



The Village of Friendliness – Since 1870

This is the City Manager's week in review for the week of July 17, 2023.

City Council Meeting - The regular meeting of the Douglas City Council was held on Monday, July 17, 2023. City Council approved the following items:

- Appointed Laura Kasper as the interim City Clerk
- Approved a special event for the Labor Day Bridge Walk
- Approved a park use policy limiting rentals to the Schultz Park Pavilion, the Wades Bayou Gazebo, and the basketball court at Beery Field
- Approved a staff policy regarding the handling of lost and found items
- Approved the selection of Viridis Design Group of Grand Rapids to consult with Douglas, Saugatuck, Saugatuck Township, and the school district to update the 5-year parks and recreation plan. The current plan is set to expire at the end of 2023.
- Approved the selection of Baker Tilly of East Lansing to consult with Douglas, Saugatuck, Saugatuck Township, and KLSWA on the updating of the water agreement. The revised water agreement must be completed and submitted to the Department of Environment, Great Lakes, and Energy by the end of December.
- Held the first public hearing for an ordinance to update the Downtown Development Authority's Development Plan and Tax Increment Financing Plan.
- Approved an ordinance to dispose of public property located on 66th Street following a second reading and public hearing. The City Manager will prepare a request for bids for any public interested in submitting a bid.
- Approved use of insurance proceeds from a damaged piece of public art to go toward the purchase of another piece of public art to be installed at Wades Bayou. The proceeds only cover approximately 40 percent of the purchase. Anyone interested in making a donation to procure the sculpture may make a contribution to the City Treasurer.

City Clerk Posting – With the City Clerk's retirement, the City has posted a job announcement for the open position. Interested candidates may apply by filling out an application on the City's website. The posting will be open until filled.

July Social Event – The History Center hosted a social on July 20th. The socials are a popular summertime event in Douglas, and it is great to see local entities pick up the events.

Summer Tax Bills – Tax bills have been sent out. If you have not received your bill, please contact the City Treasurer.

Assessing Audit Perfect Score – I received notice from the State Tax Commission on Friday that the City Assessor received a perfect score for the City of Douglas on the recent PA 660 audit. The audit reviews the assessment rolls to ensure minimum standards and model practices are followed by the assessing district. Well done, Tom!

Gateway Signs – The new canvases have been installed at both gateway signs and at Blue Star / Center a City flag is attached to the sign. The red arrows have been removed and placed in storage. I have directed the Department of Public Works to touch up the paint on the gateway sign and reattach the lighting.

Wayfinding – The vendor is working on a foundation design that must be approved by a professional engineer. The vendor concurrently is fabricating the signage. We have not received a proposed installation date yet.

Sidewalk Improvements – City Hall staff are working with vendors to receive quotes for sidewalk improvements in the downtown. Staff have marked (in pink) the locations that are proposed to be replaced. In determining replacements, staff consider the following:

- Are there safety hazards present or an offset in grade in the line of travel? Grade changes greater than 2 inches are required to be replaced. Less than two inches is recommended to be replaced.
- Are there dips or depressions that potentially retain water / ice in the line of travel?
- Are there excessive cracks / spalls on the surface of the concrete?
- Are there aesthetic conditions that could be improved with replacement?

Aquatic Treatment – The treatment for invasive aquatic species of the Douglas Harbor between Schultz Park boat launch to the Union Street boat launch was completed on July 19th. The treatment targets the invasive Eurasian milfoil. The City of Douglas has a safety data sheet for the product applied if anyone is interested in that information.

Parks and Recreation Committee – The ad hoc committee met for the first time this week to organize and begin to go over the parks and recreation master plan. We plan to meet again in two weeks to continue conversation about park assets.

Drinking Water Asset Management Plan – As required by EGLE, work continues on the drinking water asset management plan. This week I met with the consultant to talk about future projects and how to fund those projects. An initial presentation will be made to City Council on August 7th.

Have a great weekend.

Rich LaBombard
City Manager