



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 20, 2024 AT 7:00 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/83421744409>

**Join by phone by dialing:** +1 (312) 626-6799 | **Then enter "Meeting ID":** 834 2174 4409

1. **CALL TO ORDER:** By Mayor
2. **ROLL CALL:** By Clerk
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor
4. **MOMENT OF SILENCE**
5. **CONSENT CALENDAR**
  - A. Approve the Council Meeting Agenda for February 20, 2024
  - B. Approve the Council Regular Meeting Minutes for February 5, 2024
  - C. Approve the Joint City Council Brownfield Workshop Minutes for February 5, 2024
  - D. Approve Invoices in the amount of \$45,448.01
  - E. Appointment - Greg Freeman - Full ZBA Member
  - F. Tentative FY 24/25 Budget Calendar
  - G. Proclamation - March 2024 - 22nd Annual March For Meals Month
  - H. Special Event - Annual Easter Parade, Egg Hunt, Bonnet Contest

Motion to approve the Consent Calendar of February 20, 2024. – roll call vote
6. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
7. **PUBLIC COMMUNICATION - WRITTEN**
  - A. Letter - Patrick Reaume

## **8. UNFINISHED BUSINESS**

## **9. NEW BUSINESS**

A. 2024 Street Asset Management Plan - Presentation - Prein & Newhof

B. Water Capital Improvements Plan - Presentation - Prein & Newhof

C. Taft Stettinius & Hollister, LLP Services Budget Amendment

Motion to approve an amendment to the fiscal year 2023-2024 budget under the Brownfield fund, for \$20,000.00 for Taft, Stettinius & Hollister, LLP, to continue to provide legal services related to 200 Blue Star Highway. - roll call vote

D. Resolution 05-2024 - March Board of Review Dates

Motion to adopt Resolution 05-2024, setting the March Board of Review dates. - roll call vote

E. Resolution 06-2024 - Budget Amendment FY 23-24

Motion to adopt Resolution 06-2024, which outlines the amendments to the City of Douglas annual budget for fiscal year 2023-2024. - roll call vote

## **10. 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

B. Administration Reports

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

## **12. COUNCIL COMMENTS**

## **13. MAYOR’S REPORT/COMMENTS**

## **14. 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 05, 2024 AT 7:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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

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

**PRESENT**

Mayor Cathy North

Councilmember Jerome Donovan

Councilmember Neal Seabert

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Fran Ray

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

**ABSENT**

Councilmember John O'Malley

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

**4. CONSENT CALENDAR**

A. Approve the Council Meeting Agenda for February 5, 2024

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

C. Approve Invoices in the amount of \$111,959.97

D. Special Event - Erin Go Bark People and Pet Parade

*Motion by Seabert, second by Ray, to approve the Consent Calendar of February 5, 2024. – Motion carried by unanimous roll call vote.*

**5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY):** Dan Urquhart stated concerns with costs of the proposed building at 415 Wiley.

**6. PUBLIC COMMUNICATION – WRITTEN:** Letter received by Councilmembers from Olaf Hubner, and on the record as part of the articles of item 8.G. for consideration.

**7. UNFINISHED BUSINESS:** None

**8. NEW BUSINESS**



- A. Root Beer Barrel Contract Addendum #1 – The purpose of this addendum is to modify section: Article II. Contract Price and Payment. This addendum amends the Contract executed on 12-6-2023 between Water Street Café, LLC and the City of Douglas. Article II, Contract Price and Payment would now include the following: With receipt of the 2024 annual \$10,000 payment the City of Douglas will install water and sewer lines to the interior of the Root Beer Barrel to connect to a sink basin. All other terms and conditions of the original Contract remain unchanged and in full force and effect. City Manager Nocerini, and Todd Martinson were present to answer Councilmembers questions.

*Motion by Seabert, second by Walker, to approve the Root Beer Barrel contract Addendum #1, allowing payment of the water and sewer renovations to be made with the 2024 annual \$10,000 payment from 505 Water Street Café, LLC. – Motion carried by unanimous roll call vote.*

- B. Root Beer Barrel Donation - The current lessee for the Root Beer Barrel, 505 Water Street Café, LLC, would like to renovate the electric at the Root Beer Barrel at their own expense as well as create additional parking. The developed donation agreement was provided in the agenda packet for consideration. City Manager Nocerini, and Todd Martinson were present to answer Councilmembers questions.

*Motion by Seabert, second by Freeman, to approve the 505 Water Street Café, LLC donation to renovate the electrical work at the Root Beer Barrel and create additional parking. – Motion carried by unanimous roll call vote.*

- C. ABM Presentation - 415 Wiley Road Project - ABM presented their proposal for the 415 Wiley property build out which included City Hall and Douglas Police Department Operations. The presentation included a process review, Wiley Building current conditions, future-proofing Douglas, and next steps. Department of Public Works offices are still being included in the project scope, however, the outer buildings in the original plan were not included in what the council will be asked to approve later in the agenda.
- D. Resolution 04-2024 - ABM Building Solutions – A Resolution authorizing the selection of ABM facility Support Services, LLC for the implementation of a design build project contingent upon the determination of funding sources, procurement process and financing, with the amount of the Project value of \$7,799,237.

*Motion by Seabert, second by Walker, to adopt resolution 04-2024, authorizing the selection of ABM Facility Support Services, LLC for the implementation of a design build project, contingent upon determination of funding sources, procurement process and financing. – Motion failed by majority roll call vote. Voting Yea: Seabert. Voting Nay: Donovan, Freeman, North, Ray, Walker*

- E. Lead Service Verification (Potholing) – Per the State of Michigan mandate requiring the identifying of water service line materials, a Request for Proposal (RFP) was advertised for lead service material verification outside on each side of the curb box which is the shut off value for the water service. The scope of work includes potholing which is an excavation process that uses vacuum suction and water jets to dig precision holes around a buried service line. This will be done to verify the water service line material underground. The contract award will be funded by the Drinking Water Asset Management (DWAM) grant. \$171,900 was estimated for this scope of work.

*Motion by Seabert, second by Freeman, to award Plummers Environmental Services the contract for lead service verification for the amount of \$84,713.00. – Motion carried by unanimous roll call vote.*

- F. Ordinance 01-2024 - Ordinance to sell 6825 W Wiley Road - Second Reading - Public Hearing (L. Nocerini)

*Motion by Seabert, second by Ray, to open the Public Hearing for Ordinance 01-2024, Ordinance to sell 6825 W Wiley Road. – Motion carried by unanimous roll call vote.*

1. Administration Comments – City Manager Nocerini and Planning and Zoning Administrator Tricia Anderson with Williams & Works gave a brief background on the property, which was annexed from Saugatuck Township, and does not currently show on the Douglas City Zoning map. The clarification of the zoning was not presently known but seemed to resemble residential R2, but with Council direction could be changed to R5 to allow for more uses. It was noted that the 2016 Master Plan designates the parcel as compact residential.

2. Public Comments – Matt Balmer mentioned discussing the property with Tricia Anderson in the past but stated that the zoning should be figured out before selling the property.

3. Council Comments – Seabert commented that if there is a zoning issue then it should be taken care of before this and wanted to make sure that attainable or affordable housing is preferred there. Walker mentioned concerns with rushing into selling the property and would like to look at the zoning along with attainable housing information first and would prefer to table the item. Donovan stated that the property needs to be listed to continue with moving forward first.

*Motion by Seabert, second by Donovan, to close the Public Hearing for Ordinance 01-2024, Ordinance to sell 6825 W Wiley Road. – Motion carried by unanimous roll call vote.*

Walker stated that the item should be tabled for more research into the information. City Manager Nocerini discussed the process of moving forward with an RFP following adoption. Seabert asked for the Council to have a meeting with Housing Next. Freeman mentioned the need for more information on the discussed items. Donovan made the motion to approve the Ordinance and if the item was either tabled or voted down then the entire ordinance process would start over.

*Motion by Donovan, second by Freeman, to adopt Ordinance 01-2024, declaring 6825 W Wiley Road as surplus property. – Motion failed by majority roll call vote. Voting Yea: Donovan. Voting Nay: Freeman, North, Ray, Seabert, Walker.*

- G. Centre Collective - Jeff Kerr and his attorney Steven Rypma were present and addressed Council requesting conditional approval. Planning and Zoning Administrator Tricia Anderson with Williams & Works and City Attorney David S. Keast with Plunkett Cooney gave a brief background on the item. Documents provided in the agenda packet listed the history of the project and detailed the conditions that have not been met. Additionally, the anticipated progress with the legal process related to the plat vacation, the strong recommendation to the City Council at this time was to take no action.

*Motion by Seabert, second by Walker, to table the Centre Collective Item. – Motion carried by unanimous roll call vote.*

## 9. REPORTS

### A. Commission/Committee/Boards

1. Planning Commission – meeting this week
2. Kalamazoo Lake Sewer Water – budget passed
3. Downtown Development Authority – continued work with gateway
4. Kalamazoo Lake Harbor Authority – no meeting
5. Douglas Harbor Authority – no meeting
6. Douglas Brownfield Authority – joint meeting prior

- 7. Fire Board – no meeting
- 8. Community Recreation – no meeting
- 9. Playground Committee – no meeting

B. Administration Reports – City Manager Nocerini discussed holding a workshop meeting on February 20<sup>th</sup> at 5:30 pm, prior to the Council meeting, for the purpose of the 415 Wiley property discussions.

- 10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** Andrea Johnson stated questions and concerns with parking at the Root Beer Barrel. Rene Miller questioned parking around the area of the Root Beer Barrel.
- 11. COUNCIL COMMENTS:** Seabert mentioned the Master Plan Survey results. Donovan wanted to clarify the parking questions at the Barrel and felt that the 17-acres item was the first step closer in the process of getting attainable housing in the City. Walker would like to follow up with ABM and thank them for their work and would also like more clarity with affordable housing.
- 12. MAYOR'S REPORT/COMMENTS:** Mayor North acknowledged ABM for doing a great job and would like to thank them. She also thanked the City Manager and City Staff for their work.
- 13. ADJOURNMENT**

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

Approved on this 20th day of February 2024

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

Cathy North, Mayor

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

Laura Kasper, City Clerk

#### **Certification of Minutes**

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on February 5, 2024, I further certify that the meeting was duly called and that a quorum was present.

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

Laura Kasper, City Clerk



**THE CITY OF THE VILLAGE OF DOUGLAS  
JOINT CITY COUNCIL BROWNFIELD  
REDEVELOPMENT AUTHORITY  
MONDAY, FEBRUARY 05, 2024 AT 5:30 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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**1. CALL TO ORDER:** By Chair Balmer

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

PRESENT: Matt Balmer, Lisa Nocerini, Robert Sapita, Jerry Donovan, Greg Freeman, Cathy North, Fran Ray, Neal Seabert, Randy Walker

ABSENT: Suzanne Dixon (joined remotely), Mary Fechtig, Rob Naumann, John O'Malley

**3. WILLIAMS & WORKS:** Maleah Rakestraw and Tricia Anderson with Williams & Works presented a conceptual site design developed for the discussion, and Jessica Debone with PM Environmental joined remotely. Constructive feedback was encouraged to help refine the design into something that will guide the redevelopment of this site. Members provided feedback and asked questions during the discussion. Following this meeting, Williams & Works will provide as-needed revisions to create a final concept design and generate a perspective marketing graphic to better visualize the site's potential. PM Environmental will continue to move forward with Cleanup Planning activities as they relate to the EPA grant.

**4. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES):** Dan Urquart mentioned that water at the site would be provided by wells and sewer would have an issue getting into Saugatuck. Laura Peterson asked about doing something to make the site more presentable now.

**5. ADJOURNMENT:**

*Motion by Seabert, second by Freeman to adjourn.*

02/14/2024

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS  
EXP CHECK RUN DATES 02/20/2024 - 02/20/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt
89149353				
47701	ABSOPURE WATER COMPANY POLICE WATER 101-301.000-740.000 SUPPLIES	01/31/2024	02/20/2024	159.45  159.45
89149354				
47703	ABSOPURE WATER COMPANY CITY HALL WATER 101-265.000-740.000 SUPPLIES	01/19/2024	02/20/2024	23.85  23.85
DEC-23				
47758	ALLEGAN COUNTY SHERIFF'S DEPT. DEBT CREW 101-463.000-802.000 CONTRACTUAL	02/01/2024	02/20/2024	128.00  128.00
11-23				
47759	ALLEGAN COUNTY SHERIFF'S DEPT. DEBT CREW 101-463.000-802.000 CONTRACTUAL	02/01/2024	02/20/2024	184.00  184.00
80942				
47691	BARBER FORD INC. CAR 1 REPAIRS 101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS	01/15/2024	02/20/2024	639.45  639.45
2402				
47757	BILLS TREE SERVICE 36 UNION HAZARDOUS TREE REMOVAL 101-463.000-802.010 CONTRACTUAL FORESTRY	02/13/2024	02/20/2024	1,500.00  1,500.00
5229				
47688	BURNETT & KASTRAN PROFESSIONAL SERVICES POLICE 101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER	01/22/2024	02/20/2024	60.00  60.00
5230				
47689	BURNETT & KASTRAN PROFESSIONAL SERVICES POLICE 101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER	01/23/2024	02/20/2024	120.00  120.00
4589				
47690	BURNETT & KASTRAN PROFESSIONAL SERVICES POLICE 101-301.000-801.003 CONTRACTUAL ATTORNEY PROSECUTER	01/30/2024	02/20/2024	444.00  444.00
2-5-24				
47694	COMCAST 486 WATER 101-463.000-851.000 TELEPHONE	02/05/2024	02/20/2024	335.01  335.01
10585				
47762	COMMERCIAL RECORD	01/31/2024	02/20/2024	84.00

ZBA NOTICE					
1281530	101-701.000-900.000	PRINTING & PUBLISHING			84.00
47725	COMPASS MINERALS	01/16/2024	02/20/2024		3,725.66
	ROAD SALT				
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,862.83
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,862.83
1291673					
47755	COMPASS MINERALS	01/26/2024	02/20/2024		3,630.21
	ROAD SALT				
	202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,815.11
	203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES			1,815.10
203767039248					
47736	CONSUMERS ENERGY	02/05/2024	02/20/2024		180.50
	86 CENTER ROW DOWNTOWN LIGHTS AND ELECTRICAL				
	101-463.000-922.000	UTILITIES			180.50
203144116450					
47737	CONSUMERS ENERGY	02/05/2024	02/20/2024		89.93
	26 BAYOU DR				
	101-751.000-922.000	UTILITIES			89.93
203767039249					
47738	CONSUMERS ENERGY	02/05/2024	02/20/2024		57.98
	198 WASHINGTON - BRIDGE LIGHTING				
	101-463.000-922.000	UTILITIES			57.98
203767039250					
47739	CONSUMERS ENERGY	02/05/2024	02/20/2024		40.13
	11 BLUESTAR HWY SIGN NORTH ENTERANCE				
	101-463.000-922.000	UTILITIES			40.13
203767039247					
47740	CONSUMERS ENERGY	02/05/2024	02/20/2024		34.75
	251 CENTER ST SIGN WEST ENTRANCE				
	101-463.000-922.000	UTILITIES			34.75
203767039251					
47741	CONSUMERS ENERGY	02/05/2024	02/20/2024		31.23
	50 LAKE SHORE DOUGLAS BEACH				
	101-751.000-922.000	UTILITIES			31.23
207147429682					
47742	CONSUMERS ENERGY	02/01/2024	02/20/2024		1,300.85
	STREET LIGHTS				
	101-463.000-925.000	STREET LIGHTS			1,300.85
202521175342					
47743	CONSUMERS ENERGY	02/01/2024	02/20/2024		791.59
	49406 LED LIGHT RD				
	101-463.000-925.000	STREET LIGHTS			791.59
207147429676					
47744	CONSUMERS ENERGY	02/01/2024	02/20/2024		12.64
	TRAFFIC LIGHTS				
	101-463.000-925.000	STREET LIGHTS			12.64
152484					
47698	CREXENDO BUSINESS SOLUTIONS	02/08/2024	02/20/2024		310.86

DOUGLAS POLICE PHONE SYSTEM					
8943	101-301.000-851.000	TELEPHONE			310.86
47723	DOUGLAS SHELL		02/07/2024	02/20/2024	100.65
	SERVICE VEHICLE 1				
	101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS			100.65
24-6396					
47763	ELECTION SOURCE		02/14/2024	02/20/2024	137.26
	ELECTION SUPPLIES FEB PRIMARY				
	101-262.000-740.000	SUPPLIES			137.26
R201106882:01					
47704	K&R TRUCK REPAIRS		01/31/2024	02/20/2024	1,437.89
	TRUCK #3 TRANSMISSION OIL				
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			1,437.89
2578					
47712	LAKESHORE OUTDOORS LLC		02/08/2024	02/20/2024	18.00
	BRUSH DUMPING				
	101-463.000-802.000	CONTRACTUAL			18.00
40675390					
47756	LINDE GAS & EQUIPMENT		01/23/2024	02/20/2024	44.78
	HI-LO GAS				
	660-903.000-860.000	GAS & OIL			44.78
66507					
47745	MCNALLY ELEVATOR COMPANY, INC.		01/15/2024	02/20/2024	499.50
	ELEVATOR MAINTENANCE OLD LIBRARY				
	101-265.000-802.000	CONTRACTUAL			499.50
4894005017					
47735	MICHIGAN GAS UTILITIES		01/26/2024	02/20/2024	157.88
	415 WILEY				
	101-265.000-922.000	UTILITIES			157.88
4033					
47700	MICHIGAN TWP. SERVICES ALLEGAN		02/09/2024	02/20/2024	1,539.00
	JANUARY PERMIT FEES				
	101-701.000-804.000	CONTRACTUAL BUILDING INSPECTIO			1,539.00
9171206					
47699	MML WORKERS' COMP FUND		02/06/2024	02/20/2024	3,939.00
	WORKERS COMP INSTALLMENT #4				
	101-101.000-722.000	WORKERS COMPENSATION			8.50
	101-172.000-722.000	WORKERS COMPENSATION			46.97
	101-215.000-722.000	WORKERS COMPENSATION			78.53
	101-257.000-722.000	WORKERS COMPENSATION			38.90
	101-265.000-722.000	WORKERS COMPENSATION			114.10
	101-301.000-722.000	WORKERS COMPENSATION			1,218.86
	101-463.000-722.000	WORKERS COMPENSATION			678.72
	101-701.000-722.000	WORKERS COMPENSATION			56.43
	101-751.000-722.000	WORKERS COMPENSATION			148.75
	202-463.000-722.000	WORKERS COMPENSATION			591.87
	202-464.000-722.000	WORKERS COMPENSATION			227.01
	203-463.000-722.000	WORKERS COMPENSATION			567.56
	203-464.000-722.000	WORKERS COMPENSATION			162.80

INV81324					
47726	MUNICIPAL SUPPLY CO.	09/13/2023	02/20/2024		113.00
	REPLACE HAND TOOLS				
	101-751.000-977.000 EQUIPMENT				113.00
INV81325					
47727	MUNICIPAL SUPPLY CO.	09/13/2023	02/20/2024		765.00
	TRAFFIC CONES				
	202-463.000-740.000 SUPPLIES				765.00
32993					
47687	NEW DAWN LINEN SERVICE	12/25/2023	02/20/2024		42.78
	COMMERCIAL CLEANING				
	101-265.000-802.000 COMMERCIAL CLEANING				15.01
	101-301.000-802.000 COMMERCIAL CLEANING				27.77
34837					
47728	NEW DAWN LINEN SERVICE	02/05/2024	02/20/2024		42.78
	COMMERCIAL CLEANING				
	101-265.000-802.000 COMMERCIAL CLEANING				15.01
	101-301.000-802.000 COMMERCIAL CLEANING				27.77
2402-733357					
47705	OVERISEL LUMBER CO.	02/02/2024	02/20/2024		24.77
	FIX AIR COMPRESSOR LINE				
	101-265.000-930.000 REPAIRS & MAINTENANCE: GENERAL				24.77
2402-734921					
47706	OVERISEL LUMBER CO.	02/09/2024	02/20/2024		4.29
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				4.29
2402-734911					
47707	OVERISEL LUMBER CO.	02/09/2024	02/20/2024		14.15
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				14.15
2402-734184					
47708	OVERISEL LUMBER CO.	02/07/2024	02/20/2024		47.36
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				47.36
2402-734222					
47709	OVERISEL LUMBER CO.	02/07/2024	02/20/2024		(34.98)
	RETURN				
	594-597.000-820.000 MARINA OPERATIONS				(34.98)
2402-734470					
47710	OVERISEL LUMBER CO.	02/08/2024	02/20/2024		32.37
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				32.37
2402-734580					
47711	OVERISEL LUMBER CO.	02/08/2024	02/20/2024		12.57
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				12.57
2402-733910					
47713	OVERISEL LUMBER CO.	02/06/2024	02/20/2024		32.99
	MARINA HOUSE WORK				
	594-597.000-820.000 MARINA OPERATIONS				32.99



2402-733872					
47714	OVERISEL LUMBER CO.	02/06/2024	02/20/2024		22.25
	MARINA HOUSE WORK				
	594-597.000-820.000	MARINA OPERATIONS			22.25
2402-735746					
47760	OVERISEL LUMBER CO.	02/14/2024	02/20/2024		25.99
	DPW SUPPLIES				
	101-463.000-740.000	SUPPLIES			25.99
2402-735956					
47761	OVERISEL LUMBER CO.	02/14/2024	02/20/2024		9.33
	AIR COMPRESSOR REPAIR				
	101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL			9.33
1-16-24					
47751	PITNEY BOWES INC	02/05/2024	02/20/2024		958.00
	POSTAGE				
	101-215.000-901.000	POSTAGE			958.00
3318706663					
47752	PITNEY BOWES INC	02/09/2024	02/20/2024		167.52
	POSTAGE MACHINE LEASE				
	101-215.000-901.000	POSTAGE			167.52
79734					
47730	PREIN & NEWHOF	02/05/2024	02/20/2024		291.00
	CENTER ST DEVELOPMENT				
	101-701.000-806.000	CONTRACTUAL ENGINEERING			291.00
79781					
47731	PREIN & NEWHOF	02/05/2024	02/20/2024		3,005.75
	ROAD AMP				
	202-463.000-806.000	CONTRACTUAL ENGINEERING			1,001.92
	203-463.000-806.000	CONTRACTUAL ENGINEERING			2,003.83
79740					
47732	PREIN & NEWHOF	02/05/2024	02/20/2024		3,475.60
	GENERAL CONSULTING				
	101-463.000-806.000	CONTRACTUAL ENGINEERING			3,475.60
0240-009484827					
47686	REPUBLIC SERVICES #240	01/31/2024	02/20/2024		588.75
	REFUSE PICKUP				
	101-463.000-802.003	CONTRACTUAL- REFUSE			487.89
	101-265.000-802.000	CONTRACTUAL			100.86
5068855471					
47684	RICOH U.S.A, INC.	02/01/2024	02/20/2024		108.40
	POLICE COPIES				
	101-301.000-802.000	CONTRACTUAL			108.40
60873288					
47717	ROSE PEST SOLUTIONS	01/24/2024	02/20/2024		51.00
	POLICE PEST CONTROL				
	101-301.000-802.000	CONTRACTUAL			51.00
60873265					
47718	ROSE PEST SOLUTIONS	01/24/2024	02/20/2024		157.00
	PEST CONTROL MARINA				
	594-597.000-802.000	CONTRACTUAL			157.00

60873264				
47719	ROSE PEST SOLUTIONS	01/24/2024	02/20/2024	157.00
	PEST CONTROL CITY HALL			
	101-265.000-802.000	CONTRACTUAL		157.00
2400000510				
47702	SAUGATUCK TOWNSHIP	02/09/2024	02/20/2024	287.50
	TRI COMUNITY REC PLAN			
	101-701.000-803.000	CONTRACTUAL CONSULTANT		287.50
24-645				
47729	SAUGATUCK TWP FIRE DISTRICT	02/01/2024	02/20/2024	200.00
	RENTAL HOME INSPECTIONS			
	101-701.000-802.000	CONTRACTUAL		200.00
13880				
47716	SCOTT'S LANDSCAPE MANAGMENT INC	02/06/2024	02/20/2024	712.20
	SNOW REMOVAL CONTRACT 1/30/24			
	202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING		356.10
	203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING		356.10
95031571				
47695	SHELL FLEET PLUS	02/06/2024	02/20/2024	1,182.76
	POLICE GAS			
	101-301.000-860.000	GAS & OIL		1,182.76
95018039				
47696	SHELL FLEET PLUS	02/06/2024	02/20/2024	3,497.99
	DPW GAS			
	660-903.000-860.000	GAS & OIL		3,497.99
2861				
47692	SLANT	11/14/2023	02/20/2024	50.00
	WEBSITE WORK			
	101-215.000-806.006	WEBSITE		50.00
2882				
47693	SLANT	02/28/2024	02/20/2024	765.00
	WEBSITE HOSTING AND MAINT			
	101-215.000-806.006	WEBSITE		765.00
13501-00				
47715	TERMINAL SUPPLY CO	02/07/2024	02/20/2024	340.25
	EQUIPMENT REPAIRS AND SUPPLIES			
	101-265.000-740.000	SUPPLIES		75.22
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS		265.03
2-5-24				
47724	MICHAEL TORREZ	02/05/2024	02/20/2024	97.82
	CODE ENFORCEMENT MILEAGE			
	101-701.000-861.000	MILEAGE REIMBURSEMENT		97.82
137828				
47697	VC3 INC	02/07/2024	02/20/2024	98.00
	CLOUD PROTECTION			
	101-215.000-802.000	CONTRACTUAL		98.00
138407				
47721	VC3 INC	02/09/2024	02/20/2024	259.00
	MONTHLY OFFICE LICENSES			
	101-215.000-802.000	CONTRACTUAL		259.00

