



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, APRIL 21, 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 North
  2. **ROLL CALL:** By Clerk Kasper  
PRESENT  
Mayor Cathy North  
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  
Planning & Zoning Administrator Sean Homyen
  3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North
  4. **CONSENT CALENDAR**
    - A. Approve the Council Meeting Agenda for April 21, 2025
    - B. Approve the Council Regular Meeting Minutes for April 7, 2025
    - C. Approve Invoices in the Amount of \$131,779.58
    - D. Appointments - Alexia Dawson: DDA, Jennifer Ludwick: PC,  
Reappointments - John O'Malley: PC, Matt Balmer: PC
- Motion by Freeman, second by Walker, to approve the Consent Calendar of April 21, 2025 – Motion carried by unanimous roll call vote.*
5. **PUBLIC COMMUNICATION – VERBAL:** Members of the public were present, comments received.
  6. **PUBLIC COMMUNICATION – WRITTEN:** Letters received into the record.
  7. **UNFINISHED BUSINESS:** None
  8. **NEW BUSINESS**
    - A. Ryan Kilpatrick Bid Review - Discussion
    - B. Strategic Planning Session 3 - Infrastructure - Discussion (L. Nocerini)

C. Resolution 11-2025 - 137 W Center Street Sale

*Motion by Balmer, second by Seabert, to adopt resolution 11-2025, authorizing the sale of the city-owned property located at 137 W Center Street, Douglas, Michigan, to Ox-Bow. – Motion carried by unanimous roll call vote.*

D. Ordinance No. 04-2025 - CivicPlus Recodification Project Adoption - Second Reading - Public Hearing (L. Kasper)

*Motion by Seabert, second by Freeman, to open the public hearing for ordinance no. 04-2025. – Motion carried by unanimous roll call vote.*

1. Administration Comments – City Clerk Laura Kasper provided background on the process.
2. Public Comments - None
3. Council Comments - None

*Motion by Seabert, second by Balmer, to close the public hearing for ordinance no. 04-2025. – Motion carried by unanimous roll call vote.*

*Motion by O'Malley, second by Walker, to adopt ordinance no. 04-2025, adopting and enacting the Code entitled "Code of Ordinances, City of Douglas, Michigan," published by CivicPlus, LLC. – Motion carried by unanimous roll call vote.*

E. Ordinance No. 05-2025 - 453 W Center Rezone - Second Reading - Public Hearing (S. Homyen)

*Motion by Seabert, second by Balmer, to open the public hearing for ordinance no. 05-2025. – Motion carried by unanimous roll call vote.*

1. Administration Comments – Planning and Zoning Administrator Sean Homyen provided background.
2. Public Comments - None
3. Council Comments – It was reminded that a site plan is not required for a rezone.

*Motion by Seabert, second by Freeman, to close the public hearing for ordinance no. 05-2025. – Motion carried by unanimous roll call vote.*

*Motion by Balmer, second by O'Malley, to adopt ordinance no. 05-2025, an ordinance to amend the zoning ordinance and zoning map of the of the City of the Village of Douglas to rezone 453 W Center Street from R-5 Multiple Family District to C-1 Village Commercial District. – Motion carried by unanimous roll call vote.*

## 9. REPORTS

A. Commission/Committee/Boards

1. Planning Commission – no meeting
2. Kalamazoo Lake Sewer Water – hydrant flushing
3. Downtown Development Authority – upcoming May 3<sup>rd</sup> Derby Day event
4. Kalamazoo Lake Harbor Authority – no meeting
5. Douglas Harbor Authority – will meet monthly as needed
6. Douglas Brownfield Authority – no meeting
7. Fire Board – met prior, budget approved
8. Community Recreation – no meeting

- 9. Playground Committee – no meeting
- 10. Tri-Community Wildlife Committee – meeting next month

B. Administration Report – City Manager Nocerini, City Clerk Kasper, and Planning and Zoning Administrator Homyen provided updates.

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

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

**12. MAYOR’S REPORT/COMMENTS:** Mayor North stated final comments.

**13. ADJOURNMENT**

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

Approved on this 5<sup>th</sup> day of May 2025

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 April 21, 2025, I further certify that the meeting was duly called and that a quorum was present.

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

Laura Kasper, City Clerk