



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JUNE 01, 2026 AT 6:00 PM
415 WEST WILEY RD, SUITE 103, DOUGLAS, MI
49406**

AGENDA

View remotely, online or by phone -

Join online by visiting: <https://us02web.zoom.us/j/84145547346>

Join by phone by dialing: +1 (312) 626-6799 | **Then enter "Meeting ID":** 841 4554 7346

- 1. CALL TO ORDER:** By Mayor
- 2. ROLL CALL:** By Clerk
- 3. PLEDGE OF ALLEGIANCE:** Led by Mayor
- 4. AMERICAN PUBLIC WORKS ASSOCIATION (APWA) AWARD Presentation - G. Salinas**
- 5. CONSENT CALENDAR**
 - A.** Approve the Council Meeting Agenda for June 1, 2026
 - B.** Approve the Council Workshop Meeting & Regular Meeting Minutes for May 18, 2026
 - C.** Approve Invoices in the Amount of \$28,809.63
- Motion to approve the Consent Calendar of June 1, 2026 – roll call vote*
- 6. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
- 7. PUBLIC COMMUNICATION - WRITTEN**
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
 - A.** Special Event - Labor Day Bridge Walk

Motion to approve the special event request from Encompass Wellness for the September 7, 2026 Labor Day Bridge Walk Event. - roll call vote

- B. Resolution 14-2026 - Levy of Charter-Authorized Millage (L. Nocerini & Road Committee)

Motion to adopt resolution 14-2026, utilizing the Charter-Authorized 1.4 mills available for road improvements for the City of the Village of Douglas. - roll call vote

10. REPORTS

- A. Commission/Committee/Boards: DDA, DHA, ZBA
- B. Administration Report

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

12. COUNCIL COMMENTS

13. MAYOR’S REPORT/COMMENTS

14. CLOSED SESSION

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

Motion to exit from closed session and enter back into the regular session of the City Council meeting. - roll call vote

15. 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 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
WORKSHOP MEETING OF THE CITY
COUNCIL**

**MONDAY, MAY 18, 2026 AT 5:00 PM
415 WEST WILEY RD, SUITE 103, DOUGLAS, MI
49406**

MINUTES

1. CALL TO ORDER: By Mayor North

2. ROLL CALL: By Clerk Kasper

PRESENT

Mayor Cathy North

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer

Councilmember Jeff West

Also Present - City Manager Lisa Nocerini, City Clerk Laura Kasper, City Treasurer Dawn Raza, Planning & Zoning Administrator Sean Homyen, Director of Public Works Greg Salinas, Project Manager Jenny Pearson, Douglas Police Corporal Lori Warsen, Douglas Police Chief Steve Kent

ABSENT/EXCUSED - Councilmember Neal Seabert

3. BUDGET WORKSHOP: FY 2026-2027 Budget Review

4. PUBLIC COMMUNICATION – VERBAL: None

5. COUNCIL/MAYOR COMMENTS: None

6. ADJOURNMENT

Motion by West, second by O'Malley, to adjourn the meeting.

Approved on this 1st day of June, 2026

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 workshop meeting of the City Council of the City of the Village of Douglas held on May 18, 2026, 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
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MAY 18, 2026 AT 6:00 PM
415 WEST WILEY RD, SUITE 103, DOUGLAS, MI
49406**

MINUTES

1. CALL TO ORDER: By Mayor North

2. ROLL CALL: By Clerk Kasper

PRESENT

Mayor Cathy North

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer

Councilmember Jeff West

City Manager Lisa Nocerini, City Clerk Laura Kasper, Planning & Zoning Administrator Sean Homyen

ABSENT/EXCUSED - Councilmember Neal Seabert

3. PLEDGE OF ALLEGIANCE: Led by Mayor North

4. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for May 18, 2026

B. Approve the Council Regular Meeting Minutes for May 4, 2026

C. Approve Invoices in the Amount of \$195,850.19

Motion by O'Malley, second by Balmer, to approve the Consent Calendar of May 18, 2026 – Motion carried by unanimous roll call vote

5. PUBLIC COMMUNICATION – VERBAL: None

6. PUBLIC COMMUNICATION – WRITTEN: None

7. UNFINISHED BUSINESS: None

8. NEW BUSINESS

A. Resolution 11-2026 - Saugatuck Township Fire District FY 26-27 Budget Adoption

Motion by Balmer, second by O'Malley, to adopt resolution 11-2026, approving the adoption of the Saugatuck Township Fire District budget for Fiscal Year 2026-2027. – Motion carried by unanimous roll call vote

