



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, SEPTEMBER 03, 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/86171384682>

**Join by phone by dialing:** +1 (312) 626-6799 | **Then enter "Meeting ID":** 861 7138 4682

1. **CALL TO ORDER:** By Mayor
2. **ROLL CALL:** By Clerk
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor
4. **CONSENT CALENDAR**
  - A. Approve the Council Meeting Agenda for September 3, 2024
  - B. Approve the Council Regular Meeting Minutes for August 19, 2024
  - C. Approve Invoices in the Amount of \$173,693.00
  - D. Reappointment - Tarue Pullen - Interurban Transit Authority Board
5. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
6. **PUBLIC COMMUNICATION - WRITTEN**
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
  - A. Hystopolis Halloween Parade Equipment Costs Request (L. Nocerini)

*Motion to approve the Consent Calendar of September 3, 2024 – roll call vote*

*Motion to approve the City Administration to authorize forgiving \$2,187.00 in the Department of Public Works and Douglas Police Department equipment costs for the October 2024 Halloween Parade. - roll call vote*

**B.** Community Pride Oktoberfest Labor/Equipment Costs Request (L. Nocerini)

*Motion to approve the City Administration to authorize forgiving \$1,336.27 in Department of Public Works and Douglas Police Department labor/equipment costs for Community Pride's 2024 Oktoberfest event. - roll call vote*

**C.** Tri-Community Wildlife Committee (L. Nocerini)

*Motion to approve the creation of a Tri-Community Wildlife Committee between the City of Douglas, Saugatuck Township, and the City of Saugatuck, pending approval from each jurisdiction while allowing adjustments to the Committee set-up language if necessary. - roll call vote*

**D.** Bendzinski & Co Municipal Finance Advisors Contract (L. Nocerini)

*Motion to approve a contract with Bendzinski & Co Municipal Advisors in the amount of \$13,500 to assist with ongoing contract negotiations with the KLSWA, with \$6,750 coming from the water account and \$6,750 coming from the sewer account. - roll call vote*

**E.** Ordinance No. 07-2024 - Chapter 54 Amendments (Brush, Garbage & Refuse) - Second Reading - Public Hearing (S. Homyen)

*Motion to open the public hearing for ordinance 07-2024. - roll call vote*

1. Administration Comments
2. Public Comments
3. Council Comments

*Motion to close the public hearing for ordinance 07-2024. - roll call vote*

*Motion to [adopt, table, or deny] Ordinance 07-2024, which amends Sections 54.02 and 54.05 of Chapter 54 (Garbage and Refuse) in the City of the Village of Douglas Code. - roll call vote*

**F.** Ordinance No. 08-2024 - Streets & Sidewalks Amendment - Second Reading - Public Hearing (S. Homyen)

*Motion to open the public hearing for ordinance 08-2024. - roll call vote*

1. Administration Comments
2. Public Comments
3. Council Comments

*Motion to close the public hearing for ordinance 08-2024. - roll call vote*

*Motion to [adopt, table, or deny] Ordinance 08-2024, which amends Section 93.003 of Chapter 93 (Streets and Sidewalks) in the Code of the City of the Village of Douglas. - roll call vote*

**9. REPORTS**

**A.** Commission/Committee/Boards

1. Planning Commission
2. Kalamazoo Lake Sewer Water

3. Downtown Development Authority
4. Kalamazoo Lake Harbor Authority
5. Douglas Harbor Authority
6. Douglas Brownfield Authority
7. Fire Board
8. Community Recreation
9. Playground Committee

**B. Administration Report**

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

**11. COUNCIL COMMENTS**

**12. MAYOR’S REPORT/COMMENTS**

**13. ADJOURNMENT**

*Motion to adjourn the meeting.*

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



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, AUGUST 19, 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

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

Planning and Zoning Administrator Sean Homyen

ABSENT

Councilmember Matt Balmer

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

**4. MOMENT OF SILENCE - DEAN KAPENGA**

**5. CONSENT CALENDAR**

- A. Approve the Council Meeting Agenda for August 19, 2024
- B. Approve the Council Workshop Meeting Minutes for August 5, 2024
- C. Approve the Council Regular Meeting Minutes for August 5, 2024
- D. Approve invoices in the amount of \$89,269.91
- E. Resignation Letter - Rob Naumann
- F. Special Event - Mt. Baldhead Challenge
- G. Special Event - Adult Halloween Parade

*Motion by Freeman, second by O'Malley, to approve the Consent Calendar of August 19, 2024. – Motion carried by unanimous roll call vote.*

**6. FERRY STREET CULVERT PRESENTATION - PREIN & NEWHOF:** Lucas Timmer with Prein and Newhof gave a presentation outlining the state of the Ferry Street culvert and road closure and addressed questions from Councilmembers.

**7. PUBLIC COMMUNICATION – VERBAL:** Jerri Walsh - concerns with snow and ice removal and brush pickup. Paul – had detour concerns. Michelle – concerns with brush definition and pickup. Mary – thanked police for assisting with the traffic detour and asked about culvert options. Jim – mentioned a medical incident in Saugatuck City. Fire Chief Chris Mantels – complimented the City for taking quick action on the culvert. Representative Joey Andrews – provided an update that his office is working to gain access to funds for the City culvert project.

**8. PUBLIC COMMUNICATION - WRITTEN**

- A. Aleshia Balmer – Letter received into record
- B. Randy Walker – Letter received into record
- C. Dawn and Frank Holub – Letter received into record
- D. Centre Collective Support – Letters received into record

**9. UNFINISHED BUSINESS:** None to attend to

**10. NEW BUSINESS**

- A. Centre Collective - Resolution 19-2024 - Vacation of Pleasant Street Platted Right of Way - Planning and Zoning Administrator Homyen provided background to the item.

*Motion by O'Malley, second by Donovan, to approve with conditions the request made by KRE West Centre, LLC, adopting resolution 19-2024, which outlines the background, requirements, and conditions associated with the approval for the vacation of the Pleasant Street Right of Way. – Motion carried by unanimous roll call vote.*

- B. Centre Collective - Resolution 20-2024 - Final Site Condo Approval - Planning and Zoning Administrator Homyen provided background to the item.

*Motion by O'Malley, second by Donovan, to approve with conditions the site plan and 19-unit site condominium development which meets the requirements of Section 16.24 of the City of the Village of Douglas Zoning Ordinance, submitted by KRE West Centre, LLC, per the plan set provided by Callen Engineering, dated January 8, 2024 and based on the findings in the memorandum dated August 12, 2024 and the Williams & Works memorandum dated February 1, 2024, subject to the conditions outlined in resolution 20-2024. – Motion carried by unanimous roll call vote.*

- C. Ordinance 06-2024 Michigan Gas Utilities Franchise Renewal - Second Reading - Public Hearing

*Motion by Seabert, second by O'Malley, to open the public hearing for ordinance 06-2024. – Motion carried by unanimous roll call vote.*

1. Administration Comments – City Manager Nocerini discussed how the item has been reviewed by the City Attorney and the procedure for renewing an ordinance to grant the Michigan Gas Utilities Corporation the right to use public areas for the establishment and operation of gas-related infrastructure.
2. Public Comments – no comments received
3. Council Comments – Seabert asked how long it is for, and Nocerini referenced that the ordinance states 30-years.

