



**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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**AGENDA**

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**View remotely, online or by phone -**

**Join online by visiting:** <https://us02web.zoom.us/j/87280347864>

**Join by phone by dialing:** +1 (312) 626-6799 | **Then enter "Meeting ID":** 872 8034 7864

1. **CALL TO ORDER:** By Mayor
2. **ROLL CALL:** By Clerk
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor
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
5. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
6. **PUBLIC COMMUNICATION - WRITTEN**
  - A. Tom Doyal, Harbor Committee Chair - Letter
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
  - A. Resolution No. 03-2025 - Budget Amendment FY 24/25 (M. Fontaine, J. Tien)

*Motion to approve the Consent Calendar of February 18, 2025. – roll call vote*

*Motion to adopt Resolution No. 03-2025, outlining amendments to the fiscal year 2024-2025 annual budget for the City of the Village of Douglas. - roll call vote*

**B.** Resolution No. 02-2025 - Commercial Card Program (J. Tien)

*Motion to adopt Resolution No. 02-2025, authorizing the City Treasurer to execute the commercial card program. - roll call vote*

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

*Motion to adopt resolution 04-2025, approving the Michigan Enhancement Grant-Water Infrastructure Grant Agreement. - 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 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. - roll call vote*

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

*Motion 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. - roll call vote*

**G.** 2025 Temporary Outdoor Right-of-Way Expansion (L. Nocerini)

*Motion 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. - roll call vote*

**9. REPORTS**

**A.** Commission/Committee/Boards

1. Planning Commission
2. Kalamazoo Lake Sewer Water
3. Downtown Development Authority
4. Kalamazoo Lake Harbor Authority
5. Douglas Harbor Authority
6. Douglas Brownfield Authority
7. Fire Board
8. Community Recreation
9. Playground Committee
10. Tri-Community Wildlife Committee

**B.** Administration Report

**10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA)**

**11. COUNCIL COMMENTS**

**12. MAYOR’S REPORT/COMMENTS**

### 13. ADJOURNMENT

*Motion to adjourn the meeting.*

**Please Note – The City of the Village of Douglas (the “City”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Laura Kasper, City Clerk, at (269) 857-1438, or [clerk@douglasmi.gov](mailto:clerk@douglasmi.gov) to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN**



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, FEBRUARY 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 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
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North
4. **CONSENT CALENDAR**
  - A. Approve the Council Meeting Agenda for February 3, 2025
  - B. Approve the Council Regular Meeting Minutes for January 21, 2025
  - C. Approve Invoices in the Amount of \$67,754.19
  - D. Appointments/Reappointments -  
Appointments - BOR Alternate: Jeffrey Hanlin

*Motion by Freeman, second by O'Malley, to approve the Consent Calendar of February 3, 2025. – Motion carried by unanimous roll call vote.*

5. **PUBLIC COMMUNICATION – VERBAL:** None
6. **PUBLIC COMMUNICATION – WRITTEN:** None
7. **UNFINISHED BUSINESS:** None
8. **NEW BUSINESS**
  - A. Ordinance No. 01-2025 - Surplus Real Property - 86 W. Center Street - Second Reading - Public Hearing (L. Nocerini)

*Motion by Seabert, second by Balmer, to open the public hearing for Ordinance No. 01-2025. – 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 86 W Center Street. 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 - None
3. Council Comments - None

*Motion by Seabert, second by Freeman, to close to public hearing for Ordinance No. 01-2025. - Motion carried by unanimous roll call vote.*

*Motion by Balmer, second by O'Malley, to adopt Ordinance No. 01-2025, declaring 86 W. Center Street as surplus property. - Motion carried by unanimous roll call vote.*

- B. Ordinance No. 02-2025 - Surplus Real Property - 47 W. Center Street - Second Reading - Public Hearing (L. Nocerini)

*Motion by Seabert, second by Balmer, to open the public hearing for Ordinance No. 02-2025. - 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 47 W Center Street. 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 - None
3. Council Comments - None

*Motion by Freeman, second by O'Malley, to close the public hearing for Ordinance No. 02-2025. - Motion carried by unanimous roll call vote.*

*Motion by O'Malley, second by Walker, to adopt Ordinance No. 02-2025, declaring 47 W. Center Street as surplus property. - Motion carried by unanimous roll call vote.*

## 9. REPORTS

- A. Commission/Committee/Boards
1. Planning Commission – meeting February 20<sup>th</sup> for Master Plan
  2. Kalamazoo Lake Sewer Water – new rates were published in the paper
  3. Downtown Development Authority – upcoming tailgate party event
  4. Kalamazoo Lake Harbor Authority – no meeting
  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
  10. Tri-Community Wildlife Committee – meets Wednesday, Fire Department will present, and deer survey results will be discussed
- B. Administration Report – City Manager Nocerini comments: Code Enforcement continues work on the short-term rentals with compliance issues, possible contractual changes with the charging station at Beery; may need Council to advise and grants are not available due to the current federal funding freeze.

- 10. **PUBLIC COMMUNICATION – VERBAL:** Demetrea Terrien mentioned the potential concern for neighboring communities if Michigan is a target of the recent deportation activities.
- 11. **COUNCIL COMMENTS:** Seabert asked if any City projects involve Federal grants (L. Nocerini, yes, 200 Blue Star). Freeman provided positive feedback on Code Enforcements’ work monitoring compliance with the short-term rentals.
- 12. **MAYOR’S REPORT/COMMENTS:** Mayor North mentioned that several short-term rentals are waiting to be scheduled for inspections due to the Fire Department now being backlogged with rental inspections.

**13. CLOSED SESSION**

*Motion by Balmer, second by Seabert, to enter into closed session per Sect: 8 (h) of the Open Meetings Act, to consider material exempt from discussion or disclosure by State and Federal Statute. - Motion carried by unanimous roll call vote.*

*Motion by Seabert, second by Balmer, to exit from closed session and enter back into the regular session of the City Council meeting agenda. - Motion carried by unanimous voice vote.*

**14. ADJOURNMENT**

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

Approved on this 18<sup>th</sup> day of February 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 February 3, 2025, I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Kasper, City Clerk

02/13/2025

## INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution				
89600910				
50366	ABSOPURE WATER COMPANY	01/21/2025	02/18/2025	63.50
	CITY HALL WATER			
	101-265.000-740.000 SUPPLIES			63.50
01-2025A				
50367	ALLEGAN CO TREASURER	01/31/2025	02/18/2025	230.00
	MOBILE HOME TAX JAN 2025			
	101-000.000-230.000 DUE TO OTHER GOVERNMENTS			230.00
SP2/147972				
50368	ALTA EQUIPMENT CO.	01/31/2025	02/18/2025	533.44
	FILTERS - GEHL 750			
	660-903.000-930.004 VEHICLE MAINTENANCE & REPAIRS			533.44
40507				
50365	AMERICAN LEGAL PUBLISHING CORP	02/10/2025	02/18/2025	550.00
	CODE OF ORDINANCE INTERNET RENEWAL			
	101-701.000-900.000 PRINTING & PUBLISHING			550.00
PSI115739				
50398	ARCOSA SHORING PRODUCTS INC	02/03/2025	02/18/2025	710.00
	PLATE RENTAL			
	203-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			710.00
FEB2025				
50370	COMCAST	02/05/2025	02/18/2025	369.75
	DPW PHONES FEB 2025			
	101-463.000-851.000 TELEPHONE			369.75
203678631973				
50371	CONSUMERS ENERGY	02/04/2025	02/18/2025	196.14
	86 CENTER			
	101-463.000-922.000 UTILITIES			196.14
203678631972				
50372	CONSUMERS ENERGY	02/04/2025	02/18/2025	30.50
	251 CENTER ST SIGN			
	101-463.000-922.000 UTILITIES			30.50
204479506625				
50373	CONSUMERS ENERGY	02/04/2025	02/18/2025	242.86
	26 BAYOU			
	101-751.000-922.000 UTILITIES			242.86
203678631976				
50374	CONSUMERS ENERGY	02/04/2025	02/18/2025	36.03
	50 LAKESHORE			
	101-751.000-922.000 UTILITIES			36.03
203678631975				
50375	CONSUMERS ENERGY	02/03/2025	02/18/2025	30.33
	11 BLUE STAR			
	101-463.000-922.000 UTILITIES			30.33
203678631974				

50376	CONSUMERS ENERGY	02/04/2025	02/18/2025	57.66
	198 WASHINGTON			
	101-463.000-922.000	UTILITIES		57.66
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206525901660				
50377	CONSUMERS ENERGY	01/26/2025	02/18/2025	136.89
	25 MAIN ST			
	101-751.000-922.000	UTILITIES		136.89
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206525901658				
50378	CONSUMERS ENERGY	01/26/2025	02/18/2025	475.68
	486 WATER			
	101-265.000-922.000	UTILITIES		475.68
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201186915749				
50379	CONSUMERS ENERGY	01/26/2025	02/18/2025	50.02
	503 W CENTER			
	101-265.000-922.000	UTILITIES		50.02
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202432739779				
50380	CONSUMERS ENERGY	01/26/2025	02/18/2025	219.26
	86 CENTER			
	101-265.000-922.000	UTILITIES		219.26
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202432739778				
50381	CONSUMERS ENERGY	01/26/2025	02/18/2025	198.87
	47 CENTER			
	101-301.000-922.000	UTILITIES		198.87
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203500634534				
50382	CONSUMERS ENERGY	01/31/2025	02/18/2025	1,164.82
	LED LIGHTS			
	101-463.000-925.000	STREET LIGHTS		1,164.82
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206881667185				
50383	CONSUMERS ENERGY	01/31/2025	02/18/2025	13.18
	TRAFFIC LIGHTS			
	101-463.000-925.000	STREET LIGHTS		13.18
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206881667196				
50384	CONSUMERS ENERGY	01/31/2025	02/18/2025	1,361.91
	STREET LIGHTS			
	101-463.000-925.000	STREET LIGHTS		1,361.91
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232385				
50369	CREXENDO BUSINESS SOLUTIONS	02/08/2025	02/18/2025	304.34
	PD PHONE SYSTEM FEB 2025			
	101-301.000-851.000	TELEPHONE		304.34
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02-2025				
50436	TOM DOANE	02/12/2025	02/18/2025	30.00
	REIMBURSE FOR TRAINING			
	101-257.000-718.000	TRAINING FUNDS		30.00
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MIHOL477266				
50385	FASTENAL COMPANY	01/31/2025	02/18/2025	317.40
	TOWEL ROLL/SAFETY GLASSES/HD FLPDSC			
	101-751.000-740.000	SUPPLIES		317.40
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MIHOL477820				
50386	FASTENAL COMPANY	01/28/2025	02/18/2025	79.10
	LIME			



101-463.000-740.000	SUPPLIES			79.10
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MIHOL478221				
50434	FASTENAL COMPANY	02/06/2025	02/18/2025	7.76
	PARTS			
101-751.000-740.000	SUPPLIES			7.76
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MIHOL478297				
50442	FASTENAL COMPANY	02/10/2025	02/18/2025	47.84
	SUPPLIES			
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			23.92
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			23.92
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5518				
50438	GRAAFSCHAP HARDWARE	02/11/2025	02/18/2025	6.00
	KEYS			
101-265.000-740.000	SUPPLIES			6.00
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02-2025				
50387	KYLE HOOKER	02/10/2025	02/18/2025	61.47
	UNIFORM REIMBURSEMENT			
101-463.000-750.000	UNIFORMS			61.47
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298431				
50433	IHLE AUTO PARTS	02/10/2025	02/18/2025	66.74
	ICE BLADE, CAR SCENT			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			66.74
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298467				
50439	IHLE AUTO PARTS	02/11/2025	02/18/2025	37.98
	BLUE DEF			
660-903.000-860.000	GAS & OIL			37.98
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02-2025				
50388	IIMC	02/05/2025	02/18/2025	135.00
	MEMBERSHIP - RAZA			
101-215.000-908.000	DUES/FEES/PUBLICATIONS			135.00
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8970				
50389	MCKELLIPS PLUMBING INC.	01/28/2025	02/18/2025	497.00
	BERRY FIELD PLUMBING			
101-751.000-802.000	CONTRACTUAL			497.00
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81125				
50390	MENARDS - SOUTH HAVEN	02/07/2025	02/18/2025	4.53
	COFFEE, 21"DECK			
101-751.000-740.000	SUPPLIES			4.53
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E3262				
50394	MICHIGAN DOWNTOWN ASSOCIATION	02/03/2025	02/18/2025	210.00
	SPRING WORKSHIP - BANDSTRA			
248-728.000-718.000	TRAINING FUNDS			210.00
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3704				
50395	MICHIGAN DOWNTOWN ASSOCIATION	02/03/2025	02/18/2025	250.00
	MEMBERSHIP - BANDSTRA			
248-728.000-718.000	TRAINING FUNDS			250.00
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4179				
50437	MICHIGAN TWP. SERVICES ALLEGAN	02/10/2025	02/18/2025	2,106.90
	PERMIT FEES - JAN 2025			
101-701.000-804.000	CONTRACTUAL BUILDING INSPECTIO			2,106.90
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51378					
50391	NEW DAWN LINEN SERVICE	02/03/2025	02/18/2025		45.52
	CARPETS - CITY HALL & PD				
	101-265.000-802.000	COMMERCIAL CLEANING			15.93
	101-301.000-802.000	COMMERCIAL CLEANING			29.59
14590					
50443	NEWCOMER PLOW AND HITCH LLC	02/11/2025	02/18/2025		320.00
	OVAl RECESS MOUNTH LIGHT				
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			320.00
2502-831694					
50392	OVERISEL LUMBER CO.	02/06/2025	02/18/2025		8.69
	HAND WARMERS				
	101-751.000-740.000	SUPPLIES			8.69
2501-830646					
50393	OVERISEL LUMBER CO.	01/31/2025	02/18/2025		23.97
	TEST PLUGS				
	101-463.000-740.000	SUPPLIES			23.97
2502-832763					
50440	OVERISEL LUMBER CO.	02/11/2025	02/18/2025		41.94
	PAINT & BATTERY				
	101-751.000-740.000	SUPPLIES			27.96
	101-265.000-740.000	SUPPLIES			13.98
2502-833058					
50441	OVERISEL LUMBER CO.	02/12/2025	02/18/2025		11.99
	LACQUER THINNER				
	101-751.000-740.000	SUPPLIES			11.99
02-2025					
50397	PITNEY BOWES INC	01/16/2025	02/18/2025		300.00
	POSTAGE				
	101-215.000-901.000	POSTAGE			300.00
10384800					
50407	PLANTE MORAN	01/31/2025	02/18/2025		3,369.75
	ACCOUNTING SERVICES JAN 2025				
	101-215.000-802.009	CONTRACTUAL FINANCIAL CONSULT			3,369.75
02-2025					
50396	POW STRATEGIES INC	01/29/2025	02/18/2025		3,000.00
	DDA STRATEGIC PLANNING				
	248-728.000-718.000	TRAINING FUNDS			350.00
	248-728.000-802.100	BUSINESS INCENTIVE PROGRAM			2,650.00
86873					
50399	PREIN & NEWHOF	02/07/2025	02/18/2025		505.00
	CENTER STREET DEVELOPMENT				
	101-000.000-283.000	ESCROW			505.00
86880					
50400	PREIN & NEWHOF	02/07/2025	02/18/2025		529.50
	WESTSHORE PUD				
	101-000.000-283.000	ESCROW			529.50
86886					
50401	PREIN & NEWHOF	02/07/2025	02/18/2025		101.00
	319 FERRY				

101-000.000-283.000	ESCROW			101.00
86936				
50402	PREIN & NEWHOF	02/07/2025	02/18/2025	889.00
	STORMWATER CAPITAL IMPROVEMENT PLAN			
450-536.000-806.000	CONTRACTUAL ENGINEERING			889.00
86933				
50403	PREIN & NEWHOF	02/07/2025	02/18/2025	4,649.50
	2025 ROAD IMPROVEMENTS			
203-463.000-806.000	CONTRACTUAL ENGINEERING			4,649.50
86943				
50404	PREIN & NEWHOF	02/07/2025	02/18/2025	2,016.10
	GENERAL CONSULTING			
450-536.000-806.000	CONTRACTUAL ENGINEERING			1,407.60
450-537.000-806.000	CONTRACTUAL ENGINEERING			212.50
101-701.000-806.000	CONTRACTUAL ENGINEERING			396.00
86918				
50405	PREIN & NEWHOF	02/07/2025	02/18/2025	1,600.00
	GENERAL CONSULTING			
101-701.000-806.000	CONTRACTUAL ENGINEERING			1,600.00
86889				
50406	PREIN & NEWHOF	02/07/2025	02/18/2025	891.00
	LEAD LINE REPLACEMENT			
450-536.000-806.000	CONTRACTUAL ENGINEERING			891.00
79136957				
50409	QUALITY DOOR CO., INC.	02/05/2025	02/18/2025	160.00
	LABOR/MULTI CODE RECEIVER			
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL			160.00
25124				
50408	QUALITY SHEET METAL CO	01/29/2025	02/18/2025	40.00
	WELDING SIGNS - SCHULTZ PARK			
213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL			40.00
25165				
50431	QUALITY SHEET METAL CO	02/10/2025	02/18/2025	211.00
	PLAQUE POST - VETERANS PARK			
101-751.000-740.000	SUPPLIES			211.00
0240-009856727				
50413	REPUBLIC SERVICES #240	01/31/2025	02/18/2025	623.12
	REFUSE PICKUP FEB 2025			
101-463.000-802.003	CONTRACTUAL- REFUSE			623.12
5070908449				
50410	RICOH U.S.A, INC.	02/01/2025	02/18/2025	102.08
	COPIES - PD			
101-301.000-802.000	CONTRACTUAL			102.08
60903281				
50411	ROSE PEST SOLUTIONS	01/29/2025	02/18/2025	163.00
	PEST CONTROL CITY HALL			
101-265.000-802.000	CONTRACTUAL			163.00
60903302				
50412	ROSE PEST SOLUTIONS	01/29/2025	02/18/2025	53.00
	PEST CONTROL - PD			

