, the U.S. and Canada identified 43 highly polluted sites around the Great Lakes. The governments came up with a very government sounding label for them: Areas of Concern. And then, not a lot happened.



He said not a lot got done until a new U.S. funding project under the Obama administration got bipartisan approval.

"And the GLRI, the Great Lakes Restoration Initiative, it accelerated things very much. If you look at the graph, it was largely flat before that. When the GLRI comes into being. You start seeing major progress."

Of the well over \$3 billion of Great Lakes Restoration Initiative money over the last eleven years, about \$1 billion has gone toward cleaning up Areas of Concern. That funding is continuing at about the same rate. But, there's even more money coming over the next five years.

Infrastructure Law, combined with funds from the annual Great Lakes Restoration Initiative, appropriations and funding from other sources. We projected by the end of the decade, we will have completed work at 22 of the 25 remaining Areas of Concern," said Debra Shore, Administrator of the U.S. Environmental Protection Agency's Region 5 and Great Lakes National Program Office.

That's important to Michigan because of the 43 Areas of Concern or AOCs in Canada and the U.S, 14 –nearly a third of them- are in Michigan. So far, only three in Michigan have been completely cleaned up.

"EPA's goal for the management work to be completed on all but three AOCs in the U.S. by the end of this decade is absolutely bold, and I also find it quite inspiring," said Liesl Clark, Director of Michigan's Department of Environment, Great Lakes, and Energy.



Liesl Clark, Director of Michigan's Department of Environment, Great Lakes, and Energy, at the Muskegon Lake AOC announcement. (Lester Graham/Michigan Radio)

There's one catch: Of those three that won't be completely cleaned up, two are in Michigan.

Rick Hobrle is the Michigan state coordinator for the Areas of Concern program. Speaking to an AOC conference held in Michigan last week, he outlined why those two site in Michigan would take longer to clean up.

The first one is the Kalamazoo River. In the past, there were a lot of paper mills in the area which produced toxic PCB wastes. Over the years, a series of dams were built and behind each one PCB-contaminated sediment has piled up.

That cleanup is under Superfund, a federal program that is very involved and always lengthy.



Rick Hobrla speaking at a recent AOC conference in Muskegon. He coordinates Michigan AOC program for EGLE. (Lester Graham/Michigan Radio)

A couple of the dams have been removed and the PCBs cleaned up. Hobrla said two or three more might need to be removed.

"But we can't just go in and remove the dams without having a comprehensive plan to handle the PCBs that are behind them. So we continue to work with the Superfund program on trying to move that forward."

The second Michigan AOC that won't be cleaned up by the end of the decade is the Saginaw River watershed and Saginaw Bay. Hobrla says the biggest problem there is nutrient enrichment, phosphorus and nitrogen runoff primarily from the surrounding farmland in the watershed. Since work began, things have been in flux.

"There have been huge food web changes in the Saginaw Bay over the time that- just over the time it became an AOC. We had a lot of fisheries goals that were set early in this century that we've had to completely throw out the window because the food web in Saginaw Bay now looks nothing at all like it did 20 years ago. It's completely changed," he said.

The EPA projects those two sites might not be completely cleaned up until 2036 or beyond.

Environmental advocates such as Mike Shriberg at the National Wildlife Federation say that's daunting, but the additional one billion dollars over the next five years will go a long way in completing the cleanup of the U.S. Areas of Concern.

"What I'm excited about is not only the clean up that's happening, but think about this: When we have actually removed that toxic legacy, when we've actually rehabbed those sites that actually should free up resources over the long term for other projects."

He says seeing the Great Lakes region turn away from its history of industrial pollution and making waterfronts a point of community pride is heartwarming. But, after that seeing the continued GLRI funding spent on habitat restoration, building trails, and preventing invasive species damage, he said the next generation of benefits for the Great Lakes looks even better.

We know you like
the lakeshore
as much we do.

Help us clean it up.

Join the Allegan Conservation
District for a beach cleanup and
DIY cleanup station unveiling

Where: Douglas Beach

When: June 9th @ 9am-11am



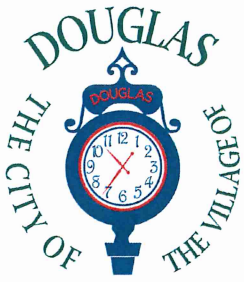
ALLEGAN
CONSERVATION
DISTRICT



LAKESHORE
CLEANUP
COALITION

Please Register Here

<https://bit.ly/DouglasCleanup>



This is the City Manager's week in review for the week of June 6, 2022.

City Council Meeting – City Council had a large agenda to work through at the regular meeting on June 6, 2022. The meeting opened with public comments about the deer population and the Root Beer Barrel. We will be adding the deer topic back onto City Council's topic list for a future meeting. City Council went on to approve the following items:

- Approved the Police Officer's Labor Council collective bargaining agreement for 3 years
- Approved Public Act 152 Health Care Opt out for employee health care
- Approved the 22-23 General Appropriations Act Budget for the City
- Approved the Saugatuck Township Fire District 22-23 Budget after a presentation by Chief Janik
- First reading of an ordinance amending Environmental Protection Standards – Tree Ordinance
- First reading of an ordinance updating the sign ordinance
- First reading of an ordinance amending the business license ordinance for food trucks
- Amended the scope of work for PM Environmental in regard to the Brownfield Cleanup Grant
- Discussion item regarding the refuse and recycling contract and Council's direction to bid services
- Discussion item regarding the Root Beer Barrel contract and creation of a committee to review
- Approved a land division for 160 Wiley Road
- Approved the City's Property and Liability Insurance renewal
- Approved a Special Event Application for Blue Star Trail Harvest Bike Ride for 9-17-22
- Approved a letter of recommendation for a resort specially designated distributor license for Isabel's Eatery

Beach Clean Up – A Douglas Beach clean-up day was scheduled for June 9 between 9am and 11am. The sponsors of the event coordinated volunteers for the beach clean-up and collected nearly 100 lbs of trash. In 2021, 9.25 lbs. of trash were removed from the area around Douglas Beach. In addition to this event, coordinators installed new beach clean-up kits at the midpoint of the beach stairs. Volunteers are encouraged to borrow the kit and collect debris and dispose of the debris in trash cans located at the public park. The coordinators are also looking at the potential to install fishing line collection tubes at popular fishing locations in Douglas.

Center Collective – The Planning and Zoning Administrator, City Engineer, and representatives of the Center Collective group met to go over a few nuances related to utilities and road standards.

Campbell Road – At the regular progress meeting for Campbell Road, we learned that paving was not going as anticipated, and we may be closer to July before paving work is started.

Third Coast Surf Shop – The kayak rental vendor is progressing on their plan to start operations at Wades Bayou. They have proposed a small shed for operations and have kayaks on order. No specific date for the start of operations was provided to me.

Quigno Sculpture – Staff met with Saugatuck Douglas Fennville Arts Initiative to discuss a proposal to install a sculpture by artists Jason Quigno entitled “Seven Grandfathers”. Maryjo Lemanski will be at the next City Council meeting to propose the work to the City Council. See Attached.

Brownfield – The Brownfield Authority met this week to review the workplan required by the EPA as part of the Brownfield Clean Up Grant application. Also included in the Brownfield Authority packet was a proposed timeframe for executing the grant. That schedule will also be posted on the City’s website under the Brownfield Redevelopment Authority link. I’ve proposed the posted community meetings be revised to a time when more community is present in the late summer rather than the winter months.

Playground – Fundraising continues by volunteers to build the next phases of playgrounds at Schultz Park. The next fundraising event is on July 14th at The Ivy House, 3291 Blue Star Highway. See Attached.

Foam Recycling Event – A Styrofoam collection event sponsored by the Tri-Community Recycling Committee will be held June 11 from 9am to 3pm at the City of Saugatuck DPW (3338 Blue Star Highway). Drop off times are available by registering at <https://bit.ly/styro-no>

Schultz Park Trees – 16 new trees were installed on the east side of Schultz Park this week to provide habitat, shade, and a sound buffer to the park.

Douglas Dutchers – Vintage baseball is back at Beery Field this weekend when the Dutchers play on Saturday at 2:00 pm. See the schedule here: <https://douglasdutchers.org/schedule>

That is all I have for now.

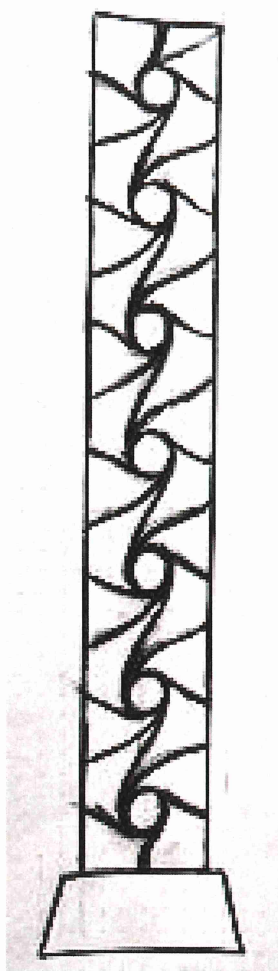
Rich LaBombard
City Manager



Seven Grandfathers

Outdoor Contemporary Totem—
Douglas, Michigan

Front view

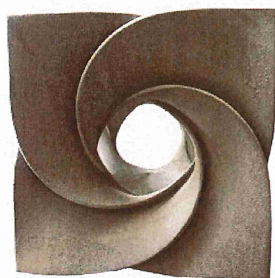


Jason Quigno,
Artist

8'H x 1'W x 1'D

Indiana Limestone

Black Granite
Base



SEVEN GRANDFATHERS

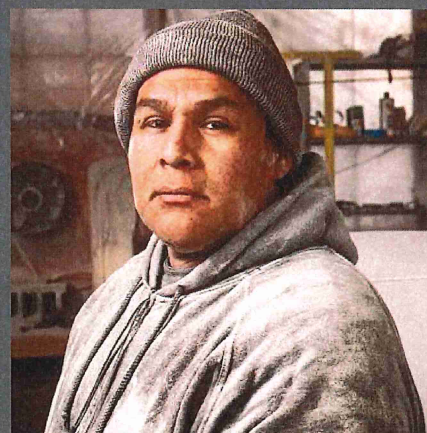
is a contemporary totem that
represents 7 grandfathers
and their teachings:

- | | |
|-------------|------------|
| 1. Humility | 5. Truth |
| 2. Bravery | 6. Respect |
| 3. Honesty | 7. Love |
| 4. Wisdom | |

These teachings speak to the values and traditions of the native people that lived on the land where the sculpture will be installed. It is a continual presence of the ancestors.