*Motion by Seabert, second by Freeman, to close the public hearing for ordinance 06-2024. – Motion carried by unanimous roll call vote.*

*Motion by Walker, second by O'Malley, to adopt ordinance 06-2024, approving the Michigan Gas Utilities Franchise renewal. – Motion carried by unanimous roll call vote.*

- D. Ordinance No. 07-2024 - Chapter 54 Amendments (Brush, Garbage & Refuse) - First Reading (No Council Action Required) - Planning and Zoning Administrator Homyen provided background to the item.
- E. Ordinance No. 08-2024 - Streets & Sidewalks Amendment - First Reading (No Council Action Required) - Planning and Zoning Administrator Homyen provided background to the item.

## 11. REPORTS

- A. Commission/Committee/Boards
  1. Planning Commission – meeting this week for continued work on Master Plan
  2. Kalamazoo Lake Sewer Water – audit report reviewed and water agreement sub-committee reviews
  3. Downtown Development Authority – meets next week
  4. Kalamazoo Lake Harbor Authority – no meeting
  5. Douglas Harbor Authority – no meeting, will meet in September
  6. Douglas Brownfield Authority – no meeting
  7. Fire Board – calls up 20% from last year, hydrant pressure issues now a cause for flow-ring quotes
  8. Community Recreation – no meeting
  9. Playground Committee – no meeting
- B. Administration Report – City Manager Nocerini - thanked DPW, Police Department, and the other public safety agencies who responded to the incident last Thursday, additionally thanked Consumer's Energy for their quick work getting the power restored. Provided an update on efforts to form a Tri-Community Wildlife Committee. Also noted the improvements in the parks, newly installed floating docks at Wade's Bayou, and the gardens that volunteers are maintaining. Additional thanks were given to DPW Director Zoet, the Troop 29 Leaders, and the individuals doing such a great job on the Beery Field dugouts project: Myles Broadwater, Sam Young, Alex Carlotto, Jack Parkison, Frankie Bullinger, Tommy Bullinger, Joey Bullinger.

- 12. **PUBLIC COMMUNICATION – VERBAL:** Amber – mentioned safety concerns on Chestnut Lane. Mary – culvert questions. Patty Hanson – thanked Police and DPW for extra patrols and mentioned serving on the deer committee. Michelle – mentioned concerns with the additional traffic on Chestnut Lane.
- 13. **COUNCIL COMMENTS:** Freeman thanked staff and DPW. Seabert thanked everyone for helping last week, was glad to hear about the deer committee, and reevaluation of the proposed ordinances. Donovan requested that updated documents be submitted for the Halloween event and acknowledged the efforts of Chief Kent and Corporal Warsen during the harbor rescue. Walker reminded the public that Councilmembers are non-partisan and work hard to improve the community and mentioned the need to address the poor cell service in the area.
- 14. **MAYOR'S REPORT/COMMENTS:** Mayor North stated that many days and hours were spent with engineers and research of every option to address the culvert issue, advised Councilmembers to provide City Administration with their thoughts on the proposed ordinances, and Council will be presenting good Samaritan awards at their September meeting to honor the quick actions of the individuals who assisted with the harbor rescue.

## 15. ADJOURNMENT

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

Approved on this 3<sup>rd</sup> day of September 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 August 19, 2024, I further certify that the meeting was duly called and that a quorum was present.

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

08/29/2024

INVOICE REGISTER REPORT FOR CITY OF THE VILLAGE OF DOUGLAS  
 EXP CHECK RUN DATES 09/03/2024 - 09/03/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
GL Distribution				
SE2/13140				
49076	ALTA EQUIPMENT CO.	08/21/2024	09/03/2024	49,041.30
	660-902.000-979.000 CAPITAL OUTLAY			49,041.30
40240711				
49127	CARBON SIX CONSTRUCTION INC	08/01/2024	09/03/2024	15,154.94
	470-265.000-974.000 CONSTRUCTION			15,154.94
SEPT 2024 PD				
49077	COMCAST	08/15/2024	09/03/2024	225.01
	101-301.000-851.000 TELEPHONE			225.01
SEPT 2024 DPW				
49078	COMCAST	08/05/2024	09/03/2024	335.23
	101-463.000-851.000 TELEPHONE			335.23
202343506833				
49079	CONSUMERS ENERGY	08/19/2024	09/03/2024	37.75
	594-597.000-922.000 UTILITIES			37.75
202610480833				
49080	CONSUMERS ENERGY	08/18/2024	09/03/2024	87.14
	101-265.000-922.000 UTILITIES			87.14
202610480834				
49081	CONSUMERS ENERGY	08/18/2024	09/03/2024	36.33
	101-265.000-922.000 UTILITIES			36.33
201364624497				
49082	CONSUMERS ENERGY	08/15/2024	09/03/2024	50.98
	213-753.000-922.000 UTILITIES			50.98
205102156530				
49083	CONSUMERS ENERGY	08/15/2024	09/03/2024	37.86
	101-751.000-922.000 UTILITIES			37.86
206703606890				
49193	CONSUMERS ENERGY	08/22/2024	09/03/2024	65.78
	101-751.000-922.000 UTILITIES			65.78
201898543838				
49194	CONSUMERS ENERGY	08/22/2024	09/03/2024	253.60
	101-301.000-922.000 UTILITIES			253.60
201898543839				
49195	CONSUMERS ENERGY	08/22/2024	09/03/2024	260.28
	101-265.000-922.000 UTILITIES			260.28
201364634838				
49196	CONSUMERS ENERGY	08/22/2024	09/03/2024	437.21
	101-463.000-922.000 UTILITIES			437.21
206703606888				
49197	CONSUMERS ENERGY	08/22/2024	09/03/2024	265.55
	101-265.000-922.000 UTILITIES			265.55
206703606889				



49198	CONSUMERS ENERGY	08/22/2024	09/03/2024	497.72
	101-751.000-922.000 UTILITIES			497.72
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08-2024				
49084	DAWN RAZA	08/19/2024	09/03/2024	300.00
	101-215.000-719.000 INSURANCE BENEFITS			300.00
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10-990364				
49189	ECONO SIGNS, LLC	06/14/2024	09/03/2024	2,471.20
	203-463.000-746.000 TRAFFIC SIGNS & SERVICES			1,235.60
	202-463.000-746.000 TRAFFIC SIGNS & SERVICES			1,235.60
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140498				
49190	GIVE EM A BRAKE SAFETY LLC	08/19/2024	09/03/2024	595.00
	203-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			595.00
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140248				
49191	GIVE EM A BRAKE SAFETY LLC	08/12/2024	09/03/2024	8,481.00
	203-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			8,481.00
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459434				
49187	HOLLAND P.T.	08/26/2024	09/03/2024	139.75
	660-903.000-930.004 VEHICLE MAINTENANCE & REPAIRS			139.75
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293541				
49085	IHLE AUTO PARTS	08/15/2024	09/03/2024	15.98
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			15.98
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293352				
49086	IHLE AUTO PARTS	08/09/2024	09/03/2024	160.81
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			160.81
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8-2024				
49087	JENNIFER TIEN	08/19/2024	09/03/2024	300.00
	101-215.000-719.000 INSURANCE BENEFITS			300.00
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62223,24,25				
49184	JOHN A MEYER APPRAISAL CO	08/14/2024	09/03/2024	7,500.00
	101-265.000-802.000 CONTRACTUAL			7,500.00
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25MAINJULY2024				
49095	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	22.91
	101-751.000-922.000 UTILITIES			22.91
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25MAINIJULY2024				
49096	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	397.49
	101-751.000-922.000 UTILITIES			397.49
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50LAKEJULY2024				
49097	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	166.34
	101-751.000-922.000 UTILITIES			166.34
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CENTERJULY2024				
49098	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	82.33
	101-751.000-922.000 UTILITIES			82.33
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CENTERJULY2024				
49099	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	72.92
	101-265.000-922.000 UTILITIES			72.92
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CENTER JULY2024				
49100	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	169.36
	101-301.000-922.000 UTILITIES			169.36
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CENTERJULY2024				
49101	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	121.90