B. Resolution 09-2026 - Recognizing June as Pride Month

Motion by Walker, second by West, to adopt resolution 09-2026, proclaiming the month of June as Pride Month in the City of the Village of Douglas. – Motion carried by unanimous roll call vote

C. Resolution 10-2026 - Honoring Nation Public Works Week 2026 (L. Nocerini)

Motion by Freeman, second by O'Malley, to adopt resolution 10-2026, proclaiming May 17-23, 2026, as Public Works Week in the City of the Village of Douglas. – Motion carried by unanimous roll call vote

D. Memorandum of Understanding (MOU) - Second Amendment (S. Homyen)

Motion by Balmer, second by West, to approve the second amendment to the MOU with Mosaic Development, extending the term through August 30, 2026. – Motion carried by unanimous roll call vote

E. Resolution 12-2026 - Public Act 152 of 2011 Opt Out (L. Nocerini)

Motion by Balmer, second by O'Malley, to adopt resolution 12-2026, exempting the City from the requirements of Public Act 152 of 2011 for the fiscal year beginning July 1, 2026. – Motion carried by unanimous roll call vote

F. Resolution 13-2026 - Employee Insurance FY 2026-2027 (L. Nocerini)

Motion by O'Malley, second by Balmer, to adopt resolution 13-2026, approving the fiscal year 2026-2027 employee insurance plans and contributions rates. – Motion carried by unanimous roll call vote

9. REPORTS

A. Commission/Committee/Boards

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

B. Administration Report - City Manager Nocerini provided updates

10. PUBLIC COMMUNICATION – VERBAL: Public comments received

11. COUNCIL COMMENTS: Councilmembers stated final comments

12. MAYOR'S REPORT/COMMENTS: Mayor North provided final comments

13. ADJOURNMENT

Motion by West, second by O'Malley, to adjourn the meeting.

Approved on this 1st day of June 2026

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 May 18, 2026, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____

Laura Kasper, City Clerk

05/28/2026

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
	GL Distribution			
ACH Transaction				
85114700				
53804	ABSOPURE WATER COMPANY	05/08/2026	06/01/2026	57.70
	WATER			
101-265.000-740.000	SUPPLIES			57.70
5-26-26				
53838	ALLEGAN COUNTY SHERIFF'S DEPT.	05/22/2026	06/01/2026	233.00
	DEBTS CREW APRIL 2026			
101-463.000-802.000	CONTRACTUAL			233.00
INV-009610				
53842	BLACK GOLD HOLDINGS LLC	05/21/2026	06/01/2026	465.00
	COLD PATCH			
202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			232.50
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			232.50
5338132306				
53850	CINTAS	05/27/2026	06/01/2026	32.91
	FIRST AID CABINET, CITY HALL			
101-265.000-802.000	CONTRACTUAL			32.91
5338132305				
53851	CINTAS	05/27/2026	06/01/2026	7.53
	FIRST AID CABINET- DPW GARAGE			
101-265.000-802.000	CONTRACTUAL			7.53
MIHOL494585				
53845	FASTENAL COMPANY	05/20/2026	06/01/2026	66.95
	TOILET PAPER			
101-265.000-740.000	SUPPLIES			66.95
MIHOL494658				
53849	FASTENAL COMPANY	05/22/2026	06/01/2026	236.23
	BEERY & DOUGLAS BEACH TP, HEAT SHRINK ELECTRICAL CONNECTORS			
101-751.000-740.000	SUPPLIES			162.20
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			74.03
1568208				
53808	MML WORKERS' COMP FUND	05/19/2026	06/01/2026	5,168.00
	POLICY PREMIUM 7/1/26-7/1/27			
101-000.000-123.000	PREPAID EXPENSES			3,135.92
202-000.000-123.000	PREPAID EXPENSES			1,078.32
203-000.000-123.000	PREPAID EXPENSES			953.76
19088				
53846	NEWCOMER PLOW AND HITCH LLC	05/21/2026	06/01/2026	27.00
	GREASE CAP AND LUBE			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			27.00
10981956				
53828	PLUNKETT COONEY	05/22/2026	06/01/2026	90.00
	LEGAL FEES			
101-266.000-801.000	CONTRACTUAL ATTORNEY			90.00