138409					
47722	VC3 INC	02/09/2024	02/20/2024		40.00
	MONTHLY PD LICENSES				
	101-301.000-802.000	CONTRACTUAL			40.00
-----					
INV6162VC3					
47753	VC3 INC	02/13/2024	02/20/2024		3,412.00
	CODE ENFORCEMENT OFFICER LAPTOP AND COUNCIL ROOM LAPTOP				
	101-265.000-979.000	CAPITAL OUTLAY			3,412.00
-----					
6271					
47720	VREDEVELD HAEFNER LLC	01/31/2024	02/20/2024		416.25
	CONSULTATION ON BUILDING PLANS				
	101-215.000-802.000	CONTRACTUAL			416.25
-----					
62					
47734	WEST MICHIGAN WILDLIFE MANAGEMENT	01/30/2024	02/20/2024		1,150.00
	DEER HARVESTING				
	101-265.000-802.000	CONTRACTUAL			1,150.00
-----					
Purchase Card Vendor: 10071 CARDMEMBER SERVICE					
-----					
2682070872					
47754	ADOBE ACROBAT PRO	02/13/2024	02/20/2024		292.50
	ADOBE SUBS				
	101-172.000-740.000	SUPPLIES			49.28
	101-215.000-740.000	SUPPLIES			146.25
	101-701.000-740.000	SUPPLIES			73.12
	101-463.000-740.000	SUPPLIES			23.85
-----					
114-5643676-6906658					
47733	AMAZON MARKETPLACE	02/02/2024	02/20/2024		63.89
	OFFICE SUPPLIES				
	101-215.000-740.000	SUPPLIES			63.89
-----					
113-9626651-3337042					
47746	AMAZON MARKETPLACE	02/13/2024	02/20/2024		36.98
	PD SUPPLIES				
	101-301.000-740.000	SUPPLIES			36.98
-----					
114-6466242-8874658					
47747	AMAZON MARKETPLACE	02/09/2024	02/20/2024		156.70
	PD SUPPLIES				
	101-301.000-740.000	SUPPLIES			156.70
-----					
114-9547584-0255439					
47748	AMAZON MARKETPLACE	02/08/2024	02/20/2024		86.05
	ELECTION SUPPLIES				
	101-262.000-740.000	SUPPLIES			86.05
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114-8734876-0640255					
47749	AMAZON MARKETPLACE	02/08/2024	02/20/2024		38.33
	CITY HALL SUPPLIES				
	101-265.000-740.000	SUPPLIES			38.33
-----					
114-2338573-4664258					
47750	AMAZON MARKETPLACE	02/07/2024	02/20/2024		42.07
	CITY HALL SUPPLIES/ OFFICE SUPPLIES				
	101-215.000-740.000	SUPPLIES			16.22
	101-265.000-740.000	SUPPLIES			25.85
-----					
65621					

47685	MICHIGAN MUNICIPAL LEAGUE	02/02/2024	02/20/2024	350.00
	TRAINING -SEABERT			
	101-101.000-718.000	TRAINING FUNDS		350.00
Total Purchase Card Vendor: 10071 CARDMEMBER SERVICE				1,066.52
# of Invoices:	79	# Due: 79	Totals:	45,482.99
# of Credit Memos:	1	# Due: 1	Totals:	(34.98)
Net of Invoices and Credit Memos:				45,448.01

--- TOTALS BY FUND ---

101 - GENERAL FUND	26,526.26
202 - MAJOR STREET FUND	6,619.84
203 - LOCAL STREETS FUND	6,768.22
594 - DOUGLAS MARINA	288.00
660 - EQUIPMENT RENTAL FUND	5,245.69

--- TOTALS BY DEPT/ACTIVITY ---

101.000 - LEGISLATIVE	358.50
172.000 - MANAGER	96.25
215.000 - CLERK/TREASURER	3,018.66
257.000 - ASSESSING	38.90
262.000 - ELECTION	223.31
265.000 - BUILDING & GROUNDS	5,818.71
301.000 - POLICE	4,684.65
463.000 - GENERAL STREETS & ROW	14,205.68
464.000 - GENERAL STREETS WINTER & ROW	8,457.88
597.000 - POINT PLEASANT	288.00
701.000 - PLANNING & ZONING	2,628.87
751.000 - PARKS & RECREATION	382.91
903.000 - EQUIP. REPAIRS & MAINTENANCE	5,245.69



# MEMORANDUM

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**TO:** City Council

**FROM:** Matt Smith, Treasurer

**DATE:** February 14, 2024

**SUBJECT:** Tentative FY 24/25 Budget Calendar

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February 20	Tentative FY 24/25 budget calendar delivered to City Council
February 20	FY 23/24 Mid-year budget adjustments
February 21	Treasurer distributes department budget information to staff
March-April	Department heads discuss budgets with City Manager / Treasurer
March 18	Council Strategic planning session 1
April 15	Council Strategic planning session 2
April 24	DDA budget due
TBD May	Staff workshop review full budget
May 20	Budget workshop
May 20	Adopt health insurance plan
Week of May 20	Budget workshop continued (if necessary)
June 3	Public Hearing – Adopt FY24/25 budget (1-week public notice required)
June 17	Amend FY 23/24 budget activity



**A PROCLAMATION PROCLAIMING MARCH 2024 AS THE  
22<sup>nd</sup> ANNUAL MARCH FOR MEALS MONTH**

**WHEREAS**, on March 22, 1972, President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for individuals 60 years and older.

**WHEREAS**, for more than five decades, this landmark law has helped to fund community-based organizations – like Meals on Wheels – and it is still the only federal program designed specifically to meet the nutritional and social needs of older adults.

**WHEREAS**, this year, Meals on Wheels programs from across the country are joining together for the March for Meals awareness campaign to celebrate its success and garner the support needed to ensure these critical programs can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come.

**WHEREAS**, Meals on Wheels Western Michigan– both congregate and home-delivered, in Kent and Allegan Counties have served our communities admirably for 40 years and

**WHEREAS**, volunteers for Meals on Wheels Western Michigan are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

**WHEREAS**, Meals on Wheels Western Michigan provide nutritious meals to seniors throughout Kent and Allegan Counties that help them maintain their health and independence, thereby helping to prevent unnecessary falls, hospitalizations and/or premature institutionalization; and

**WHEREAS**, Meals on Wheels Western Michigan provide a powerful opportunity for social connection for thousands of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

**WHEREAS**, Meals on Wheels Western Michigan deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic, inclement weather and other emergencies.

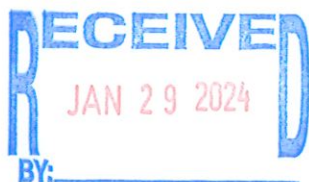
**WHEREAS**, the senior population is increasing substantially, and action is needed now to support local Meals on Wheels programs through federal, state and local funding; volunteering; donations; and raising awareness to ensure these vital services can continue to be delivered for years to come.

**NOW, THEREFORE, I [INSERT NAME]**, as [insert Title] of [insert City/State] do hereby proclaim March 2024 as a month celebrating Meals on Wheels and urge every community member to take this month to honor our senior nutrition programs, the individuals they serve and the volunteers who care for them. Our recognition of, and involvement in, the national March for Meals celebration can enrich our entire community and help combat senior hunger and isolation in America.

Dated this eighteenth day of March, 2024

*Cathy Korf, Mayor Douglas, Michigan*  
[Insert Title]





Item 5G.



January 18, 2024

Mayor Jerome Donovan  
PO Box 757 86 W Center St.  
Douglas MI 49406-0757

Dear Mayor,

I am writing on behalf of Meals on Wheels Western Michigan and the 6,000+ seniors we serve in Kent and Allegan Counties to invite you to participate in our March for Meals celebration honoring the **Older Americans Act Nutrition Program**; the federal legislation that helps to fund community-based programs like Meals on Wheels. Throughout the month of March, Meals on Wheels Western Michigan will join the national Meals on Wheels network to rally support for this vital public-private partnership that provides millions of seniors with essential services that help them remain healthier and independent at home.

**In your district, we provide older adults with quality nutrition services.** As the Mayor of Douglas, you are in an important position to help raise awareness for the growing number of older Americans facing hunger and isolation, both serious problems that have been exacerbated by the COVID-19 pandemic and historic food, fuel and labor costs.

The annual March for Meals celebration commemorates the historic day in March of 1972 when President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for seniors 60 years and older. This year, Meals on Wheels programs from across the country are joining forces to raise awareness and support to ensure they can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come. For more information, please visit [www.marchformeals.com](http://www.marchformeals.com).

**We would be honored if you could participate in this year's event by making an official proclamation (see attached) at our press event on Monday, March 18th at our Meals on Wheels Western Michigan headquarters.** During the week of March 18th - 22nd, we would also invite you to join us in delivering meals, stopping by our senior pantry, or joining us at one of our community dining sites. In doing so, you can support your constituents in our community, and help Meals on Wheels Western Michigan gain much-needed visibility for this cause and successful public-private partnership.

If you are interested in joining us on March 18<sup>th</sup> and witnessing the daily impact of this federally supported program on your senior constituents, please contact us at your earliest convenience. I would be delighted to answer any questions that you may have and can be reached at 616.459.3111 x148 or [lduvernois@mowwm.org](mailto:lduvernois@mowwm.org). Thank you for your consideration of our request.

Sincerely,

*Laci Duvernois*

Laci Duvernois  
Community Engagement Coordinator  
Meals on Wheels Western Michigan



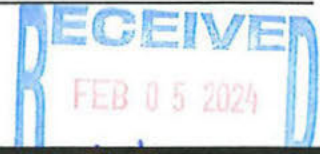


**CITY OF THE VILLAGE OF DOUGLAS**  
 86 West Center Street, P.O. Box 757  
 Douglas, MI 49406  
 (269) 857-1438 phone / (269) 857-4751 fax

info@douglasmi.gov  
 Payable Online At: tinyurl.com/PayItOnline

**CITY COUNCIL ACTION:** ☒ Approved ☐ Denied  
**POLICE DEPARTMENT:** ☒ Approved ☐ Denied  
**DEPT. PUBLIC WORKS:** ☒ Approved ☐ Denied

Fee: \$50  
 Received by:



## APPLICATION FOR SPECIAL EVENT PERMIT

The City of Douglas offers two types of permits for events within the City. A **Special Event** is described as a large gathering of people that covers a broader range of the City, such as, the entire park(s), right-of-ways, trails, street closures, sidewalks, etc. These events also require significant coordination and requests of City resources, such as, Douglas Police Department, Department of Public Works, and Saugatuck Township Fire Department. **Special Event Permits will require approval from City Council and need to be filled out in its entirety and returned to the City Clerk's office a minimum of 60 days prior to the scheduled event.** A **Park Reservation** permit is described as a small gathering confined to a small area of a park and does not require significant City coordination or resources. Park Reservation permits require only City administration approval. Park reservation fee is \$50.

### APPLICANT/ORGANIZATION INFORMATION

Applicant/Organization: JESSICA POTTER/EASTER PH: [REDACTED]

Contact Name: JESSICA POTTER PH: [REDACTED]

Street Address/P.O. Box: [REDACTED]

City/State/Zip Code: [REDACTED]

E-mail: [REDACTED]

CONTACT PERSON ON DAY OF EVENT: Jessica Potter PH: [REDACTED]

### EVENT INFORMATION

Name of Event: Easter Parade, egg hunt, bonnet contest

Event Date(s): March 31, 2024 Anticipated Number of Attendees: 300

Purpose of Event: Easter Annual Community Easter Festivities (parade, egg hunt, bonnet contest)

Location of Event: Berry Field, Center St., Sidewalk by Police Dept.

Event Start & End Hours: 1-3pm

Estimated Date/Time for Set-Up: 3/31/24 11:30

Estimated Date/Time for Clean-Up: 3/31/24 4pm

Estimated Number of Volunteers: 5-10



**EVENT DETAILS****MUSIC:**

Will Music be provided during this event? ☐ Yes ☒ No

If yes, type of music proposed: ☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

Time music will begin: \_\_\_\_\_ end: \_\_\_\_\_

**FOOD VENDORS/CONCESSIONS:** (Contact Allegan County Health Department)

Will Food Vendors/Concessions be available at your event? ☐ Yes ☒ No

If yes, ☐ Provide Copy of Health Department Food Service License

**ALCOHOL:**

Will alcohol be served at your event? ☐ Yes ☒ No

If yes, ☐ Provide Copy of Liquor Liability Insurance (Listing the City as additional insured)

☐ Provide Copy of Michigan Liquor Control License

Please describe measures to be taken to prohibit the sale of alcohol to minors: \_\_\_\_\_

**NOTE:** It shall be unlawful for any person within the City to consume intoxicating liquor of any kind in any street, alley, park, public building, or other land owned by the City, unless the consumption is authorized under a valid permit issued by the City or its authorized agent. (1995 Code, 42 166) (Ord.43, passed 6-5-1961)

**EVENT SIGNAGE:**

City approval is required for any temporary signage in the public right-of-way, across a street, or on City property. Which of the following signs are requested for this event?

☐ Temporary Signs: Number requested: \_\_\_\_\_ Maximum size is 2'x2'  
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☐ Banner Signage: Maximum size is 14'x4'  
(Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☒ Signage at Event Site: Location(s): Parade Route, Berry Field  
Description of signs: yard signs  
(Signs at event site cannot be displayed prior to the day of the event and must be removed at the end of the event.)

Please see the City Clerk to obtain the correct application based on the event signage requested.

**FIREWORKS:**

Will fireworks be a part of your event? ☐ Yes ☒ No

If yes, ☐ Provide Copy of Liability Insurance (Listing the City as additional insured)

☐ Council Resolution will be Required – see attached sample

**TENTS/CANOPIES/MISC:**Will tents/canopies be installed? ☐ Yes ☒ NoIf yes, ☐ Notify the Director of the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations (Irrigation systems are located at Beery Field and Schultz Park)☐ Fill out the Special Event Requirements for Tent Structures form and/or call the Saugatuck Township Fire Department with questions at (269) 857-3000.☐ Booths – Quantity \_\_\_\_\_☐ Tents – Quantity \_\_\_\_\_☐ Awnings – Quantity \_\_\_\_\_☐ Tables – Quantity \_\_\_\_\_☐ Portable Toilets – Quantity \_\_\_\_\_

The City of Douglas does not have tents, tables, or chairs available for rental.

**MARKETING:**How do you plan to market your event? (Example: Saugatuck/Douglas Area Convention & Visitors Bureau, Local Businesses, etc.) Social media, fliers, CVB**REQUIRED AUTHORIZING PERSONNEL SIGNATURES:**

If your event requires City services, please seek proper authorization. Applicable fees may apply depending upon the assistance required by the City.

**DEPARTMENT OF PUBLIC WORKS:**

Will this event require the use of any of the following municipal equipment?

☐ Trash Receptacles – Quantity \_\_\_\_\_☒ Barricades – Quantity for streets☐ Traffic Cones – Quantity \_\_\_\_\_☐ No Parking Signs – Quantity \_\_\_\_\_☐ Fencing – Quantity \_\_\_\_\_☐ Electric☐ Water☐ Restroom Cleaning☒ Approved ☐ Denied☐ Approved with Conditions \_\_\_\_\_

Authorized Personnel Signature

Pichy L. Zoet

Date:

2/11/24**DOUGLAS POLICE DEPARTMENT:**Will this event require additional officers & equipment? ☒ Yes ☐ NoIf yes, please describe & include times: unsure2 ADDITIONAL☒ Street Closure: (Use attached map to outline proposed closure)Street closure date/time: 3/31/24 12:30Street re-open date/time: 3/31/24 3:30  
at latest



Parade Type: ☒ Pedestrian ☐ Vehicle

☐ Parade Route: (Use attached map to outline route)

Parade start time: 1:00 pm Parade finish time: 1:30 pm

☐ Approved ☐ Denied

☐ Approved with Conditions \_\_\_\_\_

Authorized Personnel Signature *S.M.V.* Date: 02/12/24

### APPLICANT/ORGANIZATION CHECK LIST

- ☒ Completed Application
- ☒ Event Map (include detailed event layout for food vendors/concessions, booths, portable restrooms, road closures, barricades, music, event signage, etc.)
- ☐ Certificate of Insurance (listing the City of Douglas as additional insured – see sample provided)
- ☐ Fireworks Resolution – 60 days in advance (if applicable)
- ☐ Michigan Liquor Control Commission Special Event License (if applicable)
- ☐ Health Department Food Service License (if applicable)
- ☐ Requirements for Tent Structures (if applicable)
- ☐ Department of Public Works Authorized Personnel Signature (if applicable)
- ☐ Police Department Authorized Personnel Signature (if applicable)

If document(s) are missing, please explain: Insurance certificate to be provided upon approval.

The Applicant/Organization understand and agrees to the following:

1. Provide a certificate of insurance with all coverage deemed necessary for the event, naming the City of Douglas as an additional insured on all applicable policies. The certificate shall be submitted to the City Clerk's Office no later than 1 (one) week following notice of the event approval.
2. Comply with all local and applicable State Laws and City policies. Applicant/Organization acknowledges that the special events permit does not relieve the Applicant/Organization from meeting any requirements of law or those of other public bodies or agencies applicable to the event.
3. Applicant/Organization further understands the approval of the event may include additional requirements and/or limitations based on the City's review of this application. The Applicant/Organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary before the event may be held.
4. Applicant/Organization understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.
5. Applicant/Organization also agrees to clean-up and leave/restore the area in the condition it was found. The City is not responsible for equipment or personal items left on public property.
6. Prohibit its organization and guests from engaging in profane or inappropriate language or actions.
7. Abide by City of Douglas Ordinance Chapter 95.01 regarding Noise Nuisances.



8. A breach of any of these understandings and agreements may result in the denial of Application or revocation of an approval of the City.

## HOLD HARMLESS/INDEMNITY

1. Upon approval of Event Permit, Applicant/Organization agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and Contactors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:

- A. Acts or omissions by the Applicant/Organization, its agents, employees, servants and Contractors in furtherance of the event, including, but not limited to, acts or omissions alleged to be in the nature of gross negligence or willful misconduct. The Applicant/Organization agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims, or demands arising from the operations of the Applicant/Organization due to the above referenced acts or omissions.
- B. Violations of state or federal law by Applicant/Organization, its agents, employees, servants, and Contractors whether administrative or judicial, arising from the nature and extent of this Application. Permit and/or event.
- C. Other acts of Applicant/Organization or attendees causing personal injury or property damages in connection with this event, unless resulting from the sole negligence of the City, its officers, employees, or agents.

2. The Applicant/Organization agrees that it is its responsibility and not the responsibility of the City to safeguard the property and materials used in the event and the property and materials of the attendees. Further the Applicant/Organization agrees to hold the City harmless for any loss of such property and materials.

3. The Applicant/Organization shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Applicant/Organization further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or sub-Contractor involved in the hosting of this event.

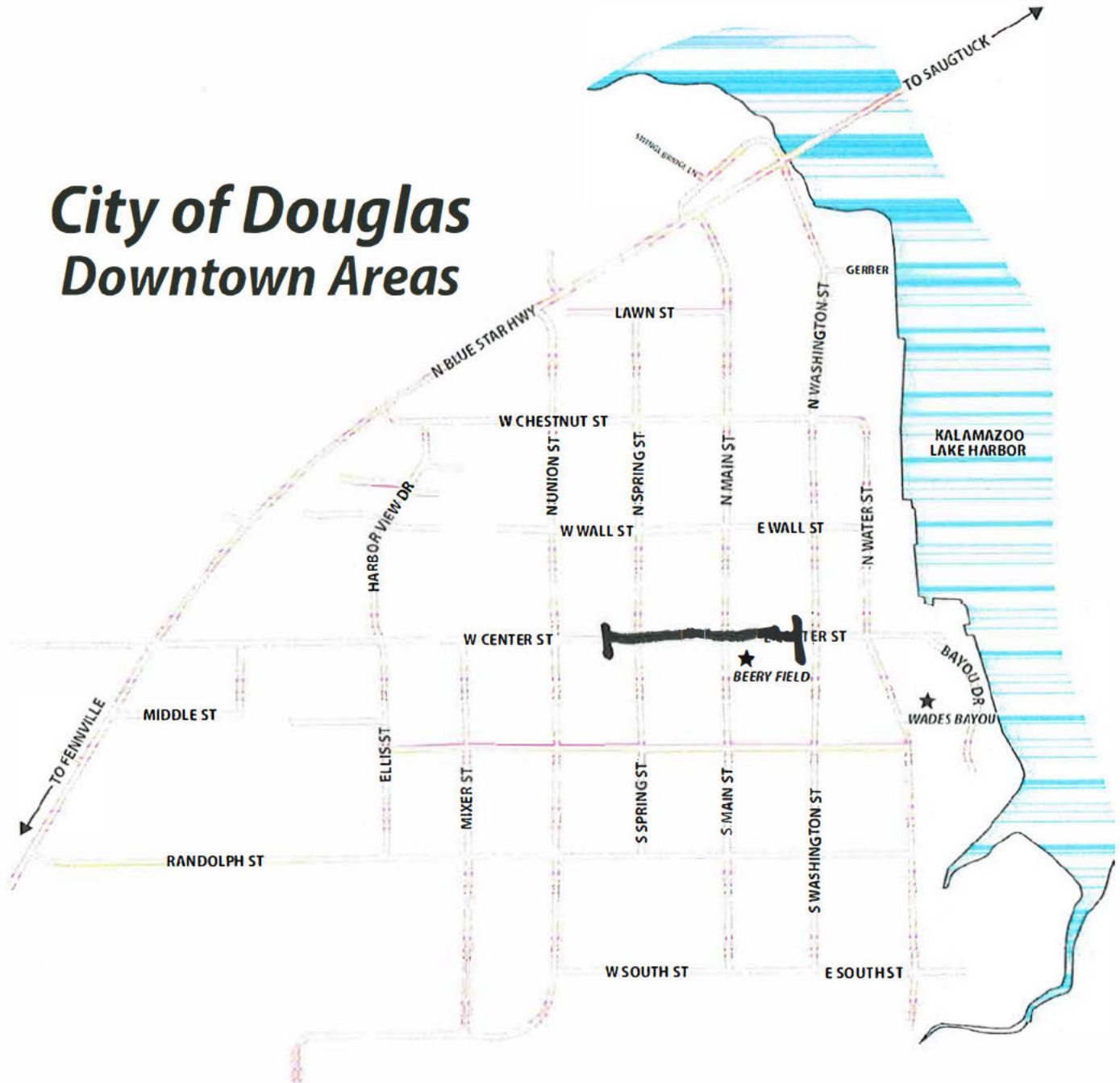
As the Applicant or duly authorized agent of the Organization, I hereby apply for approval of this special event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Printed Name of Applicant: JESSICA POTTER Date: 2/1/24 2/2/24

Signature of Applicant: [REDACTED] Date: 2/2/24



# City of Douglas Downtown Areas

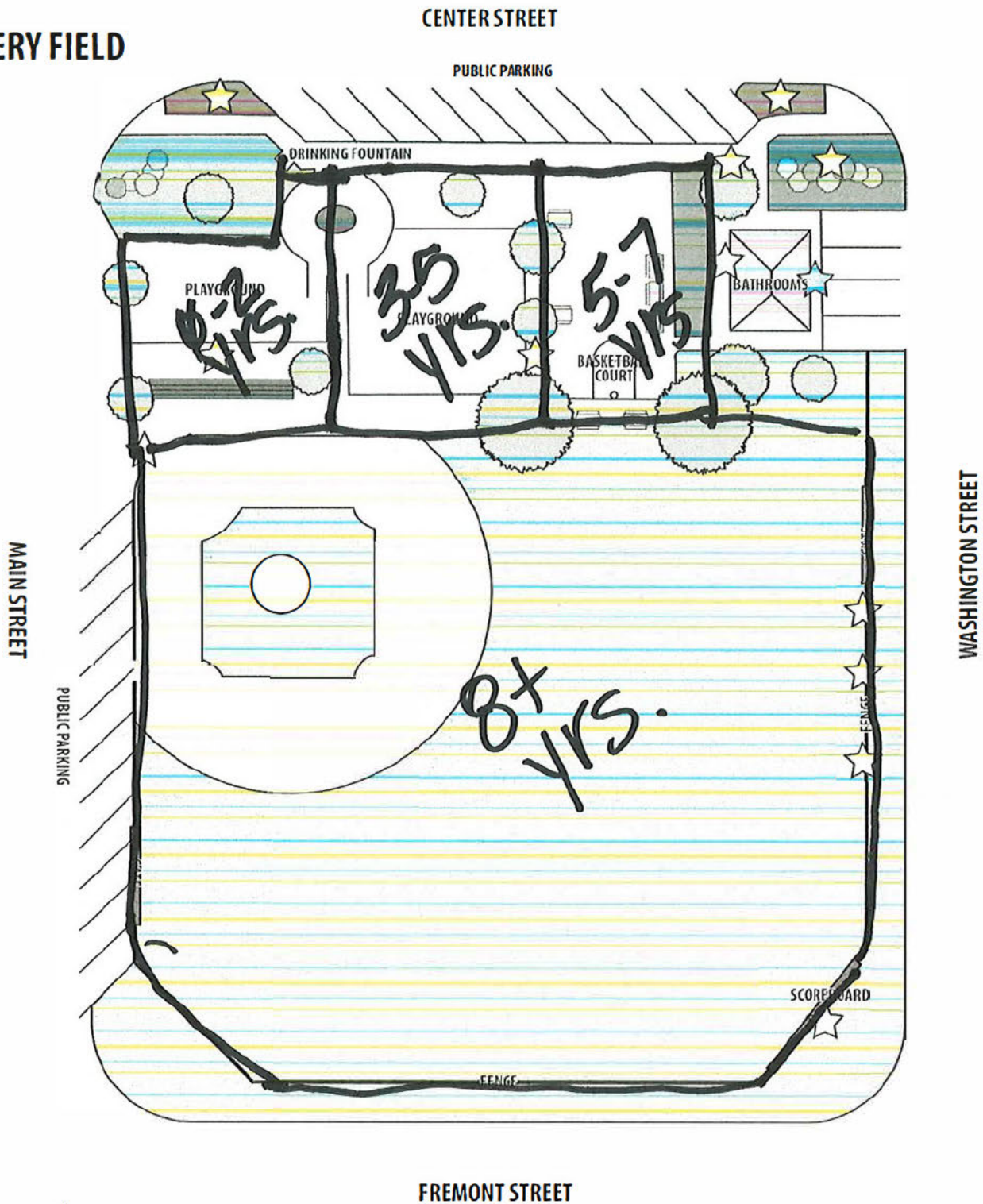


Parade Route



## BEERY FIELD

N

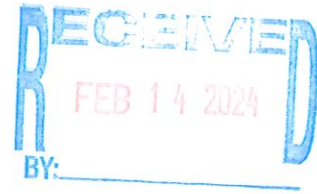


★ Water Hose Hookup

★ Electrical Outlet

Note: Beery Field has an underground irrigation system. Please notify the Director at the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations for tents, canopies, etc.

Egg Hunt



## SHORT TERM RENTALS - NOISE

Dear City Council

The residents of Douglas need your immediate help to take control of the rampant growth of STR's in our city.

The majority of residents are over 55, The average household is under 2 people

This makes for the quiet neighborhoods we enjoy!

Have coffee on the porch, take a nap in the sunshine, read a book, eat dinner on the deck, have a glass of wine and enjoy a quiet evening outdoors.

these are beautiful moments!

But when investors are allowed to just plop down a 4-6-8-10 person STR in the middle of our peaceful neighborhoods, that quality of life is gone,

When you have 4-6-8+ people -  
 they talk LOUDLY- they all know each other  
 yelling and cheering yard games  
 hot tub parties  
 loud cell phone conversations  
 karaoke  
 loud drunks  
 loud drunken cussing!  
 unrelenting screaming kids  
 fire pits  
 and more!

There are virtually no regulations on STR's, no one is in charge, no one even knows how many STR's we have. The estimate is between 200 and 300. yes 200 -300, we only have around 550 residential households.