	101-751.000-922.000	UTILITIES			121.90
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5BLUE1	JULY2024				
	49102	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	181.78
	101-265.000-922.000	UTILITIES			181.78
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5BLUE2	JULY2024				
	49103	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	181.67
	101-265.000-922.000	UTILITIES			181.67
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5BLUE6	JULY2024				
	49104	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	66.00
	101-265.000-922.000	UTILITIES			66.00
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6BAYOU	JULY2024				
	49105	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	250.89
	101-751.000-922.000	UTILITIES			250.89
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00SCHU	JULY2024				
	49106	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	222.77
	101-751.000-922.000	UTILITIES			222.77
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37WASH	JULY2024				
	49107	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	218.50
	101-751.000-922.000	UTILITIES			218.50
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01WASH	JULY2024				
	49108	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	100.57
	594-597.000-922.000	UTILITIES			100.57
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6WATER	JULY2024				
	49109	KALAMAZOO LAKE SEWER & WATER	08/15/2024	09/03/2024	74.54
	101-265.000-922.000	UTILITIES			74.54
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	JULY2024				
	49111	LAURA KASPER	08/27/2024	09/03/2024	198.32
	101-265.000-740.000	SUPPLIES			198.32
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253296					
	49088	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	115.00
	213-753.000-958.000	MISCELLANEOUS			115.00
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253300					
	49089	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	190.00
	594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL			190.00
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253298					
	49090	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	115.00
	101-751.000-802.000	CONTRACTUAL			115.00
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253299					
	49091	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	115.00
	101-751.000-802.000	CONTRACTUAL			115.00
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253294					
	49092	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	115.00
	101-751.000-802.000	CONTRACTUAL			115.00
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253295					
	49093	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	190.00
	594-597.000-802.000	CONTRACTUAL			190.00
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248931					
	49094	KERKSTRA RESTROOM SERVICE	06/21/2024	09/03/2024	190.00
	594-597.000-802.000	CONTRACTUAL			190.00
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253297					

49110	KERKSTRA RESTROOM SERVICE	08/16/2024	09/03/2024	305.00
	101-751.000-802.000 CONTRACTUAL			305.00
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INVPRA11240459				
49140	LEXIPOL LLC	08/19/2024	09/03/2024	1,331.00
	101-301.000-718.001 TRAINING FUNDS ACT 302			1,331.00
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108993				
49120	MARK'S BODY SHOP	08/20/2024	09/03/2024	50.00
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			50.00
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49062724				
49117	MCCLOUD SERVICES	07/16/2024	09/03/2024	54.00
	101-265.000-802.000 CONTRACTUAL			54.00
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38487				
49112	MENARDS-HOLLAND	08/15/2024	09/03/2024	990.00
	594-597.001-930.000 REPAIRS & MAINTENANCE: GENERAL			990.00
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37613				
49113	MENARDS-HOLLAND	08/02/2024	09/03/2024	120.08
	594-597.000-802.000 CONTRACTUAL			30.00
	101-751.000-977.000 EQUIPMENT			80.40
	101-265.000-740.000 SUPPLIES			9.68
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38433				
49114	MENARDS-HOLLAND	08/14/2024	09/03/2024	33.30
	202-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			33.30
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38283				
49115	MENARDS-HOLLAND	08/14/2024	09/03/2024	66.60
	202-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			33.30
	203-463.000-930.000 REPAIRS & MAINTENANCE: GENERAL			33.30
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39290				
49185	MENARDS-HOLLAND	08/28/2024	09/03/2024	24.87
	101-265.000-740.000 SUPPLIES			24.87
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5147663390				
49121	MICHIGAN GAS UTILITIES	08/21/2024	09/03/2024	36.85
	594-597.000-922.000 UTILITIES			36.85
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10001746 8/17/24				
49118	MICHIGAN MUNICIPAL RISK MANAGEMENT	08/17/2024	09/03/2024	11,556.75
	101-850.000-814.000 INSURANCE (LIABILITY/AUTO)			11,556.75
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J01746 8/17/2024				
49119	MICHIGAN MUNICIPAL RISK MANAGEMENT	08/17/2024	09/03/2024	2,125.00
	101-850.000-814.000 INSURANCE (LIABILITY/AUTO)			2,125.00
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INV83140				
49116	MUNICIPAL SUPPLY CO.	08/23/2024	09/03/2024	45.00
	101-751.000-977.000 EQUIPMENT			45.00
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43593				
49122	NEW DAWN LINEN SERVICE	08/19/2024	09/03/2024	45.52
	101-265.000-802.000 COMMERCIAL CLEANING			15.93
	101-301.000-802.000 COMMERCIAL CLEANING			29.59
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72470				
49137	NICK UNEMA PLUMBING & HEATING INC	08/15/2024	09/03/2024	2,200.00
	594-597.000-979.000 CAPITAL OUTLAY			2,200.00
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72469				
49139	NICK UNEMA PLUMBING & HEATING INC	08/15/2024	09/03/2024	31,500.00

	594-597.000-979.000	CAPITAL OUTLAY			31,500.00
2408-788541					
	49124	OVERISEL LUMBER CO.	08/15/2024	09/03/2024	105.95
	594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL			105.95
2408-788807					
	49125	OVERISEL LUMBER CO.	08/16/2024	09/03/2024	29.99
	101-265.000-740.000	SUPPLIES			29.99
2408-791358					
	49126	OVERISEL LUMBER CO.	08/26/2024	09/03/2024	19.99
	202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			19.99
2408-791695					
	49186	OVERISEL LUMBER CO.	08/27/2024	09/03/2024	25.48
	101-265.000-740.000	SUPPLIES			25.48
BESC - 24 - 005					
	49130	PAVILION ENTERPRISES LLC	08/28/2024	09/03/2024	50.00
	101-000.000-255.000	BESC - 24 - 005 - PTS24-005			50.00
BESC - 24 - 006					
	49131	PAVILION ENTERPRISES LLC	08/28/2024	09/03/2024	50.00
	101-000.000-255.000	BESC - 24 - 006 - PTS24-003			50.00
8-2024					
	49128	PITNEY BOWES INC	08/16/2024	09/03/2024	603.75
	101-215.000-901.000	POSTAGE			603.75
10926724					
	49129	PLUNKETT COONEY	08/15/2024	09/03/2024	5,287.50
	101-701.000-801.000	CONTRACTUAL ATTORNEY			1,977.50
	101-266.000-801.000	CONTRACTUAL ATTORNEY			3,310.00
166469					
	49133	RAPID SHRED, LLC	08/23/2024	09/03/2024	105.00
	101-265.000-802.000	CONTRACTUAL			55.00
	101-301.000-802.000	CONTRACTUAL			50.00
4109659					
	49132	RIETH-RILEY CONSTRUCTION CO.	08/12/2024	09/03/2024	216.72
	202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			108.36
	203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			108.36
AUG2024					
	49147	SAUGATUCK DOUGLAS CVB	08/09/2024	09/03/2024	203.30
	203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			203.30
14561					
	49188	SCOTT'S LANDSCAPE MANAGMENT INC	08/26/2024	09/03/2024	1,550.00
	202-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			1,550.00
14544					
	49192	SCOTT'S LANDSCAPE MANAGMENT INC	08/07/2024	09/03/2024	600.00
	203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			600.00
277157					
	49135	SHARE CORPORATION	08/07/2024	09/03/2024	43.93
	101-751.000-930.000	REPAIRS & MAINTENANCE: GENERAL			43.93
81183					
	49134	SPECTRUM PRINTERS, INC	07/28/2024	09/03/2024	100.00
	101-262.000-740.000	SUPPLIES			100.00
2024					