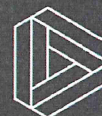
The sculpture not only represents the 7 Grandfather's teachings, but also sends the message that we are all connected through their teachings. To strive for the 7 teachings is to live an honorable and good life. This sculpture is based on Anishinaabek teachings but it is contemporary in design and will speak to all ethnicities.

The column design is 7 carved spiral squares that create a radial movement. The circular form in the middle is open and as light hits the sculpture, it reflects cast shadows and add to the 3D quality of the work. The open holes connect to the outside & the inside, the same way nature and humans connect.



"When I create I am always pushing myself, my designs and the limits of the stone to bring out a fluid and balanced form, and to create artwork that is graceful, delicate and has a sense of movement. You don't think of stone as having these qualities but these are some of the things I strive for in my work."

- Jason Quigno can take a heavy block of hard, rigid stone and turn it into a seemingly weightless series of flowing forms, curling and interlocking with a distinct sense of movement.
- Jason Quigno was inspired at a young age by the work of his uncle, continuing his studies with Dennie Christy and apprenticed under Daniel Mena. He is now the most well known and respected Anishinaabe sculptor in the Midwest. Quigno's work appears in collections and exhibitions around the country. Quigno is represented by LaFontsee Gallery.
- His resume includes a National Endowment for the Arts Grant, publications in American Craft & The New York Times, and a speaking engagement at the Art Institute of Chicago
- His pieces range in size from small animal figurines to a 100,000 pound sculpture recently completed and installed at Grand Valley State University.



SAUGATUCK DOUGLAS FENNVILLE
ARTS INITIATIVE

An Anishinaabe Tradition.

The Seven Grandfather Teachings are the principles of character that each Anishinaabe should live by. Love, Respect, Bravery, Truth, Honesty, Humility & Wisdom.

According to the story, long ago, a messenger sent to see how the Neshnabék were living, discovered that the Neshnabék were living their life in a negative way, which impacted their thoughts, decisions, and actions. Some had hate for others, displayed disrespectful actions, were afraid, told lies, and cheated. Others revealed pride or were full of shame. During his journey, the messenger came across a child. This child was chosen to be taught by the Seven Grandfathers to live a good life. He was taught the lessons of Love, Respect, Bravery, Truth, Honesty, Humility, and Wisdom.

Before departing the Seven Grandfathers told him, "Each of these teachings must be used with the rest. You cannot have Wisdom without Love, Respect, Bravery, Honesty, Humility, and Truth. You cannot be Honest if you are only using one of the other teachings. To leave out one teaching would be embracing the opposite of what the teaching means." The Seven Grandfathers each instructed the child with a principle. It was then up to the child to forget them, or to put them to use.

Each one of us represents the child. We must faithfully apply the teachings of our Seven Grandfathers to our own lives. We must place our trust in the Creator. We must also never forget to be sincere in our actions, character, and words.*

Love, Respect, Bravery, Truth, Honesty, Humility, and Wisdom.

1.) Debwewin (Truth) • Truth represents the turtle. The teachings on truth allows you to believe that a Power greater than ourselves could restore us to being the complete person we were created to become. This will allow youth to see that though the journey may be slow, they need to keep moving forward as they have not yet met their destination.

2.) Zoongidi'ewin (Courage) • Courage or Bravery is represented as the bear. Through this teaching, our mentors will work with the youth to explain the importance of Courage to make positive choices and have a conviction based on your decisions and helps you find your inner strength so you can face your fears allows you to live life free for the betterment of the person, family and community.

3.) Manaaji'idiwin (Respect) • Respect is represented by the buffalo. The teachings on Respect will include the learning of treating those around you the way you want to be treated and that Respect does not allow you to be harmful to yourself or others as if you harm yourself, you are also harming yourself and the entire community.

4.) Gwayakwaadiziwin (Integrity) • Integrity is represented by the raven. The teaching on Integrity focuses us on knowing and accepting who we are and reminds us to not try to be someone who we are not; it also teaches us how Natives have been given the ability to survive and thrive.

5.) Zaagi'idiwin (Love) • Love is represented by the eagle. Love can be found in the core of all teachings. It is most important and focuses on having peace with yourself, balance in life, acceptance of all things and graciousness with the creator.

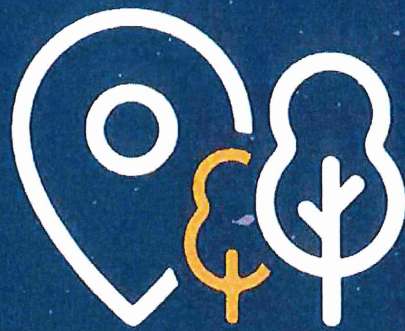
6.) Nibwaakaawin (Wisdom) • Wisdom is represented by the beaver. The teaching of wisdom will allow you to use your inherited gifts wisely and to recognize your differences and those of others in a kind and respectful way. Wisdom nurtures your ability to listen with clarity and a sound mind so this teaching will focus on how to listen.

7.) Dabasendizowin (Humility) • Humility is represented by the Wolf.

This teaching brings home that you are a sacred part of creation and allows you to carry your pride with your people and praise the accomplishments of all. Humility will teach you to find a balance within yourself for all creation.



The Douglas Park Project
CORDIALLY INVITES YOU TO



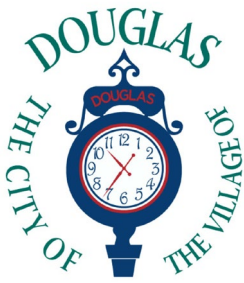
FUND THE PARK

Thursday, July 14 | VIP 5:00pm, General Admission 5:30pm
Ivy House | 3291 Blue Star Hwy. Saugatuck, MI 49453

LIVE MUSIC BY NATE HOLLEY | LOCAL FOOD & BEVERAGES
LIVE & SILENT AUCTION | COCKTAIL ATTIRE
VIP PACKAGES & SPONSORSHIP OPPORTUNITIES AVAILABLE

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This is the City Manager's week in review for the week of June 13, 2022.

Trust Fund Tour – The City Manager and Mayor participated in a tour with the Department of Natural Resources Trust Fund Board to highlight area projects that were acquired or developed with grants received from the Trust Fund. The tour included stops at Ottawa Beach, Kollen Park in Holland, Saugatuck Dunes Natural Area, and Point Pleasant. The board was holding its annual meeting nearby and was a rare opportunity for recipients to meet with the board and thank them for providing funding and a good opportunity to promote Douglas. The following day was the business meeting at Felt Mansion and current applicants had an opportunity to pitch their projects to the board. Members of the Blue Star Trail Committee presented the application for the Blue Star Trail expansion into the City of Saugatuck and Saugatuck Township to connect the existing trails in the township and Douglas.

Deputy City Clerk – The Deputy City Clerk, Amy Howell has submitted her resignation to the City of Douglas. Amy has worked with the City for the past two years and was a familiar face to anyone who visited City Hall. Amy has taken the opportunity to relocate out of state and will certainly be missed by all of us here. Thank you, Amy, for your service. The City Manager and Clerk will study the position before making a determination to fill the vacancy.

Seven Grandfathers Sculpture – Staff met with the History Center staff and sculptor Jason Quigno this week to discuss preliminary details about a proposed sculpture called seven grandfathers proposed for the Douglas community. The contemporary totem limestone sculpture represents teachings of humility, bravery, honesty, wisdom, truth, respect, and love. City Council will hear a presentation from Maryjo Lemanski at the next City Council meeting to propose the work.

History Center Event – I attended the unveiling and celebration of the new “History Lives Here” historical markers installed in the community. Two new signs were installed in Douglas, one at Wades Bayou, and the other at the History Center. The signage is a wonderful addition to the community and took the effort of many volunteers to make it happen. Well done.

Water Service Inventory – In the coming weeks, residents will be asked to provide information about their water service lines where the line enters their home before the meter. The inventory is necessary to understand the amount of lead service lines in service throughout the community. A small sample of residents has been chosen to receive the first round of inventory questionnaires. The City asks for residents to be as responsive as possible to avoid unnecessary follow up door by door calls from City personnel.

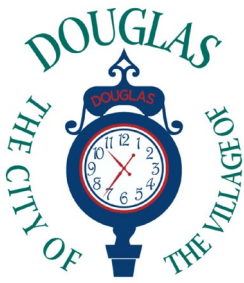
Invasive Species Treatment – The treatment for invasive species in Wades Bayou was applied on Tuesday. We are attempting to arrange a drone fly over to monitor before and after progress.

Root Beer Barrel Committee – A committee of City Council met this week to discuss the options available with the Root Beer Barrel. The results of the discussion will be presented to City Council in July.

Pavement Marking – Crews were in the City this week freshening up the pavement markings and crosswalks.

That is all I have for now.

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of June 27, 2022.

Campbell Road Paving – Pavers mobilized this morning to start the paving process on Campbell Road. I understand the pavers left the project early and will be back on Friday to finish installing the base course of asphalt.