101-301.000-802.000	CONTRACTUAL			53.00
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2500000587				
50415 SAUGATUCK TOWNSHIP		02/03/2025	02/18/2025	681.45
WATER/SEWER CONTRACT				
101-266.000-801.000	CONTRACTUAL ATTORNEY			681.45
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25-0000712				
50416 SAUGATUCK TWP FIRE DISTRICT		02/03/2025	02/18/2025	700.00
RENTAL HOME INSPECTIONS				
101-701.000-802.000	CONTRACTUAL			700.00
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25-0000711				
50417 SAUGATUCK TWP FIRE DISTRICT		01/28/2025	02/18/2025	475.00
RENTAL HOME INSPECTIONS				
101-701.000-802.000	CONTRACTUAL			475.00
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15166				
50414 SCOTT'S LANDSCAPE MANAGMENT INC		02/04/2025	02/18/2025	5,275.20
SNOW REMOVAL JAN 16, 20, 21,22,23,24 2025				
202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			2,637.60
203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING			2,637.60
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15167				
50420 SCOTT'S LANDSCAPE MANAGMENT INC		02/04/2025	02/18/2025	2,000.00
LIQUID CALCIUM				
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,000.00
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,000.00
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102759492				
50418 SHELL FLEET PLUS		02/06/2025	02/18/2025	1,672.62
FUEL - POLICE				
101-301.000-860.000	GAS & OIL			1,672.62
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102751747				
50419 SHELL FLEET PLUS		02/06/2025	02/18/2025	4,081.50
FUEL - DPW				
660-903.000-860.000	GAS & OIL			4,081.50
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116509				
50435 SIEGFRIEDCRANDALL PC		01/31/2025	02/18/2025	500.00
YEAR END AUDIT SVS - DDA PA 57 REPORT				
101-223.000-802.000	CONTRACTUAL			500.00
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0089825-000-002				
50421 STAPLES CONTRACT & COMMERICAL LLC		02/01/2025	02/18/2025	5.91
CLEANER				
101-265.000-740.000	SUPPLIES			5.91
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0089825-000-001				
50422 STAPLES CONTRACT & COMMERICAL LLC		02/01/2025	02/18/2025	81.65
CLEANER, KLEENEX, SWIFFER				
101-265.000-740.000	SUPPLIES			81.65
-----				
5321428-000-002				
50423 STAPLES CONTRACT & COMMERICAL LLC		02/01/2025	02/18/2025	760.00
LAPTOP - ELECTIONS EPB				
101-265.000-740.000	SUPPLIES			760.00
-----				
0604642-000-002				
50424 STAPLES CONTRACT & COMMERICAL LLC		02/01/2025	02/18/2025	31.89
LABELS				

	101-215.000-740.000	SUPPLIES	31.89
<hr style="border-top: 1px dashed black;"/>			
0378900-000-001	50425	STAPLES CONTRACT & COMMERICAL LLC TRASH BAGS, KNIVES	50.10
		101-265.000-740.000	50.10
<hr style="border-top: 1px dashed black;"/>			
	100873249		
	50426	TRACTOR SUPPLY COMPANY TARPS & RATCHET	65.94
		101-463.000-740.000	65.94
<hr style="border-top: 1px dashed black;"/>			
	VC3-188809		
	50428	VC3 INC EXCHANGE PLAN & 365 LICENSES CITY HALL	255.50
		101-215.000-802.000	255.50
<hr style="border-top: 1px dashed black;"/>			
	VC3-188811		
	50429	VC3 INC CLOUD PROTECTION	105.06
		101-215.000-802.000	105.06
<hr style="border-top: 1px dashed black;"/>			
	VC3-188810		
	50430	VC3 INC EXCHANGE PLAN - PD	44.00
		101-301.000-802.000	44.00
<hr style="border-top: 1px dashed black;"/>			
	6104438767		
	50427	VERIZON WIRELESS DPW IPADS	134.80
		101-463.000-851.000	134.80
<hr style="border-top: 1px dashed black;"/>			
	15425		
	50432	WILCOX NEWSPAPERS LEGAL NOTICES	392.00
		101-701.000-900.000	392.00
<hr style="border-top: 1px dashed black;"/>			
# of Invoices:	79 # Due: 79	Totals:	47,800.68
# of Credit Memos:	0 # Due: 0	Totals:	0.00
Net of Invoices and Credit Memos:			47,800.68

--- TOTALS BY FUND ---

101 - GENERAL FUND	23,178.38
202 - MAJOR STREET FUND	3,661.52
203 - LOCAL STREETS FUND	9,021.02
213 - SCHULTZ PARK LAUNCH RAMP	40.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY	3,460.00
450 - WATER SEWER FUND	3,400.10
660 - EQUIPMENT RENTAL FUND	5,039.66

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	1,365.50
215.000 - CLERK/TREASURER	4,197.20
223.000 - AUDITOR	500.00

257.000 - ASSESSING	30.00
265.000 - BUILDING & GROUNDS	2,065.03
266.000 - ATTORNEY	681.45
301.000 - POLICE	2,404.50
463.000 - GENERAL STREETS & ROW	9,572.19
464.000 - GENERAL STREETS WINTER & ROW	7,323.04
536.000 - WATER SYSTEM	3,187.60
537.000 - SEWER SYSTEM	212.50
701.000 - PLANNING & ZONING	6,219.90
728.000 - DOWNTOWN DEVELOPMENT AUTHORITY	3,460.00
751.000 - PARKS & RECREATION	1,502.11
753.000 - LAUNCH RAMPS	40.00
903.000 - EQUIP. REPAIRS & MAINTENANCE	5,039.66



*The Village of Friendliness – Since 1870*

TO: City Council  
FROM: Jenn Tien, Treasurer  
DATE: February 10, 2025  
SUBJECT: Tentative FY 25/26 Budget Calendar

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- February 18 Tentative FY 25/26 budget calendar delivered to City Council
- February 18 FY 24/25 Mid-year budget adjustments
- February 19 Treasurer distributes department budget information to staff
- March-April Department heads discuss budgets with City Manager/Treasurer
- March 17 Council/Staff Strategic Planning Session 1
- April 21 Council/Staff Strategic Planning Session 2
- April 23 DDA budget due
- TBD May Staff workshop review full budget
- May 19 Budget workshop
- May 19 Adopt health insurance plan
- Week of May 20 Budget workshop continued (if necessary)
- June 2 Public Hearing – Adopt DY25/26 budget (1-week public notice required)
- June 16 Amend FY 24/25 budget activity

**From:** Tom Doyal Comcast <[t.doyal@comcast.net](mailto:t.doyal@comcast.net)>  
**Sent:** Tuesday, February 11, 2025 12:35 PM  
**To:** City Manager <[citymanager@DouglasMI.gov](mailto:citymanager@DouglasMI.gov)>  
**Subject:** Kalamazoo Lake No Wake Zone Request

Dear Ms Nocerini:

Singapore Yacht Club (SYC) is working in cooperation with other yacht clubs and marinas on Kalamazoo Lake to request a change to make the entire Lake a “no wake zone”. On behalf of the board of SYC, we respectfully request the City Manager and City Council of the City of the Village of Douglas support the request making Kalamazoo Lake a no- wake zone Lake.

Over many years, members of SYC have suffered from the impact of wakes from large and small vessels on the lake and the impact these wakes make upon member boats and club docks. It is not uncommon for wakes to cause boats properly tied to the docks at SYC to be impacted by significant rocking and movement, sometimes into pilings or the permanent dock and pier, causing damage and potential harm to those on board. You can only imagine what it feels like to be inside a boat or begin to step onto a boat at the dock and then have it rock unexpectedly, causing the person to find anything to hold onto in hopes of not falling. In addition, loose items in the boats are regularly caused to fall or come loose from wakes, causing additional damage to the item itself as well as anyone on board.

Recently, we were informed the City of Saugatuck will be meeting to review this request in early March and decide whether to move forward with a public hearing. If approved they would then file a resolution with the DNR to move forward with a further study. In this regard, they have recommended we contact the City of the Village of Douglas with the same request and inquire as to your process for reviewing and moving this request forward. We would be interested in attending any hearings and testifying as to the impact that wakes make on members safety and the potential damage to vessels.

Please let us know if you are willing to take this request under consideration and the process for moving it forward. You can reach me at [t.doyal@comcast.net](mailto:t.doyal@comcast.net) or by phone at [REDACTED]

Thank you

Tom Doyal  
Harbor Committee Chair  
Singapore Yacht Club





## 2024-25 Budget Amendments

February 18, 2025

The Honorable Mayor North and  
Members of the City Council:

Attached please find the recommended City budget amendment for the General Fund, the Local Street Fund, DDA, Water & Sewer Fund, Municipal Building Fund, and the Douglas Marina Fund for the year ending June 30, 2025.

Michigan's Uniform Budgeting and Accounting Act, as amended by P.A 621 of 1978, requires subsequent amendments to the original adopted budget (General Appropriations Resolutions) for any function that exceeds its budget's appropriation.

### **General Fund**

Total budgeted revenue is being increased by \$177,700. This is the result of interest income not being included in the original budget as well as additional law enforcement training funds received, rental income, and reimbursements related to the Halloween parade.

For expenditures, the costs associated with utilizing Plante Moran's services were not included in the original budget and are therefore being amended to \$85,000. Buildings and grounds are ahead of budget in wages, supplies, utilities,

and contractual expenditures and therefore need to be increased by \$48,450. In the Police department, part-time wages and contractual attorney expenditures are being increased by \$23,600 due to increased utilization of these line items. Parks and recreation have also experienced an increase in seasonal wages and repairs and maintenance, resulting in a total increase of \$42,750.

### **Local Street Fund**

As a result of the Ferry Street culvert replacement project, City Council approved a budget amendment at the December 16, 2024 meeting for \$285,337. This amendment results in a budgeted deficit in the Local Street Fund at June 30, 2025 of \$196,078. Additional funding is being identified, so this deficit will be rectified by the end of the fiscal year.

### **Downtown Development Authority**

At a September 2024 meeting, the DDA board approved moving money from the capital outlay line item to community promotions line item for a total of \$2,050. This included amounts to pay for the passport program, artists to paint the two existing bike racks and fall decorations. Since this was move funds from one line item to another, there is a zero net impact on the budget.

### **Water & Sewer Fund**

There were several revenue line items that were not originally budgeted for that had activity resulting in an increase to budgeted revenue of \$120,620. This includes \$6,500 for interest income, \$10,000 for other revenue for the storm drains, and \$140,120 in reimbursement from the State for the DWAM project.

### **Municipal Building Fund**

The City received bond proceeds in December which were not included in the original budget and therefore revenue is being increased by \$3,323,000.

Constructions costs through the end of the fiscal year are still being determined, but there is a known payment of interest due in June and therefore expenditures are being amended by \$87,409 to reflect this cost.

**Recommended Motion:**

I move to amend the City of the Village of Douglas 2024-2025 fiscal year budget to cover the anticipated activity for each of the funds in the attached summary of amendments.

Respectfully submitted,

Approved,

Jenn Tien, Treasurer  
Monika Fontaine, CPA

Lisa Nocerini  
City Manager

The following are the proposed budget amendments by fund:

Fund	Proposed Amendment to Revenues	Proposed Amendment to Expenditures	Proposed Net Revenues Over/(Under) Expenditures	
General Fund (101)	\$ 177,700 <i>increase</i>	\$ 211,958 <i>increase</i>	\$ (34,258)	Decrease to fund balance
Major Streets (202)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Local Streets (203)	\$ - <i>no change</i>	\$ 285,337 <i>increase</i>	\$ (285,337)	Decrease to fund balance
Schultz Park Launch Ramp (213)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Brownfield Redevelopment Authority (243)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Kalamazoo Harbor Authority (245)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Downtown Development Authority (248)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Blue Star Corridor Improvement (403)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance
Water & Sewer Fund (450)	\$ 120,620 <i>increase</i>	\$ - <i>no change</i>	\$ 120,620	Increase to net position
Municipal Building Fund (470)	\$ 3,323,000 <i>increase</i>	\$ 87,409 <i>increase</i>	\$ 3,235,591	Increase to fund balance
Douglas Marina (594)	\$ 100,000 <i>increase</i>	\$ - <i>no change</i>	\$ 100,000	Increase to fund balance
Equipment Rental Fund (660)	\$ - <i>no change</i>	\$ - <i>no change</i>	\$ -	No change to fund balance

**CITY OF THE VILLAGE OF DOUGLAS  
COUNTY OF ALLEGAN  
STATE OF MICHIGAN**

**RESOLUTION NO. 03-2025**

**RESOLUTION AMENDING THE BUDGET OF THE  
2024/2025 GENERAL APPROPRIATIONS ACT  
(Various Funds)**

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 18h day of February, 2025, at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**RESOLUTION**

**WHEREAS**, in accordance with the Uniform Budgeting and Accounting Act, Public Act No. 2 of 1968, as amended, and Chapter IX of the City Charter, the City Council of the City of the Village of Douglas adopted a General Appropriations Act to establish and approve of the City’s budget for the fiscal year commencing July 1, 2024, and ending June 30, 2025.

**WHEREAS**, the City Manager and City Treasurer have recommended that said budget be amended based on new information now available;

**WHEREAS**, the City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary;

**WHEREAS**, the City Council is authorized by the City Charter to transfer appropriation balances, and to make additional appropriations during the fiscal year that do not exceed the amount of

actual and anticipated revenues, and unreserved fund balances and working capital balances, as estimated in the budget.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- 1. The City Council of the City of the Village of Douglas (“Douglas”) does hereby amend the adopted and approved budget for fiscal year 2024/2025 by amending the various appropriations and interfund transfers as set forth in Exhibit A to this Resolution.
- 2. Any increases in funds appropriated for expenditures and interfund transfers shall be made from the unreserved fund balances or working capital balances of the various funds comprising the adopted and approved fiscal year 2024/2025 budget.
- 3. That any resolutions in conflict with this Resolution are deemed rescinded and revoked by the adoption of this Resolution.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

**ADOPTED** this 18<sup>th</sup> day of February 2025

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Cathy North, Mayor

BY: \_\_\_\_\_  
Laura Kasper, City Clerk

**CERTIFICATION**

I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held February 18, 2025 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Laura Kasper, City Clerk



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TO: City Council

FROM: Jenn Tien, Treasurer

DATE: February 10, 2025

SUBJECT: Authorization to execute commercial card program with Huntington Bank

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The City of the Village of Douglas has company credit cards through Elan Financial Services which has a personal guarantee from the treasurer. I would like to change from our current credit card provider to Huntington Bank.

The City currently uses Huntington Bank for the two checking accounts (General & Trust accounts) which will allow us to streamline our financial operations. Huntington's credit card program does not require a personal guarantee and there are no extra fees associated with this card since we already have a banking relationship with Huntington.

I recommend that City Council approve resolution 02-2025 authorizing the Treasurer to execute the commercial card program with Huntington Bank.



**CITY OF THE VILLAGE OF DOUGLAS  
COUNTY OF ALLEGAN  
STATE OF MICHIGAN**

**RESOLUTION NO. 02-2025**

**RESOLUTION AUTHORIZING COMMERCIAL CARD PROGRAM**

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At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 18<sup>th</sup> day of February, 2025, at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson X, and supported by Councilperson X.