Today I am asking councils help to fast track a 24 hour noise ordinance specific STR's  
 Noise from the STR should not go past the lot line, or be louder than the ambient noise in the neighborhood.  
 The current noise ordinance only allows our police to respond after 11:00 p.m.

While there are many STR owners that are good neighbors, the residents of Douglas deserve some real tools to deal with the bad actors.

With real fines - \$500, \$1000 and increased by \$500 for each offense.

To reduce police / ordinance officer involvement and to be fair to potential renters -  
 - "Very quiet neighborhood, 24 hour noise ordinance in effect, \$500 fines" should be placed at the beginning of each STR listing,  
 -posted inside and outside the STR  
 -a signed acknowledgment in the rental agreement.

This will let renters know they are renting in a quiet neighborhood, and alert noisy party people that this is not the STR for them.

Thank you

Patrick Reaume



## MEMORANDUM

### REGULAR CITY COUNCIL MEETING

Tuesday, February 20<sup>th</sup>, 2024

---

**TO:** The City of the Village of Douglas City Council

**FROM:** Lisa Nocerini, City Manager

**SUBJECT:** Road Infrastructure Presentation by Prein & Newhof

---

I have requested that Prein & Newhof provide an overview of the current state of the road system in the City of the Village of Douglas to the City Council. This presentation offers a vital opportunity to gain valuable insights into the current state of our roads and to discuss strategies for prioritizing these matters in the upcoming annual budget.

Given the critical role that road infrastructure plays in ensuring the safety and accessibility of our community, it is imperative that we carefully consider the recommendations put forth by Prein & Newhof. When we prioritize funding for these critical needs during our annual budget discussions for, we are taking a necessary step forward in addressing these pressing issues and paving the way for a more resilient and efficient transportation network.

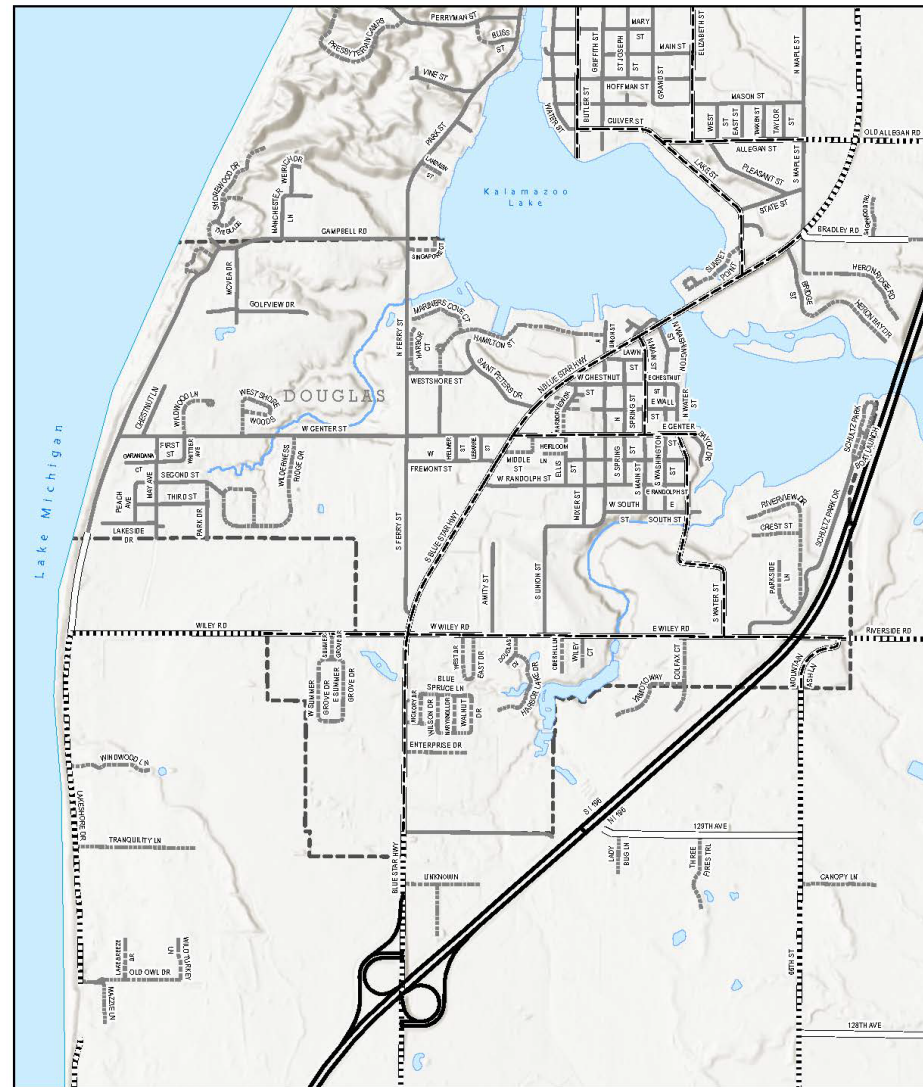




**City of the  
Village of  
Douglas**

February 20, 2024

## 2024 Street Asset Management Plan



SCALE: 1" = 1,500'

**LEGEND**

Road System	County Local
State Trunkline	City Major
County Primary	City Local
	Private

CITY OF VILLAGE OF DOUGLAS  
ALLEGAN COUNTY, MICHIGAN

**ROAD SYSTEM**

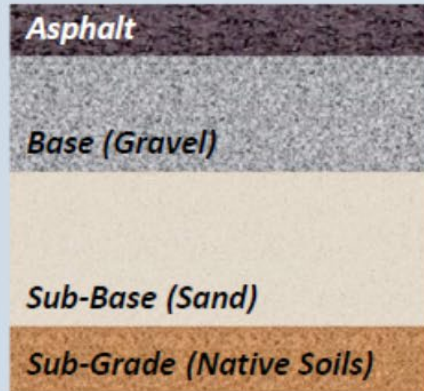
Prein&Newhof  
2230812

16 miles of Asphalt Paved Streets were rated in 2023.

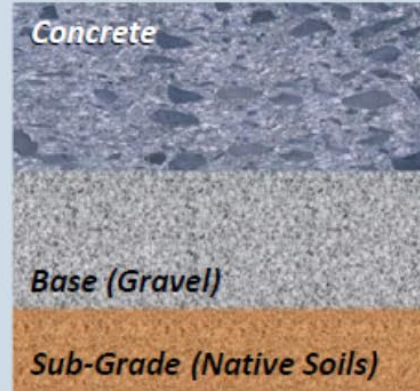
- 5.4 miles of Major Streets
- 9.9 miles of Minor Streets

# 6 Major Pavement Types

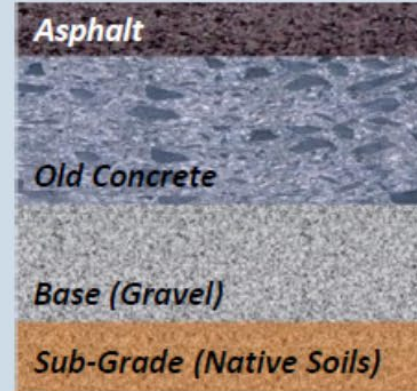
Hot Mix Asphalt (HMA)



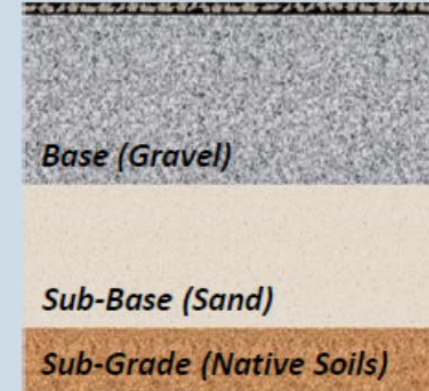
Concrete



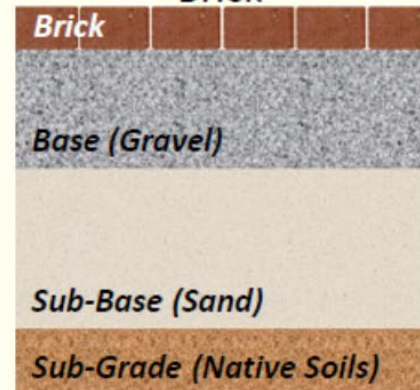
Composite



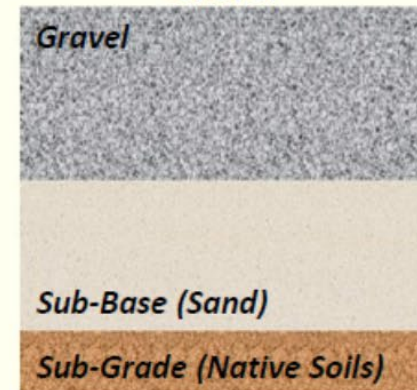
Sealcoat

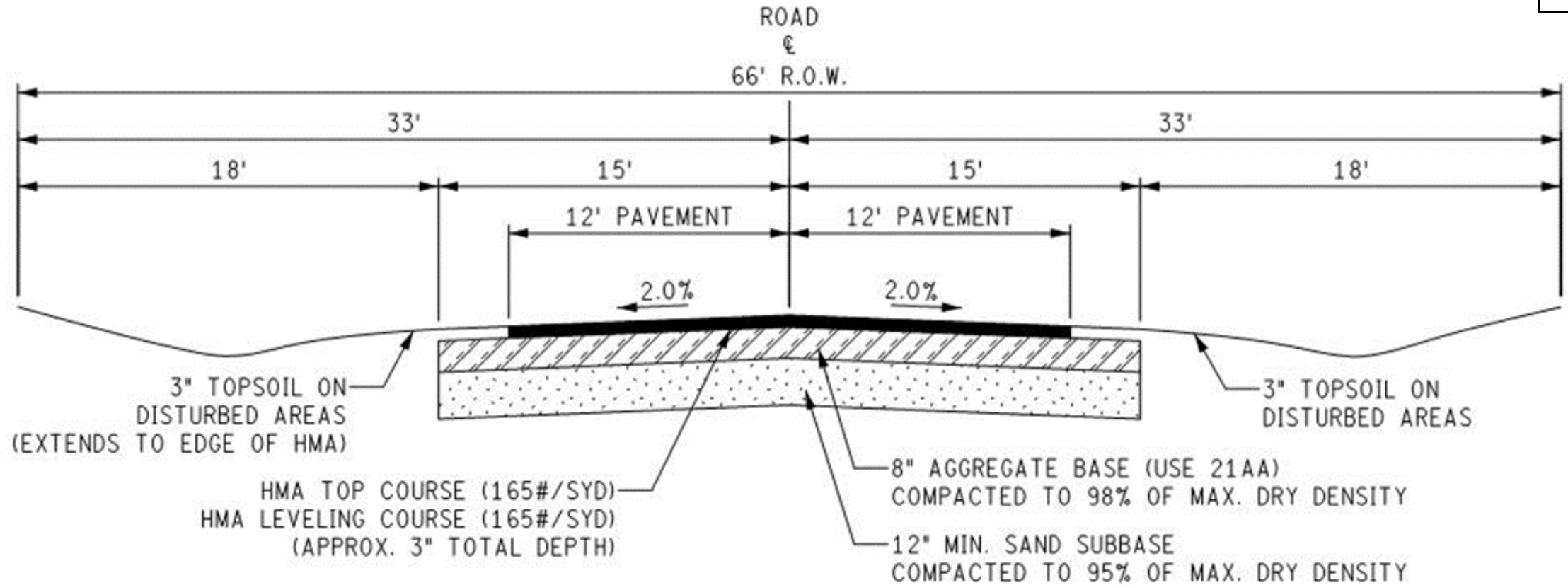


Brick



Gravel





## Street Cross Section



# PASER RATING SYSTEM

## SURFACE DEFECTS

- Raveling
- Flushing
- Polishing

## CRACKS

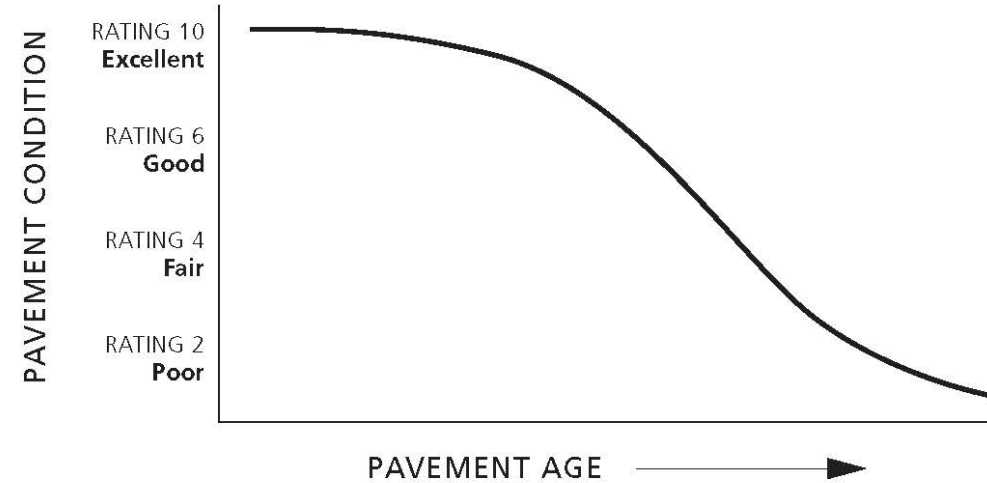
- Transverse
- Longitudinal
- Block
- Alligator

## PATCHES AND POTHOLES

### Rating system

Surface rating	Visible distress*	General condition/ treatment measures
<b>10</b> Excellent	None.	New construction.
<b>9</b> Excellent	None.	Recent overlay. Like new.
<b>8</b> Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
<b>7</b> Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
<b>6</b> Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4"–1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
<b>5</b> Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
<b>4</b> Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
<b>3</b> Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
<b>2</b> Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep) Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
<b>1</b> Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

\* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.



In addition to indicating the surface condition of a road, a given rating also includes a recommendation for needed maintenance or repair. This feature of the rating system facilitates its use and enhances its value as a tool in ongoing road maintenance.

#### RATINGS ARE RELATED TO NEEDED MAINTENANCE OR REPAIR

<b>Rating 9 &amp; 10</b>	No maintenance required
<b>Rating 8</b>	Little or no maintenance
<b>Rating 7</b>	Routine maintenance, cracksealing and minor patching
<b>Rating 5 &amp; 6</b>	Preservative treatments (sealcoating)
<b>Rating 3 &amp; 4</b>	Structural improvement and leveling (overlay or recycling)
<b>Rating 1 &amp; 2</b>	Reconstruction

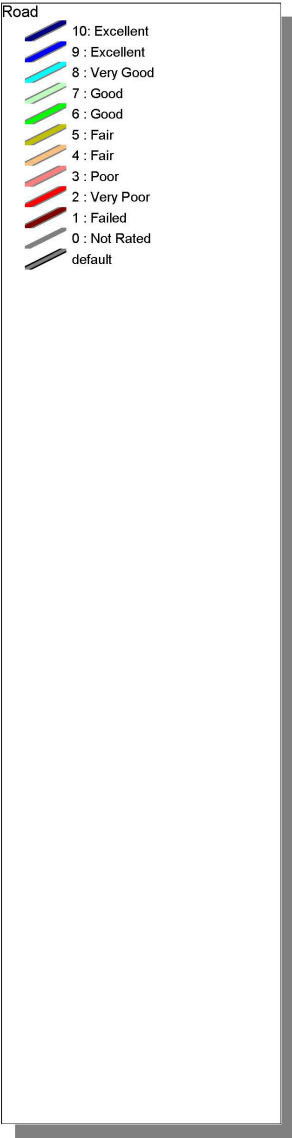
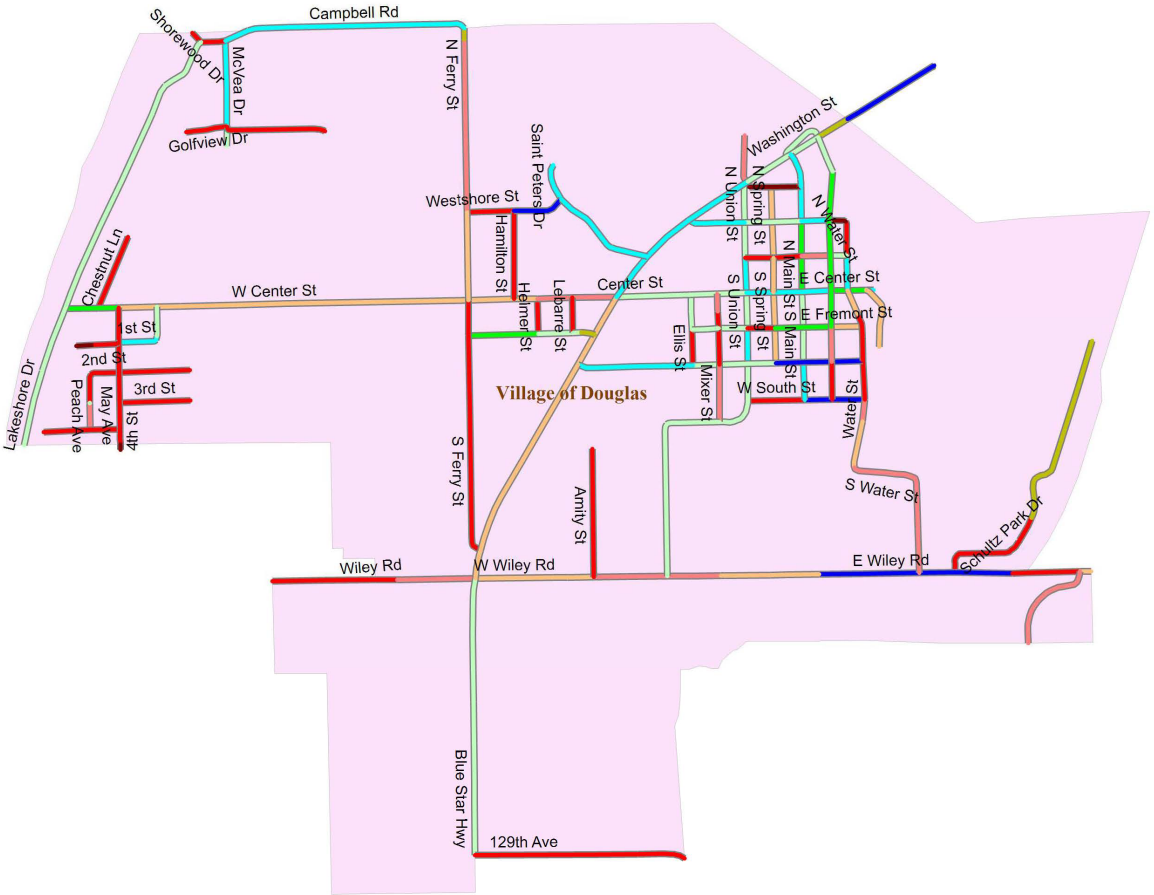
Asphalt PASER Ratings PASER Rating	Condition	Treatment
9 & 10	Excellent	No maintenance required
8	Very Good	Little or no maintenance
7	Good	Crack sealing and minor patching
5 & 6	Fair – Good	Preservative treatments (non-structural)
3 & 4	Poor – Fair	Structural renewal (overlay)
1 & 2	Failed	Reconstruction

### Pavement Treatment

Typical Treatments depending on PASER Rating

INDIVIDUAL  
RATINGS  
FOR EACH  
STREET

Douglas - 2023 Paser



Item 9A.



# ASPHALT ROAD RATING GUIDE

## Asphalt PASER

Modified for Michigan TAMC Data Collection  
◆ Denotes Priority Distress

Item 9A.

Good		Asphalt 10	Asphalt 9	Asphalt 8
		New construction (< 1 year old) No defects <u>Recent base improvement</u> <i>Possible Action:</i> Proactive Preventative Maintenance (PPM)	Like new condition (> 1 year old) No defects <u>Recent overlay with or without a crush and shape</u> <i>Possible Action:</i> PPM	◆ Transverse cracks: > 40' apart Cracks: tight (hairline) or sealed Longitudinal cracks: few, on joints <u>Recent seal coat or slurry seal (*see below)</u> <i>Possible Action:</i> Crack seal or PPM
Fair		Asphalt 7	Asphalt 6	Asphalt 5
		◆ Transverse cracks: 10'-40' apart Cracks: open < 1/4" Crack erosion: none or little Surface raveling: none or little Patches: none or few in excellent condition <u>First signs of wear</u> <i>Possible Action:</i> Maintain with crack seal, fog seal	◆ Transverse cracks: < 10' apart ◆ Block cracking: 6'-10' Blocks (large, stable) Cracks open 1/4" – 1/2" Surface raveling: slight Patches: few in good condition Polishing or flushing: slight, moderate <u>Sound structural condition</u> <i>Possible Action:</i> Maintain with sealcoat	◆ Block cracking: 1' – 5' blocks ◆ Longitudinal cracks: first signs, at edge ◆ Secondary cracks: first signs Cracks open > 1/2" Surface raveling: moderate Patching or wedging: good condition Polishing & flushing: extensive, severe <u>Sound structural condition</u> <i>Possible Action:</i> Maintain with sealcoat or thin overlay
Poor		Asphalt 4	Asphalt 3	Asphalt 2
		◆ Block cracking: < 1' blocks ◆ Wheel-path cracking (longitudinal) ◆ Rutting: 1/2" - 1" deep Transverse cracks: slight erosion Longitudinal cracks: slight erosion Surface raveling: severe Patches: fair condition <u>First signs of structural weakening</u> <i>Possible Action:</i> Structural overlay > 2" Underseal	◆ Block cracking: severe (like alligator) ◆ Alligator cracking: initial, < 25% ◆ Rutting: 1" - 2" deep Transverse cracks: extensive erosion Longitudinal cracks: extensive erosion Patches: fair/poor condition Potholes: occasional <i>Possible Action:</i> Structural overlay > 2" Patching & repair prior to an overlay Milling to extend overlay life	◆ Alligator cracks: > 25% ◆ Rutting or distortion: > 2" Cracks: closely spaced, with erosion Patches: extensive, in poor condition Potholes: frequent <i>Possible Action:</i> Reconstruction with base repair Crush and shape
				Asphalt 1
				Like PASER 2 but with visible base and: Surface distress: severe with loss of integrity <i>Possible Action:</i> Reconstruction with base repair

### General Rating Tips

**Rate surface distress, not ride quality.** Be aware of cracks in the wheel path; they can be hard to see and do not affect the ride.

**Disregard the shoulder.** Rate only the driveable pavement, edge line to edge line.

**Do not ignore reflective cracks.** Rate by assessing the type of crack (e.g. transverse, longitudinal, alligator).

**Rate the current surface condition.** If construction is in progress (i.e., work is active) but you are driving on the old surface, rate the new surface. Some barrels by the roadside **is not** construction in progress.

**Rate the lane with the worst condition** when lanes have differing conditions. For variable surface types, rate the worst lane and select it as the *Surface Subtype*.

**Rate what you see**, not what distresses you think might happen in the future.

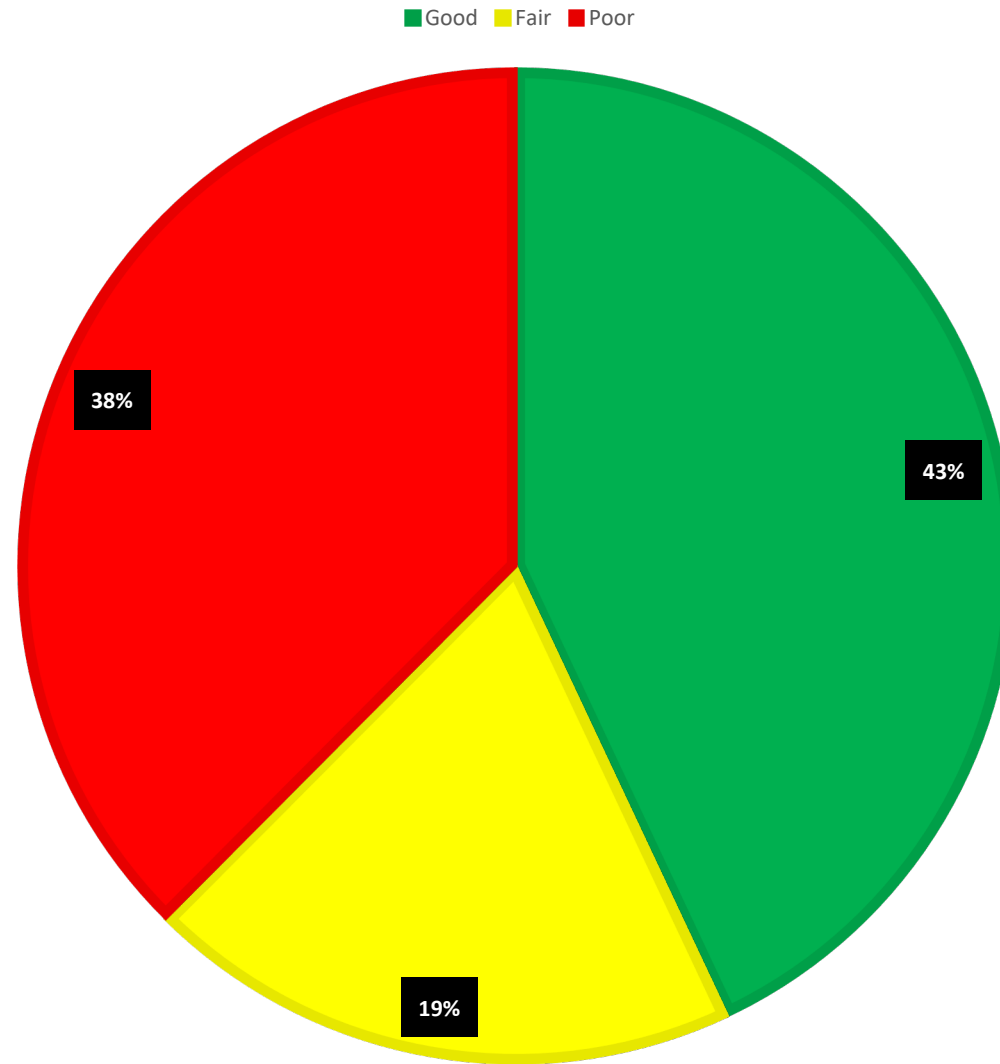
**Rate roads with the same scrutiny** regardless of their use, ownership, or functional class.

**Rutting** often has visual cues like plow scars. Get out and measure using a straight edge and tape measure. Use caution! Rutting measurement changes are detailed in the *TAMC Data Collection Training Manual's* "Michigan-specific Asphalt Road Rating Guide" section, page 7.

**Composite Pavement** consists of a concrete pavement overlaid with asphalt; rate it based on the uppermost surface (e.g. asphalt); and note the *Surface Subtype* as composite. A repaired concrete pavement's highest rating is a 9. While it may have had concrete joint repairs, no other defects can be present and the condition is "like new". Note, this is **not** likely to occur.