City Hall Tree – Several members of the community have approached City Hall about the potential removal of the tree at the southeast corner. The tree is proposed to be removed to accommodate a sidewalk project along Union Street. The sidewalk project adds an element of walkability and safety along the Union Street section between Blue Star Highway and Center Street to the downtown. I've encouraged individuals to submit written communications to the City Council in support of saving the tree. Individuals can also address the City Council by zoom or in person at the next City Council meeting on July 5, 2022, at 7:00 at City Hall.

Seven Grandfathers Sculpture – This week I spent some time working on the details of an agreement between the City and the History Center for the placement of a donated outdoor sculpture by Native American Artist Jason Quigno. The piece titled "Seven Grandfathers" is being commissioned and will be donated to the City but installed at the History Center. The relationship between the two entities requires a written agreement as a matter of good business.

Water Service Inventory – Letters have gone out to residents asking for a self-reporting inventory about their water service lines where the line enters their home before the meter. The inventory is necessary to understand the amount of lead service lines in service throughout the community. A sample of residents have been chosen to receive the first round of inventory questionnaires. The City asks for residents to be as responsive as possible to avoid unnecessary follow up door by door calls from City personnel.

Blue Star Trail over I-196 – Next week I'm meeting with the township and MDOT officials to discuss future bridge work over I-196. MDOT had previously asked the trail groups if there was interest in accommodating a bike trail over the highway if space could be accommodated following the resurfacing of the bridge overpass deck in 2024. The proposed project will not result in the bridge being widened, but slightly reconfigured to fit a trail into the available space as well as a reconfiguration of some of the travel lanes.

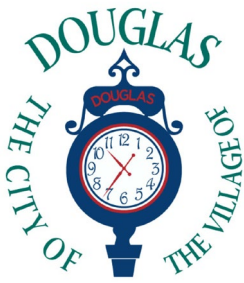
July Board of Review – July 19th is the Board of Review meeting for correction of clerical errors and will be held at City Hall at 3:30. The notification is posted on the board at City Hall.

August 2nd Election – Absentee ballots are going on this week for the August 2nd Election and the opportunity to register to vote is still open.

Independence Day – Have a wonderful and safe Independence Day. City offices are closed on Monday July 4th in observance of the holiday.

That is all I have for now.

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of July 04, 2022.

Campbell Road Paving – Pavers were on site this week laying down the base course on the south side of the street. Last week the north side of Campbell was paved. Crews were on site adjusting manholes and working on the road edges. Final paving should be next week, weather dependent.

City Hall Tree – Following support to save the tree at City Hall, City Council has directed me to work with the City Engineer and an arborist to seek alternatives to preserve the tree. After the City Council meeting, I reached out to a local arborist and I'm working on scheduling a site visit. The City Engineer has been requested to reconfigure the sidewalk at the Union / Center intersection based on the advice of the arborist. I'll report more as the situation evolves.

Seven Grandfathers Sculpture – The foundation for the seven grandfathers' sculpture was installed this week at the History Center. The sculpture is anticipated to be installed in Douglas in late July.

Pride Garden – Councilman Miller and I met with the developer of the pride garden this week to go over several outstanding issues. I anticipate the City Council will be presented with the revised donation agreement in August or September.

Paper Gator – The new paper gator and screening has been installed at the 200 Blue Star Hwy site. The bin will accept newspaper, magazines, and office paper. Please do not dump trash or shredded paper into the bin.

Water Service Inventory – Additional letters have gone out to residents asking for a self-reporting inventory about their water service lines where the line enters their home before the meter. The inventory is necessary to understand the amount of lead service lines in service throughout the community. The City asks for residents to be as responsive as possible to avoid unnecessary follow up door by door calls from City personnel.

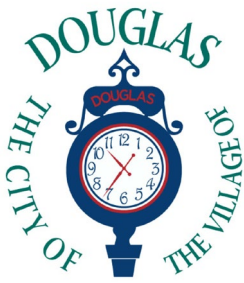
Blue Star Trail over I-196 – I met with the Township and Friends of the Blue Star Trail to discuss the future bridge work, south of Douglas, over I-196. MDOT had previously asked the trail group if there was interest in accommodating a bike trail over the highway if space could be accommodated following the resurfacing of the bridge overpass deck in 2024. The proposed project will not result in the bridge being widened, but slightly reconfigured to fit a trail into the available space as well as a reconfiguration of some of the travel lanes.

July Board of Review – July 19th is the Board of Review meeting for correction of clerical errors and will be held at City Hall at 3:30. The notification is posted on the board at City Hall.

August 2nd Election – Absentee ballots are going on this week for the August 2nd Election and the opportunity to register to vote is still open.

That is all I have for now.

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of July 11, 2022.

Trail Grant – The tri communities received a response back on the MDOT grant application that would connect Douglas with Saugatuck Township. The comments indicated that additional work needs to go into responding to the State Historical Preservation Office concerns before funding. Engineers are closely reviewing the comments provided and are formulating how to move forward. Many of the concerns were focused on the trail route and the proximity to historic sites or sites with potential archaeological significance. The engineer recommends the trail group retain the services of an archaeologist to collect the information requested by MDOT.

Targeted Brownfield Assessment – The Sampling and Analysis Plan prepared for 200 Blue Star by the EPA's Targeted Brownfield Assessment contractor Tetra Tech has been accepted by the Environmental Protection Agency's Toxic Substant Control Act group. The Sampling and Analysis Plan required three revisions to be accepted. A copy of the plan is available in City Hall if you'd like to review the information. Tetra Tech is preparing to be on site in the coming month to take samples. The sampling is intended to gather information about the volume and concentrations of PCBs in the soil and the concrete on the north end of the former facility. With that information, a plan can be developed to remove the highest levels of PCBs and cap the remainder.

TCE Remediation – I had a meeting with a representative of Dune Technologies of Holland that reviewed a number of options to remediate Trichlorethylenes in-situ (in place) at 200 Blue Star. The technologies available include thermal remediation which involves installing heated electrodes to remove the TCE's from the ground. Using an iron sand mix to create a barrier that degrades the TCE as it flows along the water table. Employing an organic substance that converts the TCEs through an anaerobic process. The goal of all the in-situ processes is to degrade TCEs to make them less harmful. Several of the processes can be combined to achieve the greatest result.

Campbell Road Paving – Top course of paving was applied this week and crews are preparing for the final walk thru on Tuesday. There are still some small items to finish up on the job such as drive approaches and site restoration and seeding.

Deer Population– The Department of Public Work staff are working on getting a contact with the Department of Natural Resources biologist to help guide a discussion about the deer population in the area.

Short Term Rentals – I've been approached by citizens about their concerns about the number of short-term rentals in the Douglas community. Of most concern is the lack of full-time residents and the familiarity that comes with knowing your neighbors and the loss of a neighborhood vibe.

Chip and Fog Seal – Chip and fog seal was placed on Ferry Street between Center and Campbell Roads this week. Chip and fog seal is a preventative maintenance application that is intended to extend the life of the street pavement and reduce the amount of moisture getting underneath the pavement. A second application will be applied next week.

City Hall Tree – I have reached out to an arborist about the tree at City Hall and we have an appointment scheduled for 7-14 or 7-15. I will ask the arborist's professional opinion about trimming the tree to clear it of the power lines, balancing the tree to concentrate the weight, and best method to install the sidewalk.

Blue Star Trail over I-196 – I participated in a meeting with MDOT and Friends of the Blue Star Trail Engineers from C2AE this week to go over the states draft recommendations for crossing the highway bridge south of Douglas with a trail section. The most cost-effective method will be to install barricades after the bridge deck work is completed in 2024. The barricades will provide a safe bike lane with separation from traffic.

July Board of Review – July 19th is the Board of Review meeting for correction of clerical errors and will be held at City Hall at 3:30. The notification is posted on the board at City Hall.

August 2nd Election – Absentee ballots are going out this week for the August 2nd Election and the opportunity to register to vote is still open.

That is all I have for now.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of July 18, 2022.

City Council – Monday was the regular meeting of the City Council. The following items were discussed and/or approved:

- Presentation from Stephen Lewis, President of the Pickleball Club, requested funding for next year to resurface the pickleball courts in the 23-24 fiscal year.
- Approved a resolution to enter into agreement with the History Center to allow a City owned sculpture to be placed on History Center grounds in Downtown Douglas.
- Discussed the outcome of the root beer barrel ad hoc committee meeting with options and pros/cons
- Approved a land division 955/957 W. Center Street.

Campbell Road – City representatives joined the engineer and contractor on a final walk through of the Campbell Road project. The walk through is intended to be a visual inspection of the project from which a punch list of incomplete items is generated and provided to the contractor for completion. Pavement markings will be applied that will create a three-foot walking area on the shoulder of the street as well.

City Hall Tree – An arborist completed a ground inspection of the tree at City Hall. He recommended we reach out to another certified arborist to provide a written report about the tree. The silver maple is relatively healthy with a few noticeable wounds and suckering. Trimming activities by the power company have created an imbalance and additional trimming is needed for the arborist to safely complete a canopy survey without risk of electrocution. He recommended some trimming at specific nodes to remove unhealthy sections and remove the tree off the building.

Michigan Municipal Executive Conference – The summer workshop for municipal executives is in Holland this year. I will be attending sessions as time allows throughout the week. It's fortunate to have the conference so close to home this year. Agenda topics include:

- Attracting development to your city
- Complete streets
- Bonding projects
- Risk management
- Unified development ordinance
- Building attainable housing
- Managing short term rentals

Aquatic Weed Treatment – The second treatment to knock down aquatic weeds was applied this week. The Kalamazoo Lake Harbor Authority has requested drone photographs of the harbor be taken to monitor the effectiveness of the treatments.