5-26-26				
53832	GREG SALINAS	05/26/2026	06/01/2026	310.30
	MILEAGE TO AND FROM BOYNE CITY FOR MML AWARD 428 MILES			
101-463.000-718.002	MISC TRAVEL EXPENSES-TRAINING			310.30

5-26-26	UNIFORM			
53836	GREG SALINAS	05/26/2026	06/01/2026	357.54
	UNIFORM REIMBURSEMENT			
101-463.000-750.000	UNIFORMS			357.54

26-0000806				
53793	SAUGATUCK TWP FIRE DISTRICT	05/13/2026	06/01/2026	1,900.00
	RENTAL HOME INSPECTIONS			
101-701.000-802.000	CONTRACTUAL			1,900.00

7073238				
53822	TAFT STETTINIUS & HOLLISTER LLP	04/21/2026	06/01/2026	1,228.50
	200 BLUE STAR HIGHWAY			
243-000.000-801.000	CONTRACTUAL ATTORNEY			1,228.50

VC3-248780				
53800	VC3 INC	05/15/2026	06/01/2026	46.20
	EXCHANGE ONLINE PLAN-NCE ANNUAL COMMITMENT			
101-301.000-802.000	CONTRACTUAL			46.20

VC3-248632				
53801	VC3 INC	05/15/2026	06/01/2026	146.28
	CLOUD PROTECT			
101-265.000-802.000	CONTRACTUAL			146.28

VC3-248779				
53802	VC3 INC	05/15/2026	06/01/2026	272.55
	EXCHANGE ONLINE PLAN AND MICROSOFT 365 BUSINESS STANDARD			
101-265.000-802.000	CONTRACTUAL			272.55

102820				
53847	WILLIAMS AND WORKS	05/02/2026	06/01/2026	998.17
	PROFESSIONAL ASSISTANCE TO PZA			
101-000.000-283.000	ESCROW			339.00
101-701.000-803.000	CONTRACTUAL CONSULTANT			659.17

102826				
53848	WILLIAMS AND WORKS	05/02/2026	06/01/2026	593.25
	ZONING ORDINANCE UPDATE			
101-701.000-803.000	CONTRACTUAL CONSULTANT			593.25

215740-1				
53796	WOLVERINE POWER SYSTEMS	05/18/2026	06/01/2026	625.00
	MAJOR PM SERVICE FOR GENERATOR			
101-265.000-930.000	REPAIRS & MAINTENANCE: GENERAL			625.00

Type: EFT Transfer				

271415859				
53805	COMCAST	05/15/2026	06/01/2026	460.00
	INTERNET			
101-265.000-851.001	INTERNET AND LANDLINES			460.00

6-7-26				
53806	COMCAST	05/16/2026	06/01/2026	12.21
	TV SERVICES			
101-265.000-851.001	INTERNET AND LANDLINES			12.21

204302234500					
53825	CONSUMERS ENERGY	05/21/2026	06/01/2026		187.75
	FD-WEST SIDE				
101-265.000-922.000	UTILITIES				187.75

204302234499					
53826	CONSUMERS ENERGY	05/21/2026	06/01/2026		67.33
	FD-EAST SIDE				
101-265.000-922.000	UTILITIES				67.33

201632525200					
53827	CONSUMERS ENERGY	05/21/2026	06/01/2026		132.29
	EV CHARGING STATION				
101-751.000-922.000	UTILITIES				132.29

201187656624					
53833	CONSUMERS ENERGY	05/26/2026	06/01/2026		39.01
	147 CENTER ST				
101-751.000-922.000	UTILITIES				39.01

204569199510					
53834	CONSUMERS ENERGY	05/26/2026	06/01/2026		55.04
	SCHULTZ PARK RAMP				
213-753.000-922.000	UTILITIES				55.04

201543540785					
53835	CONSUMERS ENERGY	05/26/2026	06/01/2026		1,169.77
	CITY HALL/PD				
101-265.000-922.000	UTILITIES				1,169.77

5-26 26BAYOU					
53809	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		103.27
	26 BAYOU DR IRRIGATION 4/1/26-4/30/26				
101-751.000-922.000	UTILITIES				103.27

5-26 455CENTER					
53810	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		338.63
	455 CENTER ST 4/1/26-4/30/26				
101-751.000-922.000	UTILITIES				338.63

26 147CENTERIRR					
53811	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		32.50
	147 CENTER ST IRRIGATION 4/1/26-4/30/26				
101-751.000-922.000	UTILITIES				32.50