**Sealcoat pavements** are sealcoat over gravel whereas sealcoat treatment is sealcoat applied over asphalt. See pages 6-7 of the TAMC Data Collection Manual for rating sealcoat pavements. "With proactive sealcoat treatments, do not downgrade an asphalt PASER 9 or 10 (no defects) to an asphalt PASER 8 because of the treatment. Rate it based on the distresses that are visible (see *TAMC Data Collection Training Manual's* "Proactive Sealcoat Treatments on Asphalt PASER 9" section, page 8).

- **GOOD**
- **FAIR**
- **POOR**

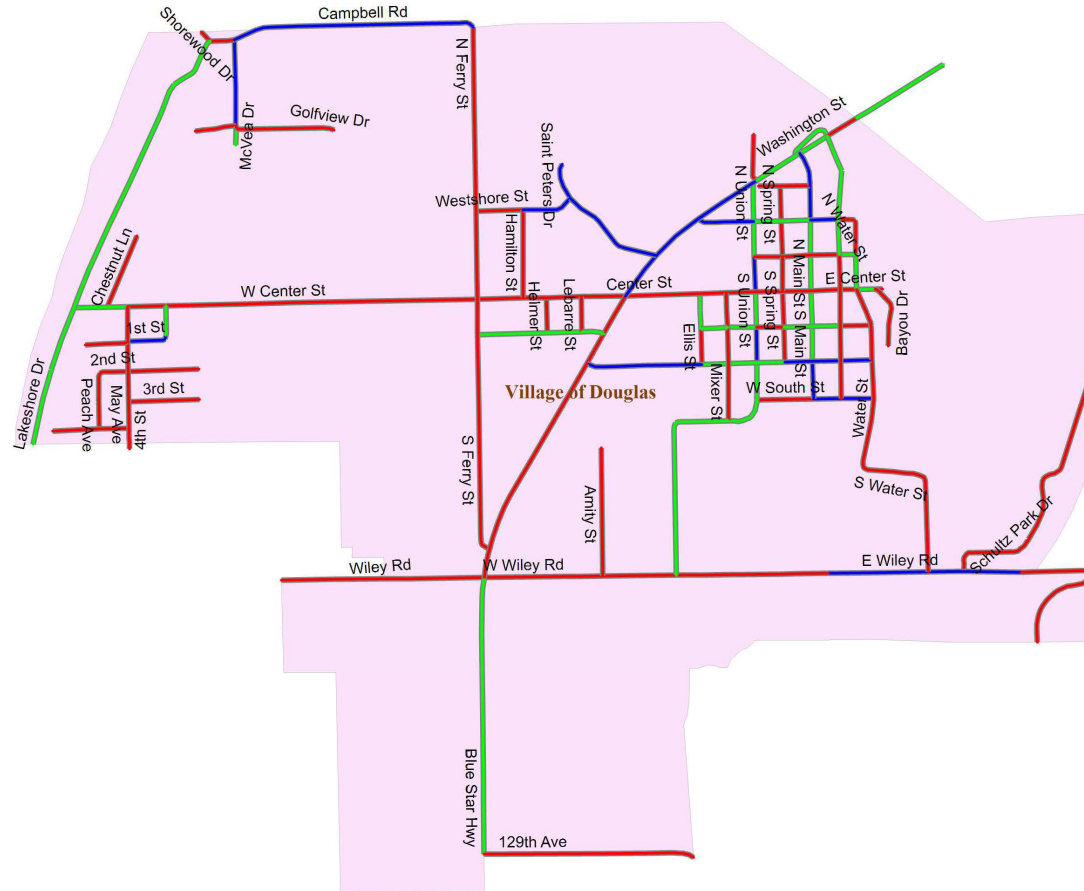


# Douglas - 2023 TAMC (Good, Fair, Poor)

1000 ft

## CATEGORIZED

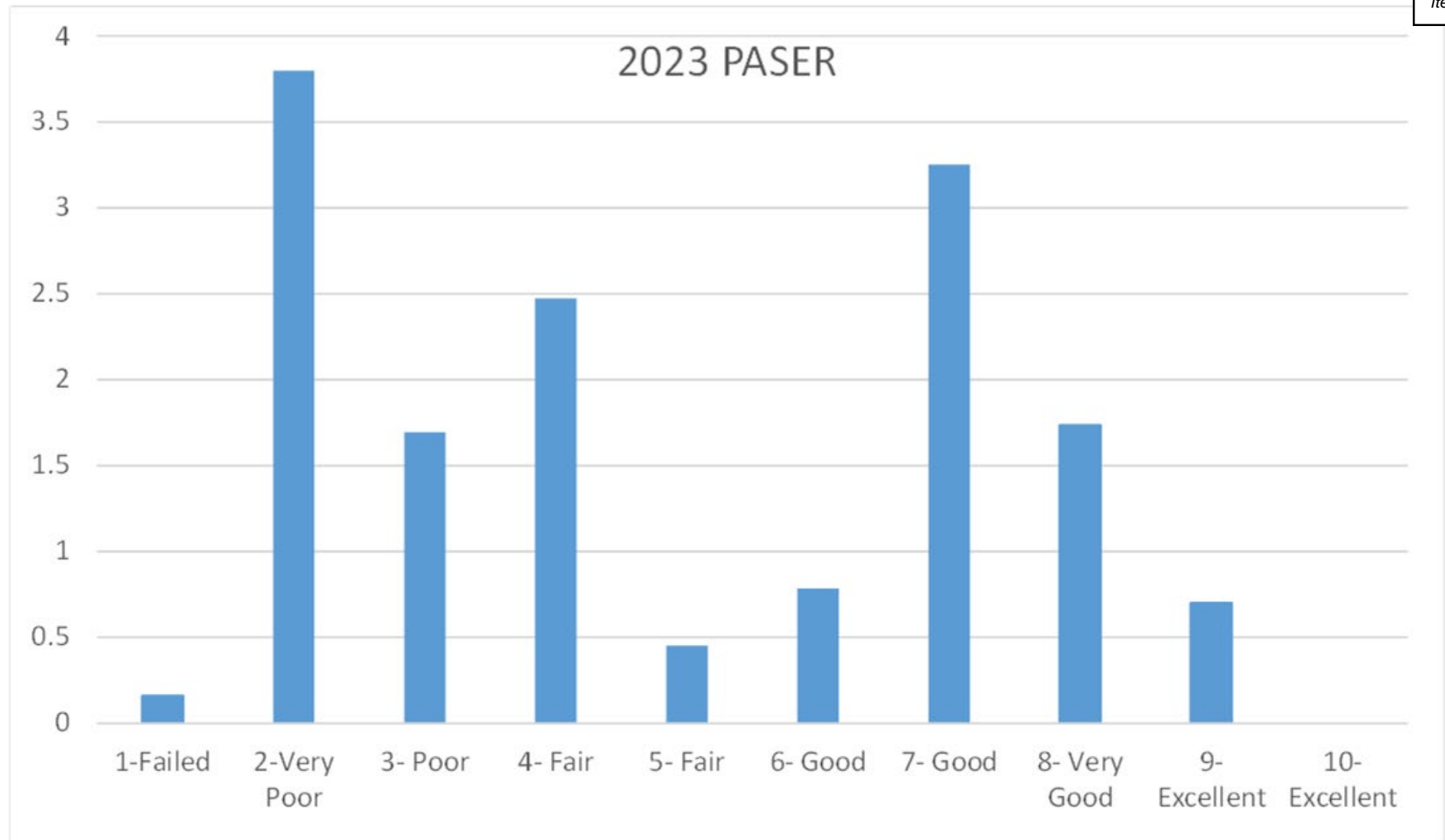
- GOOD
- FAIR
- POOR



Road  
 Good (8-10)  
 Fair (5-7)  
 Poor (1-4)  
 default

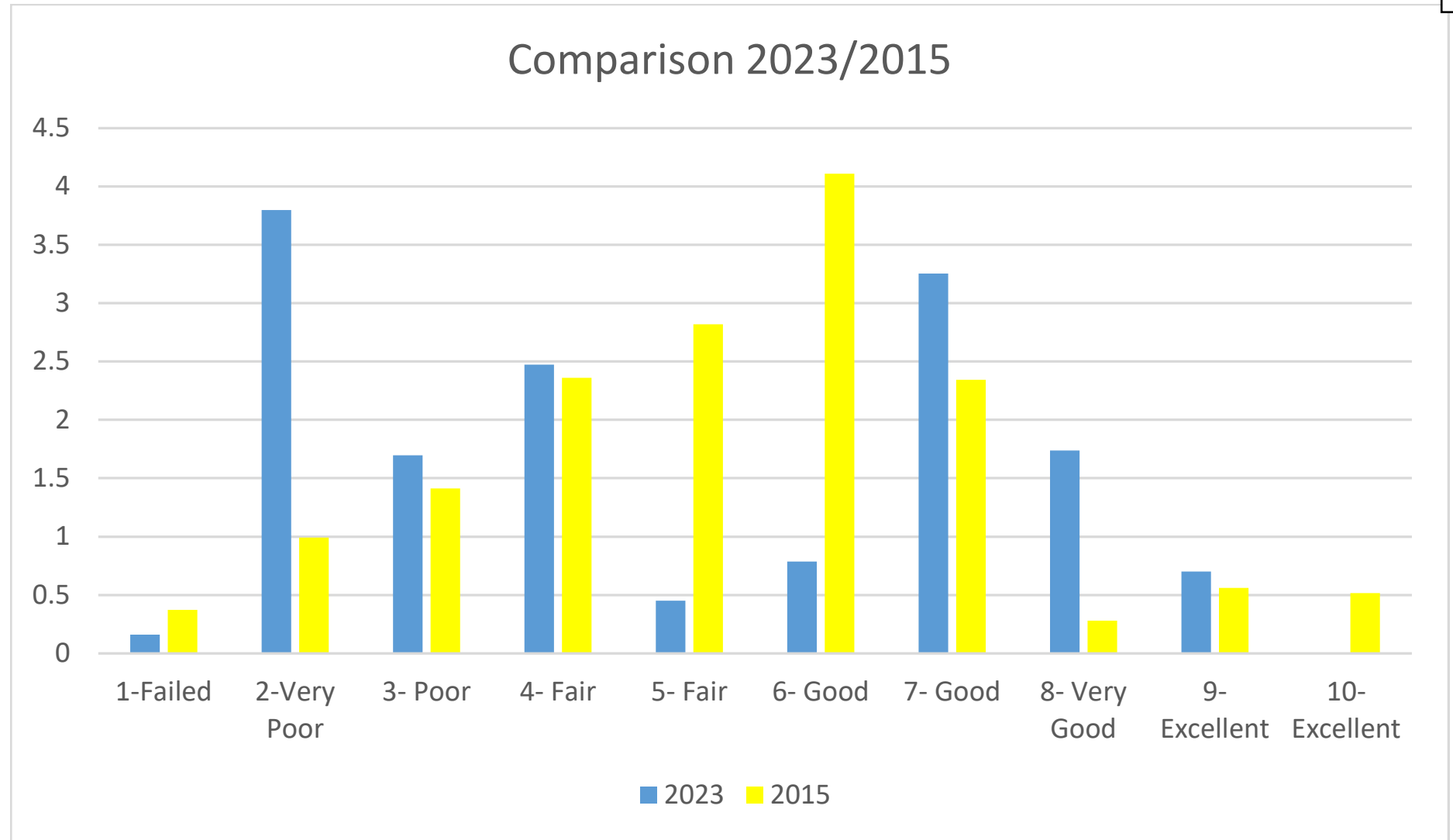
Item 9A.

## 2023 CONDITION OF PAVED ROADS



Miles of Roads Per PASER Rating Category (2023)

## 2023 vs 2015 CONDITION OF PAVED ROADS



# Treatment Fixes

## Preventive Maintenance (PM)

- Crack Sealing
- Chip Sealing with Fog Seal
- MicroSurfacing
- Ultra Thin Overlay

## Rehabilitation & Reconstruction

- Mill and Overlay (2" overlay)
- Crush and Shape with Overlay (3" or more)
- Reconstruction

*Each pavement fix has a life expectancy associated with it.*

*Doing the right fix at the right time optimizes your budget.*



# Fixes & Eligible Miles of Roadway

<b>Treatment</b>	<b>PASER Rating Range</b>	<b>Miles in Rating Range 2023</b>	<b>Miles in Rating Range 2015</b>
<b>Mill &amp; Overlay</b>	1 to 3	5.7	4.2
<b>Chip and Fog Seal</b>	4 to 6	3.7	10.4
<b>Crack Seal</b>	7 to 9	5.7	1.5



# Fix Strategies Evaluated

1. **Do Nothing**
2. **2015 Fix Approach & Current Funding Level (\$100,000)**
  - Mill & Overlay and Crack Seal
3. **2015 Fix Approach & Increased Funding Level (\$130,000)**
  - Mill & Overlay and Crack Seal
4. **Optimal Fixes & Current Funding Level (\$100,000)**
  - Mill & Overlay, Chip and Fog Seal, & Crack Seal
5. **Optimal Fixes & Increased Funding Level (\$130,000)**
  - Mill & Overlay, Chip and Fog Seal, & Crack Seal
6. **Optimal Fixes & Doubled Funding Level (\$200,000)**
  - Mill & Overlay 2", Chip and Fog Seal, & Crack Seal

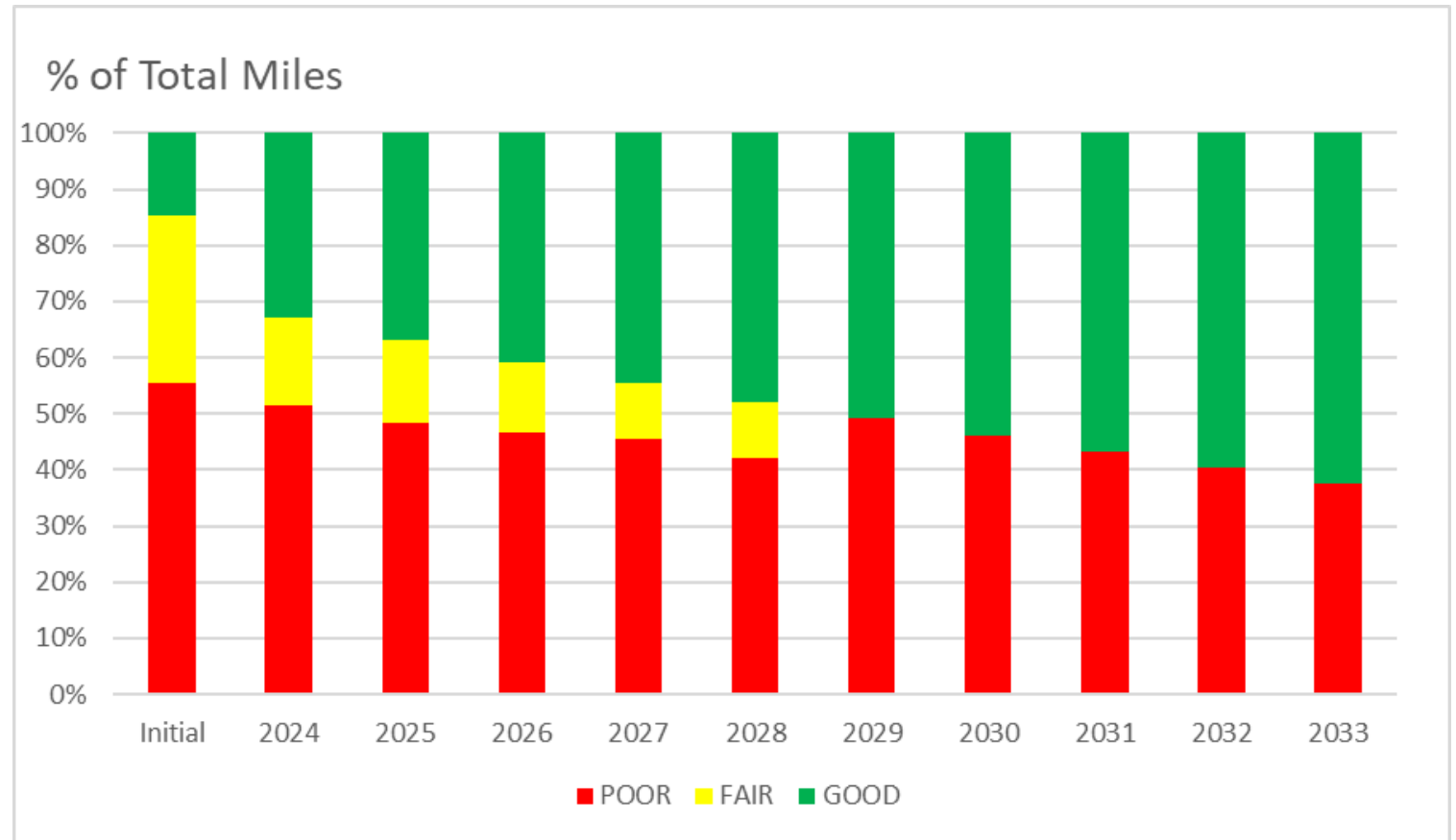




# Optimal Fixes & Current Funding Level (\$100,000)

Item 9A.

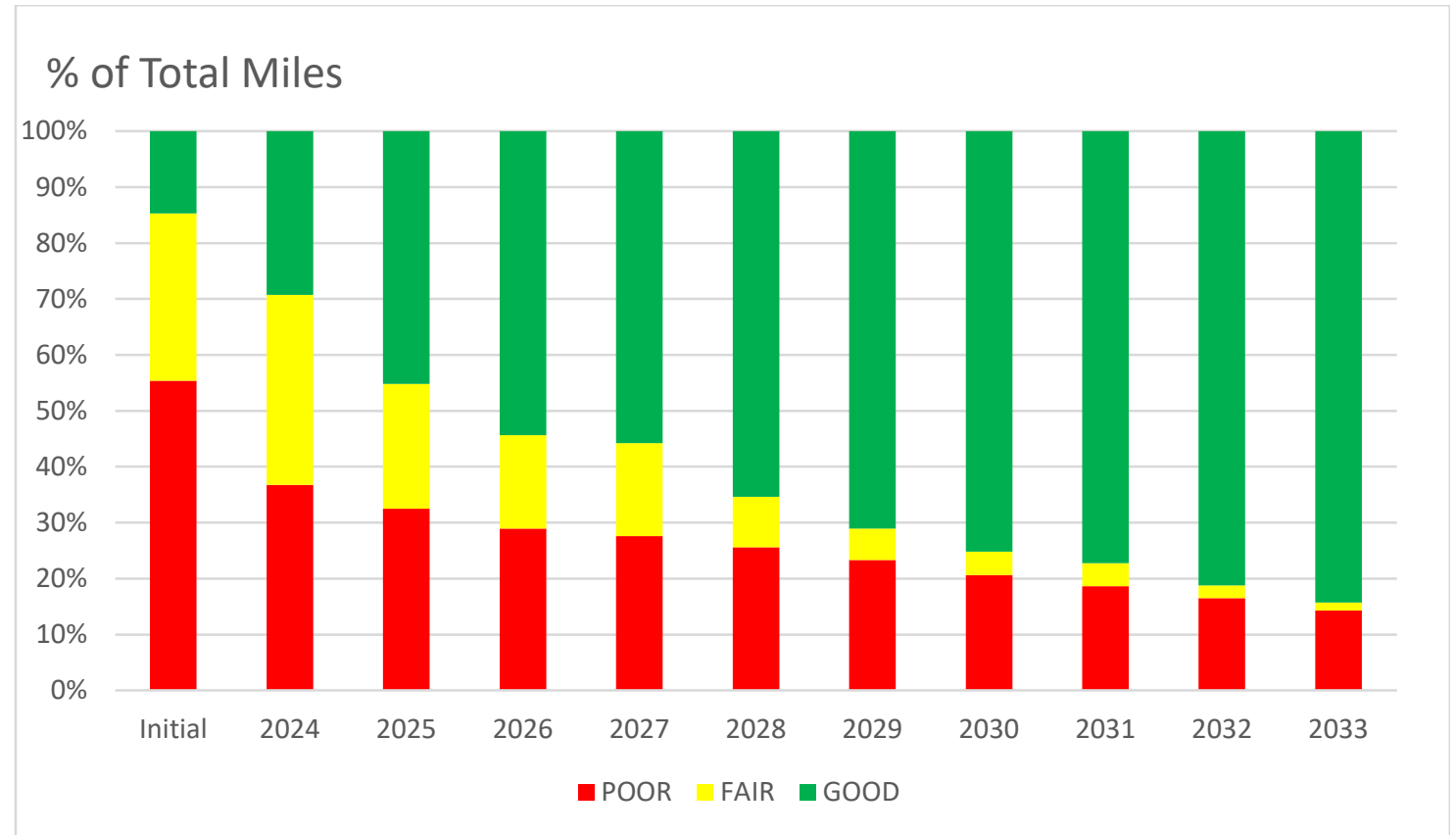
- Mill & Overlay 1 ½"
- Chip Seal and Fog Seal
- Crack Seal



# Optimal Fixes & Increased Funding Level (\$130,000)

Item 9A.

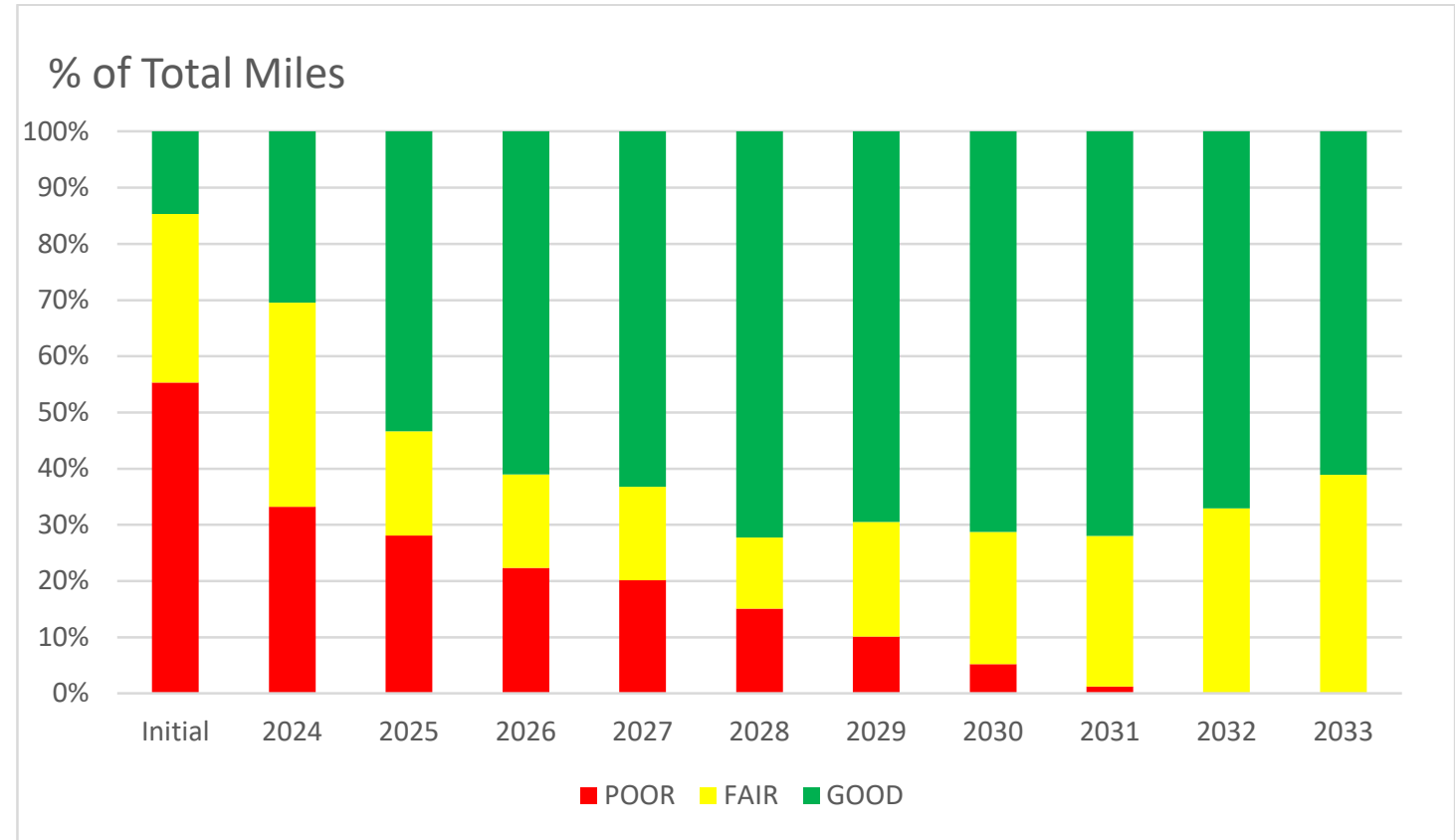
- Mill & Overlay 1 ½"
- Chip Seal and Fog Seal
- Crack Seal



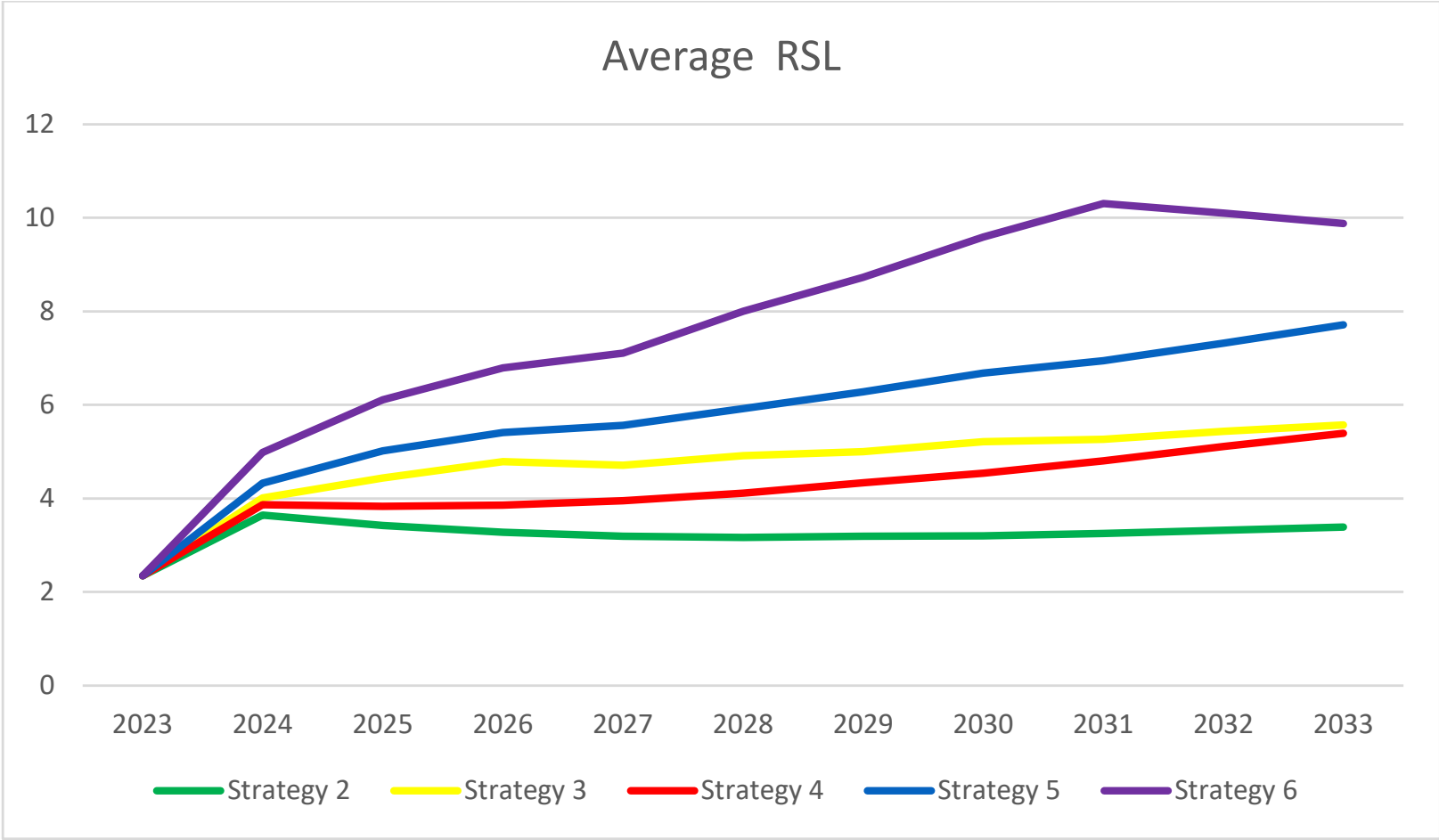
# Optimal Fixes & Doubled Funding Level (\$200,000)

Item 9A.