**RESOLUTION**

**WHEREAS**, conducting the official business of the City of the Village of Douglas requires the purchase of goods and services; and

**WHEREAS**, the standard commercial processes for purchasing goods and services from certain entities either require the use of credit or debit cards, or are most efficiently facilitated through their use; and

**WHEREAS**, it is desirable to use credit cards instead of debit cards for these purchase transactions both for financial benefits and better protection against fraud; and

**WHEREAS**, Huntington Bank has been designated as the City of the Village of Douglas' primary bank, and as such has made available its Commercial Card Program as a credit card product for the purchase of goods and services; and

**WHEREAS**, the City Council, as the governing body of the City of the Village of Douglas, has adopted by resolution a credit card policy that includes all provisions set forth in Public Act 266 of 1995, Section 129.243, thereby fulfilling its requirements; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the City Council of the City of the Village of Douglas authorizes Jenn Tien, as its Treasurer, to execute the Commercial Card Program with Huntington Bank and to sign all documents required to establish the Commercial Card Program, including, but not limited to, the Commercial Card Agreement.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

**ADOPTED** this 18<sup>th</sup> day of February, 2025

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Cathy North, Mayor

BY: \_\_\_\_\_  
Laura Kasper, City Clerk

**CERTIFICATION**

I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held February 18, 2025 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Laura Kasper, City Clerk



**MICHIGAN ENHANCEMENT GRANT–WATER INFRASTRUCTURE GRANT  
AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND CITY OF THE VILLAGE OF DOUGLAS**

This Grant Agreement (“Agreement”) is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Finance Division** (“State”), and **City of the Village of Douglas** (“Grantee”).

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to **PA 121 of 2024**. Legislative appropriation of Funds for grant assistance is set forth in **PA 121 of 2024**. This Agreement is subject to the terms and conditions specified herein.

**PROJECT INFORMATION:**

Project Name: LSLR

Project #: SEM-003

Amount of grant: \$1,300,000

100% of grant state

PROJECT TOTAL: \$1,300,000

Start Date: 7/24/2024

End Date: 2/15/2028

**GRANTEE CONTACT INFORMATION:**

Name/Title: Lisa Nocerini, City Manager

Organization: City of the Village of Douglas

Address: 86 West Center Street (PO Box 757)

City, State, ZIP: Douglas, MI 49406

Phone Number: (269) 857-1438

E-Mail Address: citymanager@douglasmi.gov

SIGMA Vendor Number: CV0048374

**STATE’S CONTACT INFORMATION:**

Name/Title: Bridget Flanery, Department Analyst

Division/Bureau/Office: Finance Division

Address: 525 W Allegan Street

City, State, ZIP: Lansing, MI 48909

Phone Number: (517) 282-0280

E-Mail Address: FlaneryB@michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

\_\_\_\_\_  
Signature                                      Lisa Nocerini, City Manager                                      Name/Title                                      Date

**FOR THE STATE:**

\_\_\_\_\_  
Signature                                      Kelly Green, Administrator                                      Name/Title                                      Date

## **I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

## **II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement. Reimbursements will only be made for expenditures that occur on or after the effective date of the authorizing act (July 24, 2024).

The state budget director may, on a case-by-case basis, extend the deadline of this grant agreement based on a request made directly by the grantee.

## **III. CHANGES**

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

## **IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and/or progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

<b>Reporting Period</b>	<b>Due Date</b>
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

\*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1–September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 2. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

## **V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

## **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

## **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

## **VIII. SUBCONTRACTS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

## **IX. NON-DISCRIMINATION**

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

## **X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.



(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

## **XIV. DEBARMENT AND SUSPENSION**

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

## **XV. AUDIT AND ACCESS TO RECORDS**

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the Grantee by the State.

## **XVI. INSURANCE**

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

## **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

## **XVIII. COMPENSATION**

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement. The grantee acknowledges and agrees to allowing the Department of Treasury, where not prohibited by law, the ability to recoup or otherwise collect any funds that are declined, unspent, or otherwise misused and have not been returned by the grantee within 30 days of request by the State.

## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

- (2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
  - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
  - c. Convicted under State or federal antitrust statutes; or
  - d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
  - e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

## **XXIII. DISCLOSURE OF INFORMATION**

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

## PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

### Project Overview:

The project involves the replacement of approximately 123 lead water service lines throughout the City of the Village of Douglas. This includes work related to project administration, engineering, construction, and restoration to original condition of project areas.

Design Complete – July 2025

Construction Begins – September 2025

Substantial Completion – February 2028

### EGLE approved estimated project costs include:

Task	Budget
Total Project Cost	\$1,300,000
<b>Total Grant Amount</b>	<b>\$1,300,000</b>

Indirect costs are not allowed under this agreement.

### Program-specific Requirements:

1. Non-professional contractor services should be competitively bid.
2. A signed contract is needed for contracted services greater than \$50,000 prior to reimbursement.
3. Force account may be utilized with justification documenting the need. Force account fringe benefits are limited to 40 percent and holiday and overtime pay is not grant eligible. Utility indirect costs (rent, overhead, etc.) are not grant eligible. A detailed summary sheet(s) including name, title, hours worked, per hour compensation (show wages and fringes) of each municipal employee with time billed to the project, along with a description of the service the employee provided, is needed for reimbursement.
4. All local, state, and federal permits, if required, must be obtained by the grantee prior to construction.
5. Completion of grant funded work does not constitute approval by EGLE’s Water Resources Division or Drinking Water and Environmental Health Division to meet a regulatory obligation. All compliance related questions need to be directed to your district engineer. All systems need to meet required compliance deadlines and approval, and execution of this grant contract does not alter a system’s obligation to meet compliance deadlines.

6. “Tap” or “connection” fees that a public system may use as a standard charge to users for making a connection to an existing public system may be eligible. In general, these charges must:
- a. Reflect the cost of the actual connection to the public system,
  - b. Be well documented and itemized,
  - c. Be consistently applied to all connections,
  - d. Not include anticipated costs or other costs the system may not incur,
  - e. Not be punitive in nature to prevent a particular system from making a connection,
  - f. Not also be included in a vendor contract.

Local fees that do not meet the criteria above, other than those associated with tangible construction (labor and materials) or inspection of new infrastructure associated with the grant, are not grant-eligible.

### **Grant Administration and Close Out:**

As mentioned previously, in Section IV, GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS, the Grantee must complete and submit financial and progress reports and must include supporting documentation of eligible project expenses. Reports shall include the Financial Status Report Form with supporting cost documentation (i.e., vendor invoices), a report including a brief description of work completed during the reporting period, and any delays occurred or anticipated. Reports shall be due within 15 days of the end of each monthly reporting period. If applicant chooses not to submit reimbursement requests monthly, the EGLE project manager must be notified that no submission will be completed for the month.

The Grantee must provide a final project report, which shall include a summary of work completed utilizing grant funds, including any significant lessons learned and anticipated needs going forward. The Grantee shall submit the final status report, including the Financial Status Report Form with all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the end date of the agreement whichever occurs first.

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at [EGLE-NondiscriminationCC@Michigan.gov](mailto:EGLE-NondiscriminationCC@Michigan.gov) or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.



38TH DISTRICT  
STATE CAPITOL  
P.O. BOX 30014  
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

PHONE: (517) 373-0827  
FAX: (517) 373-5873  
JoeyAndrews@house.mi.gov

**JOEY ANDREWS**  
STATE REPRESENTATIVE

August 26, 2024

Director Phillip Roos  
Department of Environment, Great Lakes, and Energy  
Constitution Hall  
West Allegan Street  
P.O. Box 30473,  
Lansing, MI, 48909-7973

Dear Directors:

SUBJECT: Legislative Sponsorship of Public Act 121 of 2024 Grant

In accordance with Public Act 121 of 2024, Article 4, Section 1004, I am pleased to sponsor the grant identified below and I certify that this grant is for a public purpose.

The following information summarizes the grant I am sponsoring:

**GRANT SUMMARY**

<b>Grant Recipient:</b>	City of Douglas
<b>Grant Amount:</b>	\$1,300,000.00
<b>Boilerplate Section: Authorizing Grant</b>	Article 4, Sec. 1004(1)(b)
<b>Boilerplate Language:</b>	1004 (1)(b). From the funds appropriated in part 1 for lead service line replacement one-time, the department must allocate all of the following: To be awarded as a grant to a city with a population of between 1,300 and 1,400 in a county with a population of between 120,500 and 120,600 according to the most recent federal decennial census for lead service line replacement, \$1,300,000.00.
<b>Public Purpose:</b>	The purpose of the project is for lead service line replacement in the City of Douglas, Michigan. Service lines are the underground pipes that deliver water from the water main to a home. They are made of various types of materials, including copper, galvanized iron, plastic, and lead. The replacement of lead service lines is imperative because lead can leach into drinking water while it sits in or moves through lead service lines. The city will utilize funds to replace identified lead service lines throughout the community. It is our goal with this funding to expedite this process so that everyone has access to safe drinking water.



38TH DISTRICT  
STATE CAPITOL  
P.O. BOX 30014  
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

**JOEY ANDREWS**  
STATE REPRESENTATIVE

PHONE: (517) 373-0827  
FAX: (517) 373-5873  
JoeyAndrews@house.mi.gov

Please see attachments for completed grant application form and grant project budget which provide additional detail and contact information for the grant recipient. My office is available for questions should they arise.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joey Andrews".

Joey Andrews  
State Representative  
House District 38



**CITY OF THE VILLAGE OF DOUGLAS  
COUNTY OF ALLEGAN  
STATE OF MICHIGAN**

**RESOLUTION NO. 04 -2025**

**A RESOLUTION APPROVING THE MICHIGAN ENHANCEMENT GRANT–WATER  
INFRASTRUCTURE GRANT AGREEMENT AND AMEND THE BUDGET**

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 18<sup>th</sup> day of February 2025, at 6:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson

**RESOLUTION**

**WHEREAS**, This Grant Agreement (“Agreement”) is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Finance Division (“State”), and City of the Village of Douglas (“Grantee”), and

**WHEREAS**, The purpose of this Agreement is to provide funding in exchange for work to be performed for the lead service line replacement project, and

**WHEREAS**, The project involves the replacement of approximately 123 lead water service lines throughout the City of the Village of Douglas, this includes work related to project administration, engineering, construction, and restoration to original condition of project areas, and

**WHEREAS**, The award of this grant, the City will amend the annual budget to increase the available revenues in the current fiscal year by \$1,300,000 and increase the expenditures by \$1,300,000. The budget amendment funds will be available in the Water Fund, Construction account (450-536.000-974.000) in the amount of \$1,300,000.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:** The City Council does hereby approve Resolution 04-2025 and accepts the Michigan Enhancement Grant-Water Infrastructure Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy and the City of the Village of Douglas, in the amount of \$1,300,000 and authorize the City Manager to sign the grant agreement. In addition, the City Council authorizes the increase in revenues in the Water Fund – Reimbursement from State account 450-000.000-679.001 and increase the expenditure in the Water Fund – Construction account 450-536.000-974.000 in the amount of \$1,300,000.

YEAS: Council Members:  
NAYS: Council Members:  
ABSTAIN: Council Members:  
ABSENT: Council Members:

**ADOPTED** this 18<sup>th</sup> day of February 2025

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Cathy North, Mayor                      Date

BY: \_\_\_\_\_  
Laura Kasper, City Clerk              Date

**CERTIFICATION**

I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held on Tuesday, February 18, 2025 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Laura Kasper, City Clerk



# MEMORANDUM

## REGULAR CITY COUNCIL MEETING

### February 18, 2025, at 6:00 PM

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**TO: City Council**

**FROM: Lisa Nocerini, City Manager**

**SUBJECT: Ordinance to sell 6825 Wiley Road – Ordinance 03-2025 – First Reading**

---

The Douglas City Council has directed the City Manager to deem the public property owned by the City of Douglas located at 6825 Wiley Road as surplus. 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.

A review of Chapter 13 of the City Charter, also specifies that, “The City may not sell any cemetery, park or any part thereof unless approved by a majority vote of the electors voting thereon at any general or special election.” The property located at 6825 Wiley Road is neither a park nor a cemetery.

The property is deemed to be surplus due to the City seeking to issue a Request for Proposal (RFP) from qualified developers to address critical housing needs.

**First reading – No action required**

**CITY OF THE VILLAGE OF DOUGLAS,  
ALLEGAN COUNTY, MICHIGAN  
ORDINANCE NO. 03-2025**

**AN ORDINANCE TO DEEM 6825 WILEY ROAD, AS SURPLUS REAL PROPERTY, FOR  
THE CITY OF THE VILLAGE OF DOUGLAS**

**THE CITY OF THE VILLAGE OF DOUGLAS DOES HEREBY ORDAIN:**

**SECTION 1: PURPOSE**

The purpose of this ordinance is to provide authorization for the disposal of City owned surplus real property, 6825 Wiley Road, PNN: 03-59-017-089-40, Zoned R-5, Multi Family District. This ordinance is intended to authorize the sale of real property that is transparent to the community, fair, equitable, and consistent with the best interests of the City.

**SECTION 2: METHODS OF SALE**

The following are the four (4) allowable methods of transfer of Surplus Real Property:

- A. Sale or lease through sealed bids/offer
- B. Sale through Real Estate Broker
- C. Sale through Auction
- D. Unsolicited Offers

**SECTION 3: AUTHORIZATION TO SELL**

The City is hereby authorized to sell the real property identified as 6825 Wiley Road, in accordance with the terms and conditions set forth in Ordinance 09-2024, an Ordinance to Establish Procedures for Transfer of Surplus Real Property.

**SECTION 4: TERMS OF SALE**

The terms of sale, including the accepted bid and any other conditions of sale, shall be approved by the City Council.

**SECTION 5: AUTHORIZATION TO EXECUTE DOCUMENTS**

The City Manager is hereby authorized to execute any and all documents necessary to complete the sale of the real property, including purchase agreements, deeds, and escrow instructions, subject to final approval of the sale by the City Council subject to section 4 above.

Ordinance Offered by: \_\_\_\_\_

Ordinance Supported by: \_\_\_\_\_

Ayes:

Nays:

Abstain:

Absent:

Ordinance adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Cathy North, Mayor Date

\_\_\_\_\_  
Laura Kasper, City Clerk Date

Ordinance Effective Date: 20 days after publication



**MEMORANDUM  
REGULAR CITY COUNCIL  
MEETING  
February 18, 2025, at 6:00 p.m.**

**TO: City Council**

**FROM: Lisa Nocerini, City Manager**

**SUBJECT: 137 W. Center Street: First Amendment to Commercial Real Estate Lease With Option to Purchase**

---

The Ox-Bow House is seeking to extend the lease term, with an option to purchase, for the city property located at 137 W. Center Street. The current lease with the City of Douglas is set to expire on February 28, 2025.

The attached document, titled "First Amendment to Commercial Real Estate Lease With Option to Purchase," has been reviewed by the City Attorney's Office and is now being presented to the City Council for consideration.

**Sample Motion: Motion to approve First Amendment to Commercial Real Estate Lease with Option to Purchase executed as of February 18<sup>th</sup>, 2025, by and between the City of the Village of Douglas, and Ox-Bow.**

## FIRST AMENDMENT TO COMMERCIAL REAL ESTATE LEASE WITH OPTION TO PURCHASE

THIS FIRST AMENDMENT TO COMMERCIAL REAL ESATE LEASE WITH OPTION TO PURCHASE (“**Amendment**”) is executed as of February 18, 2025, by and between THE CITY OF THE VILLAGE OF DOUGLAS, a Michigan municipal corporation (“**Landlord**”) and OX-BOW, a Michigan nonprofit corporation (“**Tenant**”).

### RECITALS

- A. Landlord and Tenant are parties to a Lease dated January 13, 2022 (“**Lease**”), pursuant to which Landlord leases to Tenant certain premises located at 137 W. Center Street, Douglas, Michigan (“**Premises**”).
- B. Tenant has exercised its Option to Purchase (“**Option**”) the Premises pursuant to Section 27 of the Lease, and desires to extend the Termination Date as defined in Section 2(c) of the Lease in order to secure its funding sources for the purchase.
- C. Landlord has agreed to amend the Lease to accommodate the requested extension of the closing date with Tenant making a nonrefundable deposit of \$215,000. (“**Extension Payment**”). The parties agree that the non-refundable deposit is a reasonable estimate of the loss and damages the city has and expects to incur should the Tenant not timely Close for any reason other than a City default.

Now, THEREFORE, in consideration of the premises and for other good and valuable consideration, the parties hereby amend the Lease as follows:

- 1. **Termination Date.** Section 2(c) of the Lease is amended such that the Termination Date will be May 31, 2025. The time periods in Section 27 will be adjusted to accommodate such a closing date.
- 2. **Extension Payment.** Tenant to make Extension Payment on February 28, 2025, as a down payment on the purchase price to be refunded only if the Landlord defaults in its closing obligations.
- 3. **Effect of Amendment.** Except as modified hereby, all other terms and provisions of the Lease are hereby ratified and shall remain in full force and effect.
- 4. **Counterparts.** This Amendment may be execute in counterparts and delivered electronically or by facsimile and all such executed counterparts, taken together, shall, for all purposes, constitute one (1) instrument and each executed counterpart shall be deemed an original of this Amendment.

The parties have executed this Amendment effective as of the day and year first written above.

**LANDLORD:**

THE CITY OF THE VILLAGE OF DOUGLAS,  
A Michigan Municipal Corporation:

By: \_\_\_\_\_  
Cathy North

Its: \_\_\_\_\_

By: \_\_\_\_\_  
Laura Kasper

Its: \_\_\_\_\_

**TENANT:**

OX-BOW, a Michigan Nonprofit Corporation

By: \_\_\_\_\_

Its: \_\_\_\_\_





**MEMORANDUM**  
**REGULAR CITY COUNCIL MEETING**  
**February 18, 2025 at 6:00 PM**

---

**TO: City Council**

**FROM: Lisa Nocerini, City Manager**

**SUBJECT: 291 66<sup>th</sup> Street Purchasing Agreement**

---

The City of Douglas' Real Estate Broker, Bernie Merkle of Coldwell Banker, has listed the City's surplus property located at 291 66<sup>th</sup> Street.