5-26 415WILEY101					
53812	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		1,879.54
	415 WILEY RD STE 101 4/1/26-4/30/26				
101-265.000-922.000	UTILITIES				1,879.54

415 WILEY103IRR					
53813	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		612.98
	415 WILEY RD STE 103 IRRIGATION 4/1/26-4/30/26				
101-265.000-922.000	UTILITIES				612.98

5-26 415WILEY103					
53814	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		1,946.12
	415 WILEY RD STE 103 4/1/26-4/30/26				
101-265.000-922.000	UTILITIES				1,946.12

5-26 486WATER					
53815	KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026		89.14

	486 WATER ST NEW BARN			
	101-265.000-922.000	UTILITIES		89.14
201	WASHINGTON			
	53816 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	37.01
	201 WASHINGTON 4/1/26-4/30/26			
	594-597.000-922.000	UTILITIES		37.01
'	WASHINGTON BR			
	53817 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	219.96
	37 WASHINGTON BATHROOM			
	101-751.000-922.000	UTILITIES		219.96
26	3100 SCHULTZ			
	53818 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	275.43
	3100 SCHULTZ PARK DR			
	101-751.000-922.000	UTILITIES		275.43
5-26	25MAIN IRRI			
	53819 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	155.59
	25 MAIN IRRIGATION			
	101-751.000-922.000	UTILITIES		155.59
25	MAINDRINKING			
	53820 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	25.50
	25 MAIN DRINKING FOUNTAIN			
	101-751.000-922.000	UTILITIES		25.50
50	LAKESHORE BR			
	53821 KALAMAZOO LAKE SEWER & WATER	05/15/2026	06/01/2026	100.99
	50 LAKESHORE DR BATHROOM			
	101-751.000-922.000	UTILITIES		100.99
5-2026	FD			
	53829 MICHIGAN GAS UTILITIES	05/20/2026	06/01/2026	125.58
	FIRE DEPARTMENT			
	101-265.000-922.000	UTILITIES		125.58
5-2026	CH			
	53830 MICHIGAN GAS UTILITIES	05/20/2026	06/01/2026	86.15
	CITY HALL AND PD			
	101-265.000-922.000	UTILITIES		86.15
5-2026	GEN			
	53831 MICHIGAN GAS UTILITIES	05/20/2026	06/01/2026	51.34
	GENERATOR			
	101-265.000-922.000	UTILITIES		51.34
5940225203				
	53837 MICHIGAN GAS UTILITIES	05/22/2026	06/01/2026	58.12
	DPW GARAGE			
	101-265.000-922.000	UTILITIES		58.12
Type:	Paper Check			
6-1-26	TAXES			
	53792 ALLEGAN CO TREASURER	06/01/2026	06/01/2026	128.00
	TAX BILL COLORED PAPER			
	101-253.000-900.000	PRINTING & PUBLISHING		128.00
10-1002761				
	53798 ECONO SIGNS, LLC	05/08/2026	06/01/2026	3,259.26
	SIGNS			

203-463.000-740.000	SUPPLIES			3,259.26
176603				
53797	JACK'S GREENHOUSE	05/13/2026	06/01/2026	512.50
	50 FLATS OF FLOWERS			
101-802.000-802.000	CONTRACTUAL			512.50
76493				
53843	MENARDS-HOLLAND	05/22/2026	06/01/2026	59.88
	PAINT FOR TRUCK #2			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			59.88
76425				
53844	MENARDS-HOLLAND	05/22/2026	06/01/2026	153.83
	FERTILIZER, SPREADER, PAINT FOR TRUCK #2			
101-463.000-740.000	SUPPLIES			108.92
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			44.91
73994				
53794	NEW DAWN LINEN SERVICE	05/18/2026	06/01/2026	59.72
	RUG CLEANING			
101-265.000-802.000	COMMERCIAL CLEANING			59.72
74338				
53841	NEW DAWN LINEN SERVICE	05/25/2026	06/01/2026	59.72
	RUG CLEANING			
101-265.000-802.000	COMMERCIAL CLEANING			59.72
2605-969329				
53799	OVERISEL LUMBER CO.	05/15/2026	06/01/2026	18.99
	SPRAY NOZZLE			
101-463.000-740.000	SUPPLIES			18.99
2605-968680				
53803	OVERISEL LUMBER CO.	05/14/2026	06/01/2026	17.02
	SEASONAL KEYS, MISC FASTENERS			
101-265.000-740.000	SUPPLIES			17.02
2605-970909				
53823	OVERISEL LUMBER CO.	05/20/2026	06/01/2026	65.96
	DOUGLAS BEACH BATHROOMS			
101-751.000-740.000	SUPPLIES			65.96
2605-970815				
53824	OVERISEL LUMBER CO.	05/20/2026	06/01/2026	16.98
	DOUGLAS BEACH BATHROOMS			
101-751.000-740.000	SUPPLIES			16.98
2605-972216				
53839	OVERISEL LUMBER CO.	05/22/2026	06/01/2026	15.96
	MULCH FOR BUMPOUTS			
101-751.000-740.000	SUPPLIES			15.96
2605-972299				
53840	OVERISEL LUMBER CO.	05/22/2026	06/01/2026	19.95
	MULCH FOR BUMPOUTS			
101-751.000-740.000	SUPPLIES			19.95
58185				
53795	PV BUSINESS SOLUTIONS INC	05/12/2026	06/01/2026	298.50
	2026 OSHA UPDATED COMPLIANCE MANUAL			
101-751.000-740.000	SUPPLIES			298.50