- Mill & Overlay 2"
- Chip Seal and Fog Seal
- Crack Seal



# Average REMAINING SERVICE LIFE (RSL)



# QUESTIONS & DISCUSSION

Thank you!

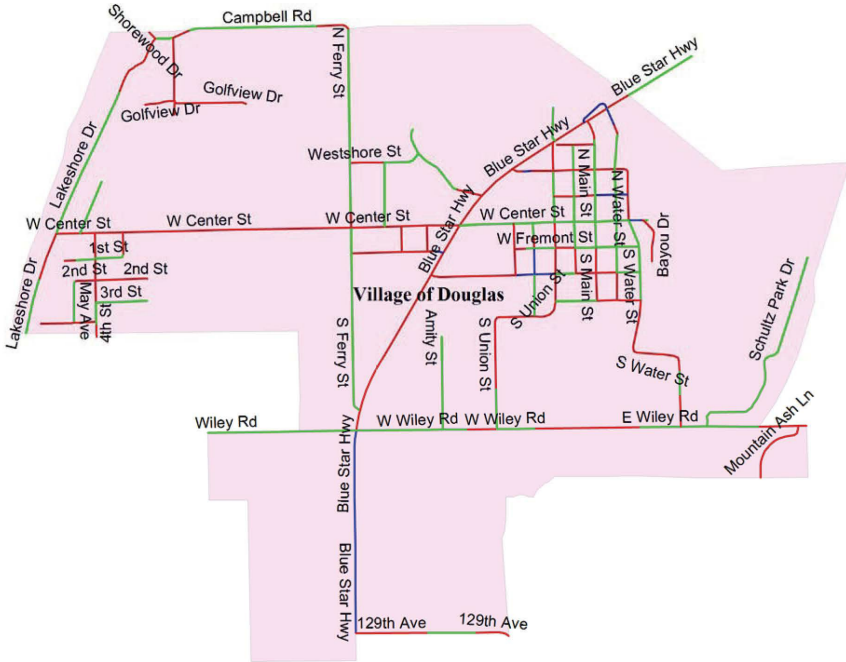


# EXTRA SLIDES

2015 vs 2023

2015  
CATEGORIZED

- GOOD
- FAIR
- POOR



City Road

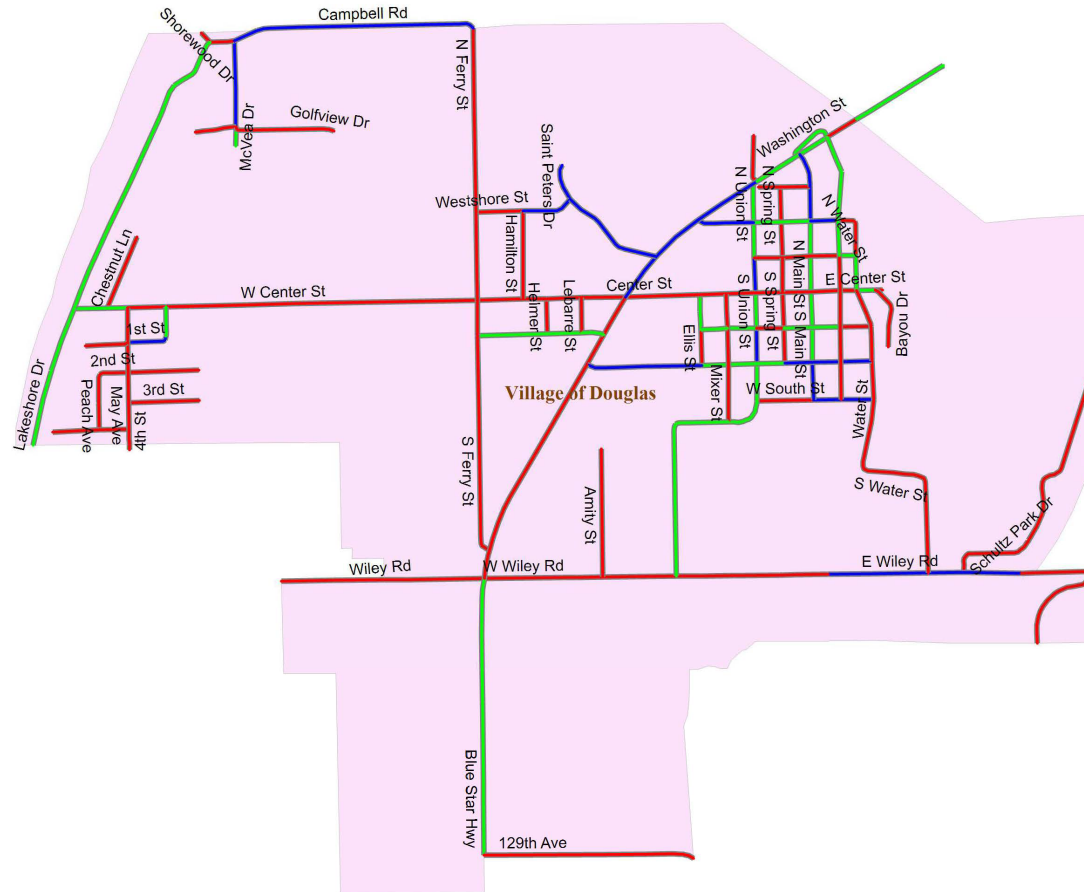
Good (8-10)

Fair (5-7)

Poor (1-4)

# Douglas - 2023 TAMC (Good, Fair, Poor)

1000 ft

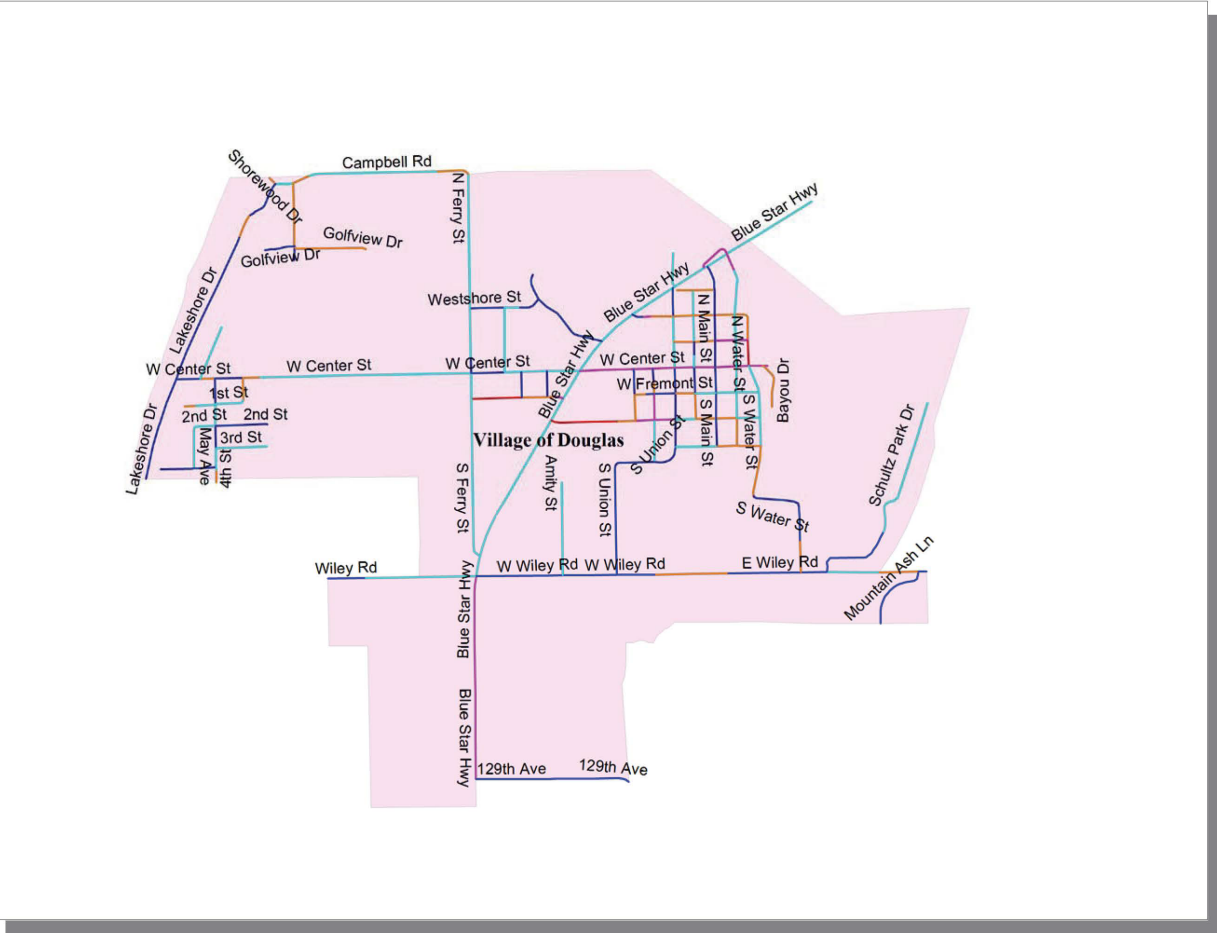


Road  
 Good (8-10)  
 Fair (5-7)  
 Poor (1-4)  
 default

Item 9A.

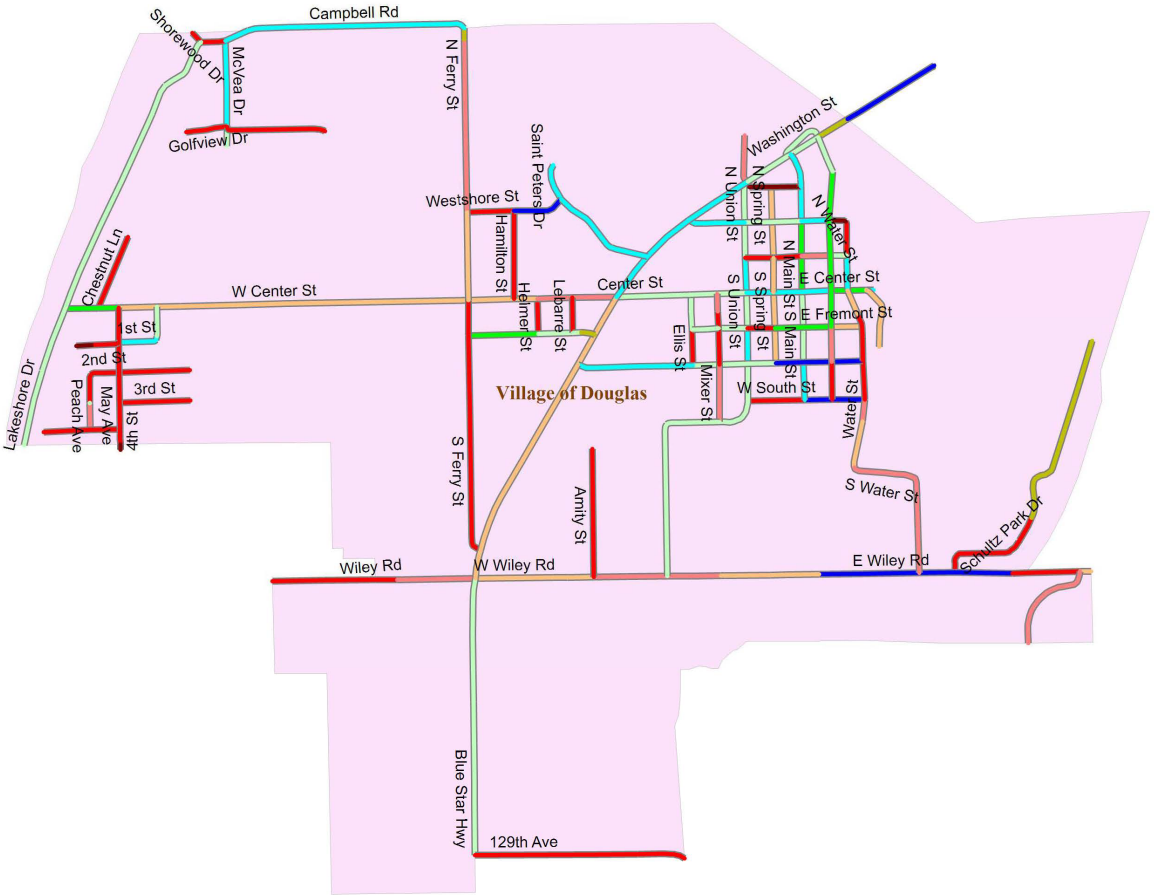
## 2023 CATEGORIZED

- GOOD
- FAIR
- POOR



INDIVIDUAL  
RATINGS  
FOR EACH  
STREET

Douglas - 2023 Paser



Item 9A.





- Crack sealing



- Chip Sealing



- Fog Sealing



Item 9A.

- Ultra Thin Overlay



- Milling



- Overlaying (Paving)



- Rolling





## MEMORANDUM

### REGULAR CITY COUNCIL MEETING

Tuesday, February 20<sup>th</sup>, 2024

---

**TO:** The City of the Village of Douglas City Council

**FROM:** Lisa Nocerini, City Manager

**SUBJECT:** Water Capital Improvement Projects: Presentation by Prein & Newhof

---

I have requested that Prein & Newhof provide an overview regarding water infrastructure improvements. This presentation presents a crucial opportunity for us to gain insights into the state of our city's water system and discuss how to prioritize these matters in the upcoming annual budget.

The condition of our water infrastructure is fundamental to the health, safety, and prosperity of our community. Prein & Newhof's expertise provides valuable information on the current state of our water system and offers recommendations on strategic improvements that are needed to ensure reliability.

As stewards of our city's resources, it is incumbent upon us to prioritize funding for water infrastructure projects that will address pressing needs and safeguard the well-being of our residents. Further, this discussion will provide the necessary guidance on how to best allocate resources to meet our water infrastructure challenges well into the future.



## City of the Village of Douglas

February 20, 2024

# Water Capital Improvements Plan Presentation

# Drinking Water Asset Management Grant Program (DWAM)

- Douglas received a DWAM Grant which provides funding to assist community drinking water supplies with:
  - Asset Management Plan (AMP) development and updates
  - Distribution System Material Inventories (DSMI) and necessary verification (i.e. potholing/hydrovacing)
  - Capital Improvement Plan (CIP) to lay out projects, costs, and funding (rate study) needed for the water system



# Capital Improvements Plan

- Review of needed improvements to the water system
  - Kalamazoo Lake Sewer and Water Authority
    - Past Water Asset Management Plans
    - Past Water Reliability Studies
    - Known Issues (frequent breaks, old mains, etc.)
  - Douglas Master Project List
- Plan includes a timeline for accomplishing the infrastructure priorities and a financial strategy to implement the plan







GRAND RAPIDS

## Car falls into hole at Centerpoint in Grand Rapids



Holland Board of Public Works  
dump truck searching for water  
main break falls into sinkhole



Grand Haven Department of Public Works employees work to fix a water main break on Howard Avenue in Grand Haven on Tuesday, March 2, 2021.

Item 9B.



DEVELOPING STORY WATER MAIN BREAK CLOSES GRAND RAPIDS INTERSECTION

5:20 30° 8



Wall Street (Douglas) Water Leak  
March 2023



Patch from 2022 Lakeside  
WM Break

Water Main Break Impacts



**Environmental Management** ☒

- ☒ Leaking Underground Storage Tanks (Part 213 Closed) ☐ ☐ ☐
- ☒ Leaking Underground Storage Tanks (Part 213 Open) ☐ ☐ ☐
- ☒ Sites of Environmental Contamination (Part 201) ☐ ☐ ☐
- ☒ Underground Storage Tanks (Part 211 Active) ☐ ☐ ☐
- ☒ Underground Storage Tanks (Part 211 Closed) ☐ ☐ ☐
- ☒ Baseline Environmental Assessment ☐ ☐ ☐



CITY OF THE VILLAGE OF DOUGLAS  
ALLEGAN COUNTY, MICHIGAN  
**WATER ASSET MANAGEMENT PLAN**  
**PIPE YEAR INSTALLED**

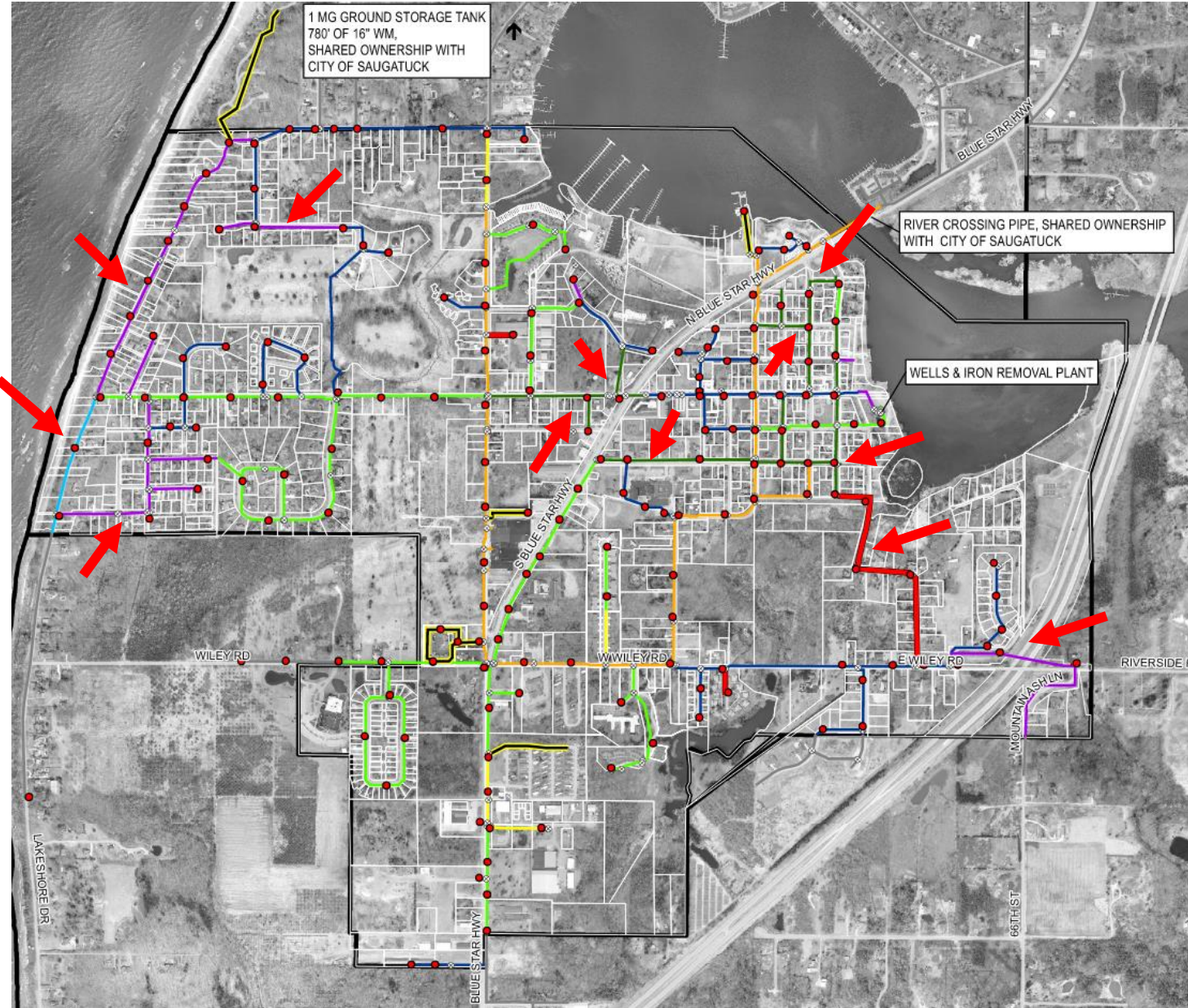
MAP 2

6/14/2023

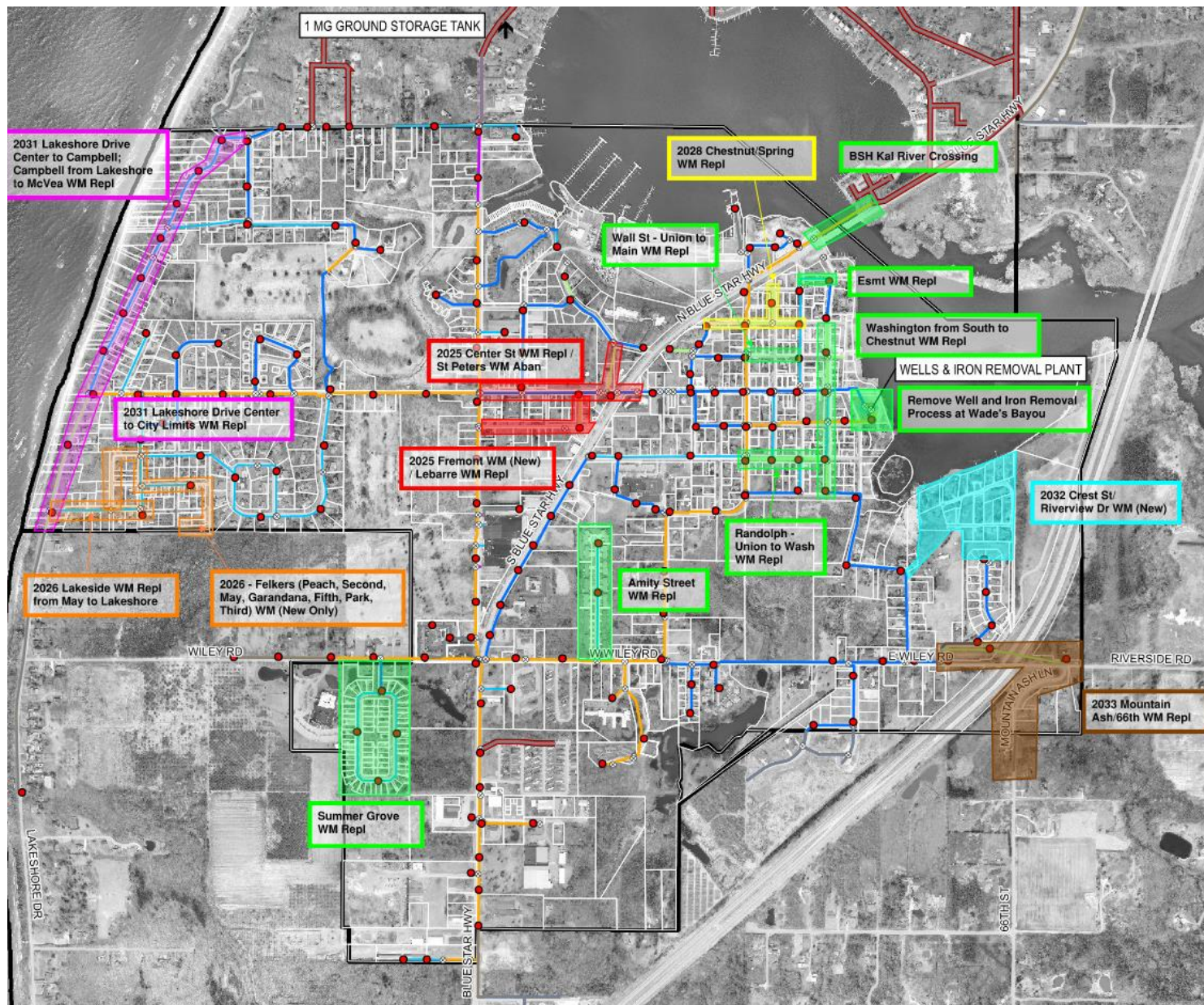
**LEGEND**

Year Installed

- Null or 0
- 1920s
- 1950s
- 1960s
- 1978; 1970s
- 1980s
- 1990s
- 2000s +
- Other Jurisdiction
- Private Owner
- Hydrant
- Valve