As of February 12, the following offer has been received:

- Cash offer of \$215,000 pending applicable inspections. Buyer has asked for an amended to the agreement to allow for 45 days, instead of the standard 30 days, for due diligence.

After the sale is finalized, commission is paid out of the seller's proceeds and is due and payable by the closing of the transaction.

**Sample Motion: I recommend City Council approve the sale of 291 66<sup>th</sup> Street with an offer of \$215,000 and amend the agreement to allow for a total of 45 days for due diligence.**



# MEMORANDUM

## REGULAR CITY COUNCIL MEETING

### February 18, 2025, at 6:00 PM

---

**TO: City Council**

**FROM: Lisa Nocerini, City Manager**

**SUBJECT: 2025 Temporary Outdoor Right-of-Way Expansion**

---

During the COVID pandemic, businesses in the downtown sought an alternative to indoor dining and retail space. This solution turned out to be a huge success. Visitors and residents provided complementary feedback to the businesses that participated. With the 2025 season approaching, City administration is again seeking City Council input prior to proceeding with the application process.

Attached you will find the application that City administration intends to use. Downtown businesses will be able to expand into adjacent City right-of ways from April 18, 2025, through October 27, 2025.

**Sample Motion – I recommend City Council authorize 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.**



Dear Downtown Douglas Business Owner,

With the success of the temporary outdoor right-of-way expansion the City Council has once again given authorization for the City to permit downtown businesses use of the City's right-of-way to expand their businesses. Business owners may occupy areas of the sidewalk and off-street parking areas adjacent to your building only. Issuance of a permit will take effect once all requirements listed below are met. This authorization may prevail from April 18, 2025, through October 27, 2025.

Requirements of Business:

- **Provide the City a liability insurance policy with a minimum of \$1,000,000, listing the City of Douglas as additional insured.**
- Agree to defend, indemnify, and hold harmless the City and its employees from any and all claim, demands, damages, actions, causes of action of any kind and nature whatsoever that could arise from the issuance of the temporary outdoor right-of-way expansion permit.
- Maintain a clearly marked, unobstructed, pedestrian right-of-way, also known as a "pedestrian path" of travel, of no less than four (4) feet in width and that meets required accessibility standards. Partitions such as physical barriers to separate the dining area from the pedestrian path are encouraged.
- Maintain unobstructed access to public utilities, building entrances, fire hydrants, and crosswalks.
- Install a removable, durable, and highly visible barrier between patrons and motor vehicle traffic, as well as, between patrons and the pedestrian path, that is aesthetically pleasing. Reflective tape or markers are required. Examples include a section of fencing or railing at least four (4) feet tall. Ropes, chains, cones, potted plants, and the like are not sufficient.
- Umbrellas shall be no less than eighty (80) inches above the pedestrian path.
- No tents or igloos are permitted within City rights-of-way.
- Provide on-site trash containers that must be emptied by the business.
- Provide contact information of the person responsible for keeping the area clean.
- Businesses with a liquor license must comply with all federal, state, and local regulations.

Use of parking spaces which overlap with a neighboring business should not be used unless agreed to by the neighboring business. Parking spaces that are ADA accessible are prohibited for use.

The City of Douglas reserves the right to remove a business's temporary outdoor right-of-way expansion permit that (i) creates an obstruction to, or causes congestion of, pedestrian or vehicular traffic due to the existing conditions on the surrounding public right-of-way if it finds the installation represents a danger to the health, safety, or general welfare of the public (ii) a business violates the requirements of these Guidelines or State, and Local orders.

The City of Douglas may require the removal, temporary or permanent, of the temporary outdoor right-of-way expansion structures when redevelopment or improvements of the street or sidewalk, or utility repairs necessitates such action, or permittee fails to comply with the criteria set forth in existing City ordinances or this policy. Any cost incurred by the City for removal or storage of sidewalk tables, chairs, structures, and

other equipment shall be the responsibility of the business. The City is not responsible for any damage or loss of equipment removed pursuant to this subsection.

Please let me know if you have any questions or concerns.

Regards,  
Lisa Nocerini  
City Manager

Name of Business: \_\_\_\_\_

Owners Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Cleaning Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

**OFFICE USE ONLY**

**Right-of-way Permit Application Approved By:**

City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

CC:  Zoning Administrator  DPW Director  Police Chief  City Clerk

**City of the Village of Douglas  
Cash & Investments Summary  
1/31/2025**

	<u>Identifier</u>	<u>Matures</u>	<u>Rate</u>	<u>Market Value</u>	<u>Totals</u>
<b><u>Cash</u></b>					
Huntington Bank - Common Checking				1,893,605.59	
Huntington Bank - Tax & Trust				582,075.48	2,475,681.07
D.A. Davidson			1.50%	165,810.97	165,810.97
Michigan Class - Capital Improvement Bond			4.69%	3,186,794.56	3,186,794.56
<b><u>CD's</u></b>					
<b>MBS:</b>					
Cornerston Community Bank	21923LAP8	3/7/2025	5.15%	250,155.00	
Total CD's					250,155.00
<b>Total Cash &amp; Equivalents</b>					<b><u>6,078,441.60</u></b>
<b><u>Bonds</u></b>					
<b>D.A. Davidson:</b>					
Fedl Farm Credit Bank Bond	3133EJ5H8	1/16/2025	2.85%	0.00	
Fedl Home loan Mtg Corp	3134GXKR4	7/15/2025	0.40%	294,729.00	
Fedl Home loan Mtg Corp	3134GWUC8	12/30/2025	0.50%	193,336.00	
Fed Home Loan Bank Bond Step	3130AKSV9	1/28/2026	0.75%	241,702.50	
Fedl Farm Credit Bank Bond	3133ELENO	12/18/2029	2.25%	<u>142,358.00</u>	872,125.50
<b>MBS:</b>					
Fed Home Loan Bank Bond Step	3130amfn7	5/26/2026	0.75%	145,660.50	
Pinckney mich commnity schools	722205NW7	5/1/2028	1.84%	<u>91,570.00</u>	237,230.50
Michigan Class			5.42%	<u>1,853,293.14</u>	<u>1,853,293.14</u>
<b>Total Investments</b>					<b><u>2,962,649.14</u></b>
<b>Total Cash &amp; Investments</b>					<b><u>9,041,090.74</u></b>

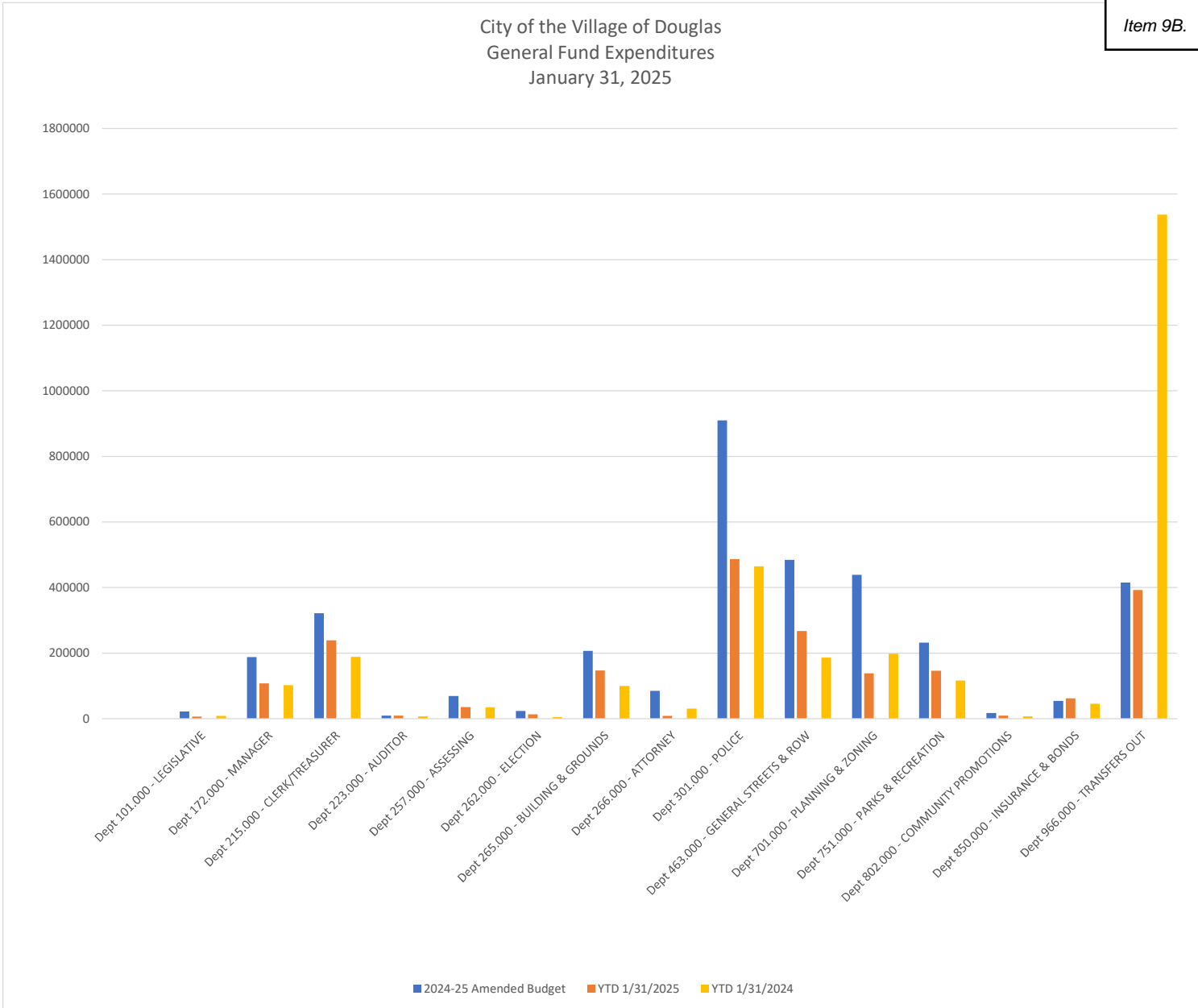
<b>Fund</b>	<b>Cash &amp; Investments 1/31/2025</b>
101 - General Fund	3,214,673.46
202 - Major Street	187,673.90
203 - Local Streets	104,497.18
213 - Schultz Park Launch Ramp	158,786.50
243 - Brownfield Redevelopment Authority	126,476.06
244 - Harbor Authority	4,445.42
248 - DDA	99,867.01
403 - Blue Star Corridor Improvement Fund	239,450.93
450 - Water & Sewer Fund	399,950.63
470 - Municipal Building Fund	3,427,511.61
594 - Douglas Marina	123,607.37
660 - Equipment Rental Fund	562,667.37
701 - Trust and Agency	0.00
703 - Current Tax Receiving	<u>502,136.50</u>
	<b><u>9,151,743.94</u></b>

Prior Month 951,734.39  
Prior Year 4,470,854.61

Petty Cash 275.05  
9,152,018.99  
0.00

City of the Village of Douglas  
 General Fund Expenditures  
 January 31, 2025

Item 9B.



Department	2024-25 Amended Budget	YTD 1/31/2025	% Budget Used	YTD 1/31/2024
Dept 101.000 - LEGISLATIVE	22,176.00	6,419.45	28.95	9,202.17
Dept 172.000 - MANAGER	188,150.00	107,829.64	57.31	102,534.23
Dept 215.000 - CLERK/TREASURER	322,185.00	239,605.37	74.37	188,547.63
Dept 223.000 - AUDITOR	9,600.00	9,600.00	100.00	7,500.00
Dept 257.000 - ASSESSING	69,512.00	35,773.89	51.46	35,137.26
Dept 262.000 - ELECTION	24,310.00	13,161.76	54.14	4,904.69
Dept 265.000 - BUILDING & GROUNDS	207,290.00	147,423.92	71.12	100,293.45
Dept 266.000 - ATTORNEY	85,000.00	8,802.12	10.36	30,615.50
Dept 301.000 - POLICE	909,665.00	486,936.83	53.53	464,562.90
Dept 463.000 - GENERAL STREETS & ROW	484,608.00	267,787.98	55.26	186,577.13
Dept 701.000 - PLANNING & ZONING	438,560.00	138,797.88	31.65	198,608.74
Dept 751.000 - PARKS & RECREATION	232,620.00	146,092.61	62.80	116,528.13
Dept 802.000 - COMMUNITY PROMOTIONS	17,500.00	9,632.73	55.04	7,614.51
Dept 850.000 - INSURANCE & BONDS	54,727.00	62,250.00	113.75	45,987.00
Dept 966.000 - TRANSFERS OUT	415,520.00	392,386.67	94.43	1,537,298.28
<b>TOTALS</b>	<b>3,481,423.00</b>	<b>2,072,500.85</b>	<b>59.53%</b>	<b>3,035,911.62</b>

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT	YTD BALANCE
		AMENDED BUDGET	01/31/2025	MONTH 01/31/25	BALANCE		01/31/2024
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	NORM (ABNORM)
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-402.000	CURRENT REAL PROPERTY TAX	3,119,016.00	3,039,090.58	4,792.45	79,925.42	97.44	2,818,011.90
101-000.000-414.000	ALLOWANCE FOR REFUNDS (BOR, MTT)	0.00	(880.15)	0.00	880.15	100.00	0.00
101-000.000-434.000	MOBILE HOME TAX	500.00	322.00	46.00	178.00	64.40	322.00
101-000.000-445.000	INTEREST & PENALTIES: DELQ TAX	5,000.00	2,387.19	249.51	2,612.81	47.74	600.49
101-000.000-447.000	TAX COLLECTION FEES	121,809.00	102,129.55	11,828.02	19,679.45	83.84	96,750.68
101-000.000-453.000	SPECIAL ASSESSMENT REVENUE	5,891.00	0.00	0.00	5,891.00	0.00	8,179.06
101-000.000-474.000	INTEREST ON SPECIAL ASSESSMENTS	1,010.00	0.00	0.00	1,010.00	0.00	866.62
101-000.000-476.000	BUSINESS LICENSE FEES	11,000.00	240.00	25.00	10,760.00	2.18	100.00
101-000.000-477.000	FRANCHISE FEES	17,000.00	3,896.14	0.00	13,103.86	22.92	4,274.64
101-000.000-543.001	LAW ENFORCEMENT TRAINING	1,000.00	5,998.35	0.00	(4,998.35)	599.84	949.80
101-000.000-543.100	STATE REVENUE: LIQUOR LICENSE	7,000.00	4,822.40	13.75	2,177.60	68.89	7,749.50
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	45,000.00	33,777.78	0.00	11,222.22	75.06	32,919.60
101-000.000-573.001	METRO ACT	7,000.00	0.00	0.00	7,000.00	0.00	0.00
101-000.000-574.000	STATE REVENUE: SALES TAX	158,025.00	53,908.00	0.00	104,117.00	34.11	56,731.00
101-000.000-603.000	POLICE ADMINISTRATION FEE	1,000.00	220.95	16.45	779.05	22.10	239.89
101-000.000-626.001	ROAD CUT FEES	3,000.00	1,600.00	0.00	1,400.00	53.33	700.00
101-000.000-627.000	BUILDING FEES	65,000.00	42,522.50	4,777.00	22,477.50	65.42	38,372.50
101-000.000-627.001	RENTAL INSPECTION FEE	10,500.00	12,950.00	6,650.00	(2,450.00)	123.33	5,850.00
101-000.000-628.000	PLANNING & ZONING FEES	80,000.00	8,750.00	1,450.00	71,250.00	10.94	77,673.00
101-000.000-651.000	LAUNCH FEES	7,250.00	6,836.64	150.00	413.36	94.30	5,533.00
101-000.000-657.000	ORDINANCE FINES - POLICE	3,500.00	6,203.84	385.69	(2,703.84)	177.25	3,221.90
101-000.000-665.000	INTEREST INCOME	0.00	78,112.89	16,422.08	(78,112.89)	100.00	157,161.72
101-000.000-667.000	RENT	19,600.00	53,508.34	1,200.00	(33,908.34)	273.00	63,210.17
101-000.000-674.000	DONATIONS	0.00	3,290.00	1,850.00	(3,290.00)	100.00	40,516.36
101-000.000-675.000	OTHER REVENUE	9,000.00	36,446.76	942.27	(27,446.76)	404.96	25,438.90
101-000.000-675.001	REIMBURSEMENTS LOCAL GOV	3,710.00	17,967.24	0.00	(14,257.24)	484.29	3,709.75
101-000.000-698.000	INSURANCE REIMBURSEMENTS	5,000.00	0.00	0.00	5,000.00	0.00	3,388.31
101-000.000-699.213	TRANSFER IN SCHULTZ PARK LAUNCH	6,000.00	0.00	0.00	6,000.00	0.00	23,250.00
Total Dept 000.000		3,712,811.00	3,514,101.00	50,798.22	198,710.00	94.65	3,475,720.79
TOTAL REVENUES		3,712,811.00	3,514,101.00	50,798.22	198,710.00	94.65	3,475,720.79
Expenditures							
Dept 101.000 - LEGISLATIVE							
101-101.000-703.000	WAGES	9,000.00	4,400.00	2,200.00	4,600.00	48.89	4,200.00
101-101.000-718.000	TRAINING FUNDS	4,500.00	0.00	0.00	4,500.00	0.00	1,285.00
101-101.000-718.002	MISC TRAVEL EXPENSES-TRAINING	4,000.00	0.00	0.00	4,000.00	0.00	1,752.85
101-101.000-722.000	WORKERS COMPENSATION	36.00	24.69	0.00	11.31	68.58	25.50
101-101.000-740.000	SUPPLIES	400.00	107.64	0.00	292.36	26.91	132.40
101-101.000-851.000	TELEPHONE	540.00	267.34	44.51	272.66	49.51	262.49
101-101.000-861.000	MILEAGE REIMBURSEMENT	650.00	0.00	0.00	650.00	0.00	278.38
101-101.000-900.000	PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-101.000-908.000	DUES/FEES/PUBLICATIONS	1,050.00	1,011.00	0.00	39.00	96.29	963.00
101-101.000-958.000	MISCELLANEOUS	1,000.00	608.78	169.78	391.22	60.88	302.55
Total Dept 101.000 - LEGISLATIVE		22,176.00	6,419.45	2,414.29	15,756.55	28.95	9,202.17
Dept 172.000 - MANAGER							
101-172.000-702.000	SALARIES	133,250.00	78,350.65	10,130.87	54,899.35	58.80	71,788.00
101-172.000-718.000	TRAINING FUNDS	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00
101-172.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00
101-172.000-719.000	INSURANCE BENEFITS	13,750.00	7,634.27	1,108.69	6,115.73	55.52	7,069.18