Capital Projects – With the start of the new fiscal year, a number of approved capital projects are getting underway. Staff are working on storage fences for the Department of Public Works, timed locks at Douglas Beach bathrooms, getting quotes to paint portions of City Hall, and quoting concrete flatwork at Douglas Beach.

August 2nd Election – Absentee ballots are going out this week for the August 2nd Election and the opportunity to register to vote is still open.

That is all I have for now.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of August 1, 2022.

City Council – Monday was the regular meeting of the City Council. The following items were discussed and/or approved:

- **Removal of the tree at City Hall** – two certified arborists inspected the tree and determined that the tree is a hazard to public safety due to the amount of decay in the lower five feet of the trunk. Approximately 1/2 to 1/3 of the trunk is decayed. The arborists report indicated that the tree is “very likely to fail...with severe consequences of a failure.” The report went on to say, “based on [the arborists] experience and training and continuing education, that this tree presents a hazard to the general public and to public property.” He recommends that the tree be removed as soon as possible to remediate the risk to the public.

Election – The August election was on Tuesday and the polls were busy most of the day. The City Clerk reported a 90 percent return rate for absentee ballots. 241 individuals voted in person at the precinct. Thanks to the City Clerk and all the election workers for a smooth election process.

Union Street Sidewalk – Contractors started work on the Union Street sidewalk project between Blue Star Highway and Center Street. The project should take less than a month to complete pending good weather.

Consumers Energy Tree Grant – The City received a right tree right place tree grant to install an additional 14 trees in the City's right of way. This is the second time in two years the City has been successful in obtaining the grant. With the assistance of these grants and other tree planting efforts, the City has installed approximately 50 trees in the past two years in parks and public rights of way.

Summer Taxes – A public notice was issued by the City Treasurer this week announcing tax bills went out July 1 and are due September 14th. The City millage rate remains the same at 13.0818. This is the same rate that the City has levied since becoming a City. There are 25 cities in Allegan, Ottawa, Van Buren, and Berrien counties and only 4 have a lower millage rate than Douglas. The average millage rate is 15.5113.

200 Blue Star Sampling – Additional sampling work at 200 Blue Star will begin in mid-August. The sampling will be conducted as part of the EPA's Targeted Brownfield Assessment program which is a free program to the municipality. The additional sampling will help to delineate the quantity and concentration of PCBs on site. That information is needed to fully develop the clean up plan for the PCB contaminants.

Forest Gate Development – A new development is being proposed north of the Northern Lights condos on Ferry Street. Planning Commissioners will get an opportunity to review the plan in an upcoming meeting. If approved, the plan will add approximately 90 new living units when fully built out.

Centre Collective Development – A by-right development plan is being submitted to the Planning Commission. This development will involve new residential, commercial, and rental properties along Center Street and along St. Peter's Drive.

That is all I have for now.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of August 8, 2022.

Drinking Water Asset Management – We are waiting for word from EGLE about the City's application for a drinking water asset management (DWAM) grant. At the last check, the City was close to the top of the list for consideration of the next round of funding. The City initially requested \$425,000 from the state, but that amount will likely be reduced because the state provided more clarity on how the funds were to be used—if awarded. The DWAM program is intended to provide funding to communities to support the state's mandate to eliminate all lead containing water services over a 20-year period. If awarded, the City will use the funding to conduct additional investigation on lead and galvanized service lines in the City's water system and develop a comprehensive replacement plan.

Bridge Inspection – Fleis & Vandenbrink completed an underwater inspection of the Blue Star Bridge in July 2022 and provided their inspection report to the City this week. The inspection determines the level of scour occurring below the waterline and reports the findings to MDOT to track bridge conditions throughout the state. Overall, the bridge below the water line is in good condition with an anticipated level of scour occurring on the supporting structures. Scour occurs as debris in the water current erodes or wears away the concrete and steel structure over time. Bridges with significant amounts of underwater scour are monitored for safety. Heavily scoured structures are potentially added to the State's critical bridge list.

City Hall Tree – The tree at City Hall is scheduled to be removed early next week. Certified arborists inspected the tree and determined that the tree is a hazard to public safety due to the amount of decay in the lower five feet of the trunk. Approximately 1/2 to 1/3 of the trunk diameter is decayed. The arborist's report indicated that the tree is "very likely to fail...with severe consequences of a failure." The City Council has asked that three new trees be installed within the City to replace the loss of the 70+ year old silver maple tree. The locations of the three trees are still to be determined but will be within the City's right of way or in public parks.

Union Street Sidewalk – Work progresses on the Union Street sidewalk project between Blue Star Highway and Center Street. The contractor is performing backfilling, compacting, starting to form and pour some segments of concrete sidewalk.

Civicplus Demonstration – Staff participated in a demonstration of a service that will perform a complete legal review of the City's ordinances to eliminate conflicts, obsolete ordinances, and redundancies. Once completed and published, the service will provide the City an on-line method to keep the code of ordinances updated in near real time. For example, if City Council passes an ordinance about streets, the on-line ordinance will be updated within 24 hours of passage making the information easily available to the public. City Council budgeted for this activity in this year's fiscal budget.

Targeted Brownfield Assessment – As reported last month, the sampling and analysis plan prepared by the EPA's Targeted Brownfield Assessment contractor Tetra Tech has been accepted by the Environmental Protection Agency's Toxic Substant Control Act group. The Sampling and Analysis plan required three revisions to be accepted. A copy of the plan is available in the City Manager's office if you'd like to review the information.

Tetra Tech is preparing to be on site around August 15th to begin to take core samples to quantify the volume and concentration of PCBs at 200 Blue Star. The sampling is intended to gather additional information about the concentrations of PCBs in the soil and the concrete on the north end of the former facility. With that information, a plan can be developed to remove the highest levels of PCBs and cap the remainder in place.

Joint Grant Application – I had some discussion with the City’s Environmental Engineer about the potential for a joint EPA grant application with the County Brownfield Authority. There may be opportunity to apply for a multi-purpose grant and leverage additional clean up dollars for the community. The consultant is advising to wait a year to allow the current grant to show progress, then apply for a multi-purpose grant next year. ARPA dollars will still be available in a year.

Forest Gate Condominium – The developer has submitted plans and applications to continue to move the Ferry Street development forward. The City Engineer has provided a draft review and made recommendations. If the by right submission moves through the Planning Commission soon, the developer can begin construction on the underground utilities this fall.

Center Collective – The developer has submitted plans and applications for the by-right development on Center Street. Similar to above, if the submission moves through the Planning Commission soon, work can begin this fall on the underground utilities.

That is all I have for now.

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of August 15, 2022.

City Council Meeting – City Council held its regular meeting on Monday and approved the following items:

- Amended the DDA budget
- Approved a lot line adjustment for 324 W. Center Street
- Approved a special event for October 2, 2022 – Blessing of the Animals
- Approved a special event for October 8, 2022 – Octoberfest
- Approved a special event for September 10, 2022 – Mount Baldhead Challenge
- Approved the purchase of a mini excavator
- Approved the purchase of stump grinder
- Approved the purchase of a skid steer
- Approved the purchase of a mini track loader
- Approved the termination of the Planning and Zoning Administrator

Planning and Zoning – Staff coordinated this week to chart out a plan for handling the duties of the planning and zoning administrator. The City will work with Williams and Works of Grand Rapids to provide interim services. Anyone seeking zoning review may contact City Hall for contact information for the assigned planner.

City Hall Tree – The tree at City Hall was removed this Tuesday. Pictures of the interior of the trunk are below:



Union Street Sidewalk – Work progresses on the Union Street sidewalk project between Blue Star Highway and Center Street. The contractor is approximately 50 percent complete with concrete installation as of this writing.

Targeted Brownfield Assessment – Tetra Tech was on site this week to take core samples to quantify the volume and concentration of PCBs at 200 Blue Star. The sampling is intended to gather additional information about the concentrations of PCBs in the soil and the concrete on the north end of the former facility. With that information, a plan can be developed to remove the highest levels of PCBs and cap the remainder in place.

I took the opportunity to visit the core sampling work and spoke with the contractor about the sampling process. Below are some photos and narratives about my site visit.



This photo shows approximately a 36-inch concrete core sample. The lighter concrete is the top of the floor. The dark 2/3 of the sample seems to indicate the presence of contaminated material. The material will be sent to a lab to determine what the dark material is made of. Per the contractor, it seems likely that the lighter concrete was poured over pre-existing concrete perhaps to accommodate a change of use in the building. Potentially, the new concrete was poured to support a piece of manufacturing equipment.



The core sample in this photo is visually inspected, measured, the sample location documented, and will be sent to a lab to determine the concentration of what is presumed to be PCB containing material. Samples are being taken at predetermined intervals and as deep as four feet. GPS equipment will be used to collect location data on each of the samples for future mapping of the location, depth, and concentration of the contaminants.



Tetra-Tech employees are evaluating a four-foot-deep sample of soil. Samples are collected from each one-foot increment of the section, placed into specimen jars, labeled, and sent to the lab to determine if volatile organic compounds and/or PCB containing material are present below the concrete floor.

That is all I have for now.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of August 22, 2022.

Planning and Zoning – Staff have been coordinating planning and zoning work with the assigned planner from Williams and Works and sending information electronically to the office in Grand Rapids. Anyone seeking planning and zoning services may contact City Hall for the contact information of the assigned planner.

City Hall Painting – Staff have received quotes for a City Council budgeted project to paint the south and east sides of City Hall. The painter is working on setting a schedule for the work in the next few months.

66th Street Damage – The Department of Public Works notified me of damage to the municipal property on 66th Street this week. Damage to the roadway and posted signage occurred over the past two weeks.