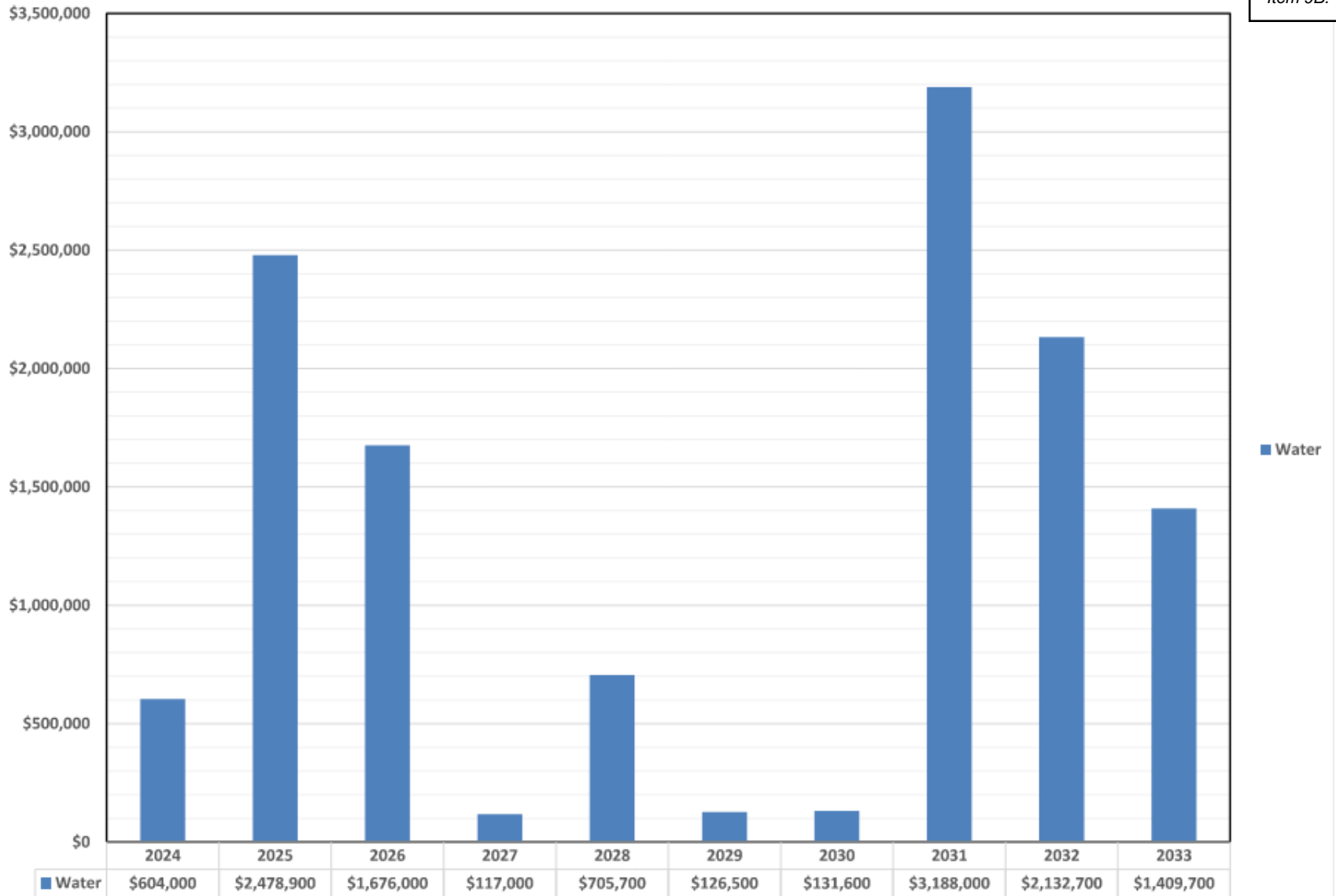
Prev Year	Project	Total Estimated Project Cost*	Source:	Comments
2024	Lead Water Service Inventory	\$ 500,000	2021 Master Proj List	Item 9B.
2024	Lead Water Service Replacement	\$ 104,000	2021 Master Proj List	All replacements need to be done within 20 years - 5% required per year. \$100k/yr per Douglas.
	<b>Subtotal 2024</b>	<b>\$ 604,000</b>		
2025	Lead Water Service Replacement	\$ 108,200	2021 Master Proj List	
2025	Fremont Water Main (New) from Ferry to Lebarre; Lebarre Water Main Replacement from Fremont to Center*	\$ 682,800	KLSWA 2018/20 WAMP	*Likely Special Assessment District.
2025	Center Water Main Replacement from Ferry to east of Blue Star and St Peters Water Main Abandonment from Center to St Peters	\$ 1,687,900	2021 Master Proj List, Known Issue	
	<b>Subtotal 2025</b>	<b>\$ 2,478,900</b>		
2026	Lead Water Service Replacement	\$ 112,500	2021 Master Proj List	
2026	Lakeside Water Main Replacement from May to Lakeshore	\$ 550,100	Known Issue	
2026	Felkers (Peach, Second, May, Garandana, Fifth, Park, Third) WM (New)*	\$ 1,013,400	2021 Master Proj List	*Likely Special Assessment District.
	<b>Subtotal 2026</b>	<b>\$ 1,676,000</b>		
2027	Lead Water Service Replacement	\$ 117,000	2021 Master Proj List	
	<b>Subtotal 2027</b>	<b>\$ 117,000</b>		
2028	Lead Water Service Replacement	\$ 121,700	2021 Master Proj List	
2028	Chestnut Water Main Replacement from Union to Main; Spring Water Main Replacement from Chestnut to Lawn	\$ 584,000	KLSWA 2018/20 WAMP	
	<b>Subtotal 2028</b>	<b>\$ 705,700</b>		

Prev Year	Project	Total Estimated Project Cost*	Source:	Comments
2029	Lead Water Service Replacement	\$ 126,500	2021 Master Proj List	Item 9B.
	<b>Subtotal 2029</b>	<b>\$ 126,500</b>		
2030	Lead Water Service Replacement	\$ 131,600	2021 Master Proj List	
	<b>Subtotal 2030</b>	<b>\$ 131,600</b>		
2031	Lead Water Service Replacement	\$ 136,900	2021 Master Proj List	
2031	Lakeshore Water Main Replacement from Center to South City Limits	\$ 831,400	KLSWA 2018/20 WAMP	
2031	Lakeshore Water Main Replacement from Center to Campbell; Campbell Water Main Replacement from Lakeshore to McVea	\$ 2,219,700	KLSWA 2018/20 WAMP	
	<b>Subtotal 2031</b>	<b>\$ 3,188,000</b>		
2032	Lead Water Service Replacement	\$ 142,300	2021 Master Proj List	
2032	Crest Street and Riverview Drive Water Main (New)*	\$ 1,990,400	Known Issue	*Likely Special Assessment District.
	<b>Subtotal 2032</b>	<b>\$ 2,132,700</b>		
2033	Lead Water Service Replacement	\$ 148,000	2021 Master Proj List	
2033	Mountain Ash Lane Water Main Replacement*	\$ 1,261,700	2012 WRS, Known Issue	*Likely Special Assessment District.
	<b>Subtotal 2033</b>	<b>\$ 1,409,700</b>		
	<b>SUBTOTAL 2024-2033</b>	<b>\$ 12,570,100</b>		
*Assumed inflation rate of 4% for all ten years				



## Capital Improvements Plan Project Costs by Year

Item 9B.



# Funding for Capital Improvement Projects

- Capital improvement charge of \$15 per MEU added per month on December 4, 2023 meeting per Baker Tilly Rate Study to fund projects listed below.
- Special Assessment Districts

**RESOLUTION NO. 35-2023  
CITY OF THE VILLAGE OF DOUGLAS  
ALLEGAN COUNTY, MICHIGAN**

**RESOLUTION FOR IMPLEMENTAION OF WATER CAPITAL  
IMPROVEMENT CHARGE**

WHEREAS, The Michigan Department of Environment, Great Lakes, and Energy (EGLE) required the City to submit a water system capital improvement plan (CIP).

WHEREAS, The City worked with Prein & Newhof and Baker Tilly in the development of this plan. Prein and Newhof developed the water infrastructure CIP by reviewing water asset age, condition, material size, break history, and other factors. With that review completed, a list of capital improvement priorities and target completion dates were developed.

WHEREAS, A key component of a properly developed CIP is a funding source to accomplish the objectives of the plan. Using the capital improvement list, Baker Tilly has developed a funding methodology to finance the capital improvements.

NOW, THEREFORE, BE IT RESOLVED that the City of the Village of Douglas City Council based upon the CIP developed and submitted to EGLE is implementing a water capital improvement charge of \$15 per MEU per month effective January 1, 2024.

Members Present:

Members Absent:

It was moved by Councilmember , and supported by Councilmember , to adopt the resolution.

Members Voting Yes:

Members Voting No:

Members Abstain:

Members Absent:

RESOLUTION DECLARED ADOPTED

\_\_\_\_\_  
Cathy North, Mayor  
City of the Village of Douglas, Michigan

## Future Capital Improvements Considerations

- Wastewater System
  - Sanitary Sewer/Manholes
  - Sanitary Force Main
  - Pump Stations
- Stormwater (Update from SAW Project)
  - Storm Sewer/Manholes/Catch Basins
  - Culverts
  - Ponds/Ditches
- Roadways
- Other Assets (Parks, Bike Paths/Sidewalks, etc.)





# MEMORANDUM

## REGULAR CITY COUNCIL MEETING

Tuesday, February 20<sup>th</sup>, 2024

---

**TO:** The City of the Village of Douglas City Council

**FROM:** Lisa Nocerini, City Manager

**SUBJECT:** Taft Stettinius & Hollister, LLP Services Budget Amendment

---

In June of 2022, the City of the Village of Douglas retained the services of Taft, Stettinius & Hollister, LLP to investigate the environmental contamination at 200 Blue Star Highway, and determine which former owners of the property may be responsible for said contamination. Several potentially responsible parties were identified, and therefore the city asked the legal firm to initiate dialogue with any of the viable responsible parties to explore the possibility of their contributing to the remediation of the property whether voluntarily or by court order/litigation.

The prior retainer to start the investigation was \$10,000.00 which was exceeded, with an additional amount of \$22,247.00 being spent to date. Taft suggests that the city continue to move forward and continue the dialogue with the identified responsible parties, and continue to develop facts and details regarding their potential liability.

To proceed, I am requesting council's consideration to approve an additional \$20,000.00 dollars in the current budget for the legal firm to continue their work on the matters outlined above. If the \$20,000.00 is reached, the legal firm will advise of such and another budget amendment will need to be approved. It has been noted that while it is difficult to accurately estimate costs for executing next steps, given the uncertainty of how the dialogue would continue to develop, the budget recommendation is a conservative estimate and represents approximately 40 hours of additional work. The funds will be allocated from the current FY2023/2024 Brownfield fund (#243-000).

*Recommended Motion: Approve an amendment to the FY2023/2024 budget under the Brownfield fund, for \$20,000.00 for Taft, Stettinius, & Hollister, LLP, to continue to provide legal services related to 200 Blue Star Highway.*

**RESOLUTION NO. 5-2024  
City of the Village of Douglas  
ALLEGAN COUNTY**

**A RESOLUTION SETTING THE DATES FOR THE MARCH  
BOARD OF REVIEW MEETINGS**

At a regular meeting of City of the Village of Douglas, County of Allegan, Michigan, duly called and held at City Hall on Tuesday, February 20, 2024, at 7:00 p.m. there were:

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

WHEREAS: MCL 211.30 authorizes alternate start dates for the March Board of Review.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF THE VILLAGE OF DOUGLAS  
COUNCIL APPROVES HAVING THE MARCH BOARD OF REVIEW MEET ON THE WEDNESDAY  
DURING THE WEEK OF THE 2<sup>ND</sup> MONDAY IN MARCH.**

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

**CERTIFICATION**

I, Laura Kasper, Clerk of the City of the Village of Douglas, do hereby certify that the above captioned Resolution was adopted by the City Council at a Regular Meeting thereof on February 20, 2024.

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



# MEMORANDUM

## REGULAR CITY COUNCIL MEETING

February 20, 2023 at 7:00 PM

---

**TO:** Lisa Nocerini, City Manager

**FROM:** Matt Smith, Treasurer

**DATE:** February 13, 2024

**SUBJECT:** Budget Amendment Fiscal Year 23-24 Resolution 06-2024

---

Throughout the year, revenue and expenses of the various City funds are continually monitored and compared to the approved budget. From time to time, budgets require amending due to unanticipated expenses.

Budget amendments noted were:

- County Road Grant reclassified from general fund to major and local streets
- Escrows are being used to help cover the consultant expenditures related to developments which has resulted in higher planning and zoning revenues.
- Donations were received for the Douglas Park Project as these amounts are unknown they are not budgeted.
- Reclass Garadana storm sewer project from water/sewer fund to general fund
- Multiple developments in progress has led to higher than anticipated legal, engineering and planning consultant expenditures.
- Final changes to taxable values and millages resulted in some increases in tax capture for the DDA.

**I recommend City Council adopt Resolution 06-2024 which outlines the amendments to the City of Douglas annual budget for fiscal year 2023-2024.**



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

**RESOLUTION NO. 06-2024**

**RESOLUTION AMENDING THE BUDGET OF THE  
2023/2024 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 20th day of February, 2024, at 7:00 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, 2023, and ending June 30, 2024.

**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 2023/2024 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 2023/2024 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 20<sup>th</sup> day of February 2024

**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 20, 2024 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

**City of the Village of Douglas**  
**Proposed Budget Amendment**  
**FY 2023-2024**

Item 9E.

	Current Budget	Increase	Decrease	Proposed Amended Budget
<b>GENERAL FUND</b>				
Legislative	\$ 22,376	\$ -	\$ -	\$ 22,376
Manager	182,590	-	-	182,590
Clerk/Treasurer	324,615	-	-	324,615
Auditor	7,500	-	-	7,500
Assessing	67,885	-	-	67,885
Election	16,672	-	-	16,672
Building & Grounds	174,690	42,199	-	216,889
Attorney	85,000	-	-	85,000
Police	747,540	25,045	-	772,585
Street & Right of Way	407,260	67,479	-	474,739
Planning & Zoning	422,660	35,054	-	457,714
Parks & Recreation	212,635	-	-	212,635
Community Promotions	22,500	-	-	22,500
Insurance Bonds	43,000	2,987	-	45,987
Debt Service	-	-	-	-
Transfers Out	2,102,000	-	184,702	1,917,298
<b>TOTAL GENERAL FUND</b>	<b>4,838,923</b>	<b>172,764</b>	<b>184,702</b>	<b>4,826,985</b>
Less: Transfers Out	(2,102,000)	-	(184,702)	(1,917,298)
<b>** TOTAL EXPENDITURES</b>	<b>2,736,923</b>	<b>172,764</b>	<b>-</b>	<b>2,909,687</b>
Revenue/Transfers In	3,603,224	-	24,130	3,579,094
Less: Transfers In	(23,250)	-	-	(23,250)
<b>** TOTAL REVENUES</b>	<b>3,579,974</b>	<b>-</b>	<b>24,130</b>	<b>3,555,844</b>
Surplus/(Deficit)	(1,235,699)	-	-	(1,247,891)
<b>MAJOR STREET FUND EXPENSES</b>	<b>391,215</b>	<b>-</b>	<b>-</b>	<b>391,215</b>
Revenue/Transfers In	340,100	-	-	340,100
Surplus/(Deficit)	(51,115)	-	-	(51,115)
<b>LOCAL STREET FUND EXPENSES</b>	<b>337,485</b>	<b>4,319</b>	<b>-</b>	<b>341,804</b>
Revenue/Transfer In	272,950	-	-	272,950
Surplus/(Deficit)	(64,535)	-	-	(68,854)
<b>SCHULTZ PARK FUND EXPENSES</b>	<b>28,050</b>	<b>-</b>	<b>-</b>	<b>28,050</b>
Revenue/Transfer In	25,100	-	-	25,100
Surplus/(Deficit)	(2,950)	-	-	(2,950)
<b>BROWNFIELD REDEVELOPMENT AUTHORITY FUND EXPENSES</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>150,000</b>
Revenue/Transfer In	150,000	14,294	-	164,294
Surplus/(Deficit)	-	-	-	14,294
<b>HARBOR AUTH. FUND EXPENSES</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
Revenue/Transfer In	14,000	-	-	14,000
Surplus/(Deficit)	(1,000)	-	-	(1,000)
<b>DDA FUND EXPENSES</b>	<b>103,800</b>	<b>-</b>	<b>-</b>	<b>103,800</b>
Revenue/Transfer In	49,942	322	-	50,264
Surplus/(Deficit)	(53,858)	-	-	(53,536)
<b>BLUE STAR CORRIDOR EXPENSES</b>	<b>62,500</b>	<b>-</b>	<b>-</b>	<b>62,500</b>
Revenue/Transfer In	103,000	-	-	103,000
Surplus/(Deficit)	40,500	-	-	40,500
<b>WATER &amp; SEWER FUND EXPENSES</b>	<b>524,068</b>	<b>-</b>	<b>70,000</b>	<b>454,068</b>
Revenue/Transfers In	391,568	157,410	-	548,978
Surplus/(Deficit)	(132,500)	-	-	94,910
<b>Municipal Building Fund Expenses</b>	<b>1,510,000</b>	<b>2,298</b>	<b>-</b>	<b>1,512,298</b>
Revenue/Transfers In	1,510,000	2,298	-	1,512,298
Surplus/(Deficit)	-	-	-	-
<b>DOUGLAS MARINA FUND EXPENSES</b>	<b>150,850</b>	<b>-</b>	<b>-</b>	<b>150,850</b>
Revenue/Transfer In	133,000	2,087	-	135,087
Surplus/(Deficit)	(17,850)	-	-	(15,763)
<b>EQUIP. RENTAL FUND EXPENSES</b>	<b>254,500</b>	<b>-</b>	<b>8,900</b>	<b>245,600</b>
Revenue/Transfers In	202,894	20,942	-	223,836
Surplus/(Deficit)	(51,606)	-	-	(21,764)

Explanation: MID YEAR BUDGET ADJUSTMENT FOR FISCAL YEAR ACTIVITY

**City of the Village of Douglas  
Financial Holdings Summary  
January 30, 2024**

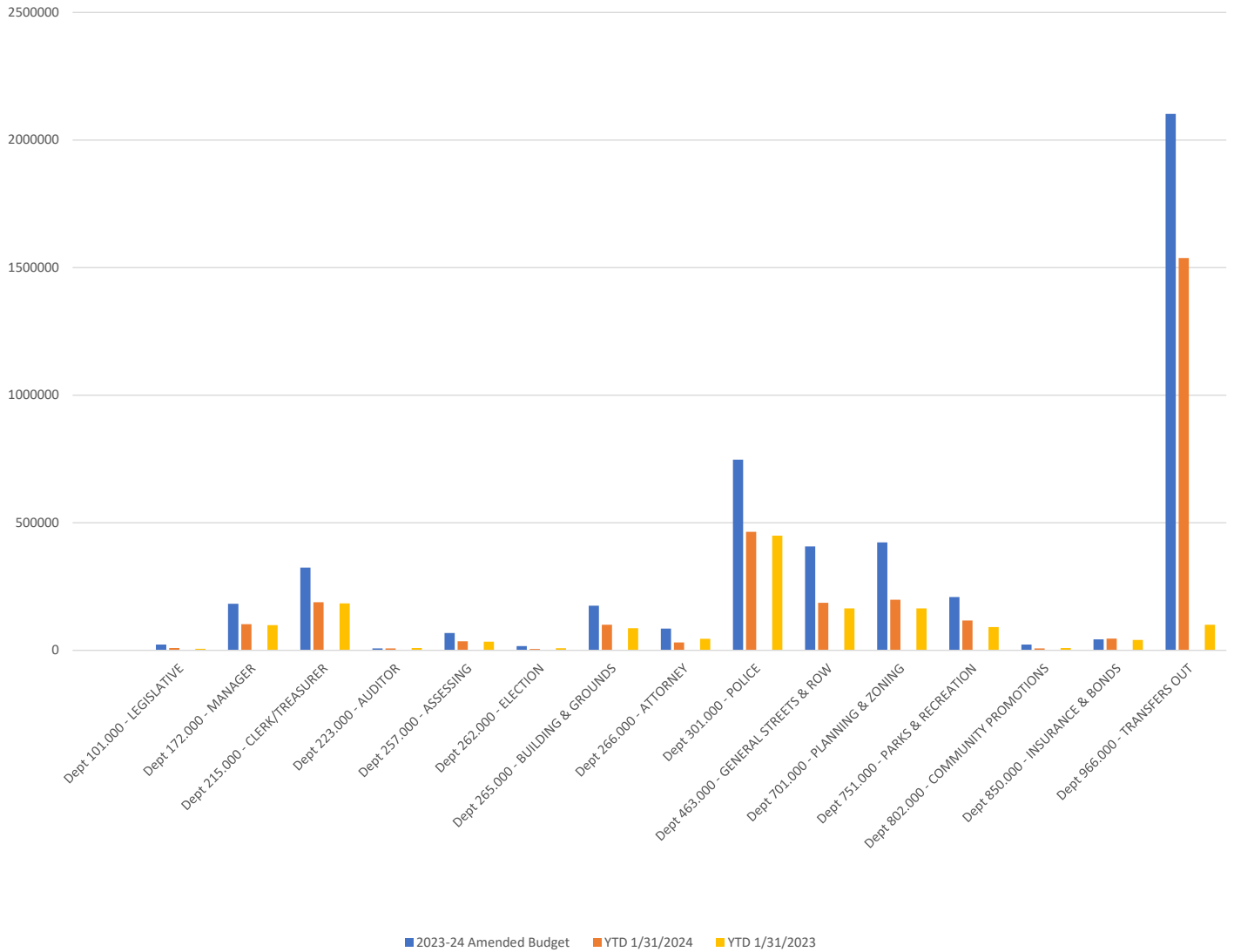
Item 10B.

	<u>Identifier</u>	<u>Matures</u>	<u>Rate</u>	<u>Market Value</u>
<b><u>Cash</u></b>				
Huntington Bank - Common Checking				149,989.29
Huntington Bank - Tax & Trust				732,926.58
D.A. Davidson			1.50%	3,675.00
<b><u>Bonds</u></b>				
D.A. Davidson:				
Fedl Farm Credit Bank Bond	3133EJ5H8	1/16/2025	2.85%	147,358.50
Fedl Home loan Mtg Corp	3134GXKR4	7/15/2025	0.40%	283,275.00
Fedl Home loan Mtg Corp	3134GWUC8	12/30/2025	0.50%	185,216.00
Fed Home Loan Bank Bond Step	3130AKSV9	1/28/2026	0.75%	234,012.50
Fedl Farm Credit Bank Bond	3133ELEN0	12/18/2029	2.25%	<u>140,556.80</u>
MBS:				
Fed Home Loan Bank Bond Step	3130amfn7	5/26/2026	0.75%	141,339.00
Pinckney mich commnity schools	722205NW7	5/1/2028	1.84%	<u>89,693.00</u>
<b><u>Other Investments</u></b>				
Michigan Class			5.54%	<u>2,362,187.89</u>
<b>Total Cash &amp; Investments</b>				<b><u>4,470,229.56</u></b>

	<b>Cash &amp; Investments</b>	Prior Month	
<b><u>Fund</u></b>	<b><u>January 30, 2024</u></b>	Prior Year	
101 - General Fund	3,091,766.03	5,312,679.90	
202 - Major Street	164,881.11	5,069,555.88	
203 - Local Streets	91,829.32		
213 - Schultz Park Launch Ramp	117,293.17		
243 - Brownfield Redevelopment Authority	17,423.12		
244 - Harbor Authority	4,145.20		
248 - DDA	89,294.88		
403 - Blue Star Corridor Improvement Fund	104,820.94		
450 - Water & Sewer Fund	105,004.17		
594 - Douglas Marina	5,267.30		
660 - Equipment Rental Fund	360,840.75		
703 - Current Tax Receiving	<u>317,663.57</u>		
	<b><u>4,470,229.56</u></b>		

City of the Village of Douglas  
General Fund Expenditures  
January 31, 2024

Item 10B.



Department	2023-24 Amended Budget	YTD 1/31/2024	% Budget Used	YTD 1/31/2023
Dept 101.000 - LEGISLATIVE	22,376.00	9,202.17	41.13	6,090.92
Dept 172.000 - MANAGER	182,590.00	102,534.23	56.16	98,676.43
Dept 215.000 - CLERK/TREASURER	324,615.00	188,547.62	58.08	184,196.64
Dept 223.000 - AUDITOR	7,500.00	7,500.00	100.00	9,400.00
Dept 257.000 - ASSESSING	67,885.00	35,137.26	51.76	34,108.43
Dept 262.000 - ELECTION	16,672.00	4,904.69	29.42	8,014.24
Dept 265.000 - BUILDING & GROUNDS	174,690.00	100,293.45	57.41	86,511.65
Dept 266.000 - ATTORNEY	85,000.00	30,615.50	36.02	45,533.65
Dept 301.000 - POLICE	747,540.00	464,562.90	62.15	449,075.87
Dept 463.000 - GENERAL STREETS & ROW	407,260.00	186,577.13	45.81	164,752.50
Dept 701.000 - PLANNING & ZONING	422,660.00	198,608.74	46.99	164,083.30
Dept 751.000 - PARKS & RECREATION	209,135.00	116,528.13	55.72	91,074.66
Dept 802.000 - COMMUNITY PROMOTIONS	22,500.00	7,614.51	33.84	9,286.42
Dept 850.000 - INSURANCE & BONDS	43,000.00	45,987.00	106.95	40,771.65
Dept 966.000 - TRANSFERS OUT	2,102,000.00	1,537,298.28	73.14	100,000.00
<b>TOTALS</b>	<b>4,835,423.00</b>	<b>3,035,911.61</b>	<b>62.78%</b>	<b>1,491,576.36</b>