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2024 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-172.000-720.000	PAYROLL TAXES	9,500.00	6,185.77	997.84	3,314.23	65.11	5,855.21
101-172.000-721.000	MERS BENEFITS	14,500.00	8,691.43	1,200.38	5,808.57	59.94	8,962.15
101-172.000-721.001	457 CONTRIBUTION	10,500.00	6,404.06	884.62	4,095.94	60.99	6,981.45
101-172.000-722.000	WORKERS COMPENSATION	200.00	137.13	0.00	62.87	68.57	141.00
101-172.000-740.000	SUPPLIES	500.00	158.99	22.50	341.01	31.80	296.34
101-172.000-813.000	MEETINGS	500.00	0.00	0.00	500.00	0.00	0.00
101-172.000-851.000	TELEPHONE	650.00	267.34	44.51	382.66	41.13	390.40
101-172.000-861.000	MILEAGE REIMBURSEMENT	1,000.00	0.00	0.00	1,000.00	0.00	700.00
101-172.000-900.000	PRINTING & PUBLISHING	100.00	0.00	0.00	100.00	0.00	150.00
101-172.000-908.000	DUES/FEES/PUBLICATIONS	1,200.00	0.00	0.00	1,200.00	0.00	0.00
Total Dept 172.000 - MANAGER		188,150.00	107,829.64	14,389.41	80,320.36	57.31	102,534.23
Dept 215.000 - CLERK/TREASURER							
101-215.000-702.000	SALARIES	191,000.00	106,784.33	14,840.79	84,215.67	55.91	98,944.17
101-215.000-718.000	TRAINING FUNDS	2,500.00	2,545.65	1,431.48	(45.65)	101.83	1,275.00
101-215.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,500.00	417.72	0.00	1,082.28	27.85	646.57
101-215.000-719.000	INSURANCE BENEFITS	27,500.00	20,994.88	2,951.18	6,505.12	76.35	20,813.52
101-215.000-720.000	PAYROLL TAXES	15,500.00	8,725.86	1,478.01	6,774.14	56.30	7,927.12
101-215.000-721.000	MERS BENEFITS	33,500.00	18,417.57	2,564.96	15,082.43	54.98	15,272.85
101-215.000-722.000	WORKERS COMPENSATION	335.00	229.71	0.00	105.29	68.57	236.40
101-215.000-740.000	SUPPLIES	4,000.00	2,973.78	396.11	1,026.22	74.34	2,004.01
101-215.000-802.000	CONTRACTUAL	28,000.00	21,533.95	3,593.25	6,466.05	76.91	34,476.46
101-215.000-802.009	CONTRACTUAL FINANCIAL CONSULT	0.00	50,342.50	4,130.00	(50,342.50)	100.00	0.00
101-215.000-806.006	WEBSITE	6,000.00	700.00	700.00	5,300.00	11.67	200.00
101-215.000-851.000	TELEPHONE	1,000.00	706.66	114.51	293.34	70.67	400.82
101-215.000-861.000	MILEAGE REIMBURSEMENT	750.00	369.94	0.00	380.06	49.33	520.23
101-215.000-900.000	PRINTING & PUBLISHING	5,000.00	1,704.00	77.00	3,296.00	34.08	2,891.50
101-215.000-901.000	POSTAGE	4,000.00	2,379.18	12.47	1,620.82	59.48	1,683.98
101-215.000-908.000	DUES/FEES/PUBLICATIONS	1,600.00	779.64	25.00	820.36	48.73	1,255.00
Total Dept 215.000 - CLERK/TREASURER		322,185.00	239,605.37	32,314.76	82,579.63	74.37	188,547.63
Dept 223.000 - AUDITOR							
101-223.000-802.000	CONTRACTUAL	9,600.00	9,600.00	250.00	0.00	100.00	7,500.00
Total Dept 223.000 - AUDITOR		9,600.00	9,600.00	250.00	0.00	100.00	7,500.00
Dept 257.000 - ASSESSING							
101-257.000-703.000	WAGES	56,800.00	31,610.36	4,362.24	25,189.64	55.65	30,682.73
101-257.000-718.000	TRAINING FUNDS	350.00	0.00	0.00	350.00	0.00	170.94
101-257.000-718.002	MISC TRAVEL EXPENSES-TRAINING	550.00	0.00	0.00	550.00	0.00	238.64
101-257.000-720.000	PAYROLL TAXES	4,600.00	2,520.70	436.22	2,079.30	54.80	2,434.04
101-257.000-722.000	WORKERS COMPENSATION	170.00	116.58	0.00	53.42	68.58	117.93
101-257.000-740.000	SUPPLIES	500.00	41.87	0.00	458.13	8.37	30.72
101-257.000-802.000	CONTRACTUAL	2,350.00	260.00	0.00	2,090.00	11.06	260.00
101-257.000-806.006	WEBSITE	500.00	0.00	0.00	500.00	0.00	0.00
101-257.000-807.000	BOARD OF REVIEW	750.00	0.00	0.00	750.00	0.00	0.00
101-257.000-813.000	MEETINGS	100.00	0.00	0.00	100.00	0.00	0.00
101-257.000-851.000	TELEPHONE	192.00	222.00	0.00	(30.00)	115.63	192.00
101-257.000-861.000	MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00	1,000.00
101-257.000-900.000	PRINTING & PUBLISHING	900.00	0.00	0.00	900.00	0.00	0.00
101-257.000-901.000	POSTAGE	800.00	817.50	817.50	(17.50)	102.19	7,500.00



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DB: Douglas

PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-257.000-908.000	DUES/FEES/PUBLICATIONS	450.00	184.88	97.38	265.12	41.08	136.19
Total Dept 257.000 - ASSESSING		69,512.00	35,773.89	5,713.34	33,738.11	51.46	35,137.26
Dept 262.000 - ELECTION							
101-262.000-703.000	WAGES	14,760.00	10,252.50	0.00	4,507.50	69.46	900.00
101-262.000-720.000	PAYROLL TAXES	0.00	455.57	0.00	(455.57)	100.00	13.88
101-262.000-740.000	SUPPLIES	4,250.00	1,903.46	0.00	2,346.54	44.79	2,660.51
101-262.000-900.000	PRINTING & PUBLISHING	150.00	12.50	0.00	137.50	8.33	49.00
101-262.000-901.000	POSTAGE	4,500.00	537.73	0.00	3,962.27	11.95	666.30
101-262.000-930.000	REPAIRS & MAINTENANCE: GENERAL	650.00	0.00	0.00	650.00	0.00	615.00
Total Dept 262.000 - ELECTION		24,310.00	13,161.76	0.00	11,148.24	54.14	4,904.69
Dept 265.000 - BUILDING & GROUNDS							
101-265.000-703.000	WAGES	40,000.00	33,647.24	4,253.36	6,352.76	84.12	27,948.44
101-265.000-705.000	WAGES - SEASONAL	5,000.00	1,078.48	0.00	3,921.52	21.57	7,380.46
101-265.000-719.000	INSURANCE BENEFITS	10,750.00	11,432.14	1,537.84	(682.14)	106.35	7,930.98
101-265.000-720.000	PAYROLL TAXES	3,500.00	2,767.87	421.92	732.13	79.08	2,909.00
101-265.000-721.000	MERS BENEFITS	5,250.00	4,259.03	502.15	990.97	81.12	3,506.72
101-265.000-722.000	WORKERS COMPENSATION	490.00	336.00	0.00	154.00	68.57	342.90
101-265.000-740.000	SUPPLIES	12,500.00	8,738.45	1,531.19	3,761.55	69.91	3,869.26
101-265.000-802.000	CONTRACTUAL	20,000.00	19,002.03	1,278.83	997.97	95.01	7,799.54
101-265.000-851.000	TELEPHONE	5,100.00	2,884.99	824.86	2,215.01	56.57	2,422.71
101-265.000-922.000	UTILITIES	19,000.00	11,919.96	3,076.36	7,080.04	62.74	5,295.78
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	25,000.00	6,742.05	1,163.62	18,257.95	26.97	7,397.42
101-265.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	37,200.00	24,030.62	3,519.88	13,169.38	64.60	14,579.28
101-265.000-942.000	LEASE- COPIER	0.00	113.75	0.00	(113.75)	100.00	0.00
101-265.000-979.000	CAPITAL OUTLAY	23,500.00	20,471.31	0.00	3,028.69	87.11	8,910.96
Total Dept 265.000 - BUILDING & GROUNDS		207,290.00	147,423.92	18,110.01	59,866.08	71.12	100,293.45
Dept 266.000 - ATTORNEY							
101-266.000-801.000	CONTRACTUAL ATTORNEY	85,000.00	8,802.12	1,402.87	76,197.88	10.36	30,615.50
Total Dept 266.000 - ATTORNEY		85,000.00	8,802.12	1,402.87	76,197.88	10.36	30,615.50
Dept 301.000 - POLICE							
101-301.000-702.000	SALARIES	88,250.00	48,310.20	6,778.62	39,939.80	54.74	46,967.05
101-301.000-703.000	WAGES	327,350.00	163,636.03	26,049.36	163,713.97	49.99	153,727.21
101-301.000-704.000	WAGES - PARTTIME	6,000.00	8,720.00	1,070.00	(2,720.00)	145.33	1,736.93
101-301.000-706.000	WAGES - OVERTIME	38,500.00	22,475.58	8,689.13	16,024.42	58.38	19,665.78
101-301.000-707.000	SICK PAYOUT	5,400.00	4,839.80	0.00	560.20	89.63	13,273.08
101-301.000-708.000	SPECIAL EVENTS WAGES	0.00	3,510.96	0.00	(3,510.96)	100.00	3,706.32
101-301.000-709.000	WAGES - OFFICE	50,000.00	30,347.01	4,794.40	19,652.99	60.69	27,227.37
101-301.000-718.000	TRAINING FUNDS	3,000.00	284.35	0.00	2,715.65	9.48	0.00
101-301.000-718.001	TRAINING FUNDS ACT 302	2,000.00	1,680.42	0.00	319.58	84.02	332.43
101-301.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-301.000-719.000	INSURANCE BENEFITS	124,750.00	73,398.67	13,582.44	51,351.33	58.84	70,124.86
101-301.000-720.000	PAYROLL TAXES	41,100.00	22,920.98	4,719.13	18,179.02	55.77	21,111.11
101-301.000-721.000	MERS BENEFITS	77,400.00	41,709.92	7,084.29	35,690.08	53.89	31,211.11
101-301.000-722.000	WORKERS COMPENSATION	6,000.00	4,114.35	0.00	1,885.65	68.57	3,650.00

User: JENN

DB: Douglas

PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025	MONTH 01/31/25	BALANCE		01/31/2024
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)		NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-740.000	SUPPLIES	3,000.00	2,433.53	236.49	566.47	81.12	2,557.02
101-301.000-750.000	UNIFORMS	8,000.00	2,868.36	244.84	5,131.64	35.85	1,917.48
101-301.000-801.003	CONTRACTUAL ATTORNEY PROSECUTER	5,000.00	11,743.50	3,655.50	(6,743.50)	234.87	3,240.00
101-301.000-802.000	CONTRACTUAL	5,000.00	2,233.76	200.18	2,766.24	44.68	2,206.32
101-301.000-814.000	INSURANCE (LIABILITY/AUTO)	14,165.00	0.00	0.00	14,165.00	0.00	13,296.00
101-301.000-851.000	TELEPHONE	12,000.00	4,949.97	827.55	7,050.03	41.25	4,504.11
101-301.000-860.000	GAS & OIL	17,500.00	9,839.00	1,291.54	7,661.00	56.22	7,710.87
101-301.000-908.000	DUES/FEES/PUBLICATIONS	250.00	31.22	0.00	218.78	12.49	0.00
101-301.000-922.000	UTILITIES	7,250.00	2,881.61	632.45	4,368.39	39.75	2,451.39
101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL	2,000.00	155.00	0.00	1,845.00	7.75	0.00
101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS	30,000.00	10,183.93	3,658.55	19,816.07	33.95	12,006.75
101-301.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	20,000.00	11,666.69	11,666.69	8,333.31	58.33	11,666.61
101-301.000-977.000	EQUIPMENT	2,250.00	2,001.99	0.00	248.01	88.98	0.00
101-301.000-979.000	CAPITAL OUTLAY	12,000.00	0.00	0.00	12,000.00	0.00	10,164.10
Total Dept 301.000 - POLICE		909,665.00	486,936.83	95,181.13	422,728.17	53.53	464,562.90
Dept 463.000 - GENERAL STREETS & ROW							
101-463.000-703.000	WAGES	113,600.00	44,724.44	4,180.57	68,875.56	39.37	30,190.12
101-463.000-705.000	WAGES - SEASONAL	3,625.00	2,289.48	0.00	1,335.52	63.16	1,492.98
101-463.000-708.000	SPECIAL EVENTS WAGES	0.00	5,987.24	0.00	(5,987.24)	100.00	7,881.27
101-463.000-718.000	TRAINING FUNDS	2,500.00	3,342.73	3,330.00	(842.73)	133.71	2,402.50
101-463.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,250.00	0.00	0.00	1,250.00	0.00	113.01
101-463.000-719.000	INSURANCE BENEFITS	28,750.00	15,183.99	2,449.42	13,566.01	52.81	8,979.66
101-463.000-720.000	PAYROLL TAXES	8,500.00	4,179.94	416.85	4,320.06	49.18	3,079.66
101-463.000-721.000	MERS BENEFITS	12,250.00	5,939.59	497.08	6,310.41	48.49	4,678.80
101-463.000-722.000	WORKERS COMPENSATION	2,890.00	1,981.74	0.00	908.26	68.57	2,036.22
101-463.000-740.000	SUPPLIES	12,500.00	6,157.87	778.00	6,342.13	49.26	3,550.10
101-463.000-740.003	BANNERS	1,000.00	0.00	0.00	1,000.00	0.00	137.21
101-463.000-740.004	BENCHES	1,000.00	0.00	0.00	1,000.00	0.00	1,446.47
101-463.000-750.000	UNIFORMS	6,000.00	4,057.52	508.23	1,942.48	67.63	3,933.34
101-463.000-802.000	CONTRACTUAL	26,500.00	11,870.76	6,209.76	14,629.24	44.80	18,582.37
101-463.000-802.003	CONTRACTUAL- REFUSE	6,000.00	4,334.40	621.00	1,665.60	72.24	2,598.77
101-463.000-802.007	LANDSCAPING SERVICES	4,000.00	541.50	0.00	3,458.50	13.54	1,315.65
101-463.000-802.010	CONTRACTUAL FORESTRY	27,500.00	4,340.00	0.00	23,160.00	15.78	13,300.00
101-463.000-806.000	CONTRACTUAL ENGINEERING	15,000.00	2,868.70	0.00	12,131.30	19.12	2,164.90
101-463.000-851.000	TELEPHONE	9,200.00	5,104.39	780.39	4,095.61	55.48	4,791.36
101-463.000-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00	0.00
101-463.000-908.000	DUES/FEES/PUBLICATIONS	2,000.00	540.00	0.00	1,460.00	27.00	762.37
101-463.000-922.000	UTILITIES	6,000.00	3,145.78	442.91	2,854.22	52.43	2,616.67
101-463.000-925.000	STREET LIGHTS	25,000.00	15,065.98	2,453.97	9,934.02	60.26	12,635.45
101-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	7,500.00	1,071.37	151.37	6,428.63	14.28	1,194.55
101-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	78,120.00	41,413.01	230.93	36,706.99	53.01	17,936.62
101-463.000-979.000	CAPITAL OUTLAY	50,570.00	83,647.55	0.00	(33,077.55)	165.41	5,904.20
101-463.000-979.011	CAPITAL OUTLAY-DRAINS	32,853.00	0.00	0.00	32,853.00	0.00	32,852.88
Total Dept 463.000 - GENERAL STREETS & ROW		484,608.00	267,787.98	23,050.48	216,820.02	55.26	186,577.13
Dept 701.000 - PLANNING & ZONING							
101-701.000-702.000	SALARIES	80,670.00	47,251.69	6,513.79	33,418.31	58.57	29,009.11
101-701.000-703.000	WAGES	19,400.00	11,069.09	2,297.50	8,330.91	57.06	4,128.00
101-701.000-718.000	TRAINING FUNDS	5,500.00	580.00	0.00	4,920.00	10.55	1,700.00
101-701.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,250.00	0.00	0.00	1,250.00	0.00	200.00
101-701.000-719.000	INSURANCE BENEFITS	21,250.00	7,768.92	1,125.43	13,481.08	36.56	8,600.00