Tax Collection – Summer tax collection is due without interest by September 14th by close of business (4:30 p.m.) to the City Treasurer. After September 14th there is a one percent (1%) interest charge per month. Post marks not accepted.

Forest Gate – Public notice of a hearing is being posted for the proposed development at 485 Ferry Street—a 90 unit by-right residential condominium development. The public hearing will be held at the Planning Commission meeting scheduled on September 21, 2022.

Centre Collective – Public notice of a hearing is being posted for the proposed development at 324 Center Street—a 20 unit by-right residential condominium development. The public hearing will be held at the Planning Commission meeting scheduled on September 21, 2022.

Banners – A sign of the season change happened this week when DPW staff changed the municipal banners from summer to fall style.

Plow Truck Inspections – As another sign of the season, DPW staff are preparing the City's plow truck fleet for the annual inspection process.

Deer Management – DPW staff have been researching deer management practices and ordinances from other communities. Staff located a deer survey implemented by another community that gauges resident attitude and awareness of deer. In addition, they located an ordinance from a community that established a fine structure for attracting deer to feed sites. The information gathered will be presented as a discussion item to City Council in the near future.

DDA Workshop and Meeting – The DDA met for a workshop to learn more about potential options for improving the gateway to the downtown. Staff from Prein and Newhof Engineering reviewed a variety of conceptual plans that started with an overview of historic traffic lane configurations and improvement projects at the Center and Blue Star intersection. DDA members were presented a variety of concepts and the engineer responded to questions about traffic patterns, pedestrian and biker safety, and signage improvements. No concepts were finalized, and no action was taken. Following the workshop, the regular DDA meeting was held to review the revisions to the Tax Increment Financing Plan. The proposed revisions will incorporate revised capital projects in a matrix format and move away from a text heavy tiered format. Staff from Williams and Works anticipate a complete draft for consideration at next month's meeting.

Goose Management – Staff are evaluating landscape buffering at waterfront parks as a goose management practice. The idea is to create a thick swath of landscape along the waters edge that deter geese from moving through. Goose droppings continue to be an issue at several waterfront parks in the City.

Duckweed – There have been a few concerns about duckweed in the harbor. The harbor is treated for an invasive aquatic species called Eurasian Milfoil and the treatments seem to have been reducing the amount of milfoil; however, the duckweed is a native species to North America. It floats on top of the water. Characteristics of duckweed are:

- 1-3 leaves
- 1/16 to 1/8 inches long
- Light-green
- Nearly flat on both sides
- Flat, oval shape



That is all I have for now.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of August 29, 2022.

Tax Collection Reminder – Summer tax collection is due without interest to the City Treasurer on September 14th by close of business at 4:30 p.m. After September 14th there is a one percent (1%) interest charge per month. Post marks not accepted.

Public Notices for Proposed Developments – Public notice of a hearing have been posted for the proposed development at 485 Ferry Street—a 90 unit by-right residential condominium development; and 324 Center Street—a 20 unit by-right residential condominium development. Also for a house move at 39 Washington, and a request to rezone parcels located at 423 Center / 424 Fremont. The public hearings will be held at the Planning Commission meeting scheduled on September 21, 2022. Public notices are found in the “Announcement” section of the City's website at www.douglasmi.gov. Plans are available for review at City Hall during normal business hours.

Deer Resistant Plants – As a reminder, the City has posted a number of informative articles about deer resistant plantings on the City's website at <https://douglasmi.gov/wp-content/uploads/2022/04/Deer-Resistant-Plants.pdf>

Police Department Windows – Work is approximately 80 percent complete on the replacement of windows at the Police Department. City Council budget the funds for the work during the annual budget approval process.

Union Street Sidewalk – Work on the Union Street sidewalk project is approximately 80 percent complete with only a small section remaining to be poured at the Union and Chestnut intersection. A tall curb will be installed at the southeast corner of the intersection to retain a portion of the hill. Site restoration work is also underway and asphalt drive approaches were placed late in the week.

Labor Day Blue Star Bridge Walk – The annual tradition of the Blue Star Bridge walk (famous cousin of the Mackinaw Bridge Walk) is Monday, September 5th and kicks off on the south side of the bridge in Douglas. The 0.19k walk is sponsored by Saugatuck Public Schools Community Recreation and draws approximately 300 people for a fun community activity. Lace up your walking shoes and join the fun.

Labor Day – City offices are closed in observance of Labor Day on Monday, September 5th. Have a great holiday weekend.

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

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of September 5, 2022.

Tax Collection Reminder – Summer tax collection is due without interest to the City Treasurer on September 14th by close of business at 4:30 p.m. After September 14th there is a one percent (1%) interest charge per month. Post marks not accepted.

City Council Meeting – Tuesday, September 6th was the regular meeting of the City Council—moved to Tuesday due to the Labor Day holiday. The following items were up for discussion and/or approval:

- Resolution to appoint Williams and Works as the City's interim Planning and Zoning Administrator
- Purchase of a 2022 Ford F600 Plow/Dump Truck for the Department of Public Works
- Discussion of participation in the upcoming Michigan Municipal League Conference
- Discussion of the fees incurred on the Point Pleasant inspection project from Edgewater Resources
- Discussion of the guardrail replacement on the intersection of Blue Star Highway and Union Street with Prein & Newhof
- Discussion of the refuse collection and disposal service request for proposal
- Closed session to consider material exempt from disclosure under the Open Meetings Act

Adult Halloween Parade Planning – Staff met with event organizers this week to discuss the special event application for the 24th annual parade. Specific attention was directed at parade/visitor safety and setup needs. The organizers plan to be at the September 19th City Council meeting to answer questions about their special event application. The Police Chief will be coordinating planning activities with other local first responders and the Department of Public Works.

Planning Commission – The monthly Planning Commission meeting has been rescheduled for Wednesday, September 21st. The Planning Commission will review two proposals for residential developments—one at 485 Ferry Street and one at 324 Center Street; review a rezone at 423 Center Street/424 Fremont Street; and review a house move application at 39 Washington. Public notices for the projects above are found in the "Announcement" section of the City's website at www.douglasmi.gov. Plans are available for review at City Hall during normal business hours.

Clerk Level 1 Position – The City has been reviewing applications and conducting interviews for applicants to the open position in the Clerks Department. The City has extended an offer to fill the position to an individual with experience in township government. I'll provide more detail once we receive an official acceptance and conduct a background investigation.

Westshore Planned Unit Development – The developer is working on plans to develop a public access trail that crosses the property as part of the original scope of the PUD. When completed, the proposed trail will link to the Beach to Bayou Trail on Center Street, the path on Ferry Street, and connect to Golfview Drive and Lakeshore Drive.

Playground Committee – The playground committee met with City staff this week to review the budget and discuss next steps for the final phases that will build out the youth playground and adult exercise area at Schultz Park. The youth playground phase will incorporate a zip line and climbing net. The adult exercise area is proposed to have a number of stations to provide physical fitness opportunities outdoors.

Octoberfest – Staff met with organizers about the Pride Committee's Octoberfest event scheduled for October 8th at Beery Field. A German themed band will usher in the celebrations with a short parade down Center Street followed by an official tapping of the keg.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of September 12, 2022.

Tax Collection – Summer tax collection was due without interest to the City Treasurer on September 14th by close of business at 4:30 p.m.

City Hall Painting – Painting started this week on the exterior of City Hall. This year, the City Council budgeted to paint two sides of the building, specifically the south and east sides are in the worst condition. With historic buildings, more frequent painting will help preserve the structure, so routine painting will be plugged into the budget for City Council to consider.

Union Street Sidewalk – Work progresses on the Union Street sidewalk project. The contractor is working on the final section near the intersection of Union and Chestnut to install a small retaining wall to shore up the slope. The hydrant at the intersection will be adjusted to proper grade as part of this process.

EPA Grant – City Hall received documentation from the EPA this week to formally initiate the grant reporting and award documentation. The grant will be used to remediate PCB contamination on the 200 Blue Star site. Staff will work through the documentation and determine if City Council action is necessary to complete any of the forms.

City Engineer – The City received word that the Prein & Newhof engineer assigned to the City will be taking a new position working for municipal government in another community. Nate Williams has been working with the City for the past three years and worked on projects related to underground utilities, roads, traffic, and sidewalks. City Hall staff met this week with Prein & Newhof to go over projects and discuss the transition plan.

Planning and Zoning – City Hall staff worked with the newly assigned Planning and Zoning Administrator from Williams and Works. Tricia Anderson will be working with us on an interim basis and will have office hours in Douglas on Wednesday afternoons—subject to change. She can be reached during normal office hours by phone at (616) 988-3504 or by email at Anderson@williams-works.com

Clerk Level 1 Position – The City has extended an offer to fill the position of Clerk Level 1 to Ms. Laura Kasper. She is anticipated to start with the City on September 26th. Laura has four years of experience working in township government and is familiar with the City's software package (BS&A), cash receipts, customer service, permitting, and elections. Her email will be info@douglasmi.gov.

Employee Handbook – Staff met this week with the City's labor attorney to review questions about updating the employee handbook. The handbook was last updated in 2015 and new labor laws need to be amended or incorporated into the updated handbook.

History Lives Here – I had a brief meeting with the History Center Director about the next phase of historical signage the History Center would like to install. The desired locations for the next signs are at Beery Field on Center Street and Douglas Beach. I haven't seen the proposed content of the signage yet.

DDA Planning Meeting – This week I met with members of the DDA to go over the next meeting scheduled for September 28th. The agenda will be issued next week.