User: MATTSMITH

DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE		YTD BALANCE
		AMENDED BUDGET	01/31/2024	MONTH 01/31/24	BALANCE	% BDGT	01/31/2023
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	2,870,000.00	2,818,011.90	1,011.64	51,988.10	98.19	2,539,669.63
101-000.000-434.000	MOBILE HOME TAX	500.00	322.00	46.00	178.00	64.40	320.50
101-000.000-445.000	INTEREST & PENALTIES: DELQ TAX	5,000.00	600.49	50.58	4,399.51	12.01	1,570.57
101-000.000-447.000	TAX COLLECTION FEES	111,733.00	96,750.68	3,827.27	14,982.32	86.59	88,377.49
101-000.000-453.000	SPECIAL ASSESSMENT REVENUE	5,555.00	8,179.06	4,553.79	(2,624.06)	147.24	11,465.41
101-000.000-474.000	INTEREST ON SPECIAL ASSESSMENTS	1,082.00	866.62	798.65	215.38	80.09	103.20
101-000.000-476.000	BUSINESS LICENSE FEES	11,000.00	100.00	25.00	10,900.00	0.91	5,250.00
101-000.000-477.000	FRANCHISE FEES	17,000.00	4,274.64	0.00	12,725.36	25.14	4,640.32
101-000.000-543.001	LAW ENFORCEMENT TRAINING	1,000.00	949.80	0.00	50.20	94.98	250.00
101-000.000-543.100	STATE REVENUE: LIQUOR LICENSE	7,000.00	7,749.50	27.50	(749.50)	110.71	8,166.95
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	45,000.00	32,919.60	0.00	12,080.40	73.15	29,716.30
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	157,404.00	56,731.00	0.00	100,673.00	36.04	55,478.00
101-000.000-581.000	COUNTY ROAD MILLAGE CNTRB	180,000.00	0.00	0.00	180,000.00	0.00	78.89
101-000.000-603.000	POLICE ADMINISTRATION FEE	1,000.00	239.89	0.00	760.11	23.99	359.44
101-000.000-626.001	ROAD CUT FEES	3,000.00	700.00	0.00	2,300.00	23.33	2,300.00
101-000.000-627.000	BUILDING FEES	65,000.00	38,372.50	7,141.50	26,627.50	59.03	35,021.50
101-000.000-627.001	RENTAL INSPECTION FEE	10,500.00	5,850.00	100.00	4,650.00	55.71	6,900.00
101-000.000-628.000	PLANNING & ZONING FEES	39,500.00	77,673.00	19,511.25	(38,173.00)	196.64	37,637.50
101-000.000-651.000	LAUNCH FEES	7,250.00	5,533.00	25.00	1,717.00	76.32	5,934.00
101-000.000-657.000	ORDINANCE FINES - POLICE	3,500.00	3,221.90	589.25	278.10	92.05	2,088.74
101-000.000-665.000	INTEREST INCOME	0.00	157,161.72	18,051.13	(157,161.72)	100.00	26,161.21
101-000.000-667.000	RENT	14,400.00	63,210.17	48,410.17	(48,810.17)	438.96	8,400.00
101-000.000-674.000	DONATIONS	0.00	40,516.36	1,490.00	(40,516.36)	100.00	45,971.10
101-000.000-675.000	OTHER REVENUE	7,800.00	25,438.90	650.00	(17,638.90)	326.14	8,314.40
101-000.000-675.001	REIMBURSEMENTS LOCAL GOV	3,750.00	3,709.75	0.00	40.25	98.93	0.00
101-000.000-698.000	INSURANCE REIMBURSEMENTS	5,000.00	3,388.31	388.31	1,611.69	67.77	7,089.95
101-000.000-699.213	TRANSFER IN SCHULTZ PARK LAUNCH	23,250.00	23,250.00	0.00	0.00	100.00	4,500.00
Total Dept 000.000		3,603,224.00	3,475,720.79	106,697.04	127,503.21	96.46	2,935,765.10
TOTAL REVENUES		3,603,224.00	3,475,720.79	106,697.04	127,503.21	96.46	2,935,765.10
Expenditures							
Dept 101.000 - LEGISLATIVE							
101-101.000-703.000	WAGES	9,000.00	4,200.00	2,150.00	4,800.00	46.67	3,800.00
101-101.000-718.000	TRAINING FUNDS	4,500.00	1,285.00	0.00	3,215.00	28.56	690.00
101-101.000-718.002	MISC TRAVEL EXPENSES-TRAINING	4,000.00	1,752.85	0.00	2,247.15	43.82	0.00
101-101.000-722.000	WORKERS COMPENSATION	36.00	25.50	0.00	10.50	70.83	24.00
101-101.000-740.000	SUPPLIES	400.00	132.40	0.00	267.60	33.10	0.00
101-101.000-812.000	RECORDING CLERK	200.00	0.00	0.00	200.00	0.00	0.00
101-101.000-851.000	TELEPHONE	540.00	262.49	43.79	277.51	48.61	262.56
101-101.000-861.000	MILEAGE REIMBURSEMENT	650.00	278.38	0.00	371.62	42.83	187.50
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	963.00	0.00	87.00	91.71	917.00
101-101.000-958.000	MISCELLANEOUS	1,000.00	302.55	29.98	697.45	30.26	209.86
Total Dept 101.000 - LEGISLATIVE		22,376.00	9,202.17	2,223.77	13,173.83	41.13	6,090.92
Dept 172.000 - MANAGER							
101-172.000-702.000	SALARIES	113,300.00	71,732.99	8,737.50	41,567.01	63.31	60,8
101-172.000-718.000	TRAINING FUNDS	1,500.00	102.50	0.00	1,397.50	6.83	8
101-172.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,000.00	153.01	40.00	846.99	15.30	0.00

User: MATTSMITH

DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	01/31/2024	MONTH 01/31/24	BALANCE	USED	01/31/2023
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)		NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-172.000-719.000	INSURANCE BENEFITS	16,300.00	7,069.18	982.12	9,230.82	43.37	9,005.88
101-172.000-720.000	PAYROLL TAXES	9,000.00	5,855.21	842.21	3,144.79	65.06	5,059.44
101-172.000-721.000	MERS BENEFITS	18,500.00	8,962.15	1,035.06	9,537.85	48.44	10,640.92
101-172.000-721.001	457 CONTRIBUTION	15,000.00	6,981.45	769.24	8,018.55	46.54	7,305.85
101-172.000-722.000	WORKERS COMPENSATION	200.00	141.00	0.00	59.00	70.50	139.86
101-172.000-740.000	SUPPLIES	500.00	296.34	0.00	203.66	59.27	221.91
101-172.000-813.000	MEETINGS	500.00	0.00	0.00	500.00	0.00	127.69
101-172.000-851.000	TELEPHONE	1,290.00	390.40	43.79	899.60	30.26	700.00
101-172.000-861.000	MILEAGE REIMBURSEMENT	4,200.00	700.00	0.00	3,500.00	16.67	2,537.00
101-172.000-900.000	PRINTING & PUBLISHING	100.00	150.00	0.00	(50.00)	150.00	0.00
101-172.000-908.000	DUES/FEES/PUBLICATIONS	1,200.00	0.00	0.00	1,200.00	0.00	757.55
101-172.000-977.005	COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	487.60
Total Dept 172.000 - MANAGER		182,590.00	102,534.23	12,449.92	80,055.77	56.16	98,676.43
Dept 215.000 - CLERK/TREASURER							
101-215.000-702.000	SALARIES	178,500.00	98,944.17	14,480.01	79,555.83	55.43	92,942.83
101-215.000-718.000	TRAINING FUNDS	2,500.00	1,275.00	0.00	1,225.00	51.00	1,049.00
101-215.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,500.00	646.57	8.02	853.43	43.10	333.77
101-215.000-719.000	INSURANCE BENEFITS	40,100.00	20,813.52	2,904.50	19,286.48	51.90	28,560.20
101-215.000-720.000	PAYROLL TAXES	14,100.00	7,927.12	1,393.14	6,172.88	56.22	7,618.30
101-215.000-721.000	MERS BENEFITS	28,600.00	15,272.84	2,323.00	13,327.16	53.40	19,420.13
101-215.000-722.000	WORKERS COMPENSATION	335.00	236.40	0.00	98.60	70.57	252.20
101-215.000-740.000	SUPPLIES	4,000.00	2,004.01	298.30	1,995.99	50.10	456.35
101-215.000-802.000	CONTRACTUAL	41,300.00	34,476.46	3,584.28	6,823.54	83.48	23,560.10
101-215.000-806.006	WEBSITE	3,500.00	200.00	0.00	3,300.00	5.71	690.00
101-215.000-851.000	TELEPHONE	1,080.00	400.82	73.79	679.18	37.11	262.56
101-215.000-861.000	MILEAGE REIMBURSEMENT	500.00	520.23	38.65	(20.23)	104.05	32.48
101-215.000-900.000	PRINTING & PUBLISHING	3,500.00	2,891.50	0.00	608.50	82.61	1,430.00
101-215.000-901.000	POSTAGE	3,500.00	1,683.98	301.50	1,816.02	48.11	2,630.23
101-215.000-908.000	DUES/FEES/PUBLICATIONS	1,600.00	1,255.00	0.00	345.00	78.44	1,463.49
101-215.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	0.00	0.00	0.00	0.00	1,640.00
101-215.000-977.005	COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	1,855.00
Total Dept 215.000 - CLERK/TREASURER		324,615.00	188,547.62	25,405.19	136,067.38	58.08	184,196.64
Dept 223.000 - AUDITOR							
101-223.000-802.000	CONTRACTUAL	7,500.00	7,500.00	0.00	0.00	100.00	9,400.00
Total Dept 223.000 - AUDITOR		7,500.00	7,500.00	0.00	0.00	100.00	9,400.00
Dept 257.000 - ASSESSING							
101-257.000-703.000	WAGES	55,100.00	30,682.73	4,235.18	24,417.27	55.69	29,584.80
101-257.000-718.000	TRAINING FUNDS	350.00	170.94	0.00	179.06	48.84	250.00
101-257.000-718.002	MISC TRAVEL EXPENSES-TRAINING	550.00	238.64	0.00	311.36	43.39	529.19
101-257.000-720.000	PAYROLL TAXES	4,400.00	2,434.04	410.81	1,965.96	55.32	2,344.37
101-257.000-722.000	WORKERS COMPENSATION	170.00	117.93	0.00	52.07	69.37	114.79
101-257.000-740.000	SUPPLIES	1,400.00	30.72	0.00	1,369.28	2.19	0.00
101-257.000-802.000	CONTRACTUAL	1,000.00	260.00	0.00	740.00	26.00	235.00
101-257.000-806.006	WEBSITE	1,350.00	0.00	0.00	1,350.00	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	180.00	192.00	0.00	(12.00)	106.67	0.00

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DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)	USED	01/31/2023 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-257.000-861.000	MILEAGE REIMBURSEMENT	500.00	127.07	0.00	372.93	25.41	0.00
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	685.00	747.00	747.00	(62.00)	109.05	682.50
101-257.000-908.000	DUES/FEES/PUBLICATIONS	450.00	136.19	0.00	313.81	30.26	272.38
101-257.000-977.005	COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	95.40
Total Dept 257.000 - ASSESSING		67,885.00	35,137.26	5,392.99	32,747.74	51.76	34,108.43
Dept 262.000 - ELECTION							
101-262.000-703.000	WAGES	3,325.00	900.00	0.00	2,425.00	27.07	3,325.00
101-262.000-720.000	PAYROLL TAXES	0.00	13.88	0.00	(13.88)	100.00	0.00
101-262.000-740.000	SUPPLIES	2,250.00	2,660.51	413.43	(410.51)	118.24	446.55
101-262.000-900.000	PRINTING & PUBLISHING	850.00	49.00	0.00	801.00	5.76	839.00
101-262.000-901.000	POSTAGE	2,000.00	666.30	0.00	1,333.70	33.32	585.69
101-262.000-930.000	REPAIRS & MAINTENANCE: GENERAL	653.00	615.00	615.00	38.00	94.18	615.00
101-262.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	7,594.00	0.00	0.00	7,594.00	0.00	2,203.00
Total Dept 262.000 - ELECTION		16,672.00	4,904.69	1,028.43	11,767.31	29.42	8,014.24
Dept 265.000 - BUILDING & GROUNDS							
101-265.000-703.000	WAGES	41,900.00	27,948.44	4,364.61	13,951.56	66.70	17,190.22
101-265.000-705.000	WAGES - SEASONAL	8,000.00	7,380.46	0.00	619.54	92.26	1,875.09
101-265.000-719.000	INSURANCE BENEFITS	8,000.00	7,930.98	1,308.22	69.02	99.14	2,833.13
101-265.000-720.000	PAYROLL TAXES	3,400.00	2,909.00	411.98	491.00	85.56	1,579.94
101-265.000-721.000	MERS BENEFITS	5,200.00	3,506.72	544.31	1,693.28	67.44	1,787.04
101-265.000-722.000	WORKERS COMPENSATION	490.00	342.90	0.00	147.10	69.98	414.71
101-265.000-740.000	SUPPLIES	15,000.00	3,869.26	669.99	11,130.74	25.80	7,266.48
101-265.000-802.000	CONTRACTUAL	35,000.00	7,799.54	814.24	27,200.46	22.28	11,710.79
101-265.000-851.000	TELEPHONE	4,900.00	2,422.71	405.26	2,477.29	49.44	2,394.69
101-265.000-922.000	UTILITIES	15,000.00	5,295.78	1,480.27	9,704.22	35.31	5,684.74
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL	20,000.00	7,397.42	85.18	12,602.58	36.99	6,175.19
101-265.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	7,400.00	14,579.28	1,287.43	(7,179.28)	197.02	2,242.13
101-265.000-979.000	CAPITAL OUTLAY	10,400.00	8,910.96	1,440.00	1,489.04	85.68	25,357.50
Total Dept 265.000 - BUILDING & GROUNDS		174,690.00	100,293.45	12,811.49	74,396.55	57.41	86,511.65
Dept 266.000 - ATTORNEY							
101-266.000-801.000	CONTRACTUAL ATTORNEY	85,000.00	30,615.50	0.00	54,384.50	36.02	45,533.65
Total Dept 266.000 - ATTORNEY		85,000.00	30,615.50	0.00	54,384.50	36.02	45,533.65
Dept 301.000 - POLICE							
101-301.000-702.000	SALARIES	85,600.00	46,967.05	6,581.18	38,632.95	54.87	44,890.98
101-301.000-703.000	WAGES	252,300.00	153,727.21	20,020.56	98,572.79	60.93	125,597.22
101-301.000-704.000	WAGES - PARTTIME	6,000.00	1,736.93	620.00	4,263.07	28.95	23,238.36
101-301.000-706.000	WAGES - OVERTIME	26,500.00	19,665.78	7,362.43	6,834.22	74.21	25,003.35
101-301.000-707.000	SICK PAYOUT	10,300.00	13,273.08	0.00	(2,973.08)	128.86	9,971.52
101-301.000-708.000	SPECIAL EVENTS WAGES	0.00	3,706.32	0.00	(3,706.32)	100.00	3,856.96
101-301.000-709.000	WAGES - OFFICE	46,500.00	27,227.37	3,922.20	19,272.63	58.55	22,204.87
101-301.000-718.000	TRAINING FUNDS	500.00	0.00	0.00	500.00	0.00	
101-301.000-718.001	TRAINING FUNDS ACT 302	1,000.00	332.43	0.00	667.57	33.24	3
101-301.000-718.002	MISC TRAVEL EXPENSES-TRAINING	430.00	0.00	0.00	430.00	0.00	214.50

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PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		AMENDED BUDGET	01/31/2024	MONTH 01/31/24	BALANCE	USED	01/31/2023
			NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)		NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-719.000	INSURANCE BENEFITS	116,500.00	70,134.86	8,770.02	46,365.14	60.20	67,094.74
101-301.000-720.000	PAYROLL TAXES	33,800.00	21,157.07	3,679.11	12,642.93	62.59	20,993.43
101-301.000-721.000	MERS BENEFITS	50,900.00	31,257.51	4,459.15	19,642.49	61.41	32,720.16
101-301.000-722.000	WORKERS COMPENSATION	5,185.00	3,656.64	0.00	1,528.36	70.52	3,252.19
101-301.000-740.000	SUPPLIES	2,000.00	2,557.02	355.19	(557.02)	127.85	773.82
101-301.000-750.000	UNIFORMS	4,500.00	1,917.48	457.98	2,582.52	42.61	2,651.48
101-301.000-801.003	CONTRACTUAL ATTORNEY PROSECUTOR	5,000.00	3,240.00	960.00	1,760.00	64.80	2,232.00
101-301.000-802.000	CONTRACTUAL	5,000.00	2,206.32	146.54	2,793.68	44.13	1,799.45
101-301.000-814.000	INSURANCE (LIABILITY/AUTO)	14,000.00	13,296.00	0.00	704.00	94.97	13,498.35
101-301.000-851.000	TELEPHONE	5,700.00	4,504.11	699.33	1,195.89	79.02	3,107.13
101-301.000-860.000	GAS & OIL	17,500.00	7,710.87	1,099.69	9,789.13	44.06	8,722.86
101-301.000-900.000	PRINTING & PUBLISHING	125.00	0.00	0.00	125.00	0.00	0.00
101-301.000-908.000	DUES/FEES/PUBLICATIONS	250.00	0.00	0.00	250.00	0.00	151.90
101-301.000-922.000	UTILITIES	6,900.00	2,451.39	561.33	4,448.61	35.53	3,085.70
101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL	3,500.00	0.00	0.00	3,500.00	0.00	912.13
101-301.000-930.004	VEHICLE MAINTENANCE & REPAIRS	12,000.00	12,006.75	1,015.00	(6.75)	100.06	5,891.16
101-301.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	20,000.00	11,666.61	1,666.67	8,333.39	58.33	11,666.69
101-301.000-942.000	LEASE- COPIER	0.00	0.00	0.00	0.00	0.00	460.36
101-301.000-977.000	EQUIPMENT	4,000.00	0.00	0.00	4,000.00	0.00	2,018.00
101-301.000-979.000	CAPITAL OUTLAY	11,550.00	10,164.10	0.00	1,385.90	88.00	12,694.00
Total Dept 301.000 - POLICE		747,540.00	464,562.90	62,376.38	282,977.10	62.15	449,075.87
Dept 463.000 - GENERAL STREETS & ROW							
101-463.000-703.000	WAGES	69,200.00	30,190.12	2,817.94	39,009.88	43.63	27,082.31
101-463.000-705.000	WAGES - SEASONAL	8,000.00	1,492.98	0.00	6,507.02	18.66	1,895.51
101-463.000-708.000	SPECIAL EVENTS WAGES	0.00	7,881.27	0.00	(7,881.27)	100.00	5,068.59
101-463.000-718.000	TRAINING FUNDS	2,500.00	2,402.50	775.00	97.50	96.10	0.00
101-463.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,250.00	113.01	0.00	1,136.99	9.04	0.00
101-463.000-719.000	INSURANCE BENEFITS	17,100.00	8,979.66	924.84	8,120.34	52.51	10,334.24
101-463.000-720.000	PAYROLL TAXES	5,500.00	3,079.66	264.99	2,420.34	55.99	2,711.61
101-463.000-721.000	MERS BENEFITS	8,300.00	4,678.80	339.90	3,621.20	56.37	3,448.58
101-463.000-722.000	WORKERS COMPENSATION	2,890.00	2,036.22	0.00	853.78	70.46	2,145.68
101-463.000-740.000	SUPPLIES	15,000.00	3,550.10	84.69	11,449.90	23.67	4,259.07
101-463.000-740.002	EXTERIOR SUPPLIES	0.00	0.00	0.00	0.00	0.00	179.00
101-463.000-740.003	BANNERS	1,000.00	137.21	0.00	862.79	13.72	0.00
101-463.000-740.004	BENCHES	1,000.00	1,446.47	1,446.47	(446.47)	144.65	0.00
101-463.000-750.000	UNIFORMS	4,500.00	3,933.34	649.28	566.66	87.41	1,999.97
101-463.000-802.000	CONTRACTUAL	30,000.00	18,582.37	1,207.25	11,417.63	61.94	14,033.60
101-463.000-802.003	CONTRACTUAL- REFUSE	5,000.00	2,598.77	492.93	2,401.23	51.98	2,765.19
101-463.000-802.007	LANDSCAPING SERVICES	4,000.00	1,315.65	0.00	2,684.35	32.89	1,810.07
101-463.000-802.010	CONTRACTUAL FORESTRY	27,500.00	13,300.00	1,500.00	14,200.00	48.36	17,261.98
101-463.000-806.000	CONTRACTUAL ENGINEERING	32,500.00	2,164.90	(2,869.30)	30,335.10	6.66	6,182.30
101-463.000-851.000	TELEPHONE	9,600.00	4,791.36	729.36	4,808.64	49.91	5,709.24
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	762.37	0.00	1,237.63	38.12	811.90
101-463.000-922.000	UTILITIES	6,000.00	2,616.67	421.59	3,383.33	43.61	2,872.32
101-463.000-925.000	STREET LIGHTS	25,000.00	12,635.45	2,114.50	12,364.55	50.54	11,610.86
101-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	10,000.00	1,194.55	67.95	8,805.45	11.95	6,529.70
101-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	21,300.00	17,936.62	214.66	3,363.38	84.21	220.88
101-463.000-979.000	CAPITAL OUTLAY	61,800.00	5,904.20	2,869.30	55,895.80	9.55	0.00
101-463.000-979.011	CAPITAL OUTLAY-DRAINS	35,820.00	32,852.88	0.00	2,967.12	91.72	35,819.90
Total Dept 463.000 - GENERAL STREETS & ROW		407,260.00	186,577.13	14,051.35	220,682.87	45.81	164,7

User: MATTSMITH

DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2023 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
Dept 701.000 - PLANNING & ZONING							
101-701.000-702.000	SALARIES	93,600.00	29,009.11	2,090.26	64,590.89	30.99	43,640.82
101-701.000-703.000	WAGES	5,400.00	4,128.00	1,750.00	1,272.00	76.44	1,250.00
101-701.000-718.000	TRAINING FUNDS	5,500.00	1,770.00	0.00	3,730.00	32.18	158.46
101-701.000-718.002	MISC TRAVEL EXPENSES-TRAINING	1,250.00	251.03	0.00	998.97	20.08	0.00
101-701.000-719.000	INSURANCE BENEFITS	18,700.00	8,663.36	1,058.35	10,036.64	46.33	8,226.99
101-701.000-720.000	PAYROLL TAXES	7,400.00	2,513.01	296.69	4,886.99	33.96	3,369.97
101-701.000-721.000	MERS BENEFITS	14,700.00	4,074.31	223.92	10,625.69	27.72	3,319.00
101-701.000-722.000	WORKERS COMPENSATION	240.00	169.26	0.00	70.74	70.53	141.48
101-701.000-740.000	SUPPLIES	2,000.00	813.67	80.45	1,186.33	40.68	929.45
101-701.000-801.000	CONTRACTUAL ATTORNEY	29,000.00	50,712.50	0.00	(21,712.50)	174.87	11,279.00
101-701.000-802.000	CONTRACTUAL	9,500.00	2,925.00	200.00	6,575.00	30.79	1,900.00
101-701.000-803.000	CONTRACTUAL CONSULTANT	107,500.00	32,137.96	11,391.04	75,362.04	29.90	32,038.10
101-701.000-804.000	CONTRACTUAL BUILDING INSPECTIO	65,000.00	32,824.75	10,064.85	32,175.25	50.50	26,608.95
101-701.000-806.000	CONTRACTUAL ENGINEERING	55,000.00	26,641.45	0.00	28,358.55	48.44	25,379.50
101-701.000-806.006	WEBSITE	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-701.000-812.000	RECORDING CLERK	200.00	0.00	0.00	200.00	0.00	0.00
101-701.000-851.000	TELEPHONE	720.00	218.81	43.79	501.19	30.39	149.58
101-701.000-861.000	MILEAGE REIMBURSEMENT	250.00	86.46	34.06	163.54	34.58	0.00
101-701.000-900.000	PRINTING & PUBLISHING	5,000.00	963.50	493.50	4,036.50	19.27	420.00
101-701.000-901.000	POSTAGE	250.00	8.56	0.00	241.44	3.42	0.00
101-701.000-908.000	DUES/FEES/PUBLICATIONS	450.00	698.00	0.00	(248.00)	155.11	30.00
101-701.000-977.005	COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	5,242.00
Total Dept 701.000 - PLANNING & ZONING		422,660.00	198,608.74	27,726.91	224,051.26	46.99	164,083.30
Dept 751.000 - PARKS & RECREATION							
101-751.000-703.000	WAGES	34,900.00	17,215.55	998.88	17,684.45	49.33	21,482.06
101-751.000-705.000	WAGES - SEASONAL	8,000.00	2,899.96	0.00	5,100.04	36.25	2,279.70
101-751.000-719.000	INSURANCE BENEFITS	6,600.00	3,668.65	233.39	2,931.35	55.59	6,706.52
101-751.000-720.000	PAYROLL TAXES	3,300.00	1,595.66	92.68	1,704.34	48.35	1,893.01
101-751.000-721.000	MERS BENEFITS	4,300.00	2,199.20	117.97	2,100.80	51.14	2,243.14
101-751.000-722.000	WORKERS COMPENSATION	635.00	446.25	0.00	188.75	70.28	595.99
101-751.000-740.000	SUPPLIES	13,000.00	5,268.29	154.32	7,731.71	40.53	6,662.66
101-751.000-802.000	CONTRACTUAL	15,500.00	13,495.00	180.00	2,005.00	87.06	9,349.00
101-751.000-802.007	LANDSCAPING SERVICES	3,750.00	915.65	0.00	2,834.35	24.42	1,831.30
101-751.000-806.000	CONTRACTUAL ENGINEERING	0.00	155.00	0.00	(155.00)	100.00	0.00
101-751.000-809.000	SAUGATUCK TWP CEMETERY MAINT	7,950.00	500.00	0.00	7,450.00	6.29	0.00
101-751.000-922.000	UTILITIES	15,000.00	10,735.89	1,020.22	4,264.11	71.57	7,315.92
101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL	5,500.00	1,321.19	4.85	4,178.81	24.02	2,681.81
101-751.000-930.006	UNIONS REPAIRS AND MAINT	2,000.00	0.00	0.00	2,000.00	0.00	622.92
101-751.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	28,000.00	9,702.07	271.62	18,297.93	34.65	416.48
101-751.000-958.000	MISCELLANEOUS	2,000.00	2,255.36	0.00	(255.36)	112.77	2,853.43
101-751.000-977.000	EQUIPMENT	7,000.00	1,815.66	158.51	5,184.34	25.94	4,576.42
101-751.000-979.000	CAPITAL OUTLAY	51,700.00	42,338.75	1,500.00	9,361.25	81.89	19,564.30
Total Dept 751.000 - PARKS & RECREATION		209,135.00	116,528.13	4,732.44	92,606.87	55.72	91,074.66
Dept 802.000 - COMMUNITY PROMOTIONS							
101-802.000-958.000	MISCELLANEOUS	22,500.00	7,614.51	263.28	14,885.49	33.84	9,286.42
Total Dept 802.000 - COMMUNITY PROMOTIONS		22,500.00	7,614.51	263.28	14,885.49	33.84	9,286.42

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 101 - GENERAL FUND							
Expenditures							
Dept 850.000 - INSURANCE & BONDS							
101-850.000-814.000	INSURANCE (LIABILITY/AUTO)	43,000.00	45,987.00	0.00	(2,987.00)	106.95	40,771.65
Total Dept 850.000 - INSURANCE & BONDS		43,000.00	45,987.00	0.00	(2,987.00)	106.95	40,771.65
Dept 966.000 - TRANSFERS OUT							
101-966.000-995.202	TRANSFER OUT MAJOR ST	110,000.00	0.00	0.00	110,000.00	0.00	0.00
101-966.000-995.203	TRANSFER OUT LOCAL ST	175,000.00	0.00	0.00	175,000.00	0.00	75,000.00
101-966.000-995.243	TRANSFER OUT BROWNFIELD	150,000.00	25,000.00	25,000.00	125,000.00	16.67	25,000.00
101-966.000-995.245	TRANSFER OUT TRI-COMMUNITY HARBOR AUTH	7,000.00	0.00	0.00	7,000.00	0.00	0.00
101-966.000-995.450	TRANSFER OUT WATER/SEWER FUND	50,000.00	0.00	0.00	50,000.00	0.00	0.00
101-966.000-995.470	TRANSFER OUT MUNICPAL BUILDING	1,510,000.00	1,512,298.28	11,060.50	(2,298.28)	100.15	0.00
101-966.000-995.594	TRANSFER OUT DOUGLAS MARINA	100,000.00	0.00	0.00	100,000.00	0.00	0.00
Total Dept 966.000 - TRANSFERS OUT		2,102,000.00	1,537,298.28	36,060.50	564,701.72	73.14	100,000.00
TOTAL EXPENDITURES		4,835,423.00	3,035,911.61	204,522.65	1,799,511.39	62.78	1,491,576.36
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		3,603,224.00	3,475,720.79	106,697.04	127,503.21	96.46	2,935,765.10
TOTAL EXPENDITURES		4,835,423.00	3,035,911.61	204,522.65	1,799,511.39	62.78	1,491,576.36
NET OF REVENUES & EXPENDITURES		(1,232,199.00)	439,809.18	(97,825.61)	(1,672,008.18)	35.69	1,444,188.74