49123	STATE OF MI		08/16/2024	09/03/2024	180.00
	101-265.000-802.000	CONTRACTUAL			180.00
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6402069					
49183	TAFT STETTINIUS & HOLLISTER LLP		08/20/2024	09/03/2024	1,617.00
	243-000.000-802.243	BLIGHT REMOVAL			1,617.00
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182121781					
49138	ULINE		08/21/2024	09/03/2024	1,290.02
	202-463.000-746.000	TRAFFIC SIGNS & SERVICES			60.00
	203-463.000-746.000	TRAFFIC SIGNS & SERVICES			288.00
	101-751.000-740.000	SUPPLIES			471.01
	101-265.000-740.000	SUPPLIES			471.01
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VC3-164964					
49136	VC3 INC		08/22/2024	09/03/2024	7,785.60
	101-215.000-802.000	CONTRACTUAL			7,785.60
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9971338707					
49141	VERIZON WIRELESS		08/12/2024	09/03/2024	591.44
	101-215.000-851.000	TELEPHONE			69.06
	101-301.000-851.000	TELEPHONE			148.72
	101-463.000-851.000	TELEPHONE			215.68
	101-701.000-851.000	TELEPHONE			69.06
	101-172.000-851.000	TELEPHONE			44.46
	101-101.000-851.000	TELEPHONE			44.46
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9969901070					
49142	VERIZON WIRELESS		07/24/2024	09/03/2024	134.80
	101-463.000-851.000	TELEPHONE			134.80
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853225					
49143	WESTENBROEK MOWER INC.		08/15/2024	09/03/2024	66.00
	660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			66.00
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JULY2020					
49145	WILLIAMS AND WORKS		07/27/2024	09/03/2024	2,388.75
	101-701.000-803.000	CLERK			525.00
	101-000.000-283.000	ESCROW			1,863.75
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JULY 24					
49146	WILLIAMS AND WORKS		07/27/2024	09/03/2024	1,707.31
	101-701.000-803.000	CLERK			1,707.31
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SEPT 24					
49144	WMRCA		08/28/2024	09/03/2024	50.00
	101-215.000-718.000	TRAINING FUNDS			50.00
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MEMBER SERVICE					
4433980					
49174	ACTION INDUSTRIAL SUPPLY CO		07/22/2024	09/03/2024	874.93
	101-463.000-750.000	UNIFORMS			874.93
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2845303199					
49172	ADOBE ACROBAT PRO		08/13/2024	09/03/2024	299.93
	101-172.000-740.000	SUPPLIES			22.50
	101-215.000-740.000	SUPPLIES			137.97
	101-701.000-740.000	SUPPLIES			70.48
	101-463.000-740.000	SUPPLIES			68.98
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08062024					
49179	ALLEY'S		08/06/2024	09/03/2024	89.24

	101-262.000-740.000	SUPPLIES			89.24
4567422-8303413					
	49154 AMAZON MARKETPLACE		07/19/2024	09/03/2024	271.52
	101-215.000-740.000	SUPPLIES			271.52
7473992-0492269					
	49155 AMAZON MARKETPLACE		07/17/2024	09/03/2024	171.03
	101-301.000-740.000	SUPPLIES			171.03
3616177-8801015					
	49156 AMAZON MARKETPLACE		07/22/2024	09/03/2024	155.00
	101-301.000-930.000	REPAIRS & MAINTENANCE: GENERAL			155.00
1472784-9301847					
	49157 AMAZON MARKETPLACE		07/23/2024	09/03/2024	44.54
	101-215.000-740.000	SUPPLIES			44.54
4721293-2076222					
	49158 AMAZON MARKETPLACE		07/22/2024	09/03/2024	319.92
	101-463.000-750.000	UNIFORMS			319.92
5761875-7265066					
	49159 AMAZON MARKETPLACE		07/22/2024	09/03/2024	121.20
	101-215.000-740.000	SUPPLIES			121.20
3033026-2950611					
	49160 AMAZON MARKETPLACE		07/29/2024	09/03/2024	176.90
	101-265.000-740.000	SUPPLIES			176.90
4110537-2919455					
	49161 AMAZON MARKETPLACE		07/23/2024	09/03/2024	37.84
	101-215.000-740.000	SUPPLIES			37.84
0771449-8217015					
	49162 AMAZON MARKETPLACE		07/31/2024	09/03/2024	93.92
	101-215.000-740.000	SUPPLIES			93.92
1203731-7238644					
	49163 AMAZON MARKETPLACE		08/02/2024	09/03/2024	45.32
	101-215.000-740.000	SUPPLIES			45.32
2481378-8219427					
	49164 AMAZON MARKETPLACE		08/12/2024	09/03/2024	35.78
	101-265.000-740.000	SUPPLIES			35.78
3550434-0131455					
	49165 AMAZON MARKETPLACE		08/12/2024	09/03/2024	80.03
	101-265.000-740.000	SUPPLIES			80.03
JULY2024					
	49168 BACK ALLEY PIZZA		07/29/2024	09/03/2024	43.25
	101-262.000-740.000	SUPPLIES			43.25
08052024					
	49176 BACK ALLEY PIZZA		08/05/2024	09/03/2024	56.62
	101-101.000-958.000	MISCELLANEOUS			56.62
08062024					
	49178 BACK ALLEY PIZZA		08/06/2024	09/03/2024	62.71
	101-262.000-740.000	SUPPLIES			62.71
ESCOM-19427					
	49171 ELECTION SOURCE		08/12/2024	09/03/2024	161.00
	101-262.000-740.000	SUPPLIES			161.00
AUG2024					