Planning Commission – The agenda for the Planning Commission went out this week. Four hearings are scheduled for the meeting. The agenda can be found at the City’s website at the following link. <https://douglasmi.gov/wp-content/uploads/2022/09/PC-Agenda-Packet-09-21-2022.pdf.pdf>

Waste & Recycling RFP – The request for proposal notice for a single hauler have been issued. Copies of the RFP notice may be found at <https://douglasmi.gov/wp-content/uploads/2022/09/RFP-Ad-Refuse-Collection-Disposal-Services.pdf>
A copy or link to the RFP may be obtained from City Hall.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of September 19, 2022.

City Hall Painting – Painting is progressing this week on the exterior of City Hall. A number of maintenance issues have come to our attention with the painting project; therefore, quotes for additional repair work will be solicited for City Council to consider. Specifically, there are a number of rotten sections that will need to be replaced including clapboards, windowsills, and window trim.

Union Street Sidewalk – Work is wrapping up on the sidewalk project. The hydrant at the intersection of Union and Chestnut still has to be raised to the proper grade. We have noticed a bit of an erosion issue because grass hasn't been established yet. We will correct the erosion issue with some straw blanket.

City Council Meeting – The City Council met for its regular meeting on Monday and discussed the following items:

- Cemetery agreement with Saugatuck Township for three years to share the cost of grounds maintenance
- Separation Agreement and Release of Claims with the former Planning and Zoning Administrator
- Approval of a special event for the Douglas Halloween Parade for Adults on October 29th
- Approval of a special event for the Douglas Elementary School PTO Walk-a-thon on October 7th
- Amendment of a special event for Octoberfest to extend the event an additional day to October 9th
- Discussion item for deer management and feeding including Council's permission to conduct a community survey

Douglas Harbor Authority – The DHA met for its regular meeting on Tuesday and discussed the following items:

- Water taxi – discussion item
- Kayak storage rental fee – approved recommending a fee increase to City Council of \$25 per storage slot
- Aquatic Dr. 2023 proposal to treat invasive species – requested additional research of alternative methods and efficacy of treatment
- Point Pleasant boat slip lottery – agreed to continue to utilize the lottery system for upcoming years

Planning Commission Meeting – The PC met on Wednesday with a full house in attendance. Items up for discussion / public hearing were:

- 423 West Center / 424 Fremont Street – approved the site plan review and condo amendment
- 485 Ferry Street—a 90 unit by-right residential condominium development – tabled by the PC
- 324 Center Street—a 20 unit by-right residential condominium development – pulled by the applicant prior to the meeting
- 39 Washington – house move – sent back to the Planning and Zoning Administrator for approval

Centre Collective – Staff met with the developers of Centre Collective this week to go over the commercially zoned submittal that faces Center Street. The City's interim Zoning Administrator and City Engineer provided feedback on the proposed plan. If all proceeds well, the developer could be ready for a public hearing with the Planning Commission in October at the earliest. If noticed for a public hearing, the information will be available on the City's website.

Drinking Water Asset Management Grant – The City received a response from EGLE on our grant request for \$425,000 to fund asset management and investigation of the City's drinking water system. EGLE is asking for clarification on a few items. Hopefully this is good news for the City.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of September 26, 2022.

Downtown Development Authority Meeting – The DDA met this week and reviewed the following items:

- Heard a presentation from Brian Coon regarding an advertising pilot program
- Received an application for the Business Incentive Program for Coastal Society for a proposed platform and shade kite requesting \$5,000.
- Discussed downtown gateway improvements to the intersection of Blue Star and Center Street
- Discussed DDA owned table and chair rentals
- Received a written update on the wayfinding program

Notices to Abate – Notices are being issued to locations with code enforcement issues such as junk cars, unregistered vehicles, and blight.

High Water Infrastructure Grant – The City received notice of a new grant opportunity from Michigan Department of Environment, Great Lakes and Energy (EGLE) called the State High Water Infrastructure Grant. \$14.25 million is available to address flooding, coastline erosion, urban heat, and storm water management. The grant requires a 20 percent match. The City has a few projects that may be good candidates for this opportunity. I will be coordinating with the City Engineer on some ideas in the coming weeks to determine if we should pursue this opportunity.

Welcome – Laura Kasper officially joined the Clerk's office at Douglas City Hall this week. I'd like to welcome Laura to the City. Laura will work with the City Clerk to handle incoming phone calls, greet visitors, work on elections, assist with licenses and certificates, and any other work assigned by the Clerk.

Sculpture Maintenance Proposal – I spoke with the Allegan County Community Foundation this week about a proposal from a generous donor to maintain and clean sculptures donated to the City as part of the "art about town" initiative. The City owns five sculptures that would be included in the cleaning and maintenance program. If approved, the first step in the program would be an inventory and inspection of the existing sculptures to determine if repairs are needed, followed by a recommended cleaning and waxing program if applicable. The sculpture "Almost Eagles" in front of City Hall was donated to the City as part of this program. The sculpture has been stored in the basement during tree removal and City Hall painting. It will be returned to its pedestal in the coming week.

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

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of October 3, 2022.

City Council Meeting – The City Council held its regular meeting this week and approved or reviewed the following items:

- Approved the establishment of an absentee counting board for the November 8 general election
- Approved a real estate donation agreement for 147 Center Street "Pride Celebration Garden"
- Approved an increase for the annual kayak storage rack fees to \$175 per year
- Approved a change order for additional work to paint City Hall's south and east exterior sides
- Reviewed a memo provided by the City Engineer regarding guardrail replacement at Blue Star Highway and Union Street
- Approved a Knights of Columbus Tootsie Roll Drive for October 7th and 8th

City Engineer – Nate Williams, the former Engineer assigned by Prein & Newhof to work with the City has taken another position in municipal government and will no longer be working with the City of Douglas. Engineer Ken Bosma is assigned to work with the City.

Drinking Water Asset Management – The City received word that it will receive funding for its Drinking Water Asset Management grant request; however, the state is asking the City to refine its costs. The City applied for \$425,000 to inventory its water service lines throughout the City and build an asset management plan for future capital maintenance and replacement.

GIS Data Collection – Next week City staff will receive training on our geographic information system data collector. GIS is widely used by engineers and municipalities to locate and inventory common municipal features such as signage, hydrants, catch basins, guardrails, trees, etc. Attributes such as type, age, condition, and material can be assigned to any GIS data collected and will help the City better understand the maintenance and replacement needs of infrastructure and assets.

Municode – City staff are working on a recodification of the City's ordinances and training on new software that will generate agendas and meeting minutes automatically. Another convenient feature is live voting for elected and appointed officials with the cast votes automatically populated into the meeting minutes on the web-based software. We anticipate the Municode system to be up and running by mid-October.

Refuse RFP – The City opened sealed bids for solid waste, recycling, and yard waste services on Thursday. Two companies responded to the City's request for proposal. The proposals are being evaluated and will be submitted to City Council in an upcoming meeting. Republic Waste and Arrowaste were the only two respondents.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of October 24, 2022.

City Council Meeting – The City Council held its regular meeting last week on October 17th and approved or reviewed the following items:

- Heard a presentation from Chief Janik about Automatic External Defibrillators
- Held a hearing upon request of resident at 3077 May Ave. regarding storage pods
- Amended the Saugatuck Douglas History Center Letter of Agreement to install additional signage as part of the History Lives Here marker program for Douglas Beach and Center Street
- Approved an amendment to the Contract for the Root Beer Barrel and extended the contract for one year at \$5,000.
- Purchased a truck bed replacement for a DPW plow truck
- Awarded a refuse collection and disposal service agreement to Republic Services of Jenison

Michigan Municipal League Conference – Last week I attended the annual MML Convention in Muskegon. The three-day event is a learning and networking opportunity for local government elected and appointed officials. This year's conference was themed "shaping the future". I attended sessions about rentals, housing, historic public buildings, ARP funding, infrastructure, and Spark grants.

DDA Meeting – The DDA held a meeting this month and discussed and/or approved the following:

- Recommended to City Council an electric vehicle charging station pilot agreement with Charge Deals
- Development of rental process and fee structure for DDA owned tables and chairs
- Review of DDA business incentive program guidelines and application
- Initial review of community promotions application
- Approved the award of a grant from the CVB for holiday decorations in the amount of \$8,000

Garandana Drainage – I spent time this week working with the city attorney on a proposal to drain areas around Garandana Street into the County's storm drain. The development of easements in agreement with the Allegan County Drain Commissioner would be necessary to move storm water from low lying Garandana Street into the county drain. The drain commission will be interested in the amount of water being proposed to enter their system.

Westshore – I met this week with developers working on the Westshore site to review a conceptual layout for additional homes to be constructed on the westerly side of the Westshore property. The developer will be presenting information in the near future if they determine to move forward with the project.

Halloween Parade – The Douglas Halloween Parade for Adults is this weekend. Staff have been preparing for several weeks with parade organizers and we anticipate good weather this year.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of October 31, 2022.

Election News – The City Clerk will be in the office on Saturday, November 5th from 8 am to 4 pm to tend to voter needs.

Election Key Deadlines – 2022 PA 195 changed the deadline to spoil a returned absent voter ballot to 5:00 pm on the Friday prior to the election (previously, returned ballots could be spoiled in person until 10:00 am on Monday) the spoiling deadlines are as follows:

- By 5:00 pm, Nov. 4th – Electors who have returned or have not returned their ballot may submit a written request to spoil their absent voter ballot and receive a new ballot by mail.
- By 4:00 pm, Nov 7th – Electors who have not returned their ballot may obtain an absent voter ballot in person in the clerk's office.
- Up to 4:00 pm on Nov. 7th – Electors who have lost their absent voter ballot, not yet received their ballot, not yet received their ballot in the mail, or not yet returned their ballot may submit a written request in person to spoil their absent voter ballot and receive a new ballot in the clerk's office.

As with any City Election there will be a section set up in the polling room for Poll Watchers. Individuals watching the polls are restricted to all the same restrictions as credentialed challengers, including the prohibitions against speaking with voters and against speaking with election inspectors other than the challenger liaison without the challenger liaison's permission.