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-701.000-720.000	PAYROLL TAXES	9,250.00	4,461.87	760.75	4,788.13	48.24	2,513.01
101-701.000-721.000	MERS BENEFITS	15,750.00	8,413.52	1,156.40	7,336.48	53.42	4,074.31
101-701.000-722.000	WORKERS COMPENSATION	240.00	164.58	0.00	75.42	68.58	169.26
101-701.000-740.000	SUPPLIES	2,000.00	1,032.94	96.65	967.06	51.65	813.67
101-701.000-801.000	CONTRACTUAL ATTORNEY	75,000.00	(14,047.37)	2,292.00	89,047.37	(18.73)	50,712.50
101-701.000-802.000	CONTRACTUAL	9,500.00	10,885.75	507.50	(1,385.75)	114.59	2,925.00
101-701.000-803.000	CLERK	70,000.00	13,986.56	853.50	56,013.44	19.98	32,137.96
101-701.000-804.000	CONTRACTUAL BUILDING INSPECTIO	65,000.00	34,337.25	4,299.30	30,662.75	52.83	32,824.75
101-701.000-806.000	CONTRACTUAL ENGINEERING	55,000.00	11,381.55	3,565.70	43,618.45	20.69	26,641.45
101-701.000-806.006	WEBSITE	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-701.000-851.000	TELEPHONE	1,250.00	488.24	86.09	761.76	39.06	218.81
101-701.000-861.000	MILEAGE REIMBURSEMENT	250.00	855.29	85.76	(605.29)	342.12	86.46
101-701.000-900.000	PRINTING & PUBLISHING	5,000.00	168.00	0.00	4,832.00	3.36	963.50
101-701.000-901.000	POSTAGE	500.00	0.00	0.00	500.00	0.00	8.56
101-701.000-908.000	DUES/FEES/PUBLICATIONS	750.00	0.00	0.00	750.00	0.00	698.00
Total Dept 701.000 - PLANNING & ZONING		438,560.00	138,797.88	23,640.37	299,762.12	31.65	198,608.74
Dept 751.000 - PARKS & RECREATION							
101-751.000-703.000	WAGES	47,750.00	31,291.16	1,006.21	16,458.84	65.53	17,215.55
101-751.000-705.000	WAGES - SEASONAL	3,500.00	6,995.50	0.00	(3,495.50)	199.87	2,899.96
101-751.000-719.000	INSURANCE BENEFITS	12,750.00	9,962.80	240.22	2,787.20	78.14	3,668.65
101-751.000-720.000	PAYROLL TAXES	4,250.00	3,102.39	100.82	1,147.61	73.00	1,595.66
101-751.000-721.000	MERS BENEFITS	6,250.00	3,991.24	120.58	2,258.76	63.86	2,199.20
101-751.000-722.000	WORKERS COMPENSATION	635.00	435.42	0.00	199.58	68.57	446.25
101-751.000-740.000	SUPPLIES	13,000.00	5,090.01	245.98	7,909.99	39.15	5,268.29
101-751.000-802.000	CONTRACTUAL	18,000.00	8,184.40	190.00	9,815.60	45.47	13,495.00
101-751.000-802.007	LANDSCAPING SERVICES	3,750.00	1,741.50	0.00	2,008.50	46.44	915.65
101-751.000-806.000	CONTRACTUAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	155.00
101-751.000-809.000	SAUGATUCK TWP CEMETERY MAINT	9,000.00	0.00	0.00	9,000.00	0.00	500.00
101-751.000-922.000	UTILITIES	16,000.00	13,085.93	1,739.06	2,914.07	81.79	10,735.89
101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL	8,500.00	10,047.07	113.97	(1,547.07)	118.20	1,321.19
101-751.000-930.006	UNIONS REPAIRS AND MAINT	2,000.00	0.00	0.00	2,000.00	0.00	0.00
101-751.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	44,640.00	22,214.87	300.00	22,425.13	49.76	9,702.07
101-751.000-958.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	2,255.36
101-751.000-977.000	EQUIPMENT	3,500.00	5,224.03	630.42	(1,724.03)	149.26	1,815.66
101-751.000-979.000	CAPITAL OUTLAY	39,095.00	24,726.29	6,443.75	14,368.71	63.25	42,338.75
Total Dept 751.000 - PARKS & RECREATION		232,620.00	146,092.61	11,131.01	86,527.39	62.80	116,528.13
Dept 802.000 - COMMUNITY PROMOTIONS							
101-802.000-802.000	CONTRACTUAL	0.00	6,458.00	0.00	(6,458.00)	100.00	0.00
101-802.000-958.000	MISCELLANEOUS	17,500.00	3,174.73	7.29	14,325.27	18.14	7,614.51
Total Dept 802.000 - COMMUNITY PROMOTIONS		17,500.00	9,632.73	7.29	7,867.27	55.04	7,614.51
Dept 850.000 - INSURANCE & BONDS							
101-850.000-814.000	INSURANCE (LIABILITY/AUTO)	54,727.00	62,250.00	0.00	(7,523.00)	113.75	45,987.00
Total Dept 850.000 - INSURANCE & BONDS		54,727.00	62,250.00	0.00	(7,523.00)	113.75	45,987.00
Dept 966.000 - TRANSFERS OUT							

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-966.000-995.202	TRANSFER OUT MAJOR ST	40,520.00	23,636.67	23,636.67	16,883.33	58.33	0.00
101-966.000-995.203	TRANSFER OUT LOCAL ST	100,000.00	58,333.33	58,333.33	41,666.67	58.33	0.00
101-966.000-995.243	TRANSFER OUT BROWNFIELD	60,000.00	35,000.00	35,000.00	25,000.00	58.33	25,000.00
101-966.000-995.450	TRANSFER OUT WATER/SEWER FUND	50,000.00	29,166.67	29,166.67	20,833.33	58.33	0.00
101-966.000-995.470	TRANSFER OUT MUNICIPAL BUILDING	150,000.00	237,500.00	87,500.00	(87,500.00)	158.33	1,512,298.28
101-966.000-995.594	TRANSFER OUT DOUGLAS MARINA	15,000.00	8,750.00	8,750.00	6,250.00	58.33	0.00
Total Dept 966.000 - TRANSFERS OUT		415,520.00	392,386.67	242,386.67	23,133.33	94.43	1,537,298.28
TOTAL EXPENDITURES		3,481,423.00	2,072,500.85	469,991.63	1,408,922.15	59.53	3,035,911.62
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		3,712,811.00	3,514,101.00	50,798.22	198,710.00	94.65	3,475,720.79
TOTAL EXPENDITURES		3,481,423.00	2,072,500.85	469,991.63	1,408,922.15	59.53	3,035,911.62
NET OF REVENUES & EXPENDITURES		231,388.00	1,441,600.15	(419,193.41)	(1,210,212.15)	623.02	439,809.17

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000.000							
202-000.000-546.000	STATE GRANT: ACT 51	197,500.00	80,367.03	15,236.72	117,132.97	40.69	77,835.76
202-000.000-546.001	SNOW REMOVAL	40,000.00	0.00	0.00	40,000.00	0.00	0.00
202-000.000-581.000	GRANTS: HWYS & STREETS(CO.)	81,500.00	0.00	0.00	81,500.00	0.00	0.00
202-000.000-665.000	INTEREST INCOME	0.00	4,753.58	0.00	(4,753.58)	100.00	0.00
202-000.000-699.101	TRANSFER IN - GENERAL FUND	40,520.00	23,636.67	23,636.67	16,883.33	58.33	0.00
Total Dept 000.000		359,520.00	108,757.28	38,873.39	250,762.72	30.25	77,835.76
TOTAL REVENUES		359,520.00	108,757.28	38,873.39	250,762.72	30.25	77,835.76
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
202-463.000-703.000	WAGES	83,750.00	44,756.16	5,024.04	38,993.84	53.44	36,216.56
202-463.000-719.000	INSURANCE BENEFITS	21,750.00	11,172.97	1,429.26	10,577.03	51.37	7,380.29
202-463.000-720.000	PAYROLL TAXES	7,250.00	3,521.95	502.34	3,728.05	48.58	2,814.52
202-463.000-721.000	MERS BENEFITS	10,750.00	5,738.01	633.58	5,011.99	53.38	4,569.30
202-463.000-722.000	WORKERS COMPENSATION	2,520.00	1,728.03	0.00	791.97	68.57	1,775.67
202-463.000-740.000	SUPPLIES	3,500.00	1,391.47	420.98	2,108.53	39.76	1,359.58
202-463.000-746.000	TRAFFIC SIGNS & SERVICES	9,615.00	2,429.00	0.00	7,186.00	25.26	5,208.02
202-463.000-802.000	CONTRACTUAL	29,000.00	24,770.53	23,850.00	4,229.47	85.42	1,781.25
202-463.000-806.000	CONTRACTUAL ENGINEERING	13,500.00	900.00	0.00	12,600.00	6.67	5,804.80
202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	20,000.00	5,898.48	1,121.49	14,101.52	29.49	1,059.70
202-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	78,120.00	40,363.60	4,063.34	37,756.40	51.67	20,866.81
202-463.000-979.000	CAPITAL OUTLAY	71,900.00	0.00	(14,310.00)	71,900.00	0.00	5,403.10
Total Dept 463.000 - GENERAL STREETS & ROW		351,655.00	142,670.20	22,735.03	208,984.80	40.57	94,239.60
Dept 464.000 - GENERAL STREETS WINTER & ROW							
202-464.000-703.000	WAGES	32,000.00	16,095.72	7,940.24	15,904.28	50.30	10,681.10
202-464.000-719.000	INSURANCE BENEFITS	8,750.00	3,923.71	1,856.17	4,826.29	44.84	2,289.49
202-464.000-720.000	PAYROLL TAXES	2,750.00	1,396.82	779.93	1,353.18	50.79	986.68
202-464.000-721.000	MERS BENEFITS	4,250.00	1,990.15	991.61	2,259.85	46.83	1,254.39
202-464.000-722.000	WORKERS COMPENSATION	970.00	665.16	0.00	304.84	68.57	681.09
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	17,000.00	8,728.88	5,997.47	8,271.12	51.35	4,307.53
202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	30,000.00	5,714.80	3,077.20	24,285.20	19.05	1,068.30
202-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	29,760.00	32,223.15	17,506.37	(2,463.15)	108.28	8,870.04
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		125,480.00	70,738.39	38,148.99	54,741.61	56.37	30,138.62
TOTAL EXPENDITURES		477,135.00	213,408.59	60,884.02	263,726.41	44.73	124,378.22
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		359,520.00	108,757.28	38,873.39	250,762.72	30.25	77,835.76
TOTAL EXPENDITURES		477,135.00	213,408.59	60,884.02	263,726.41	44.73	124,378.22
NET OF REVENUES & EXPENDITURES		(117,615.00)	(104,651.31)	(22,010.63)	(12,963.69)	88.98	(46,542.46)

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 203 - LOCAL STREETS FUND							
Revenues							
Dept 000.000							
203-000.000-546.000	STATE GRANT: ACT 51	83,250.00	33,907.19	6,428.43	49,342.81	40.73	32,807.24
203-000.000-546.001	SNOW REMOVAL	18,000.00	0.00	0.00	18,000.00	0.00	0.00
203-000.000-581.000	GRANTS: HWYS & STREETS(CO.)	127,500.00	0.00	0.00	127,500.00	0.00	0.00
203-000.000-665.000	INTEREST INCOME	0.00	3,628.78	0.00	(3,628.78)	100.00	0.00
203-000.000-699.203	TRANSFER IN-LOCAL ST	100,000.00	58,333.33	58,333.33	41,666.67	58.33	0.00
Total Dept 000.000		328,750.00	95,869.30	64,761.76	232,880.70	29.16	32,807.24
TOTAL REVENUES		328,750.00	95,869.30	64,761.76	232,880.70	29.16	32,807.24
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
203-463.000-703.000	WAGES	87,750.00	43,622.33	4,589.01	44,127.67	49.71	36,016.86
203-463.000-719.000	INSURANCE BENEFITS	22,750.00	10,790.34	1,196.81	11,959.66	47.43	7,793.07
203-463.000-720.000	PAYROLL TAXES	7,500.00	3,420.99	459.16	4,079.01	45.61	2,817.80
203-463.000-721.000	MERS BENEFITS	11,250.00	5,543.17	586.25	5,706.83	49.27	4,516.48
203-463.000-722.000	WORKERS COMPENSATION	2,415.00	1,656.03	0.00	758.97	68.57	1,702.68
203-463.000-740.000	SUPPLIES	3,500.00	792.05	420.98	2,707.95	22.63	1,204.26
203-463.000-746.000	TRAFFIC SIGNS & SERVICES	9,615.00	2,684.93	80.92	6,930.07	27.92	4,013.96
203-463.000-802.000	CONTRACTUAL	25,000.00	19,710.00	19,710.00	5,290.00	78.84	2,281.25
203-463.000-806.000	CONTRACTUAL ENGINEERING	14,000.00	2,362.00	2,362.00	11,638.00	16.87	2,739.15
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	15,000.00	44,080.70	2,553.45	(29,080.70)	293.87	4,074.52
203-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	81,840.00	38,703.89	3,257.31	43,136.11	47.29	20,081.13
203-463.000-979.000	CAPITAL OUTLAY	98,500.00	0.00	(19,710.00)	98,500.00	0.00	2,980.00
Total Dept 463.000 - GENERAL STREETS & ROW		379,120.00	173,366.43	15,505.89	205,753.57	45.73	90,221.16
Dept 464.000 - GENERAL STREETS WINTER & ROW							
203-464.000-703.000	WAGES	24,000.00	13,301.03	7,331.34	10,698.97	55.42	7,753.82
203-464.000-719.000	INSURANCE BENEFITS	6,750.00	2,924.07	1,663.60	3,825.93	43.32	1,452.82
203-464.000-720.000	PAYROLL TAXES	2,250.00	1,172.05	720.18	1,077.95	52.09	722.77
203-464.000-721.000	MERS BENEFITS	3,250.00	1,727.82	925.42	1,522.18	53.16	938.53
203-464.000-722.000	WORKERS COMPENSATION	695.00	476.58	0.00	218.42	68.57	488.46
203-464.000-740.000	SUPPLIES	300.00	0.00	0.00	300.00	0.00	11.99
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	17,000.00	8,671.92	5,924.53	8,328.08	51.01	4,236.88
203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	25,000.00	5,714.80	3,077.20	19,285.20	22.86	1,068.30
203-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	22,320.00	25,211.89	16,200.67	(2,891.89)	112.96	6,773.15
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		101,565.00	59,200.16	35,842.94	42,364.84	58.29	23,446.72
TOTAL EXPENDITURES		480,685.00	232,566.59	51,348.83	248,118.41	48.38	113,667.88
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		328,750.00	95,869.30	64,761.76	232,880.70	29.16	32,807.24
TOTAL EXPENDITURES		480,685.00	232,566.59	51,348.83	248,118.41	48.38	113,667.88
NET OF REVENUES & EXPENDITURES		(151,935.00)	(136,697.29)	13,412.93	(15,237.71)	89.97	(80,860.64)