5-4-26

53807 SAUGATUCK DOUGLAS CVB	05/04/2026	06/01/2026	3,000.00
SDACVB FIREWORKS FUNDING REQUEST			
101-802.000-958.000 MISCELLANEOUS			3,000.00

# of Invoices:	60	# Due: 60	Totals:	28,809.63
# of Credit Memos:	0	# Due: 0	Totals:	0.00
Net of Invoices and Credit Memos:				28,809.63

--- TOTALS BY FUND ---

101 - GENERAL FUND	21,526.92
202 - MAJOR STREET FUND	1,310.82
203 - LOCAL STREETS FUND	4,445.52
213 - SCHULTZ PARK LAUNCH RAMP	55.04
243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND	1,228.50
594 - DOUGLAS MARINA	37.01
660 - EQUIPMENT RENTAL FUND	205.82

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	6,735.50
253.000 - TREASURER	128.00
265.000 - BUILDING & GROUNDS	8,091.41
266.000 - ATTORNEY	90.00
301.000 - POLICE	46.20
463.000 - GENERAL STREETS & ROW	4,753.01
597.000 - DOUGLAS MARINA	37.01
701.000 - PLANNING & ZONING	3,152.42
751.000 - PARKS & RECREATION	2,002.72
753.000 - LAUNCH RAMPS	55.04
802.000 - COMMUNITY PROMOTIONS	3,512.50
903.000 - EQUIP. REPAIRS & MAINTENANCE	205.82



CITY OF THE VILLAGE OF DOUGLAS
 415 W. Wiley Rd, Ste 103, P.O. Box 757
 Douglas, MI 49406
 Ph (269) 857-1438
 Payments: www.douglasmi.gov
 Submissions & questions: info@douglasmi.gov
 \$50.00 Fee (waived for non-profit organizations)

Date Received: _____
CITY COUNCIL ACTION:
 Approved _____ Denied _____ Date _____
POLICE DEPARTMENT ACTION:
 Approved _____ Denied _____ Date _____
DEPARTMENT OF PUBLIC WORKS ACTION:
 Approved _____ Denied _____ Date _____
 Estimated Fees: _____

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 may 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 require approval from City Council and need to be filled out entirely and returned to the City Clerk's office a minimum of 90 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. Please see the City of Douglas' Event Policy for more information. **Required Authorizing Personnel Signatures page must be completed prior to submitting it to City Hall for Council approval.** A Cost Confirmation Form will be provided to the applicant/organization after application submittal. This form will outline the total estimated costs of the event. If the total estimated costs do not exceed \$3,000, then no payment will be required. However, should costs exceed this threshold, then the applicant/organization will be responsible for the additional charges above and beyond \$3,000.

APPLICANT/ORGANIZATION INFORMATION

Organization: ENCOMPASS Wellness Nonprofit: ☐ Yes ☒ No
 Applicant Name: April Gundy PH: [REDACTED]
 Street Address/P.O. Box: 2902 Blue Star Hwy
 City/State/Zip Code: Douglas MI 49458
 E-mail: [REDACTED]
 CONTACT PERSON ON DAY OF EVENT: April Gundy PH: [REDACTED]

EVENT INFORMATION

Name of Event: Labor Day Bridge Walk
 Location of Event: Beery Field Douglas
 Event Date(s): Sept. 7 2026 Start Time: 800 End Time: 900
 Estimated Date/Time for: Set-Up 730 Clean-Up 830
 Anticipated Number of Attendees: 200 Anticipated Number of Volunteers: 4
 Event Description: event/Walk will start @ Beery Field, walk down Washington under Blue Star Bridge, turning around & head back same way.