In addition, poll watchers cannot:

- Issue challenges
- Stand behind the election inspectors as voters are processed
- Be present in any part of the polling place, clerk's office, or absent voter ballot processing facility except the designated Public Viewing Area

Beach Safety Summit – This week I attended a summit of lakeshore communities, law enforcement, and DNR to talk about beach safety. There are some innovative solutions being employed to study rip currents on Lake Michigan. In addition, there was discussion about the various forms of flag warning being employed between the state and local government that are inconsistent and the goal may be to unify the flag warning among those communities that use the flag warning system.

Halloween Parade – The Douglas Halloween Parade for Adults was this past weekend, and the event was well attended. The crowd was estimated to be over 5,000 people. City staff provided feedback after the event to suggest improvements for next year's 25th anniversary parade. Organizers are anticipating a bigger event in celebration of 25 years of the parade.

Leaf Pickup – Just a reminder to residents to not mix leaves with brush during the leaf collection period. The vac truck can only collect leaves.

Targeted Brownfield Assessment – The City received the results of the core sample study conducted by the EPA in August. The results are published on the City's website under the Brownfield Redevelopment Authority.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of November 7, 2022.

City Council Meeting – Monday was the regular meeting of the City Council. The following items were approved:

- Approved a change order for the 2021 Road Drainage Improvement which resulted in a savings of \$73,000.
- Approved the application for a State High Water Grant to study options available on Washington Street under the Blue Star Bridge to improve the connection between Point Pleasant and Veteran's Park.
- Approved an amendment to the DDA Budget for a grant in the amount of \$8,000 from the CVB for holiday lighting.
- Approved the purchase of playground equipment for Schultz Park in the amount of \$84,022.88 using funds raised by community volunteers.
- Approved the purchase of an outfitted police patrol vehicle for a price of \$54,315.
- Approved a \$0 agreement with Charge Deals to advertise local businesses on the City's Charge Point vehicle charging station at Beery Field
- Approved a time extension for the developer of Westshore PUD to record easements.

Election – The election on Tuesday turned out about 900 voters. Election results for Douglas can be found on the County's website at <https://www2.allegancounty.org/Elections/Map/Report.aspx?qpid=WP-03-22740&jn=Douglas%20City>

Thank you & Congrats – Thank you Aaron Miller and Mike VanLoon for your service on the Douglas City Council. Congratulations to elected council people Neal Seabert, Phil Toepper, Randy Walker, and John O'Malley. I will be coordinating an orientation session with new City Council members in the very near future.

Allegan Conservation District – A member of the conservation district met with the three community managers to discuss the services the district provides. The district was established to provide technical assistance to landowners, farmers, and decision makers to help protect the environment and improve water quality by offering expertise in agricultural management practices, watershed and water quality management, forestry, ecosystems, and habitat restoration. We discussed a variety of topics related to invasive species (hemlock wooly adelgid, Japanese knot weed, and purple loosestrife), education and outreach, and the services of the West Michigan Cooperative Invasive Species Management Association and Midwest Invasive Species Network. More information can be found at allegan.admin@macd.org.

West Michigan Trails Wayfinding – The Douglas and Saugatuck City Managers and the Executive Director of the CVB met with the Development Coordinator of West Michigan Trails about a regional wayfinding project to unify signage on non-motorized trails in West Michigan. They have sample signs and a survey on their website. <https://www.wmtrails.org/grand-region-wayfinding> The survey is open until the first week of December. A wayfinding guide will be complete in early 2023 and will be available for free.

Pride Garden Closing – This week the City signed the closing documents on the Pride Celebration Garden located at 147 W. Center Street. Thank you to Mr. Larry Gammons for his generous donation to the community. To our knowledge, this is the only public garden dedicated to celebrating pride.

Annual Audit – The City's annual financial audit will start next week. Auditors will be working with the City Treasurer to audit the City's financial records over a three-day period. They review records for financial reporting and material weaknesses and will report the findings to the City Council sometime in the winter.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of November 14, 2022.

Snow Event – Department of Public Works crews are prepared for the first major storm of the season. Plow trucks are loaded with salt and crews are on standby for the anticipated wallop of snow expected to hit the area. Thank you DPW crews for keeping City streets safe and passable.

CVB – I participated in the Convention and Visitor's Bureau board meeting as a guest member. The CVB has asked area municipal managers to join the board meetings to provide input and participate in CVB discussions. The managers from Douglas, Saugatuck, Saugatuck Township, and Fennville all participate in the meeting which gives us the opportunity to interact more.

Short Term Rental Legislation – The long-stalled legislation to remove local government restrictions for short-term rentals appears to be heading for approval in the coming months. The Michigan Municipal League is monitoring the legislation. It is uncertain if the governor will sign the legislation if it passes the senate.

Orientation – I spent time with Council members O'Malley and Walker going over their orientation packets, city budget, and provided a tour of City projects.

Ethics – It has recently come to our attention that the Ethics Review Committee membership still references village officials and will need some revision to bring it up to cityhood standards. I have the topic on the list for a future City Council discussion

Annual Audit – The City's annual financial audit has begun. Auditors will be working with the City Treasurer to audit the City's financial records over a three-day period. They review records for financial reporting and material weaknesses and will report the findings to the City Council sometime in the winter. The auditors gave a very nice complement to the City Treasurer stating that of the 120 communities they work in, he's one of the best. Thank you, Mr. Smith for the excellent work.

Sewer Agreement – I have been working with the City Attorney to review history of the City's Sewer Agreement and reviewed suggested revisions to the City's Sewer Agreement with Kalamazoo Lake Sewer and Water Authority.

Budget Process – City staff met with the City Engineer to request budget numbers be developed for the next fiscal year budget cycle. Specifically, road and utility projects need to have an engineer's estimate developed prior to the start of budget discussions with City Council. We start the process early to ensure we have sufficient information to make the process flow smoothly. In addition to public works projects, I will start working with the DDA on their budget development starting in December.

West Michigan Trails Wayfinding – If you want to participate in the West Michigan Trails sign survey, copy this link into your browser. <https://www.wmtrails.org/grand-region-wayfinding> The survey is open until the first week of December. A wayfinding guide will be complete in early 2023 and will be available for free.

Mingle with Kringle and Tree Lighting – Next week Saturday the merchants are holding an event to promote small business Saturday from 3-6 p.m. followed by the traditional lighting of the holiday lights at 6 p.m. I understand that caroling and hot chocolate will be part of the festivities.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of November 21, 2022.

City Council Meeting – At the regular City Council meeting on Monday, two newly elected council members were sworn in before the meeting. In the regular session, City Council approved the following:

- Resolution to submit an application for the Michigan Spark Grant to request funding for playground equipment at Schultz Park.
- Approval of a private well at 749 Golfview to fill a private pond subject to Allegan County Health Department approval.
- Approved Taft Law to pursue cost recovery regarding 200 Blue Star Highway
- Approved the separation of the Director of Public Works.

DDA Meeting – The DDA regular meeting was held on Wednesday, and they heard a presentation from MC Smith and Associates about downtown gateway improvements and reviewed application forms for various programs and promotion.

Spark Grant – The State of Michigan is offering a rare opportunity for communities across the state to apply for funding from a \$65 million pot of money dedicated to supporting projects that provide safe, accessible, public recreation facilities and spaces to improve people's health, introduce new recreation experiences, build on existing park infrastructure, and make it easier for people to enjoy both indoor and outdoor recreation. To see the proposed improvements to Schultz Park, follow this link and scroll down to the graphics.

<https://mccmeetingspublic.blob.core.usgovcloudapi.net/douglasmi-meet-dd68dbcca9fe427387faeab69c15e440/ITEM-Attachment-001-deccb6ded4a84c208e7f43305a8661b8.pdf>

Department of Public Works – The DPW crews did a wonderful job keeping up on the snow event of last weekend. City Council members recognized the DPW's commitment to keeping the roads safe at Monday's City Council meeting. Great job crew!

Mingle with Kringle and Tree Lighting – Saturday the merchants are holding an event to promote small business Saturday from 3-6 p.m. followed by the traditional lighting of the holiday lights at 6 p.m. I understand that caroling and hot chocolate will be part of the festivities.

Holiday – City Hall will be closed Thursday (11-24) and Friday (11-25) in observance of the Thanksgiving holiday.

Giving Thanks – As Thanksgiving Day approaches I want to take the opportunity to offer my thanks and appreciation for all the volunteers it takes to keep a municipality functioning. Elected officials, board and committee members, members of our various authorities, and dedicated community members each sacrifice their personal time to make Douglas the great community it is, and each of those individual efforts shape the future of the community in various ways. It takes approximately 40 people working alongside City staff to keep the day-to-

day business of the City moving forward and those efforts haven't gone unnoticed. I am particularly impressed by the dedicated group of moms working so diligently to improve the equipment at Douglas parks. I'm simply impressed to see what they've accomplished in a short amount of time. Thank you also to all the City staff for their hard work over the past year. I'm fortunate to work with many wonderful professionals here at the City.

That is all I have for now. Have a wonderful Thanksgiving and a great weekend.

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of November 28, 2022.

Rural Task Force – This week I met with the Rural Task force in my role as the representative for the Cities and Village in the Allegan County District. The task force meets routinely to plan out the distribution of transportation funds provided by the state.

Personnel Manual – This week I spent time reviewing the City's proposed personnel handbook revisions in preparation for getting the policy manual sent to City Council for adoption. The manual was last amended in 2015 and was in need of updating to reflect current standards.

Non-Discrimination and Harassment Training – I am working to get training set up for City staff. The first available training session with the City Attorney will be in February 2023.

