



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, OCTOBER 07, 2024 AT 7:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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1. **CALL TO ORDER:** By Mayor North

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

PRESENT

Mayor Cathy North

Councilmember Neal Seabert

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer - Arrived at 7:01 PM

Councilmember Jerome Donovan – 7:01 PM

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

Mayor North – Moment of silence for Paige Neve

3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North

4. **CONSENT CALENDAR**

A. Approve the Council Meeting Agenda for October 7, 2024

B. Approve the Council Regular Meeting Minutes for September 16, 2024

C. Approve the Council Special Meeting Minutes for September 30, 2024

D. Approve Invoices in the Amount of \$155,738.26

E. Approve Council Meeting Schedule Change for Monday November 4, 2024 to 6:00 PM

F. Appointments - Wildlife Committee: Tammy Cunnion, Timothy Smith

*Motion by Walker, second by O'Malley, to approve the Consent Calendar of October 7, 2024 – Motion carried by unanimous roll call vote.*

5. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY):** None

6. **PUBLIC COMMUNICATION - WRITTEN**

A. Knights of Columbus – Letter received into record

7. **UNFINISHED BUSINESS:** None

8. **NEW BUSINESS**

- A. Pickleball Presentation - Cristy Freese, President of the Douglas Saugatuck Pickleball Club provided an update on the past season.
- B. Real Estate Broker Services RFQ Award – City manager Nocerini provided background, and Bernie Merkle of Coldwell Banker addressed questions from Councilmembers.

*Motion by Walker, second by Balmer, to approve the award of Bernie Merkle with Coldwell Banker the contract for real estate broker services for the City of Douglas. – Motion carried by unanimous roll call vote.*

- C. Flywheel Engagement (L. Nocerini) – Ryan Kilpatrick with Flywheel provided information included with the plan and addressed Councilmembers questions.

*Motion by Balmer, second by Walker, to approve an engagement agreement with Flywheel to assist the City of Douglas with developing plans for affordable housing in an amount not to exceed \$20,000. – Motion carried by unanimous roll call vote.*

- D. Engagement of Miller Canfield Bond Counsel for Capital Improvement Bonds - 415 Wiley Road Renovation – City Manager Nocerini provided background, and addressed questions from Councilmembers.

*Motion by Balmer, second by O’Malley, to approve engaging the services of Miller Canfield to serve as the City of the Village of Douglas’s bond counsel in connection with the proposed issuance of capital improvement bonds to finance the renovation of 415 Wiley Road for use as City Hall and the Police Department. – Motion carried by majority roll call vote.*

*Voting Yea – Balmer, Freeman, North, O’Malley, Seabert, Walker  
Voting Nay - Donovan*

- E. Resolution No. 24-2024 Notice of Intent to Issue Bonds – City Manager Nocerini provided background on how the resolution relates to item 8. D.

*Motion by O’Malley, second by Walker, to adopt resolution 24-2024, authorizing the publication of a notice of intent to issue capital improvement bonds. – Motion carried by majority roll call vote.*

*Voting Yea – Balmer, Freeman, North, O’Malley, Seabert, Walker  
Voting Nay - Donovan*

- F. Beery Field Electrical RFP Award

*Motion by Freeman, second by Walker, to approve the award of RAF Electric the Beery Field Electrical Improvements contract for a total amount of \$27,600. – Motion carried by unanimous roll call vote.*

## **9. REPORTS**

- A. Commission/Committee/Boards
  1. Planning Commission – continued work on Master Plan
  2. Kalamazoo Lake Sewer Water – next week
  3. Downtown Development Authority – fall décor is up, upcoming Oktoberfest event
  4. Kalamazoo Lake Harbor Authority – meets this week
  5. Douglas Harbor Authority – no meeting
  6. Douglas Brownfield Authority – no meeting
  7. Fire Board – no meeting
  8. Community Recreation – no meeting
  9. Playground Committee – no meeting

B. Administration Report – City Manager Nocerini invited Council feedback on ways to be more effective with communication.

**10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** None

**11. COUNCIL COMMENTS:** O’Malley mentioned the upcoming Oktoberfest event and attended the Douglas Council candidate forum. Freeman also mentioned attending the Douglas Council candidate forum. Seabert mentioned concerns with the phone system and lack of trash cans at Douglas Marina, would like Council to further review event cost policy, and was looking forward to working with Ryan Kilpatrick. Balmer commented that working with Ryan Kilpatrick is a good step forward for much needed housing. Walker agreed with Balmer and thanked everyone who participated in the candidate forum. Donovan mentioned that the affordable housing in the city was taking too long and noted other area communities’ progress.

**12. MAYOR’S REPORT/COMMENTS:** Mayor North remarked on how great the downtown looked and reminded Councilmembers to complete their manager evaluation forms.

**13. ADJOURNMENT**

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

Approved on this 21<sup>st</sup> day of October, 2024

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

Cathy North, Mayor

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 October 7, 2024, I further certify that the meeting was duly called and that a quorum was present.

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

Laura Kasper, City Clerk