EVENT DETAILS☒ Street Closure: (Use attached map to outline proposed closure)Street closure date/time: Center St Street re-open date/time: 745-915☐ Parade: (Use attached map to outline route) Parade Type: ☐ Pedestrian ☐ Vehicle

Parade start time: _____ Parade finish time: _____

MUSIC:Will Music be provided during this event? ☐ Yes ☒ NoIf 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 ☒ NoIf yes, ☐ Provide Copy of Health Department Food Service License**ALCOHOL:**Will alcohol be served at your event? ☐ Yes ☒ NoIf 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: NO

City approval is required for any temporary signage in the public right-of-way or on City property.

Please visit www.douglasmi.gov to obtain the 14 Day Temporary Sign Permit application.**FIREWORKS:**Will fireworks be a part of your event? ☐ Yes ☒ NoIf yes, ☐ Provide Copy of Liability Insurance (Listing the City as additional insured)☐ Council Resolution will be Required – see City Clerk**TENTS/CANOPIES/BOOTHES:**Will tents/canopies be installed? ☐ Yes ☒ NoIf yes, ☐ Tents – Quantity _____☐ Notify the Director of the Douglas Department of Public Works @ 269-857-2763 to discuss placement locations (Irrigation systems are located at Beery Field, Schultz Park, and Wades Bayou)☐ Fill out the Tent Inspection form found at www.saugatuckfire.org and/or call the Saugatuck Township Fire Department with questions at (269) 857-3000.Will booths be set up? ☐ Yes, Quantity _____ ☒ No

The City of Douglas does have tables and chairs available for rental through the Downtown Development Authority – see www.douglasmi.gov for application. Pick up and drop off are the responsibility of the applicant.

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. See event fee schedule for associated costs.

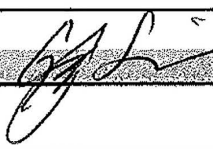
DEPARTMENT OF PUBLIC WORKS:

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

- ☐ Trucks – Size _____ Qty _____ ☐ Loaders – Tele or Regular ☐ Trailer – Size _____ Qty _____
☐ Trash Receptacles (limit 10) – Qty _____ ☒ Traffic cones – Qty _____
☐ Fencing – _____ Ft. ☐ Water Hook Up ☐ Y ☐ N
☐ Barricades – Concrete Qty _____  ☐ Electric Hook Up ☐ Y ☐ N
☒ Barricades – 3-bar Qty 4 

☐ Approved ☐ Denied

☒ Approved with Conditions Meeting required prior to event with DPW + Douglas PD
to go over a Traffic Control Plan.

Authorized Personnel Signature 

Date: 5/20/2026

DOUGLAS POLICE DEPARTMENT:

Will this event require additional officers & equipment? ☐ Yes ☐ No

If yes, please describe & include times: _____

☐ Approved ☐ Denied

☐ Approved with Conditions _____

Authorized Personnel Signature _____

Date: _____

APPLICANT/ORGANIZATION CHECK LIST (APPLICANT TO CHECK APPLICABLE BOXES)

- ☐ Completed Application
- ☐ Event Map (include detailed event layout for food vendors/concessions, booths, portable restrooms, road closures, barricades, music, parade route, event signage, etc.)
- ☐ Certificate of Insurance (listing the City of Douglas as additional insured – once approved)
- ☐ 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
- ☐ Police Department Authorized Personnel Signature
- ☐ Yes, I have read the City of Douglas' Event Policy