User: MATTSMITH

DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2023 NORM (ABNORM)
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000.000							
202-000.000-546.000	STATE GRANT: ACT 51	190,100.00	77,835.76	14,618.36	112,264.24	40.94	74,197.09
202-000.000-546.001	SNOW REMOVAL	40,000.00	0.00	0.00	40,000.00	0.00	0.00
202-000.000-699.101	TRANSFER IN - GENERAL FUND	110,000.00	0.00	0.00	110,000.00	0.00	0.00
202-000.000-699.204	TRANSFER IN- ROAD MIL.	0.00	0.00	0.00	0.00	0.00	185,398.58
Total Dept 000.000		340,100.00	77,835.76	14,618.36	262,264.24	22.89	259,595.67
TOTAL REVENUES		340,100.00	77,835.76	14,618.36	262,264.24	22.89	259,595.67
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
202-463.000-703.000	WAGES	80,200.00	36,216.56	4,218.78	43,983.44	45.16	45,837.14
202-463.000-719.000	INSURANCE BENEFITS	15,200.00	7,380.29	972.16	7,819.71	48.55	13,387.54
202-463.000-720.000	PAYROLL TAXES	6,400.00	2,814.52	392.06	3,585.48	43.98	3,586.55
202-463.000-721.000	MERS BENEFITS	9,900.00	4,569.30	527.57	5,330.70	46.15	6,288.49
202-463.000-722.000	WORKERS COMPENSATION	2,520.00	1,775.67	0.00	744.33	70.46	1,272.00
202-463.000-740.000	SUPPLIES	1,500.00	1,359.58	129.46	140.42	90.64	41.49
202-463.000-746.000	TRAFFIC SIGNS & SERVICES	5,000.00	5,208.02	(591.84)	(208.02)	104.16	381.67
202-463.000-802.000	CONTRACTUAL	30,000.00	1,781.25	0.00	28,218.75	5.94	8,198.94
202-463.000-806.000	CONTRACTUAL ENGINEERING	13,500.00	5,804.80	0.00	7,695.20	43.00	5,753.05
202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	40,000.00	1,059.70	452.00	38,940.30	2.65	2,928.77
202-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	48,000.00	20,866.81	1,529.00	27,133.19	43.47	3,216.30
202-463.000-979.000	CAPITAL OUTLAY	38,525.00	5,403.10	1,798.54	33,121.90	14.02	4,236.95
Total Dept 463.000 - GENERAL STREETS & ROW		290,745.00	94,239.60	9,427.73	196,505.40	32.41	95,128.89
Dept 464.000 - GENERAL STREETS WINTER & ROW							
202-464.000-703.000	WAGES	27,900.00	10,681.10	7,015.18	17,218.90	38.28	12,286.14
202-464.000-719.000	INSURANCE BENEFITS	5,300.00	2,289.49	1,542.58	3,010.51	43.20	307.16
202-464.000-720.000	PAYROLL TAXES	2,300.00	986.68	706.82	1,313.32	42.90	1,013.00
202-464.000-721.000	MERS BENEFITS	3,500.00	1,254.39	828.26	2,245.61	35.84	1,288.04
202-464.000-722.000	WORKERS COMPENSATION	970.00	681.09	0.00	288.91	70.22	588.37
202-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	15,000.00	4,307.53	1,507.52	10,692.47	28.72	6,123.86
202-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	30,000.00	1,068.30	712.20	28,931.70	3.56	9,836.50
202-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	15,500.00	8,870.04	6,202.21	6,629.96	57.23	4,740.26
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		100,470.00	30,138.62	18,514.77	70,331.38	30.00	36,183.33
TOTAL EXPENDITURES		391,215.00	124,378.22	27,942.50	266,836.78	31.79	131,312.22
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		340,100.00	77,835.76	14,618.36	262,264.24	22.89	259,595.67
TOTAL EXPENDITURES		391,215.00	124,378.22	27,942.50	266,836.78	31.79	131,312.22
NET OF REVENUES & EXPENDITURES		(51,115.00)	(46,542.46)	(13,324.14)	(4,572.54)	91.05	128,283.45

User: MATTSMITH

DB: Douglas

PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 203 - LOCAL STREETS FUND							
Revenues							
Dept 000.000							
203-000.000-546.000	STATE GRANT: ACT 51	79,950.00	32,807.24	6,161.54	47,142.76	41.03	31,207.36
203-000.000-546.001	SNOW REMOVAL	18,000.00	0.00	0.00	18,000.00	0.00	0.00
203-000.000-699.203	TRANSFER IN-LOCAL ST	175,000.00	0.00	0.00	175,000.00	0.00	75,000.00
203-000.000-699.204	TRANSFER IN- ROAD MIL.	0.00	0.00	0.00	0.00	0.00	185,398.00
Total Dept 000.000		272,950.00	32,807.24	6,161.54	240,142.76	12.02	291,605.36
TOTAL REVENUES		272,950.00	32,807.24	6,161.54	240,142.76	12.02	291,605.36
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
203-463.000-703.000	WAGES	87,200.00	36,016.86	4,608.22	51,183.14	41.30	50,910.20
203-463.000-719.000	INSURANCE BENEFITS	16,500.00	7,793.07	1,106.41	8,706.93	47.23	12,470.48
203-463.000-720.000	PAYROLL TAXES	7,000.00	2,817.80	430.98	4,182.20	40.25	3,987.73
203-463.000-721.000	MERS BENEFITS	10,700.00	4,516.48	569.54	6,183.52	42.21	6,816.82
203-463.000-722.000	WORKERS COMPENSATION	2,415.00	1,702.68	0.00	712.32	70.50	1,262.73
203-463.000-740.000	SUPPLIES	750.00	1,204.26	129.45	(454.26)	160.57	28.50
203-463.000-746.000	TRAFFIC SIGNS & SERVICES	5,000.00	4,013.96	1,206.69	986.04	80.28	381.67
203-463.000-802.000	CONTRACTUAL	26,000.00	2,281.25	0.00	23,718.75	8.77	3,026.32
203-463.000-806.000	CONTRACTUAL ENGINEERING	14,000.00	2,739.15	0.00	11,260.85	19.57	18,850.55
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL	22,000.00	4,074.52	452.00	17,925.48	18.52	12,486.38
203-463.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	42,300.00	20,081.13	1,446.73	22,218.87	47.47	2,109.73
203-463.000-979.000	CAPITAL OUTLAY	23,025.00	2,980.00	0.00	20,045.00	12.94	215,418.14
Total Dept 463.000 - GENERAL STREETS & ROW		256,890.00	90,221.16	9,950.02	166,668.84	35.12	327,749.25
Dept 464.000 - GENERAL STREETS WINTER & ROW							
203-464.000-703.000	WAGES	21,000.00	7,753.82	5,402.96	13,246.18	36.92	8,651.07
203-464.000-719.000	INSURANCE BENEFITS	4,000.00	1,452.82	1,055.27	2,547.18	36.32	221.51
203-464.000-720.000	PAYROLL TAXES	1,700.00	722.77	543.64	977.23	42.52	718.15
203-464.000-721.000	MERS BENEFITS	2,600.00	938.53	654.30	1,661.47	36.10	905.69
203-464.000-722.000	WORKERS COMPENSATION	695.00	488.46	0.00	206.54	70.28	411.00
203-464.000-740.000	SUPPLIES	300.00	11.99	0.00	288.01	4.00	0.00
203-464.000-740.001	SNOW AND ICE REMOVAL SUPPLIES	12,500.00	4,236.88	1,507.52	8,263.12	33.90	5,784.87
203-464.000-802.002	CONTRACTUAL-SIDEWALK PLOWING	25,000.00	1,068.30	712.20	23,931.70	4.27	9,836.50
203-464.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	12,800.00	6,773.15	4,756.14	6,026.85	52.92	3,477.92
Total Dept 464.000 - GENERAL STREETS WINTER & ROW		80,595.00	23,446.72	14,632.03	57,148.28	29.09	30,006.71
TOTAL EXPENDITURES		337,485.00	113,667.88	24,582.05	223,817.12	33.68	357,755.96
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		272,950.00	32,807.24	6,161.54	240,142.76	12.02	291,605.36
TOTAL EXPENDITURES		337,485.00	113,667.88	24,582.05	223,817.12	33.68	357,755.96
NET OF REVENUES & EXPENDITURES		(64,535.00)	(80,860.64)	(18,420.51)	16,325.64	125.30	(66,158.60)

REVENUE AND EXPENDITURE REPORT FOR CITY OF THE VILLAGE OF DOUGLAS  
PERIOD ENDING 01/31/2024

Item 10B.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	NORM (ABNORM)	01/31/2023 NORM (ABNORM)		
Fund 204 - ROAD MILLAGE								
Expenditures								
Dept 966.000 - TRANSFERS OUT								
204-966.000-995.202	TRANSFER OUT MAJOR ST	0.00	0.00	0.00	0.00	0.00		185,398.58
204-966.000-995.203	TRANSFER OUT LOCAL ST	0.00	0.00	0.00	0.00	0.00		185,398.00
Total Dept 966.000 - TRANSFERS OUT		0.00	0.00	0.00	0.00	0.00		370,796.58
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		370,796.58
Fund 204 - ROAD MILLAGE:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		370,796.58
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00		(370,796.58)

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 213 - SCHULTZ PARK LAUNCH RAMP							
Revenues							
Dept 000.000							
213-000.000-651.000	LAUNCH FEES	25,100.00	17,365.73	0.00	7,734.27	69.19	16,083.87
Total Dept 000.000		25,100.00	17,365.73	0.00	7,734.27	69.19	16,083.87
TOTAL REVENUES		25,100.00	17,365.73	0.00	7,734.27	69.19	16,083.87
Expenditures							
Dept 753.000 - LAUNCH RAMPS							
213-753.000-922.000	UTILITIES	800.00	335.72	56.90	464.28	41.97	304.30
213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL	2,000.00	18.00	0.00	1,982.00	0.90	643.04
213-753.000-958.000	MISCELLANEOUS	2,000.00	341.73	0.00	1,658.27	17.09	1,575.51
Total Dept 753.000 - LAUNCH RAMPS		4,800.00	695.45	56.90	4,104.55	14.49	2,522.85
Dept 966.000 - TRANSFERS OUT							
213-966.000-995.101	TRANSFER OUT GF	23,250.00	23,250.00	0.00	0.00	100.00	4,500.00
Total Dept 966.000 - TRANSFERS OUT		23,250.00	23,250.00	0.00	0.00	100.00	4,500.00
TOTAL EXPENDITURES		28,050.00	23,945.45	56.90	4,104.55	85.37	7,022.85
Fund 213 - SCHULTZ PARK LAUNCH RAMP:							
TOTAL REVENUES		25,100.00	17,365.73	0.00	7,734.27	69.19	16,083.87
TOTAL EXPENDITURES		28,050.00	23,945.45	56.90	4,104.55	85.37	7,022.85
NET OF REVENUES & EXPENDITURES		(2,950.00)	(6,579.72)	(56.90)	3,629.72	223.04	9,061.02

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND							
Revenues							
Dept 000.000							
243-000.000-528.000	OTHER FEDERAL GRANTS	0.00	14,294.48	3,163.75	(14,294.48)	100.00	0.00
243-000.000-699.101	TRANSFER IN - GENERAL FUND	150,000.00	25,000.00	25,000.00	125,000.00	16.67	25,000.00
Total Dept 000.000		150,000.00	39,294.48	28,163.75	110,705.52	26.20	25,000.00
TOTAL REVENUES		150,000.00	39,294.48	28,163.75	110,705.52	26.20	25,000.00
Expenditures							
Dept 000.000							
243-000.000-802.243	BLIGHT REMOVAL	150,000.00	52,493.70	23,296.25	97,506.30	35.00	6,582.50
243-000.000-803.000	CONTRACTUAL CONSULTANT	0.00	4,248.53	0.00	(4,248.53)	100.00	587.50
243-000.000-806.000	CONTRACTUAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	1,781.25
Total Dept 000.000		150,000.00	56,742.23	23,296.25	93,257.77	37.83	8,951.25
TOTAL EXPENDITURES		150,000.00	56,742.23	23,296.25	93,257.77	37.83	8,951.25
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:							
TOTAL REVENUES		150,000.00	39,294.48	28,163.75	110,705.52	26.20	25,000.00
TOTAL EXPENDITURES		150,000.00	56,742.23	23,296.25	93,257.77	37.83	8,951.25
NET OF REVENUES & EXPENDITURES		0.00	(17,447.75)	4,867.50	17,447.75	100.00	16,048.75

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY							
Revenues							
Dept 000.000							
245-000.000-626.002	SAUGATUCK CONTRIBUTION	7,000.00	0.00	0.00	7,000.00	0.00	0.00
245-000.000-699.245	TRANSFER IN TRI-HARBOR AUTHORITY	7,000.00	0.00	0.00	7,000.00	0.00	0.00
Total Dept 000.000		14,000.00	0.00	0.00	14,000.00	0.00	0.00
TOTAL REVENUES		14,000.00	0.00	0.00	14,000.00	0.00	0.00
Expenditures							
Dept 754.000 - HARBOR							
245-754.000-812.000	RECORDING CLERK	1,000.00	0.00	0.00	1,000.00	0.00	100.00
245-754.000-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	56.00
245-754.000-979.000	CAPITAL OUTLAY	14,000.00	0.00	0.00	14,000.00	0.00	0.00
Total Dept 754.000 - HARBOR		15,000.00	0.00	0.00	15,000.00	0.00	156.00
TOTAL EXPENDITURES		15,000.00	0.00	0.00	15,000.00	0.00	156.00
Fund 245 - TRI-COMMUNITY HARBOR AUTHORITY:							
TOTAL REVENUES		14,000.00	0.00	0.00	14,000.00	0.00	0.00
TOTAL EXPENDITURES		15,000.00	0.00	0.00	15,000.00	0.00	156.00
NET OF REVENUES & EXPENDITURES		(1,000.00)	0.00	0.00	(1,000.00)	0.00	(156.00)



GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	YTD BALANCE
		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
248-000.000-417.000	TAX INCREMENT RECAPTURE	49,942.00	50,003.95	0.00	(61.95)	100.12	40,423.98
248-000.000-675.000	OTHER REVENUE	0.00	260.00	0.00	(260.00)	100.00	8,000.00
Total Dept 000.000		49,942.00	50,263.95	0.00	(321.95)	100.64	48,423.98
TOTAL REVENUES		49,942.00	50,263.95	0.00	(321.95)	100.64	48,423.98
Expenditures							
Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-728.000-703.001	DDA ADMINISTRATION	7,800.00	4,550.00	650.00	3,250.00	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
248-728.000-802.000	CONTRACTUAL	3,000.00	0.00	0.00	3,000.00	0.00	0.00
248-728.000-802.001	CONTRACTUAL-PLANNING STUDY	0.00	176.76	0.00	(176.76)	100.00	5,851.00
248-728.000-806.000	CONTRACTUAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	2,061.50
248-728.000-880.000	COMMUNITY PROMOTION	16,000.00	8,297.14	0.00	7,702.86	51.86	9,703.44
248-728.000-979.000	CAPITAL OUTLAY	76,000.00	43,199.67	0.00	32,800.33	56.84	0.00
Total Dept 728.000 - DOWNTOWN DEVELOPMENT AUTHORITY		103,800.00	56,223.57	650.00	47,576.43	54.17	22,165.94
TOTAL EXPENDITURES		103,800.00	56,223.57	650.00	47,576.43	54.17	22,165.94
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		49,942.00	50,263.95	0.00	(321.95)	100.64	48,423.98
TOTAL EXPENDITURES		103,800.00	56,223.57	650.00	47,576.43	54.17	22,165.94
NET OF REVENUES & EXPENDITURES		(53,858.00)	(5,959.62)	(650.00)	(47,898.38)	11.07	26,258.04

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Item 10B.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2023 NORM (ABNORM)
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND							
Revenues							
Dept 000.000							
403-000.000-439.000	MRE TAX	103,000.00	517.51	0.00	102,482.49	0.50	552.91
Total Dept 000.000		103,000.00	517.51	0.00	102,482.49	0.50	552.91
TOTAL REVENUES		103,000.00	517.51	0.00	102,482.49	0.50	552.91
Expenditures							
Dept 463.000 - GENERAL STREETS & ROW							
403-463.000-806.000	CONTRACTUAL ENGINEERING	0.00	118.00	0.00	(118.00)	100.00	0.00
403-463.000-979.000	CAPITAL OUTLAY	62,500.00	25,900.33	0.00	36,599.67	41.44	7,310.50
Total Dept 463.000 - GENERAL STREETS & ROW		62,500.00	26,018.33	0.00	36,481.67	41.63	7,310.50
TOTAL EXPENDITURES		62,500.00	26,018.33	0.00	36,481.67	41.63	7,310.50
Fund 403 - BLUE STAR CORRIDOR IMPROVEMENT FUND:							
TOTAL REVENUES		103,000.00	517.51	0.00	102,482.49	0.50	552.91
TOTAL EXPENDITURES		62,500.00	26,018.33	0.00	36,481.67	41.63	7,310.50
NET OF REVENUES & EXPENDITURES		40,500.00	(25,500.82)	0.00	66,000.82	62.96	(6,757.59)

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Item 10B.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	YTD BALANCE 01/31/2023 NORM (ABNORM)
Fund 450 - WATER SEWER FUND							
Revenues							
Dept 000.000							
450-000.000-602.000	CONNECTION FEES, WATER	30,000.00	8,000.00	0.00	22,000.00	26.67	25,548.00
450-000.000-602.001	CONNECTION FEES, SEWER	35,000.00	12,500.00	0.00	22,500.00	35.71	26,000.00
450-000.000-679.001	REIMBURSE FROM STATE	276,568.00	26,033.17	0.00	250,534.83	9.41	0.00
450-000.000-699.101	TRANSFER IN - GENERAL FUND	50,000.00	0.00	0.00	50,000.00	0.00	0.00
Total Dept 000.000		391,568.00	46,533.17	0.00	345,034.83	11.88	51,548.00
TOTAL REVENUES		391,568.00	46,533.17	0.00	345,034.83	11.88	51,548.00
Expenditures							
Dept 000.000							
450-000.000-703.000	WAGES	0.00	0.00	0.00	0.00	0.00	117.58
450-000.000-720.000	PAYROLL TAXES	0.00	0.00	0.00	0.00	0.00	10.83
450-000.000-721.000	MERS BENEFITS	0.00	0.00	0.00	0.00	0.00	15.31
450-000.000-721.001	457 CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	5.89
450-000.000-806.000	CONTRACTUAL ENGINEERING	0.00	0.00	0.00	0.00	0.00	14,063.20
450-000.000-974.000	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	12,065.28
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00	26,278.09
Dept 536.000 - WATER SYSTEM							
450-536.000-703.000	WAGES	0.00	6,643.34	100.49	(6,643.34)	100.00	0.00
450-536.000-719.000	INSURANCE BENEFITS	0.00	1,829.00	28.22	(1,829.00)	100.00	0.00
450-536.000-720.000	PAYROLL TAXES	0.00	504.60	9.65	(504.60)	100.00	0.00
450-536.000-721.000	MERS BENEFITS	0.00	721.85	10.84	(721.85)	100.00	0.00
450-536.000-721.001	457 CONTRIBUTION	0.00	13.62	0.00	(13.62)	100.00	0.00
450-536.000-806.000	CONTRACTUAL ENGINEERING	20,000.00	4,800.40	0.00	15,199.60	24.00	0.00
450-536.000-941.001	EQUIPMENT RENT-EQUIPMENT FUND	0.00	3,221.29	56.94	(3,221.29)	100.00	0.00
450-536.000-974.000	CONSTRUCTION	504,068.00	40,045.28	3,128.73	464,022.72	7.94	0.00
Total Dept 536.000 - WATER SYSTEM		524,068.00	57,779.38	3,334.87	466,288.62	11.03	0.00
TOTAL EXPENDITURES		524,068.00	57,779.38	3,334.87	466,288.62	11.03	26,278.09
Fund 450 - WATER SEWER FUND:							
TOTAL REVENUES		391,568.00	46,533.17	0.00	345,034.83	11.88	51,548.00
TOTAL EXPENDITURES		524,068.00	57,779.38	3,334.87	466,288.62	11.03	26,278.09
NET OF REVENUES & EXPENDITURES		(132,500.00)	(11,246.21)	(3,334.87)	(121,253.79)	8.49	25,269.91

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Fund 594 - DOUGLAS MARINA							
Revenues							
Dept 000.000							
594-000.000-654.000	SEASONAL SLIP FEES	26,000.00	6,950.00	0.00	19,050.00	26.73	7,775.00
594-000.000-654.001	TRANSIENT SLIP	0.00	1,225.00	0.00	(1,225.00)	100.00	0.00
594-000.000-667.001	WADE'S BAYOU PARK RENTAL	7,000.00	7,861.50	1,050.00	(861.50)	112.31	6,100.00
594-000.000-699.101	TRANSFER IN - GENERAL FUND	100,000.00	0.00	0.00	100,000.00	0.00	0.00
Total Dept 000.000		133,000.00	16,036.50	1,050.00	116,963.50	12.06	13,875.00
TOTAL REVENUES		133,000.00	16,036.50	1,050.00	116,963.50	12.06	13,875.00
Expenditures							
Dept 597.000 - POINT PLEASANT							
594-597.000-802.000	CONTRACTUAL	3,500.00	2,010.00	157.00	1,490.00	57.43	0.00
594-597.000-820.000	MARINA OPERATIONS	15,000.00	437.93	0.00	14,562.07	2.92	5,812.17
594-597.000-922.000	UTILITIES	5,000.00	1,050.16	267.87	3,949.84	21.00	1,196.34
594-597.000-979.000	CAPITAL OUTLAY	41,150.00	6,822.75	500.00	34,327.25	16.58	0.00
Total Dept 597.000 - POINT PLEASANT		64,650.00	10,320.84	924.87	54,329.16	15.96	7,008.51
Dept 597.001 - WADES BAYOU							
594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL	6,000.00	1,262.00	0.00	4,738.00	21.03	5,302.42
594-597.001-974.000	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	18,145.00
Total Dept 597.001 - WADES BAYOU		6,000.00	1,262.00	0.00	4,738.00	21.03	23,447.42
Dept 597.002 - DOUGLAS HARBOR AUTHORITY							
594-597.002-740.000	SUPPLIES	4,000.00	7.99	0.00	3,992.01	0.20	0.00
594-597.002-802.000	CONTRACTUAL	75,600.00	39,535.00	0.00	36,065.00	52.29	36,432.50
594-597.002-812.000	RECORDING CLERK	600.00	0.00	0.00	600.00	0.00	100.00
Total Dept 597.002 - DOUGLAS HARBOR AUTHORITY		80,200.00	39,542.99	0.00	40,657.01	49.31	36,532.50
TOTAL EXPENDITURES		150,850.00	51,125.83	924.87	99,724.17	33.89	66,988.43
Fund 594 - DOUGLAS MARINA:							
TOTAL REVENUES		133,000.00	16,036.50	1,050.00	116,963.50	12.06	13,875.00
TOTAL EXPENDITURES		150,850.00	51,125.83	924.87	99,724.17	33.89	66,988.43
NET OF REVENUES & EXPENDITURES		(17,850.00)	(35,089.33)	125.13	17,239.33	196.58	(53,113.43)

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Fund 660 - EQUIPMENT RENTAL FUND							
Revenues							
Dept 000.000							
660-000.000-673.000	SALE OF EQUIPMENT	0.00	28,536.00	0.00	(28,536.00)	100.00	0.00
660-000.000-676.000	EQUIPMENT CHARGES - NON DPW	27,594.00	11,666.61	1,666.67	15,927.39	42.28	15,509.69
660-000.000-676.001	EQUIPMENT CHARGES -DPW	175,300.00	102,030.39	15,764.73	73,269.61	58.20	16,423.70
Total Dept 000.000		202,894.00	142,233.00	17,431.40	60,661.00	70.10	31,933.39
TOTAL REVENUES		202,894.00	142,233.00	17,431.40	60,661.00	70.10	31,933.39
Expenditures							
Dept 262.000 - ELECTION							
660-262.000-979.000	CAPITAL OUTLAY	12,000.00	0.00	0.00	12,000.00	0.00	0.00
Total Dept 262.000 - ELECTION		12,000.00	0.00	0.00	12,000.00	0.00	0.00
Dept 265.000 - BUILDING & GROUNDS							
660-265.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	8,157.00
Total Dept 265.000 - BUILDING & GROUNDS		0.00	0.00	0.00	0.00	0.00	8,157.00
Dept 301.000 - POLICE							
660-301.000-979.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	42,815.00
Total Dept 301.000 - POLICE		0.00	0.00	0.00	0.00	0.00	42,815.00
Dept 902.000 - DPW EQUIPMENT PURCHASES							
660-902.000-979.000	CAPITAL OUTLAY	142,500.00	145,600.49	0.00	(3,100.49)	102.18	253,132.00
Total Dept 902.000 - DPW EQUIPMENT PURCHASES		142,500.00	145,600.49	0.00	(3,100.49)	102.18	253,132.00
Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE							
660-903.000-860.000	GAS & OIL	30,000.00	9,875.93	1,062.92	20,124.07	32.92	14,547.70
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS	70,000.00	48,987.08	3,179.36	21,012.92	69.98	35,887.59
Total Dept 903.000 - EQUIP. REPAIRS & MAINTENANCE		100,000.00	58,863.01	4,242.28	41,136.99	58.86	50,435.29
TOTAL EXPENDITURES		254,500.00	204,463.50	4,242.28	50,036.50	80.34	354,539.29
Fund 660 - EQUIPMENT RENTAL FUND:							
TOTAL REVENUES		202,894.00	142,233.00	17,431.40	60,661.00	70.10	31,933.39
TOTAL EXPENDITURES		254,500.00	204,463.50	4,242.28	50,036.50	80.34	354,539.29
NET OF REVENUES & EXPENDITURES		(51,606.00)	(62,230.50)	13,189.12	10,624.50	120.59	(322,605.90)

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		AMENDED BUDGET	01/31/2024 NORM (ABNORM)	MONTH 01/31/24 INCR (DECR)	BALANCE NORM (ABNORM)		01/31/2023 NORM (ABNORM)
TOTAL REVENUES - ALL FUNDS		5,285,778.00	3,898,608.13	174,122.09	1,387,169.87	73.76	3,674,383.28
TOTAL EXPENDITURES - ALL FUNDS		6,852,891.00	3,750,256.00	289,552.37	3,102,635.00	54.73	2,844,853.47
NET OF REVENUES & EXPENDITURES		(1,567,113.00)	148,352.13	(115,430.28)	(1,715,465.13)	9.47	829,529.81