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 213 - SCHULTZ PARK LAUNCH RAMP							
Revenues							
Dept 000.000							
213-000.000-651.000	LAUNCH FEES	30,000.00	19,597.30	150.00	10,402.70	65.32	17,365.73
213-000.000-665.000	INTEREST INCOME	0.00	2,831.87	0.00	(2,831.87)	100.00	0.00
213-000.000-675.000	OTHER REVENUE	0.00	1,500.00	0.00	(1,500.00)	100.00	0.00
Total Dept 000.000		30,000.00	23,929.17	150.00	6,070.83	79.76	17,365.73
TOTAL REVENUES		30,000.00	23,929.17	150.00	6,070.83	79.76	17,365.73
Expenditures							
Dept 753.000 - LAUNCH RAMPS							
213-753.000-922.000	UTILITIES	800.00	343.49	59.18	456.51	42.94	335.72
213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL	2,000.00	425.29	0.00	1,574.71	21.26	18.00
213-753.000-958.000	MISCELLANEOUS	2,000.00	1,368.50	0.00	631.50	68.43	341.73
Total Dept 753.000 - LAUNCH RAMPS		4,800.00	2,137.28	59.18	2,662.72	44.53	695.45
Dept 966.000 - TRANSFERS OUT							
213-966.000-995.101	TRANSFER OUT GF	6,000.00	0.00	0.00	6,000.00	0.00	23,250.00
213-966.000-995.594	TRANSFER OUT DOUGLAS MARINA	64,750.00	0.00	0.00	64,750.00	0.00	0.00
Total Dept 966.000 - TRANSFERS OUT		70,750.00	0.00	0.00	70,750.00	0.00	23,250.00
TOTAL EXPENDITURES		75,550.00	2,137.28	59.18	73,412.72	2.83	23,945.45
Fund 213 - SCHULTZ PARK LAUNCH RAMP:							
TOTAL REVENUES		30,000.00	23,929.17	150.00	6,070.83	79.76	17,365.73
TOTAL EXPENDITURES		75,550.00	2,137.28	59.18	73,412.72	2.83	23,945.45
NET OF REVENUES & EXPENDITURES		(45,550.00)	21,791.89	90.82	(67,341.89)	47.84	(6,579.72)

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2024 NORM (ABNORM)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND							
Revenues							
Dept 000.000							
243-000.000-528.000	OTHER FEDERAL GRANTS	480,989.00	0.00	0.00	480,989.00	0.00	14,294.48
243-000.000-665.000	INTEREST INCOME	0.00	2,080.23	0.00	(2,080.23)	100.00	0.00
243-000.000-699.101	TRANSFER IN - GENERAL FUND	60,000.00	35,000.00	35,000.00	25,000.00	58.33	25,000.00
Total Dept 000.000		540,989.00	37,080.23	35,000.00	503,908.77	6.85	39,294.48
TOTAL REVENUES		540,989.00	37,080.23	35,000.00	503,908.77	6.85	39,294.48
Expenditures							
Dept 000.000							
243-000.000-802.243	BLIGHT REMOVAL	566,158.00	24,224.75	2,682.00	541,933.25	4.28	52,493.70
243-000.000-803.000	CONTRACTUAL CONSULTANT	0.00	0.00	0.00	0.00	0.00	4,248.53
Total Dept 000.000		566,158.00	24,224.75	2,682.00	541,933.25	4.28	56,742.23
TOTAL EXPENDITURES		566,158.00	24,224.75	2,682.00	541,933.25	4.28	56,742.23
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:							
TOTAL REVENUES		540,989.00	37,080.23	35,000.00	503,908.77	6.85	39,294.48
TOTAL EXPENDITURES		566,158.00	24,224.75	2,682.00	541,933.25	4.28	56,742.23
NET OF REVENUES & EXPENDITURES		(25,169.00)	12,855.48	32,318.00	(38,024.48)	51.08	(17,447.75)



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Item 9B.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2024 NORM (ABNORM)
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY							
Revenues							
Dept 000.000							
245-000.000-665.000	INTEREST INCOME	0.00	82.92	0.00	(82.92)	100.00	0.00
Total Dept 000.000		0.00	82.92	0.00	(82.92)	100.00	0.00
TOTAL REVENUES		0.00	82.92	0.00	(82.92)	100.00	0.00
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY:							
TOTAL REVENUES		0.00	82.92	0.00	(82.92)	100.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	82.92	0.00	(82.92)	100.00	0.00

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
248-000.000-417.000	TAX INCREMENT RECAPTURE	62,807.00	64,511.65	0.00	(1,704.65)	102.71	50,003.95
248-000.000-665.000	INTEREST INCOME	0.00	1,671.21	0.00	(1,671.21)	100.00	0.00
248-000.000-675.000	OTHER REVENUE	0.00	804.49	0.00	(804.49)	100.00	260.00
Total Dept 000.000		62,807.00	66,987.35	0.00	(4,180.35)	106.66	50,263.95
TOTAL REVENUES		62,807.00	66,987.35	0.00	(4,180.35)	106.66	50,263.95
Expenditures							
Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-728.000-703.001	DDA ADMINISTRATION	9,000.00	5,250.00	750.00	3,750.00	58.33	4,550.00
248-728.000-718.000	TRAINING FUNDS	1,000.00	0.00	0.00	1,000.00	0.00	0.00
248-728.000-802.001	CONTRACTUAL-PLANNING STUDY	0.00	0.00	0.00	0.00	0.00	176.76
248-728.000-802.100	BUSINESS INCENTIVE PROGRAM	5,000.00	284.16	0.00	4,715.84	5.68	0.00
248-728.000-880.000	COMMUNITY PROMOTION	27,000.00	14,242.28	354.64	12,757.72	52.75	8,297.14
248-728.000-979.000	CAPITAL OUTLAY	15,560.00	13,086.40	6,443.75	2,473.60	84.10	43,199.67
Total Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY		57,560.00	32,862.84	7,548.39	24,697.16	57.09	56,223.57
TOTAL EXPENDITURES		57,560.00	32,862.84	7,548.39	24,697.16	57.09	56,223.57
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		62,807.00	66,987.35	0.00	(4,180.35)	106.66	50,263.95
TOTAL EXPENDITURES		57,560.00	32,862.84	7,548.39	24,697.16	57.09	56,223.57
NET OF REVENUES & EXPENDITURES		5,247.00	34,124.51	(7,548.39)	(28,877.51)	650.36	(5,959.62)

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2024 NORM (ABNORM)
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND							
Revenues							
Dept 000.000							
403-000.000-439.000	MRE TAX	105,000.00	0.00	0.00	105,000.00	0.00	517.51
403-000.000-665.000	INTEREST INCOME	0.00	4,466.00	0.00	(4,466.00)	100.00	0.00
Total Dept 000.000		105,000.00	4,466.00	0.00	100,534.00	4.25	517.51
TOTAL REVENUES		105,000.00	4,466.00	0.00	100,534.00	4.25	517.51
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
403-463.000-806.000	CONTRACTUAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	118.00
403-463.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	25,900.33
Total Dept 463.000 - GENERAL STREETS & ROW		0.00	0.00	0.00	0.00	0.00	26,018.33
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	26,018.33
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND:							
TOTAL REVENUES		105,000.00	4,466.00	0.00	100,534.00	4.25	517.51
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	26,018.33
NET OF REVENUES & EXPENDITURES		105,000.00	4,466.00	0.00	100,534.00	4.25	(25,500.82)

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 450 - WATER SEWER FUND							
Revenues							
Dept 000.000							
450-000.000-602.000	CONNECTION FEES, WATER	25,000.00	13,000.00	0.00	12,000.00	52.00	8,000.00
450-000.000-602.001	CONNECTION FEES, SEWER	25,000.00	12,900.00	0.00	12,100.00	51.60	12,500.00
450-000.000-604.000	CAPITAL CHARGE	377,784.00	155,801.19	77,233.19	221,982.81	41.24	0.00
450-000.000-665.000	INTEREST INCOME	0.00	4,536.29	0.00	(4,536.29)	100.00	0.00
450-000.000-675.000	OTHER REVENUE	0.00	10,093.50	0.00	(10,093.50)	100.00	0.00
450-000.000-679.001	REIMBURSE FROM STATE	0.00	104,120.56	0.00	(104,120.56)	100.00	26,033.17
450-000.000-699.101	TRANSFER IN - GENERAL FUND	50,000.00	29,166.67	29,166.67	20,833.33	58.33	0.00
Total Dept 000.000		477,784.00	329,618.21	106,399.86	148,165.79	68.99	46,533.17
TOTAL REVENUES		477,784.00	329,618.21	106,399.86	148,165.79	68.99	46,533.17
Expenditures							
Dept 000.000							
450-000.000-974.000	CONSTRUCTION	70,000.00	120.00	0.00	69,880.00	0.17	0.00
Total Dept 000.000		70,000.00	120.00	0.00	69,880.00	0.17	0.00
Dept 536.000 - WATER SYSTEM							
450-536.000-703.000	WAGES	0.00	4,963.08	0.00	(4,963.08)	100.00	6,643.34
450-536.000-719.000	INSURANCE BENEFITS	0.00	1,571.86	0.00	(1,571.86)	100.00	1,829.00
450-536.000-720.000	PAYROLL TAXES	0.00	375.27	0.00	(375.27)	100.00	504.60
450-536.000-721.000	MERS BENEFITS	0.00	539.79	0.00	(539.79)	100.00	721.85
450-536.000-721.001	457 CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	13.62
450-536.000-806.000	CONTRACTUAL ENGINEERING	20,000.00	4,859.00	798.00	15,141.00	24.30	4,800.40
450-536.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	2,843.07	0.00	(2,843.07)	100.00	3,221.29
450-536.000-974.000	CONSTRUCTION	572,500.00	118,881.32	38,446.50	453,618.68	20.77	40,045.28
Total Dept 536.000 - WATER SYSTEM		592,500.00	134,033.39	39,244.50	458,466.61	22.62	57,779.38
Dept 537.000 - SEWER SYSTEM							
450-537.000-806.000	CONTRACTUAL ENGINEERING	20,000.00	0.00	0.00	20,000.00	0.00	0.00
450-537.000-974.000	CONSTRUCTION	10,500.00	3,900.00	0.00	6,600.00	37.14	0.00
Total Dept 537.000 - SEWER SYSTEM		30,500.00	3,900.00	0.00	26,600.00	12.79	0.00
TOTAL EXPENDITURES		693,000.00	138,053.39	39,244.50	554,946.61	19.92	57,779.38
Fund 450 - WATER SEWER FUND:							
TOTAL REVENUES		477,784.00	329,618.21	106,399.86	148,165.79	68.99	46,533.17
TOTAL EXPENDITURES		693,000.00	138,053.39	39,244.50	554,946.61	19.92	57,779.38
NET OF REVENUES & EXPENDITURES		(215,216.00)	191,564.82	67,155.36	(406,780.82)	89.01	(11,246.21)

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/25 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2024 NORM (ABNORM)
Fund 470 - MUNICIPAL BUILDING FUND							
Revenues							
Dept 000.000							
470-000.000-665.000	INTEREST INCOME	0.00	20,831.46	12,600.77	(20,831.46)	100.00	0.00
470-000.000-696.000	PROCEEDS FROM BOND	0.00	3,323,000.00	0.00	(3,323,000.00)	100.00	0.00
470-000.000-699.101	TRANSFER IN - GENERAL FUND	150,000.00	237,500.00	87,500.00	(87,500.00)	158.33	1,512,298.28
Total Dept 000.000		150,000.00	3,581,331.46	100,100.77	(3,431,331.46)	2,387.55	1,512,298.28
TOTAL REVENUES		150,000.00	3,581,331.46	100,100.77	(3,431,331.46)	2,387.55	1,512,298.28
Expenditures							
Dept 265.000 - BUILDING & GROUNDS							
470-265.000-974.000	CONSTRUCTION	150,000.00	153,819.85	59,632.35	(3,819.85)	102.55	1,512,298.28
Total Dept 265.000 - BUILDING & GROUNDS		150,000.00	153,819.85	59,632.35	(3,819.85)	102.55	1,512,298.28
TOTAL EXPENDITURES		150,000.00	153,819.85	59,632.35	(3,819.85)	102.55	1,512,298.28
Fund 470 - MUNICIPAL BUILDING FUND:							
TOTAL REVENUES		150,000.00	3,581,331.46	100,100.77	(3,431,331.46)	2,387.55	1,512,298.28
TOTAL EXPENDITURES		150,000.00	153,819.85	59,632.35	(3,819.85)	102.55	1,512,298.28
NET OF REVENUES & EXPENDITURES		0.00	3,427,511.61	40,468.42	(3,427,511.61)	100.00	0.00

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Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 594 - DOUGLAS MARINA							
Revenues							
Dept 000.000							
594-000.000-654.000	SEASONAL SLIP FEES	26,000.00	6,500.00	0.00	19,500.00	25.00	6,950.00
594-000.000-654.001	TRANSIENT SLIP	0.00	0.00	0.00	0.00	0.00	1,225.00
594-000.000-665.000	INTEREST INCOME	0.00	1,287.59	0.00	(1,287.59)	100.00	0.00
594-000.000-667.001	WADE'S BAYOU PARK RENTAL	7,000.00	7,225.27	525.00	(225.27)	103.22	7,861.50
594-000.000-674.000	DONATIONS	0.00	100,000.00	0.00	(100,000.00)	100.00	0.00
594-000.000-699.101	TRANSFER IN - GENERAL FUND	15,000.00	8,750.00	8,750.00	6,250.00	58.33	0.00
594-000.000-699.213	TRANSFER IN SCHULTZ PARK LAUNCH	64,750.00	0.00	0.00	64,750.00	0.00	0.00
Total Dept 000.000		112,750.00	123,762.86	9,275.00	(11,012.86)	109.77	16,036.50
TOTAL REVENUES		112,750.00	123,762.86	9,275.00	(11,012.86)	109.77	16,036.50
Expenditures							
Dept 597.000 - DOUGLAS MARINA							
594-597.000-802.000	CONTRACTUAL	3,500.00	980.00	0.00	2,520.00	28.00	2,010.00
594-597.000-820.000	MARINA OPERATIONS	10,000.00	3,992.61	0.00	6,007.39	39.93	437.93
594-597.000-922.000	UTILITIES	5,000.00	842.18	108.49	4,157.82	16.84	1,050.16
594-597.000-979.000	CAPITAL OUTLAY	37,200.00	38,875.57	0.00	(1,675.57)	104.50	6,822.75
Total Dept 597.000 - DOUGLAS MARINA		55,700.00	44,690.36	108.49	11,009.64	80.23	10,320.84
Dept 597.001 - WADES BAYOU							
594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL	6,000.00	10,916.82	0.00	(4,916.82)	181.95	1,262.00
594-597.001-974.000	CONSTRUCTION	14,000.00	881.27	0.00	13,118.73	6.29	0.00
Total Dept 597.001 - WADES BAYOU		20,000.00	11,798.09	0.00	8,201.91	58.99	1,262.00
Dept 597.002 - DOUGLAS HARBOR AUTHORITY							
594-597.002-740.000	SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00	7.99
594-597.002-802.000	CONTRACTUAL	70,750.00	34,360.00	0.00	36,390.00	48.57	39,535.00
Total Dept 597.002 - DOUGLAS HARBOR AUTHORITY		75,750.00	34,360.00	0.00	41,390.00	45.36	39,542.99
TOTAL EXPENDITURES		151,450.00	90,848.45	108.49	60,601.55	59.99	51,125.83
Fund 594 - DOUGLAS MARINA:							
TOTAL REVENUES		112,750.00	123,762.86	9,275.00	(11,012.86)	109.77	16,036.50
TOTAL EXPENDITURES		151,450.00	90,848.45	108.49	60,601.55	59.99	51,125.83
NET OF REVENUES & EXPENDITURES		(38,700.00)	32,914.41	9,166.51	(71,614.41)	85.05	(35,089.33)

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 660 - EQUIPMENT RENTAL FUND							
Revenues							
Dept 000.000							
660-000.000-665.000	INTEREST INCOME	0.00	9,123.92	0.00	(9,123.92)	100.00	0.00
660-000.000-673.000	SALE OF EQUIPMENT	0.00	1,625.00	0.00	(1,625.00)	100.00	28,536.00
660-000.000-676.000	EQUIPMENT CHARGES - NON DPW	20,000.00	11,666.69	11,666.69	8,333.31	58.33	11,666.61
660-000.000-676.001	EQUIPMENT CHARGES -DPW	372,000.00	227,050.05	45,124.45	144,949.95	61.03	102,030.39
Total Dept 000.000		392,000.00	249,465.66	56,791.14	142,534.34	63.64	142,233.00
TOTAL REVENUES		392,000.00	249,465.66	56,791.14	142,534.34	63.64	142,233.00
Expenditures							
Dept 902.000 - DPW EQUIPMENT PURCHASES							
660-902.000-979.000	CAPITAL OUTLAY	248,436.00	105,627.02	0.00	142,808.98	42.52	145,600.49
Total Dept 902.000 - DPW EQUIPMENT PURCHASES		248,436.00	105,627.02	0.00	142,808.98	42.52	145,600.49
Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE							
660-903.000-860.000	GAS & OIL	30,000.00	14,961.35	1,849.07	15,038.65	49.87	9,875.93
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	70,000.00	25,773.96	2,725.43	44,226.04	36.82	48,987.08
Total Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE		100,000.00	40,735.31	4,574.50	59,264.69	40.74	58,863.01
TOTAL EXPENDITURES		348,436.00	146,362.33	4,574.50	202,073.67	42.01	204,463.50
Fund 660 - EQUIPMENT RENTAL FUND:							
TOTAL REVENUES		392,000.00	249,465.66	56,791.14	142,534.34	63.64	142,233.00
TOTAL EXPENDITURES		348,436.00	146,362.33	4,574.50	202,073.67	42.01	204,463.50
NET OF REVENUES & EXPENDITURES		43,564.00	103,103.33	52,216.64	(59,539.33)	236.67	(62,230.50)