If document(s) are missing, please explain: _____

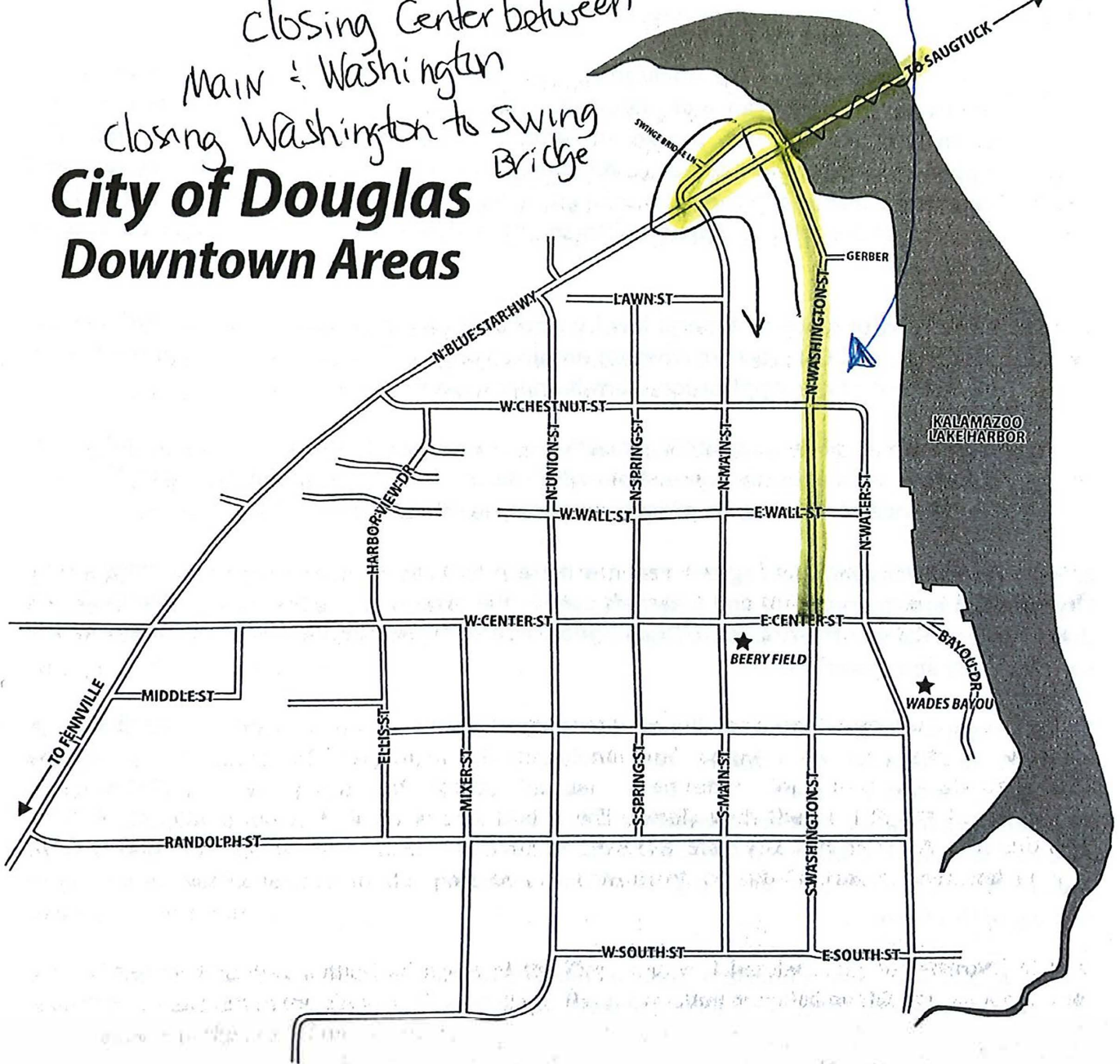
The Applicant/Organization understand and agrees to the following:

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.

Start @ Beery Field. Close Washington
Walk From Beery Field Over Bridge + Back.

Closing Center between
Main & Washington
closing Washington to Swing
Bridge

City of Douglas Downtown Areas



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:

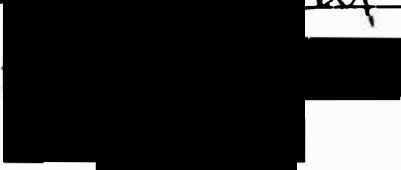
- A. Acts or omissions by the Applicant/Organization, its agents, employees, servants and Contractors in furtherance of the event, including, but not limited to, acts or omissions alleged to be in the nature of gross negligence or willful misconduct. The Applicant/Organization agrees to reimburse the 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 Amel Gundy Date: 5-18-2020

Signature of Applicant  Date: 5-18-2020

**CITY OF THE VILLAGE OF DOUGLAS
COUNTY OF ALLEGAN, STATE OF MICHIGAN
RESOLUTION NO. 14-2026**

**A RESOLUTION TO LEVY ADDITIONAL CHARTER-AUTHORIZED MILLAGE FOR
ROAD IMPROVEMENTS**

SUMMARY

This resolution authorizes the City to utilize approximately 1.4 mills of available Charter-authorized millage capacity to generate an estimated \$385,000 annually dedicated to improving the City's road system. These funds will be used to address deteriorating road conditions, reduce long-term repair costs, and move the City toward a more proactive maintenance approach.