49167	FAMILY FARE	07/27/2024	09/03/2024	40.70
	101-262.000-740.000 SUPPLIES			40.70
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90597				
49180	HUISMAN FLOWERS	08/09/2024	09/03/2024	91.10
	101-101.000-958.000 MISCELLANEOUS			91.10
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AUG 2024				
49151	JOHNS BATTERY	08/09/2024	09/03/2024	199.90
	101-301.000-930.004 VEHICLE MAINTENANCE & REPAIRS			199.90
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08052024				
49175	LAKE VISTA SUPER VALU	08/05/2024	09/03/2024	37.17
	101-101.000-958.000 MISCELLANEOUS			37.17
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08062024				
49177	LAKE VISTA SUPER VALU	08/06/2024	09/03/2024	120.16
	101-262.000-740.000 SUPPLIES			120.16
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AUG2024				
49170	MICH ASSOCIATION OF MUNICIPAL CLERK	08/07/2024	09/03/2024	525.00
	101-215.000-718.000 TRAINING FUNDS			525.00
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720918				
49150	MUTT MITT	07/25/2024	09/03/2024	919.89
	101-463.000-740.000 SUPPLIES			919.89
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427110				
49149	RIGHT ROPE	07/19/2024	09/03/2024	1,331.85
	101-265.000-930.000 REPAIRS & MAINTENANCE: GENERAL			665.92
	594-597.000-820.000 MARINA OPERATIONS			665.93
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03515973				
49153	RIGHT ROPE	08/15/2024	09/03/2024	1,149.99
	594-597.001-930.000 REPAIRS & MAINTENANCE: GENERAL			1,149.99
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12942467				
49173	SIGNS.COM	08/14/2024	09/03/2024	59.34
	101-751.000-740.000 SUPPLIES			59.34
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13720				
49169	SISTERS IN INK	07/31/2024	09/03/2024	332.50
	101-463.000-750.000 UNIFORMS			332.50
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07292024				
49181	US POSTAL SERVICE	07/29/2024	09/03/2024	5.80
	101-301.000-740.000 SUPPLIES			5.80
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08162024				
49182	US POSTAL SERVICE	08/16/2024	09/03/2024	5.10
	101-301.000-740.000 SUPPLIES			5.10
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AUG2024				
49152	WEST MARINE	08/09/2024	09/03/2024	56.17
	594-597.000-820.000 MARINA OPERATIONS			56.17
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5040372-6821658				
49148	ZAZZLE	07/19/2024	09/03/2024	50.46
	101-101.000-740.000 SUPPLIES			50.46
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INV266146411				
49166	ZOOM VIDEO COMMUNICATIONS, INC	07/24/2024	09/03/2024	31.98
	101-101.000-958.000 MISCELLANEOUS			31.98
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MEMBER SERVICE				8,097.79
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# of Invoices:	123	# Due: 123	Totals:	173,693.00

# of Credit Memos:	0	# Due:	0	Totals:	0.00
Net of Invoices and Credit Memos:					173,693.00

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 --- TOTALS BY FUND ---

101 - GENERAL FUND	55,479.71
202 - MAJOR STREET FUND	3,040.55
203 - LOCAL STREETS FUND	11,544.56
213 - SCHULTZ PARK LAUNCH RAMP	165.98
243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND	1,617.00
470 - MUNICIPAL BUILDING FUND	15,154.94
594 - DOUGLAS MARINA	37,443.21
660 - EQUIPMENT RENTAL FUND	49,247.05

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	3,580.75
101.000 - LEGISLATIVE	311.79
172.000 - MANAGER	66.96
215.000 - CLERK/TREASURER	10,385.72
262.000 - ELECTION	617.06
265.000 - BUILDING & GROUNDS	25,904.06
266.000 - ATTORNEY	3,310.00
301.000 - POLICE	2,970.90
463.000 - GENERAL STREETS & ROW	18,224.25
597.000 - DOUGLAS MARINA	35,007.27
597.001 - WADES BAYOU	2,435.94
701.000 - PLANNING & ZONING	4,349.35
751.000 - PARKS & RECREATION	3,434.17
753.000 - LAUNCH RAMPS	165.98
850.000 - INSURANCE & BONDS	13,681.75
902.000 - DPW EQUIPMENT PURCHASES	49,041.30
903.000 - EQUIP. REPAIRS & MAINTENANCE	205.75





Interurban Transit Authority  
P.O. Box 649, Douglas, Michigan 49406  
(269) 857-1418

August 29, 2024

Lisa Nocerini, City Manager  
Douglas City Hall  
86 W. Center St.  
Douglas, MI 49406

Dear Lisa Nocerini;

As you may be aware, Tarue Pullen is currently our chairperson on the Interurban Transit Authority Board. Her term is due to expire on October 1, 2024. She has served on our Board since she was appointed to fill an open position in June of 2012. Tarue has expressed a willingness to remain on our Board, if the council is willing to reappoint her for another four-year term from October 1, 2024 through September 30, 2028.

Tarue served as our Recording Secretary for many years prior to becoming a member of the Board and now serves as our chairperson. She fully understands the financial and budgeting process, as well as the day-to-day operations, of this agency. She is a very capable and knowledgeable asset on our Board.

I realize, however, that this is a Council decision. If you have any further questions, please give me a call at (269) 857-1301, or email me at: [BeckyCC@saugatuckinterurban.org](mailto:BeckyCC@saugatuckinterurban.org) I look forward to hearing from you regarding the City's appointment to our Board of Directors.

Sincerely,

Becky Carten-Crandell  
Executive Director



*The Village of Friendliness – Since 1870*

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

**From: Lisa Nocerini, City Manager**

**RE: Request from Hystopolis to Forgive \$2,000.00 in Equipment Costs for Halloween Parade**

**Date: September 3<sup>rd</sup>, 2024**

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Hystopolis, the organization responsible for coordinating the annual Halloween Parade, has submitted a request for the Council to consider forgiving \$2,000.00 in equipment costs. These costs were outlined in the breakdown provided by our Department of Public Works (DPW) and the Douglas Police Department, as per the Council's request for a comprehensive cost assessment for all city-supported events.

I would like to commend the DPW and Police Department for their diligent work in maintaining reasonable and fair costs, especially as this event continues to grow in popularity and scale. Their assessment appears to be both thorough and justifiable. I believe we can reasonably expect other organizations to request the same moving forward if this request is approved.

This matter involves a financial decision impacting the city, it falls within the purview of the City Council, not the administration. Therefore, I am bringing this request before you for final consideration and decision.

*Suggested Motion: Direct the City Administration to authorize forgiving \$2000.00 in Department of Public Works and Douglas Police Department equipment costs for the Halloween Parade in October 2024.*



# DOUGLAS HALLOWEEN PARADE FOR ADULTS

Saturday, October 26, 2024 - 9:00pm - Lineup | 10pm Parade

August 19, 2024

Dear Douglas City Council,

Hystopolis Productions requests permission to host the 26th Annual Douglas Halloween Parade for Adults on Saturday, October 26, 2024 in Downtown Douglas.

We have already had two very productive meetings with Douglas City staff, Department of Public Works, Saugatuck Township Fire District, and Douglas Police Department to review changes. We anticipate needing several more meetings prior to the event to finalize planning with the city.

We understand Douglas is working to require all future events to pay for city services. This year it is proposed Hystopolis Productions pay a total of \$18,057.64 to stage the parade (see chart below for breakdown). Hystopolis will work with Saugatuck Township Fire District and Michigan State Police directly to make all necessary arrangements and payment of services accordingly.