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2025 NORM (ABNORM)	MONTH 01/31/25 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2024 NORM (ABNORM)
Fund 703 - CURRENT TAX FUND							
Revenues							
Dept 000.000							
703-000.000-402.001	TAX ADDITIONS CITY OPERATING	0.00	3,086,578.12	7,497.98	(3,086,578.12)	100.00	2,852,162.98
703-000.000-402.002	TAX ADDITIONS ADMIN FEE	0.00	107,558.76	7,867.56	(107,558.76)	100.00	99,863.50
703-000.000-402.003	TAX ADDITIONS SET	0.00	1,415,665.76	3,438.98	(1,415,665.76)	100.00	1,308,150.70
703-000.000-402.004	TAX ADDITIONS SPS	0.00	2,730,219.92	443,328.83	(2,730,219.92)	100.00	2,571,347.45
703-000.000-402.005	TAX ADDITIONS ALLEGAN COUNTY	0.00	1,217,917.54	2,958.58	(1,217,917.54)	100.00	1,125,420.49
703-000.000-402.006	TAX ADDITIONS CO ROAD	0.00	153,263.19	58,146.84	(153,263.19)	100.00	132,827.08
703-000.000-402.007	TAX ADDITIONS CO SENIOR	0.00	74,896.77	28,415.14	(74,896.77)	100.00	67,828.70
703-000.000-402.008	TAX ADDITIONS CO MEDICAL CARE	0.00	37,178.08	14,105.01	(37,178.08)	100.00	33,678.35
703-000.000-402.009	TAX ADDITIONS CO CONSERVATION	0.00	14,862.59	5,638.81	(14,862.59)	100.00	13,465.67
703-000.000-402.010	TAX ADDITIONS TRANSIT	0.00	75,295.36	28,566.40	(75,295.36)	100.00	68,792.54
703-000.000-402.011	TAX ADDITIONS FIRE DIST	0.00	379,337.39	141,543.18	(379,337.39)	100.00	340,185.11
703-000.000-402.012	TAX ADDITIONS LIBRARY	0.00	105,254.52	39,932.56	(105,254.52)	100.00	101,342.26
703-000.000-402.013	TAX ADDITIONS OAISD	0.00	1,438,361.14	3,494.09	(1,438,361.14)	100.00	1,341,855.28
703-000.000-402.015	TAX ADDITIONS CO DRAINS	0.00	32,610.90	10,947.97	(32,610.90)	100.00	32,812.17
703-000.000-402.016	TAX ADDITIONS CITY SPECIALS	0.00	6,976.63	3,263.35	(6,976.63)	100.00	6,436.51
703-000.000-447.000	TAX COLLECTION FEES	0.00	4,998.70	(4,390.97)	(4,998.70)	100.00	3,102.24
703-000.000-665.000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.84
Total Dept 000.000		0.00	10,880,975.37	794,754.31	(10,880,975.37)	100.00	10,099,271.87
TOTAL REVENUES		0.00	10,880,975.37	794,754.31	(10,880,975.37)	100.00	10,099,271.87
Expenditures							
Dept 000.000							
703-000.000-956.001	TAX DEDUCTIONS CITY OPERATING	0.00	3,086,578.12	7,497.98	(3,086,578.12)	100.00	2,852,162.98
703-000.000-956.002	TAX DEDUCTIONS ADMIN FEE	0.00	107,558.76	7,867.56	(107,558.76)	100.00	99,863.50
703-000.000-956.003	TAX DEDUCTIONS SET	0.00	1,415,665.76	3,438.98	(1,415,665.76)	100.00	1,308,150.70
703-000.000-956.004	TAX DEDUCTIONS SPS	0.00	2,730,219.92	443,328.83	(2,730,219.92)	100.00	2,571,347.45
703-000.000-956.005	TAX DEDUCTIONS ALLEGAN COUNTY	0.00	1,217,917.54	2,958.58	(1,217,917.54)	100.00	1,125,420.49
703-000.000-956.006	TAX DEDUCTIONS CO ROAD	0.00	153,263.19	58,146.84	(153,263.19)	100.00	132,827.08
703-000.000-956.007	TAX DEDUCTIONS CO SENIOR	0.00	74,896.77	28,415.14	(74,896.77)	100.00	67,828.70
703-000.000-956.008	TAX DEDUCTIONS CO MEDICAL CARE	0.00	37,178.08	14,105.01	(37,178.08)	100.00	33,678.35
703-000.000-956.009	TAX DEDUCTIONS CO CONSERVATION	0.00	14,862.59	5,638.81	(14,862.59)	100.00	13,465.67
703-000.000-956.010	TAX DEDUCTIONS TRANSIT	0.00	75,295.36	28,566.40	(75,295.36)	100.00	68,792.54
703-000.000-956.011	TAX DEDUCTIONS FIRE DIST	0.00	379,337.39	141,543.18	(379,337.39)	100.00	340,185.11
703-000.000-956.012	TAX DEDUCTIONS LIBRARY	0.00	105,254.52	39,932.56	(105,254.52)	100.00	101,342.26
703-000.000-956.013	TAX DEDUCTIONS OAISD	0.00	1,438,361.14	3,494.09	(1,438,361.14)	100.00	1,341,855.28
703-000.000-956.015	TAX DEDUCTIONS CO DRAINS	0.00	32,610.90	10,947.97	(32,610.90)	100.00	32,812.17
703-000.000-956.016	TAX DEDUCTIONS CITY SPECIALS	0.00	6,976.63	3,263.35	(6,976.63)	100.00	6,436.51
Total Dept 000.000		0.00	10,875,976.67	799,145.28	(10,875,976.67)	100.00	10,096,168.79
TOTAL EXPENDITURES		0.00	10,875,976.67	799,145.28	(10,875,976.67)	100.00	10,096,168.79
Fund 703 - CURRENT TAX FUND:							
TOTAL REVENUES		0.00	10,880,975.37	794,754.31	(10,880,975.37)	100.00	10,099,271.87
TOTAL EXPENDITURES		0.00	10,875,976.67	799,145.28	(10,875,976.67)	100.00	10,096,168.79
NET OF REVENUES & EXPENDITURES		0.00	4,998.70	(4,390.97)	(4,998.70)	100.00	3,102.24



User: JENN

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PERIOD ENDING 01/31/2025

Item 9B.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	01/31/2025	MONTH 01/31/25	BALANCE		01/31/2024
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	NORM (ABNORM)
TOTAL REVENUES - ALL FUNDS		6,272,411.00	19,016,426.81	1,256,904.45	(12,744,015.81)	303.16	15,510,178.28
TOTAL EXPENDITURES - ALL FUNDS		6,481,397.00	13,982,761.59	1,495,219.17	(7,501,364.59)	215.72	15,358,723.08
NET OF REVENUES & EXPENDITURES		(208,986.00)	5,033,665.22	(238,314.72)	(5,242,651.22)	2,408.61	151,455.20

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Item 9B.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/15/2025	AP	ALLEGAN CO SET	Invoice: 24TAXDISB#13 Ref#: 50249(2024 TAX DISBURSEMENT #13)		
AP Trx #: 48976		TAXES - SET	703-000.000-274.005	1,043.91	
		INTEREST-SET	703-000.000-274.007	52.20	
		Vnd: 10247 Invoice: 24TAXDISB#13	703-000.000-202.000		1,096.11
		Expected Check Run: 01/24/2025			
				1,096.11	1,096.11
01/15/2025	AP	ALLEGAN CO TAXES	Invoice: 24TAXDISB#13 Ref#: 50250(2024 TAX DISBURSEMENT #13)		
AP Trx #: 48977		TAXES - ALLEGAN COUNTY	703-000.000-274.013	898.09	
		INTEREST- ALLEGAN COUNTY	703-000.000-274.015	44.90	
		COUNTY ROAD	703-000.000-274.017	52,297.49	
		COUNTY SENIOR	703-000.000-274.021	25,556.86	
		COUNTY - MEDICAL CARE FACILITY	703-000.000-274.025	12,686.24	
		COUNTY - CONSERVATION	703-000.000-274.029	5,071.59	
		SPECIAL ASSESSMENT DRAIN	703-000.000-274.053	12,222.32	
		Vnd: 10252 Invoice: 24TAXDISB#13	703-000.000-202.000		108,777.49
		Expected Check Run: 01/24/2025			
				108,777.49	108,777.49
01/15/2025	AP	INTERURBAN TRANSIT AUTHORITY	Invoice: 24TAXDISB#13 Ref#: 50257(2024 TAX DISBURSEMENT #13)		
AP Trx #: 48978		TAXES - TRANSIT AUTHORITY	703-000.000-274.031	25,692.90	
		Vnd: 10229 Invoice: 24TAXDISB#13	703-000.000-202.000		25,692.90
		Expected Check Run: 01/24/2025			
				25,692.90	25,692.90
01/15/2025	AP	OAISD OPERATING	Invoice: 24TAXDISB#13 Ref#: 50251(2024 TAX DISBURSEMENT #13)		
AP Trx #: 48979		TAXES - OAISD	703-000.000-274.043	1,060.65	
		INTEREST-OAISD	703-000.000-274.045	53.03	
		Vnd: 10253 Invoice: 24TAXDISB#13	703-000.000-202.000		1,113.68
		Expected Check Run: 01/24/2025			
				1,113.68	1,113.68
01/15/2025	AP	SAUGATUCK TWP FIRE DISTRICT	Invoice: 24TAXDISB#13 Ref#: 50256(2024 TAX DISBURSEMENT #13)		
AP Trx #: 48980		TAXES - SAUG. FIRE DISTRICT	703-000.000-274.035	127,906.68	
		Vnd: 10074 Invoice: 24TAXDISB#13	703-000.000-202.000		127,906.68
		Expected Check Run: 01/24/2025			
				127,906.68	127,906.68

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Item 9B.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/15/2025	AP	SAUGATUCK-DOUGLAS LIBRARY	Invoice: 24TAXDISB#13 Ref#: 50258 (2024 TAX DISBURSEMENT #13)		
AP Trx #: 48981		TAXES - LIBRARY DISTRICT	703-000.000-274.039	35,915.75	
		Vnd: 10028 Invoice: 24TAXDISB#13	703-000.000-202.000		35,915.75
		Expected Check Run: 01/24/2025		35,915.75	35,915.75
01/15/2025	AP	SPS BUILDING	Invoice: 24TAXDISB#13 Ref#: 50252 (2024 TAX DISBURSEMENT #13)		
AP Trx #: 48982		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	12,906.85	
		INTEREST-SCHOOL	703-000.000-274.011	2.14	
		Vnd: 10250 Invoice: 24TAXDISB#13	703-000.000-202.000		12,908.99
		Expected Check Run: 01/24/2025		12,908.99	12,908.99
01/15/2025	AP	SPS DEBT	Invoice: 24TAXDISB#13 Ref#: 50253 (2024 TAX DISBURSEMENT #13)		
AP Trx #: 48983		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	90,514.05	
		INTEREST-SCHOOL	703-000.000-274.011	15.01	
		Vnd: 10249 Invoice: 24TAXDISB#13	703-000.000-202.000		90,529.06
		Expected Check Run: 01/24/2025		90,529.06	90,529.06
01/15/2025	AP	SPS OPERATING	Invoice: 24TAXDISB#13 Ref#: 50254 (2024 TAX DISBURSEMENT #13)		
AP Trx #: 48984		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	252,727.78	
		INTEREST-SCHOOL	703-000.000-274.011	78.29	
		Vnd: 10248 Invoice: 24TAXDISB#13	703-000.000-202.000		252,806.07
		Expected Check Run: 01/24/2025		252,806.07	252,806.07
01/15/2025	AP	SPS REC	Invoice: 24TAXDISB#13 Ref#: 50255 (2024 TAX DISBURSEMENT #13)		
AP Trx #: 48985		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	6,452.65	
		INTEREST-SCHOOL	703-000.000-274.011	1.07	
		Vnd: 10251 Invoice: 24TAXDISB#13	703-000.000-202.000		6,453.72
		Expected Check Run: 01/24/2025		6,453.72	6,453.72
Cash/Payable Account Totals:				663,200.45	663,200.45
		ACCOUNTS PAYABLE	703-000.000-202.000		663,200.45
			TOTAL INCREASE IN PAYABLE:		663,200.45

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Item 9B.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/31/2025	AP	ALLEGAN CO SET			
AP Trx #: 49161					
		TAXES - SET	703-000.000-274.005	2,231.30	
		INTEREST-SET	703-000.000-274.007	111.57	
		Vnd: 10247 Invoice: 24TAXDISB#14	703-000.000-202.000		2,342.87
		Expected Check Run: 02/07/2025			
				2,342.87	2,342.87
01/31/2025	AP	ALLEGAN CO TAXES			
AP Trx #: 49162					
		TAXES - ALLEGAN COUNTY	703-000.000-274.013	1,919.61	
		INTEREST- ALLEGAN COUNTY	703-000.000-274.015	95.98	
		COUNTY ROAD	703-000.000-274.017	35,639.85	
		COUNTY SENIOR	703-000.000-274.021	17,416.50	
		COUNTY - MEDICAL CARE FACILITY	703-000.000-274.025	8,645.31	
		COUNTY - CONSERVATION	703-000.000-274.029	3,456.13	
		SPECIAL ASSESSMENT DRAIN	703-000.000-274.053	6,853.00	
		Vnd: 10252 Invoice: 24TAXDISB#14	703-000.000-202.000		74,026.38
		Expected Check Run: 02/07/2025			
				74,026.38	74,026.38
01/31/2025	AP	INTERURBAN TRANSIT AUTHORITY			
AP Trx #: 49163					
		TAXES - TRANSIT AUTHORITY	703-000.000-274.031	17,509.09	
		Vnd: 10229 Invoice: 24TAXDISB#14	703-000.000-202.000		17,509.09
		Expected Check Run: 02/07/2025			
				17,509.09	17,509.09
01/31/2025	AP	OAISD OPERATING			
AP Trx #: 49164					
		TAXES - OAISD	703-000.000-274.043	2,267.06	
		INTEREST-OAISD	703-000.000-274.045	113.35	
		Vnd: 10253 Invoice: 24TAXDISB#14	703-000.000-202.000		2,380.41
		Expected Check Run: 02/07/2025			
				2,380.41	2,380.41
01/31/2025	AP	SAUGATUCK TWP FIRE DISTRICT			
AP Trx #: 49165					
		TAXES - SAUG. FIRE DISTRICT	703-000.000-274.035	88,114.00	
		Vnd: 10074 Invoice: 24TAXDISB#14	703-000.000-202.000		88,114.00
		Expected Check Run: 02/07/2025			
				88,114.00	88,114.00

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Item 9B.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/31/2025	AP	SAUGATUCK-DOUGLAS LIBRARY			
AP Trx #: 49166					
		TAXES - LIBRARY DISTRICT	703-000.000-274.039	24,475.86	
		Vnd: 10028 Invoice: 24TAXDISB#14	703-000.000-202.000		24,475.86
		Expected Check Run: 02/07/2025		24,475.86	24,475.86
01/31/2025	AP	SPS BUILDING			
AP Trx #: 49167					
		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	8,858.02	
		INTEREST-SCHOOL	703-000.000-274.011	4.58	
		Vnd: 10250 Invoice: 24TAXDISB#14	703-000.000-202.000		8,862.60
		Expected Check Run: 02/07/2025		8,862.60	8,862.60
01/31/2025	AP	SPS DEBT			
AP Trx #: 49168					
		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	62,120.64	
		INTEREST-SCHOOL	703-000.000-274.011	32.07	
		Vnd: 10249 Invoice: 24TAXDISB#14	703-000.000-202.000		62,152.71
		Expected Check Run: 02/07/2025		62,152.71	62,152.71
01/31/2025	AP	SPS OPERATING			
AP Trx #: 49169					
		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	199,222.79	
		INTEREST-SCHOOL	703-000.000-274.011	118.12	
		Vnd: 10248 Invoice: 24TAXDISB#14	703-000.000-202.000		199,340.91
		Expected Check Run: 02/07/2025		199,340.91	199,340.91
01/31/2025	AP	SPS REC			
AP Trx #: 49170					
		TAXES - SAUGATUCK SCHOOLS	703-000.000-274.009	4,428.43	
		INTEREST-SCHOOL	703-000.000-274.011	2.28	
		Vnd: 10251 Invoice: 24TAXDISB#14	703-000.000-202.000		4,430.71
		Expected Check Run: 02/07/2025		4,430.71	4,430.71
Cash/Payable Account Totals:				483,635.54	483,635.54
		ACCOUNTS PAYABLE	703-000.000-202.000		483,635.54
			TOTAL INCREASE IN PAYABLE:		483,635.54