



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, MARCH 03, 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 Neal Seabert

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

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

4. **CONSENT CALENDAR**

A. Approve the Council Meeting Agenda for March 3, 2025 – *removal of item 8.A.*

B. Approve the Council Regular Meeting Minutes for February 18, 2025

C. Approve Invoices in the Amount of \$242,406.10

*Motion by Balmer, second by O'Malley, to approve the Consent Calendar, as amended of March 3, 2025. –  
Motion carried by unanimous roll call vote.*

5. **PUBLIC COMMUNICATION – VERBAL:** Members of the public were present, comments received.

6. **PUBLIC COMMUNICATION – WRITTEN**

A. Request to Amend the Food Truck Ordinance - Letter

B. Opposed - Food Truck Ordinance Amendment - Letter

C. Michael Wurth - Letter

D. ROW Seating - Letters of Support

7. **UNFINISHED BUSINESS**

A. 2025 Temporary Outdoor Right-of-Way Expansion (tabled from 2/18/2025) (S. Homyen)

*Motion by Freeman, second by O'Malley, to approve authorizing City Administration to proceed with*

*the application process to allow downtown businesses use of the City's right-of-way to expand their business from April 18, 2025, through October 27, 2025. – Motion carried by unanimous roll call vote.*

## **8. NEW BUSINESS**

B. SDCVB 2025 Marketing Overview Presentation - Lisa Mize

C. Fireworks Indemnification Agreements (L. Nocerini)

*Motion by Balmer, second by Seabert, to approve the insurance indemnification agreements for fireworks on July 5th and July 26th, 2025. – Motion carried by roll call vote.*

D. SDACVB Fireworks Display Donation (L. Nocerini)

*Motion by O'Malley, second by Balmer, to approve a \$3,000.00 donation to the Saugatuck Douglas Area Convention and Visitors Bureau for the July 5th, 2025 fireworks. – Motion carried by unanimous roll call vote.*

E. Ordinance No. 03-2025 - Surplus Real Property - 6825 Wiley Road (17-acres) Second Reading - Public Hearing (L. Nocerini)

*Motion by Seabert, second by Balmer, to open the public hearing for Ordinance No. 03-2025. – Motion carried by unanimous roll call vote.*

1. Administration Comments - Council has directed the City Manager to sell public property owned by the City of Douglas located at 6825 Wiley Road. Per the requirements of Ordinance 09-2024, an ordinance to *Establish Procedures for Transfer of Surplus Real Property for the City of the Village of Douglas*, the sale of surplus real property shall be done by passing an ordinance, which will then take effect twenty-days after publication of adoption.

2. Public Comments – Tracy Shafroth, in support of project.

3. Council Comments – RFP is available, bid opening is March 28, 2025, at 2:00 PM

*Motion by Seabert, second by Balmer, to close the public hearing for Ordinance No. 03-2025. – Motion carried by unanimous roll call vote.*

*Motion by Balmer, second by O'Malley, to adopt Ordinance No. 03-2025, declaring 6825 Wiley Road as surplus property. – Motion carried by unanimous roll call vote.*

F. Resolution 05-2025 - Douglas Master Plan Adoption (S. Homyen)

*Motion by O'Malley, second by Seabert, to adopt resolution 05-2025, adopting the Master Plan update as recommended by the City Planning Commission. – Motion carried by unanimous roll call vote.*

G. Wage/Benefit Study (L. Nocerini)

*Motion by Freeman, second by Balmer, to approve a contract with Mike Blickhahn from Plante Moran to provide a wage/benefit study in an amount not to exceed \$4,500.00 – Motion carried by unanimous roll call vote.*

H. Taft Law Services - Budget Amendment (L. Nocerini)

*Motion by Balmer, second by O'Malley, to approve a budget amendment to the fiscal year 2024-2025*

*under the Brownfield fund (243-000.000-802.243) in the amount of \$28,693.50 for ongoing legal services provided by Taft Law in connection with 200 Blue Star Highway. – Motion carried by unanimous roll call vote.*

**9. REPORTS**

A. Commission/Committee/Boards

1. Planning Commission – Master Plan and a rezone request approved
2. Kalamazoo Lake Sewer Water – April hydrant flushing
3. Downtown Development Authority – upcoming pet parade event
4. Kalamazoo Lake Harbor Authority – meets next week
5. Douglas Harbor Authority – no meeting
6. Douglas Brownfield Authority – meets next week
7. Fire Board – no update
8. Community Recreation – no meeting
9. Playground Committee – no meeting
10. Tri-Community Wildlife Committee – meets this week

B. Administration Report – City Manager Nocerini - Ferry Street culvert pictures are posted and show the poor shape it was in, work on the new building has started and will provide monthly updates, Beery Field charging station upgrades are coming, and the building committee will meet soon.

**10. PUBLIC COMMUNICATION – VERBAL:** Members of the public were present, comments received.

**11. COUNCIL COMMENTS:** Councilmembers made final comments.

**12. MAYOR’S REPORT/COMMENTS:** No report

**13. ADJOURNMENT**

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

Approved on this 17<sup>th</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 March 3, 2025, I further certify that the meeting was duly called and that a quorum was present.

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

Laura Kasper, City Clerk