Organizational Leadership – I'm working with a facilitator to set a date to meet with City Council and staff in the upcoming year. The facilitator will walk participants through a series of exercises to go over expectations and ground rules for the organization. The discussion will then focus on what the teams need to do to be more effective and then make a list of next steps. The last time the city hired a facilitator for an organizational session was in 2020.

Planning Commission Meeting – The agenda for the planning commission has been released. Three developments will be up for review in new business.

1. 324 W. Center Street – Site Plan Review and Special Land Use Request for Mixed-use development with first floor residential – known as Centre Collective Commercial
2. 324 W. Center Street – Site Condo review for a 20-unit single family residential development – known as Centre Collective Residential
3. 485 Ferry Street – Site Plan Review and Condominium – known as Forest Gate

Follow this link to see the agenda:

<https://meetings.municode.com/adaHtmlDocument/index?cc=DOUGLASMI&me=c2ee9a813df84381aa7ccdfb78e4aab9&ip=True>

Economic Outlook for 2023 – Next week I will be attending a session about the economic outlook for 2023 for the state and West Michigan Region. I will report what I learned in next week's Friday memo.

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

Rich LaBombard
City Manager



This is the City Manager's week in review for the week of December 5, 2022.

City Council Meeting – The regular meeting of the City Council was held on Monday, and outside of board and commission appointments, Council had one item of business to attend to. City Council approved the appointment of an interim Public Works Director until a replacement is hired. Mr. Ricky Zoet was unanimously approved by City Council to be the interim Public Works Director. Mr. Zoet, Public Works Supervisor, has been with the City since 2019 and was promoted to Supervisor in 2020.

Public Art – I understand that there is potential for another sculpture to be purchased and donated to the City of Douglas using private funds. I'm working with Maryjo Lemanski to follow the public art policy and identify a suitable location for the sculpture. The public art policy provides guidance for the City to acquire and display artwork throughout the City on municipal property. Ms. Lemanski was instrumental in coordinating the procurement and installation of a Jason Quigno sculpture called "Seven Grandfathers" at the History Center. The sculpture is owned by the City, but displayed on History Center property by written agreement.

City Hall Exterior Repairs – The Department of Public Works is working with contractors to provide quotes for the repair of woodwork on the exterior of City Hall. City Hall was built in two sections dating back to 1875 and 1902. During this fall's exterior painting project, a number of wood siding and window trim areas were identified that need attention. The quotes will be provided to City Council for inclusion in the next fiscal year's budget.

Planning Commission Meeting – The PC met on Thursday at its regular meeting for December and took the following action:

1. 324 W. Center Street – Site Plan Review and Special Land Use Request for Mixed-use development with first floor residential – known as Centre Collective Commercial – approved with conditions
2. 324 W. Center Street – Site Condo review for a 20-unit single family residential development – known as Centre Collective Residential – approved with conditions
3. 485 Ferry Street – Site Plan Review and Condominium – known as Forest Gate – tabled.

Economic Outlook for 2023 – I attended a session about the economic outlook for 2023 for the state and West Michigan Region this week. The presenters anticipated that we would experience a mild recession in the last half of 2023. They expect interest rates will remain high to fight off inflation. Supply chain issues are stabilizing, and commodity prices are decreasing. Inventory is increasing except in the automotive industry. Manufacturing is coming back to the US. Housing purchase prices are down slightly, but housing rent costs are trending higher. We are experiencing historic labor gaps as there are more jobs available than job seekers. Labor shortages are driving employers to restructure their workforce. Employers are

experimenting with split shifts, shorter working hours to accommodate employee's family situations, retaining older workers, and trying to avoid worker burnout. During Covid a lot of workers migrated to the southeast of the United States. Large expensive cities saw employees leave areas like San Francisco, Boston, New York to relocate to more affordable areas. In Michigan, the Grand Rapids region is anticipated to continue to grow due to its relatively low cost of living. Allegan County is anticipated to grow its population by 4 percent over the next 30 years. The Allegan County employment outlook is optimistic as well with a projected 7.5 percent increase in employment over the next 30 years. Bottom line is 2023 could be rough for a bit, but the future of the region is looking bright.

Congratulations – Our Douglas family is growing. The City Treasurer and his family welcomed the birth of a beautiful baby boy this week. Congratulation to the Smith family!

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of December 12, 2022.

State Rep. Joey Andrews – The mayor and mayor pro tem, along with other local elected officials, met with State Representative Joey Andrews this week. Mr. Andrews is meeting with communities in his district to understand what the needs of the communities are and seeking to understand how he can best be of service. His time and attention was much appreciated by all who participated in the meeting.

Film Scout – A location scout for a film called Holland, Michigan was in the area looking for locations for a movie currently under production in Nashville. I understand there are some notable actors starring in the film.

<https://www.hollandsentinel.com/story/entertainment/local/2022/06/17/report-amazon-studios-nicole-kidman-working-thriller-called-holland-michigan/7663847001/>

CVB Board Meeting – I attended the Convention and Visitor's Bureau Board meeting where the board received an update from each of four municipalities before reviewing their marketing efforts. In addition, the board discussed two grant opportunities. One would be in support of events to increase tourism particularly during the shoulder season, and one for local governments to apply for to fund projects that would meet the objectives of the CVB. I will work on a list of project ideas in the coming months while the CVB finalizes details about the grant application process.

Salary Study – Using data from the Michigan Municipal League, I studied four positions to check how the City's wages are in comparison with the salaries paid by other communities. While the data is valuable, not all communities participate in the study, so the results can be interpreted in various ways.

Credit Card Policy Training – A training session for employees assigned municipal credit cards was conducted. The training reviewed the policies and procedures for card holders and card users. All in attendance signed off acknowledging their participation. More training will be coming soon on the following topics (freedom of information, document retention, and non-discrimination and harassment).

Blue Star Trail Grant – The tri-communities have heard from MDOT that they are the recipient of a conditional commitment award in the amount of \$1.34 million to complete the construction of the Blue Star trail from Douglas to Saugatuck Township. The City of Saugatuck also announced they are the recipient of a \$300,000 grant from the Michigan Department of Natural Resources Trust Development Project fund that will also be dedicated to the construction of the Blue Star Trail.

Roundabout – I learned that the survey and engineering work have started for a planned roundabout at the intersection of Blue Star Highway and Old Allegan Road. Construction is planned for 2025 using \$2.2 million of federal funds. Loathed or loved, the improvements to the intersection will reduce accidents.

Drinking Water Asset Management Grant – The City was informed that they are the recipient of the DWAM grant from EGLE in the amount of \$349,500. The City originally applied for \$425,000 and after refining the costs, EGLE lowered the amount of the award, but we're still very fortunate to receive as much as we did. The funds will be used

to field survey water service lines throughout the Douglas community. The information gathered will help us understand the true cost to replace lead or lead containing water service lines in the City. Another benefit is that we will gather sufficient information to use as a foundation for a water rate study.

Public Art – Another sculpture is proposed to be purchased and donated to the City of Douglas using private funds. I’m working with Maryjo Lemanski to follow the public art policy and the police department grounds have been identified as the best location for the installation. The public art policy provides guidance for the City to acquire and display artwork throughout the City on municipal property. A stainless-steel sculpture called “Pyramid” by artist Rado Kirov is intended to be acquired for the public art collection. Ms. Lemanski was instrumental in coordinating the procurement and installation of the Native American artist Jason Quigno sculpture called “Seven Grandfathers” at the History Center. The Quigno sculpture is owned by the City but displayed on History Center property by written agreement.

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

Rich LaBombard
City Manager



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of December 19, 2022.

Snow Event – The anticipated arrival of the snowstorm, blizzard conditions, and lake effect snow fall has the Department of Public Works and Police Department preparing for the event in advance. Public Works employees are loading salt into plow trucks, attaching snowplows, and checking equipment. Police are standing by for any traffic related incidents that may occur. The City of Douglas is in good hands with our DPW and Police staff.

From the National Weather Service...BLIZZARD WARNING REMAINS IN EFFECT FROM 4 PM THIS AFTERNOON (Thursday) TO 7 PM EST SATURDAY... WHAT...Blizzard conditions expected. Total snow accumulations in excess of a foot in many areas. Winds gusting as high as 50 mph. WHERE...Portions of southwest and west central Michigan. IMPACTS...Travel will likely become very difficult to impossible...especially on Friday. Widespread blowing snow will significantly reduce visibility. Gusty winds could bring down tree branches and cause power outages. ADDITIONAL DETAILS...Snow...blowing snow and cold temperatures are all expected between this afternoon and Saturday. Blizzard conditions will develop late tonight and continue into the weekend. The strongest winds and therefore the worst travel will come on Friday. Travel is not advised. Whiteout conditions will be frequent. Snow accumulations in excess of a foot will be possible in many areas. Given the variability of lake effect snow...which will dominate much of this event... you could very well see more or less snow depending on location.

City Council Meeting – The regular meeting of the City Council was held on Monday and City Council approved the following items.

- Adopted a meeting date change in observance of the New Year holiday
- Adopted Personnel Policy and Benefits Manual – last updated in 2015
- Accepted donation of a sculpture to be installed at the Police Department
- Discussed the request to write a resolution in opposition to the Northshore Marina

Holiday Observances – City Hall will be closed on Friday (December 23) and Monday (December 26) in observance of the Christmas Holiday. In addition, Friday (December 30) and Monday (January 2) in observance of the New Year. And again, on Monday (January 16) in observance of Martin Luther King Day.

200 Center Street Review – Staff joined with the developer's engineers and designers to review a proposed set of plans for a three-story structure to be located at 200 Center Street. The vacant lot is immediately west of the real estate office on Center and adjacent to the Cove Bar. With the staff review complete, the revised plans will be sent to the planning commission for consideration.

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

Rich LaBombard
City Manager