Based on the City's 2026 L-4029, voters originally authorized up to 5.0000 mills for road maintenance and improvements. Due to cumulative Headlee Amendment rollbacks, the maximum allowable millage for 2026 has been reduced to 2.1728 mills, representing a loss of approximately 2.8272 mills, or approximately 56.5% of the City's original taxing authority. Using the City's 2026 taxable value of \$275,001,826, this reduction equates to approximately \$777,000 in lost annual revenue capacity.

The City currently retains the ability to generate approximately \$597,000 annually by levying the full allowable millage without voter approval. A partial levy of 1.4 mills would generate approximately \$385,000 annually.

Headlee rollbacks occur annually regardless of whether the City levies the available millage. As a result, unused millage capacity is not preserved and continues to decline over time. This resolution represents a strategic use of existing authority to prevent further erosion of available capacity while advancing necessary road improvements.

This is intended as an interim investment while the City develops a long-term infrastructure funding strategy. The additional millage is anticipated to be levied with the City's winter tax collection to align with road and maintenance improvements funding needs.

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at City Hall on the 1st day of June, 2026, at 6 p.m.

WHEREAS

WHEREAS, the City of the Village of Douglas is authorized under its Charter to levy up to 5.0000 mills for road maintenance and improvements; and

WHEREAS, due to cumulative Headlee Amendment rollbacks, the maximum allowable millage rate for 2026 has been reduced to 2.1728 mills; and

WHEREAS, this reduction represents a loss of approximately 2.8272 mills, or approximately 56.5% of the City's originally authorized taxing capacity; and

WHEREAS, using the City's 2026 taxable value of \$275,001,826, this reduction equates to approximately \$777,000 in lost annual revenue capacity; and

WHEREAS, the City currently retains the ability to generate approximately \$597,000 annually by levying the full allowable millage without voter approval; and

WHEREAS, a partial levy of approximately 1.4 mills would generate an estimated \$385,000 annually for road maintenance and improvements; and

WHEREAS, Headlee rollbacks occur annually regardless of whether the City levies available millage, resulting in the continued reduction of unused millage capacity over time; and

WHEREAS, the City's road network has experienced deterioration, with a significant portion of roads currently classified in fair to poor condition, requiring increased investment to prevent further decline and higher long-term costs; and

WHEREAS, the City Council recognizes that proactive and annual investment in road maintenance and reconstruction is necessary to protect public infrastructure, ensure public safety, and maintain the overall quality of life within the community; and

WHEREAS, the City Council desires to utilize available Charter millage capacity to generate dedicated funding for improving and maintaining the City's road system; and

WHEREAS, the City Council intends that this additional millage be used specifically for road improvements and to support the development of a long-term, sustainable infrastructure funding strategy, including consideration of a dedicated road improvement or infrastructure fund;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Levy of Additional Charter Millage

The City Council hereby authorizes the levy of up to 1.4 mills of available Charter-authorized road millage capacity, subject to applicable Headlee limitations, as part of the City's annual tax levy.

2. Dedicated Use of Funds

Revenue generated from this additional millage, estimated at approximately \$385,000 annually, shall be allocated specifically for the purpose of:

- Road maintenance
- Road rehabilitation and reconstruction
- Related infrastructure improvements necessary to improve the overall condition of the City's road network

3. Long-Term Planning

The City shall utilize this funding to:

- Improve the condition of the road system
- Develop and implement a long-term road funding strategy, including consideration of a dedicated infrastructure or road improvement fund

4. Annual Review

The City Council shall review the levy and the condition of the road system on an annual basis and retains the authority to adjust the levy in future years as part of the annual budget and tax rate process.

5. Implementation

This additional millage shall be incorporated into the City's annual budget and tax rate resolution and administered in accordance with applicable law.

The additional millage authorized herein is anticipated to be levied in connection with the City's winter tax collection; however, the timing of collection may be adjusted by the City Council as part of the annual budget and tax levy process.