Department	Staff	Equipment	Total Cost	Notes
Douglas Police Department	\$1,628	\$223	\$1,851	
Department of Public Works	\$5,760	\$1,964	\$7,724	
Saugatuck Township Fire District	\$2,025	\$0	\$2,025	Payment directly to STFD
State Police	\$6,458		\$6,458	Payment directly to MSP
<b>TOTAL</b>	<b>\$15,871</b>	<b>\$2,187</b>	<b>\$18,058</b>	

In the spirit of the success of this event and the positive impact on the community, we ask the council consider forgiving the equipment fees for the Douglas Police Department and Department of Public Works totaling \$2187(\*) and limit city fees to not more than \$7388.

(\*) (\$223 for DPD Patrol Vehicles: 3@ 5 hours and \$1963.64 for DPW Equipment: 4 pick-ups; 1 loader; 4 trailers; 1-F600 Dump Truck; 1 International Plow Truck; 1 UTV)

With the substantial increase to our budget, we are looking for additional means of raising revenue to help fund the parade without putting additional burden on our local small businesses who fund it annually. We would like to add up to twelve 10'x10' sponsor/vendor tents in Beery Field on the basketball court, and plan to utilize the same layout as the farm markets. We would also like to add an approval process and fee for food trucks to help manage required approvals with the Fire Department and offset the cost of restrooms and trash containers. For safety and orderly crowd control food trucks should be located off the parade route and instead be placed around Beery Field, as indicated on the map in the application.

This year we we be adding disposable trash containers to the route, to help limit the amount of trash left behind. We will have volunteers clean up the route following the parade and again in the daylight Sunday morning, but request the DPW be responsible for disposing of the trash.

Last year we noted a considerable increase in the number of participants, which led to overcrowding in the lineup area. This year we plan to have an additional lineup area on Mixer Street. We will be adding more structure to the lineup using rented bike racks, and will have considerably more volunteers to help keep the area orderly.

Please see additional details in the application and do not hesitate to contact me if you have any questions or concerns.

Should you approve our application, we are looking forward to another amazing parade this year!

Thank you,



Erin K. Wilkinson  
Director of Events  
Hystopolis Productions



*The Village of Friendliness – Since 1870*

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

**From: Lisa Nocerini, City Manager**

**RE: Request from Community Pride to Forgive \$1,336.27 in Labor/Equipment costs for the Oktoberfest Event**

**Date: September 3<sup>rd</sup>, 2024**

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Community Pride, the organization responsible for coordinating the annual Oktoberfest event in Douglas, is requesting the City Council to consider forgiving \$1,336.27 in DPW/DPD labor and equipment costs for 2024. These costs were outlined in the breakdown provided by our Department of Public Works (DPW) and the Douglas Police Department, as per the Council's request for a comprehensive cost assessment for all city-supported events.

I would like to commend the DPW and Police Department for their diligent work in maintaining reasonable and fair costs. Their assessment appears to be both thorough and justifiable. I believe we can reasonably expect other organizations to request the same moving forward if this request is approved.

This matter involves a financial decision impacting the city, it falls within the purview of the City Council, not the administration. Therefore, I am bringing this request before you for final consideration and decision.

*Suggested Motion: Direct the City Administration to authorize forgiving \$1,336.27 in Department of Public Works and Douglas Police Department labor/equipment costs for Community Pride's 2024 Oktoberfest event.*



*The Village of Friendliness – Since 1870*

**To: The city of the Village of Douglas City Council**

**From: Lisa Nocerini, City Manager**

**RE: Tri-Community Wildlife Committee Proposed By-Laws Approval**

**Date: September 3<sup>rd</sup>, 2024**

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In response to the challenges posed by nefarious wildlife, the City of Douglas is proposing the formation of a Tri-Community Wildlife Committee with the cities of Saugatuck and Saugatuck Township. This initiative aims to address the growing concerns related to wildlife management, with a particular focus on the increasing deer population that has been impacting our communities.

The Tri-Community Wildlife Committee will bring together experts, local leaders, and community members to explore and develop effective management strategies. The committee will focus on creating a coordinated approach to handle wildlife issues, ensuring the safety and well-being of residents while maintaining the ecological balance. The committee will be open to both those who are for and those who may oppose wildlife management.

The Committee shall consist of three (elected) representatives, one from each community, and three to four citizens, who will be selected by their respective councils or boards.

Saugatuck and Saugatuck Township have received the proposed outline for the recommended committee by-laws from the City of Douglas and are reviewing it with their board/council. These by-laws shall become effective upon adoption by a majority vote of the Committee members and approval by the councils and boards of the City of Douglas, Saugatuck Township, and the City of Saugatuck.

*Suggested Motion: Motion to approve the creation of a Tri-Community Wildlife Committee between the City of Douglas, Saugatuck Township, and the City of Saugatuck, pending approval from each jurisdiction while allowing adjustments to the committee set-up language if necessary.*

***Suggested by-laws for a tri-community wildlife committee involve outlining the purpose, structure, and operational guidelines for the group.***

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## **BY-LAWS OF THE TRI-COMMUNITY WILDLIFE COMMITTEE**

### **ARTICLE I: NAME AND PURPOSE**

#### **Section 1: Name**

The name of the organization shall be the "Tri-Community Wildlife Committee" (hereafter referred to as "the Committee"), created by the City Councils of Douglas and Saugatuck and the board of trustees for Saugatuck Township.

#### **Section 2: Purpose**

The purpose of the Committee is to seek options and make recommendations to manage the overgrowth of deer and other wildlife within the jurisdictions of the City of Douglas, Saugatuck Township, and the City of Saugatuck. The Authority will discuss wildlife management strategies, particularly focusing on the hunting season time frames set by the State of Michigan for culling purposes and make recommendations to the respective councils and boards of each community.

### **ARTICLE II: MEMBERSHIP**

#### **Section 1: Composition**

The Committee shall consist of:

- Three (3) representatives, one from each of the City of Douglas, Saugatuck Township, and the City of Saugatuck. These representatives shall be selected by their respective councils or boards.
- Three (3) to four (4) citizens, selected based on their knowledge, interest, or expertise in wildlife management or related fields. These citizens shall be appointed by mutual agreement of the councils and boards of the three communities.

#### **Section 2: Term of Office**

- Representatives from the councils or boards shall serve a term of two (2) years, renewable upon the discretion of their respective councils or boards.
- Citizen members shall serve a term of two (2) years, with the possibility of reappointment.

#### **Section 3: Vacancies**

In the event of a vacancy, the respective council, board, or community shall appoint a new representative or citizen member to serve for the remainder of the term.

### **ARTICLE III: OFFICERS**

**Section 1: Officers**

The officers of the Committee shall include a Chairperson, Vice-Chairperson, and Secretary.

**Section 2: Election and Term of Officers**

Officers shall be elected by the members of the Committee at the first meeting of each calendar year. Officers shall serve a one-year term and may be re-elected for successive terms.

**Section 3: Duties of Officers**

- **Chairperson:** Presides over all meetings, sets agendas, and represents the Committee in official communications.
- **Vice-Chairperson:** Assists the Chairperson and presides over meetings in the absence of the Chairperson.
- **Secretary:** Records and maintains minutes of all meetings, handles correspondence, and keeps records of the Committee's activities.

**ARTICLE IV: MEETINGS****Section 1: Regular Meetings**

The Committee shall hold regular meetings once a month (or as needed) at a time and place determined by the members.

**Section 2: Special Meetings**

Special meetings may be called by the Chairperson or by a majority of the members as needed.

