



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 18, 2025 AT 6:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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**1. CALL TO ORDER:** By Mayor Pro-Tem Walker

**2. ROLL CALL:** By Clerk Kasper

PRESENT

Councilmember Jerome Donovan

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

ABSENT

Mayor Cathy North

Councilmember Neal Seabert

**3. PLEDGE OF ALLEGIANCE:** Led by Mayor Pro-Tem Walker

**4. CONSENT CALENDAR**

A. Approve the Council Meeting Agenda for February 18, 2025

B. Approve the Council Regular Meeting Minutes for February 3, 2025

C. Approve Invoices in the Amount of \$47,800.68

D. Tentative FY 25/26 Budget Calendar

*Motion by Balmer, second by O'Malley, to approve the Consent Calendar of February 18, 2025. – Motion carried by unanimous roll call vote.*

**5. PUBLIC COMMUNICATION – VERBAL:** None

**6. PUBLIC COMMUNICATION - WRITTEN**

A. Tom Doyal, Harbor Committee Chair – No wake letter received into record.

**7. UNFINISHED BUSINESS:** None

**8. NEW BUSINESS**

- A. Resolution No. 03-2025 - Budget Amendment FY 24/25 - City Treasurer Tien and Monika Fontaine of Plante Moran addressed Council and provided background.

*Motion by Balmer, second by O'Malley, to adopt Resolution No. 03-2025, outlining amendments to the fiscal year 2024-2025 annual budget for the City of the Village of Douglas. – Motion carried by unanimous roll call vote.*

- B. Resolution No. 02-2025 - Commercial Card Program – City Treasurer Tien addressed Council and provided background.

*Motion by O'Malley, second by Balmer, to adopt Resolution No. 02-2025, authorizing the City Treasurer to execute the commercial card program. – Motion carried by unanimous roll call vote.*

- C. Resolution No. 04-2025 - Michigan Enhancement Grant (L. Nocerini)

*Motion by Balmer, second by O'Malley, to adopt resolution 04-2025, approving the Michigan Enhancement Grant-Water Infrastructure Grant Agreement. – Motion carried by unanimous roll call vote.*

- D. Ordinance 03-2025 - Surplus Real Property - 6825 Wiley Road - First Reading (No Action Required) (L. Nocerini)

- E. First Amendment Commercial Real Estate Lease W/Option to Purchase - 137 W. Center Street (L. Nocerini)

*Motion by Balmer, second by O'Malley, to approve First Amendment to Commercial Real Estate Lease with Option to Purchase executed as of February 18th, 2025, by and between the City of the Village of Douglas, and Ox-Bow. – Motion carried by unanimous roll call vote.*

- F. 291 66th Street Purchasing Agreement (L. Nocerini)

*Motion by O'Malley, second by Balmer, to approve the sale of 291 66th Street with an offer of \$215,000 and amend the agreement to allow for a total of 45 days for due diligence. – Motion carried by unanimous roll call vote.*

- G. 2025 Temporary Outdoor Right-of-Way Expansion (L. Nocerini) – Council requested need for additional information and clarification.

*Motion by O'Malley, second by Freeman, to table the item for more information. – Motion carried by majority roll call vote. Voting Yea – Donovan, Freeman, O'Malley, Walker. Abstain – Balmer*

## **9. REPORTS**

- A. Commission/Committee/Boards

1. Planning Commission – meets on 2/20 for Master Plan and a rezone request
2. Kalamazoo Lake Sewer Water – meets next week and meetings are open to public
3. Downtown Development Authority – Erin Go Bark Pet Parade event on 3/8
4. Kalamazoo Lake Harbor Authority – meets in April
5. Douglas Harbor Authority – meets in April, will discuss the no wake
6. Douglas Brownfield Authority – meets in March
7. Fire Board – will update at next Council meeting
8. Community Recreation – no meeting
9. Playground Committee – no meeting

10. Tri-Community Wildlife Committee – meets on 3/5, deer survey review with Managers

- B. Administration Report – City Manager Nocerini comments – reminder to report people feeding deer to the DNR, work on 415 Wiley has started and lease space is still available, reminder to clear snow from around fire hydrants, and reminder for short-term rental owners to make sure they are registered and in full compliance with the City.

**10. PUBLIC COMMUNICATION – VERBAL:** None

**11. COUNCIL COMMENTS:** No comments

**12. MAYOR’S REPORT/COMMENTS:** None

**13. ADJOURNMENT**

*Motion by Balmer, second by Freeman, to adjourn the meeting.*

Approved on this 3<sup>rd</sup> day of March 2025

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Randy Walker, Mayor Pro-Tem

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Laura Kasper, City Clerk

#### **Certification of Minutes**

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on February 18, 2025, I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Laura Kasper, City Clerk