**Section 3: Quorum**

A quorum for conducting business shall consist of a simple majority of the total members of the Committee.

**Section 4: Voting**

Each member of the Committee shall have one vote. Decisions shall be made by a simple majority of those present and voting.

**ARTICLE V: RESPONSIBILITIES AND POWERS****Section 1: Responsibilities**

The Committee shall:

- Discuss and evaluate the overgrowth of deer and other wildlife within the tri-community area.
- Develop and recommend wildlife management strategies, including potential culling's during hunting seasons as permitted by the State of Michigan.



- Engage with community members to gather input and provide education on wildlife management issues.
- Present recommendations to the councils and boards of the City of Douglas, Saugatuck Township, and the City of Saugatuck.

### **Section 2: Powers**

The Committee shall have the power to:

- Request and review data and reports related to wildlife populations and management.
- Collaborate with state and local wildlife management authorities.
- Make recommendations, but not enforce policies or regulations. Final decisions rest with the respective councils and boards of the participating communities.

## **ARTICLE VI: AMENDMENTS**

### **Section 1: Amendments**

These by-laws may be amended by a two-thirds majority vote of the Committee members, if notice of the proposed amendment(s) has been given at least one meeting prior to the vote.

## **ARTICLE VII: ADOPTION**

These by-laws shall become effective upon adoption by a majority vote of the Committee members and approval by the councils and boards of the City of Douglas, Saugatuck Township, and the City of Saugatuck.

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This document provides a structure for the Committee's operations and decision-making processes, ensuring that the group functions effectively in managing local wildlife concerns.



*The Village of Friendliness – Since 1870*

**To: The city of the Village of Douglas City Council**

**From: Lisa Nocerini, City Manager**

**RE: Approve a contract with Bendzinski & Co. Municipal Finance Advisors**

**Date: September 3<sup>rd</sup>, 2024**

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Andy Campbell, who was previously with Baker Tilly, and working with the City of Douglas on water and sewer contract negotiations with Kalamazoo Lake Sewer & Water Authority (KLSWA), started in a new position with Bendzinski & Co. Municipal Finance Advisors. Baker Tilly has allowed the City of Douglas to sever the agreement with them, without any cost or billings, understanding that Andy brings a wealth of experience to the table as it pertains to these negotiations.

The attached contract outlines the work that will be necessary to complete the contract negotiations, and the fees are the same as they were with Baker Tilly, which is \$13,500.00. It is important to note that this fee does not include rate studies, or the drafting of legal documents, and is intended to serve purely as a governance engagement to reach consensus and agreement on water and sewer agreements between the entities of the KLSWA, Saugatuck Township, and the City of Saugatuck, who will be responsible for their fees.

I am requesting council's approval to re-engage Andy Campbell, by approving the attached contract with Bendzinski & Co. Municipal Finance Advisors, so that we can continue the work necessary to complete the contracts with the KLSWA.

*Recommended Motion: Motion to approve a contract with Bendzinski & Company Municipal Advisors in the amount of \$13,500.00 to assist with ongoing contract negotiations with the KLSWA with \$6750.00 coming from the water account and \$6750.00 coming from the sewer account.*

*(Water: 450-536.000-974.000/Sewer 450-537-974.000)*

August 20, 2024

RE: Kalamazoo Lake Water & Sewer Authority governance and contract negotiations with the City of the Village of Douglas, City of Saugatuck and Saugatuck Township

Dear All,

Bendzinski & Co. Municipal Finance Advisors would like to thank you for the opportunity to serve as advisor for the above referenced governance engagement. This below will confirm the scope and terms of our engagement:

- Review and analyze historical agreements between the entities.
  - Understand past responsibilities and facilitate discussion about future responsibilities.
  - Analyze current issues in the way the systems operate, discuss possible solutions and facilitate discussion around solutions to gain consensus.
- Discussions between entities regarding the following:
  - Operations, maintenance, repair and replacement of assets.
  - Asset responsibilities between entities.
  - Capacity allocations between entities.
  - Budgeting changes based on asset responsibilities.
  - Capital improvement planning changes based on asset responsibilities.
- Review and commenting on legal documents (no drafting included).
  - Comments and facilitation of discussion regarding contract details based on past knowledge and entity desires.
  - Suggest solutions based on discussions with the entities and past experience.
- Meetings
  - In-person attendance of meetings is included.
  - Virtual attendance of Teams meetings and/or calls is included.
- Memos and Presentations
  - Detailing governance recommendations, who should be responsible for what, contract scenarios and other important aspects of utility contracts

Bendzinski & Co. proposes a fee of \$45,000. The typical billing method for this service is quarterly bills until completion, but this can be negotiated with the Client. To recognize the efforts, time and processes completed thus far, Bendzinski will be billing half of the fees after the September 4, 2024 meeting. The rest of the fees will be billed quarterly over the rest of the engagement period. The above fee shall be split in the following way:

Douglas City - \$13,500

Saugatuck City - \$13,500

Saugatuck Township - \$13,500

Kalamazoo Lake Sewer & Water Authority - \$4,500

It should be noted that the above fee and scope does not include rate studies or drafting of legal documents. This engagement is intended to serve purely as a governance engagement to reach consensus and agreement on the water and sewer agreements between the entities.

Bendzinski & Co. is registered as a “municipal advisor” pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the SEC and the MSRB. As part of this registration Bendzinski & Co. is required to disclose to the SEC information regarding any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Bendzinski & Co. Pursuant to MSRB Rule G-42, Bendzinski & Co. is required to disclose any legal or disciplinary event that is material to the Issuer’s evaluation of Bendzinski & Co. or the integrity of its management or advisory personnel. Bendzinski & Co. has determined that no such event exists as there are no criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations or civil litigation involving Bendzinski & Co. that were required to be reported to the SEC.

The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

Copies of Bendzinski & Co.’s filings with the SEC can currently be found by accessing the SEC’s EDGAR system Company Search Page, which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Bendzinski & Co. or for our CIK number which is 1614475.

It is understood and agreed that either party to this contract of employment may terminate the contract for any reason upon thirty (30) days prior written notice to the other party. If our employment on this basis is agreeable to you, please endorse your acceptance hereof on this letter which will constitute our contract of employment.

Should you have any questions or require any additional information, please do not hesitate to call.

Sincerely,

**BENDZINSKI & CO.**  
**Municipal Finance Advisors**



Andy Campbell, CPA  
Registered Municipal Advisor

CITY OF THE VILLAGE OF DOUGLAS, STATE OF MICHIGAN

Accepted: \_\_\_\_\_, 20\_\_

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

CITY OF SAUGATUCK, STATE OF MICHIGAN

Accepted: \_\_\_\_\_, 20\_\_

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

SAUGATUCK TOWNSHIP, STATE OF MICHIGAN

Accepted: \_\_\_\_\_, 20\_\_

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**Bendzinski & Co.**

August 20, 2024

Item 8D.

KALAMAZOO LAKE SEWER & WATER AUTHORITY, STATE OF MICHIGAN

Accepted: \_\_\_\_\_, 20\_\_

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

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**To:** City of the Village of Douglas City Council  
**Date:** August 29, 2024  
**From:** Sean Homyen, Planning & Zoning Administrator  
**RE:** Ordinance Amendment – Chapter 54. (Section 54.02 & 54.05), Chapter 93. (Section 93.003) (Second Read – Public Hearing)



*The Village of Friendliness – Since 1870*

**Background.** Last fall, we encountered challenges in enforcing the existing ordinance related to leaf and brush pickup, as well as addressing unsafe winter sidewalk conditions. This ordinance amendment aims to clarify and establish procedures for handling violations.

At the August 19<sup>th</sup>, 2024, City Council meeting, the first hearing was conducted. Both the public and Council Members provided input regarding the change. The Mayor advised the Council Members to provide feedback to me directly. As of 8/29/2024, no feedback was received.

**Proposed Amendment.** The current ordinance lacks a clear definition of 'brush,' leading to issues with large quantities or sizable tree parts, grass clippings, decorative grass, weeds, and similar items being left for pickup, which creates visual and traffic problems in road right-of-way. To address this, we propose adding a definition to Section 54.02 under Chapter 54 (highlighted in yellow below).

**Brush.** Wood of small branches especially when cut or broken, a thicket of shrubs and small trees.

The language in Section 54.05 required clarification and enhancement to include detailed procedures for addressing property owner violations. The following additional language will be incorporated:

- Prohibition on Waste Place
- Penalties for Violation
- City Abatement Process
- Appeal Process

I have provided the original, proposed amended ordinance with the highlighted changes in yellow below:

**§ 54.05 UNAUTHORIZED DUMPING AND LITTERING.**

Except as permitted by the city's brush and leaf pickup policy, it shall be unlawful for any person to throw or deposit any refuse upon or into any street, right-of-way, alley or waterway. It is also unlawful to place or permit the placement of any portable or non-portable container upon another's property, public or private, without the permission of the owner, proprietor, occupant or agent in charge of such property. Even with such permission, portable containers not

belonging to a participating unit shall not be placed or permitted upon the property of a participating unit for disposal by the designated collector without the designated collector's express consent.

(Ord. 04-2012, passed 9-4-2012)

**§ 54.05 UNAUTHORIZED DUMPING AND LITTERING.**

Except as **authorized** by the city's brush and leaf policy, it shall be unlawful for any person to throw or deposit any **solid waste, leaves, or brush**, upon any street, right-of-way, alley, or waterway. **It shall be unlawful to permit or allow to be permitted the placing of any solid waste, leaves or brush, upon any street, right-of-way, alley or waterway within the City of the Village of Douglas limits.** It shall be unlawful to place or permit the placement of any portable or non-portable container upon another's property, public or private, without the permission of the owner, proprietor, occupant or agent in charge of such property. Even with such permission, portable containers not belonging to a participating unit shall not be placed or permitted upon the property of a participating unit for disposal by the designated collector without the designated collector's express consent.

**Any person or entity found to have placed, or allowed solid waste, leaves, or brush to be placed, impermissibly on any street, right-of-way, alley or waterway within the City of the Village of Douglas shall be found to be in violation of this Chapter and subject to penalties. Where any person or entity is found to have violated any provisions of this Chapter, they shall be fined \$50.00 for their first offense, \$150.00 for their second offense, and \$300.00 for any further offenses. A separate offense is deemed to have occurred once a day where a violation is ongoing and continues unabated. The City of the Village of Douglas shall be permitted to issue citations for these violations as permitted under the laws of the State of Michigan.**

**Where a person or entity has been found to have violated this Chapter and fails or refuses to remove the solid waste, leaves or brush from their impermissible location, the City of the Village of Douglas is authorized to remove the solid waste, leaves or brush at its discretion through the abatement process as described in §95.58 of the Code of Ordinances. The City of the Village of Douglas is authorized to bill the person or entity violating this Chapter an amount not to exceed \$500.00 per removal incident.**

**Should the City of the Village of Douglas abate the violation in question, the person or entity that has been found to have violated this Chapter shall have 30 days from the issuance of the bill to pay any fine or costs associated with a removal incident. Any person or entity that has been found to have violated this Chapter and who fails to pay the associated costs shall have a lien placed upon the lot of parcel of land where the citation was issued or work was performed equivalent to the outstanding monies owed. Payment shall be due to the city within 30 days of the bill being sent to the owner, occupant or agent in charge for the performance of such services.**

**An owner assessed for abatement costs may appeal only the assessment itself to the Administrator, and not the citation itself. On appeal, the Administrator shall determine whether:**



- (1) The lot or parcel of land was in violation of this subchapter;
- (2) Whether the owner, occupant or agent in charge were mailed notices of the violation at least seven days before the city abated the condition (except for emergency abatements); and
- (3) Whether the costs assessed against the owner were properly calculated. An appeal shall be filed within 21 days after the city mails notice to the owner, occupant or agent in charge that the costs will be assessed. In the event the owner, occupant, or agent in charge disagrees with the determination of the Administrator, an appeal may be filed with the City Council within three business days after the determination of the Administrator. The City Council shall hear the appeal at its next regularly scheduled meeting or, at the discretion of the Council, a special meeting called for such purpose. Except as otherwise determined by the Administrator, if payment is not received by the city within 30 days after such billing, the City Treasurer shall add an additional penalty of 1% per month to the delinquent bill. The City Treasurer shall annually, on May 1, certify any delinquent billing, or any part thereof, together with all accrued interest in penalty, to the Council; and, it shall be transferred and reassess, with an additional 15% penalty, on the next annual city tax roll. Such charges so says shall be collected in the same manner as general city taxes.

To improve safety on sidewalks during winter, a more specific and reasonable timeframe is needed for clearing ice and snow. While the current ordinance under Section 93.008(B)(5) identifies sidewalks with unsafe ice or snow accumulation as being in disrepair, it lacks a defined timeframe for removal. We propose that sidewalks be cleared of snow and ice within 48 hours following the end of a snow event. This will be added as a new subsection to Section 93.008 as (C). I have provided the original, proposed amended ordinance with the highlighted changes in yellow below:

**§ 93.008 SIDEWALK MAINTENANCE.**

(A) All sidewalks within the city shall be kept and maintained in good repair by the owner of the land adjacent to and abutting upon the sidewalks, and if any owner shall neglect to keep and maintain the sidewalk along the front, rear, or side of the land owned by him or her in good repair and safe for the use of the public, the owner shall be liable to the city for any damages received against the city sustained by any person by reason of the sidewalk being unsafe and out of repair.

(B) Disrepair of a sidewalk shall include, but shall not be limited to, the following conditions:

- (1) Potholes of one inch or more in depth;
- (2) Loosened, crumbling, or breaking surfaces;
- (3) Difference of two inches or more in heights of adjoining sections of sidewalk;
- (4) Insufficient slope to adequately drain water; and/or
- (5) The accumulation of ice or snow making the sidewalk unsafe for use by the public.

(C) Hereafter, when any sidewalk becomes out of repair within the city, the Superintendent of Streets shall give the owner of the premises in front of or adjacent to which the sidewalk is located, notice to repair the sidewalk within 30 days; provided, however, that during the period of 30 days; the owner may request that the notice of repair be reviewed by the Street Administrator within 30 days from receiving a request for review, shall make his or her recommendation. The Street Administrator shall forward the recommendation to the City President and Council for final decision. The City President and Council shall take the action

thereon as it deems in the best interest of the city and of the safety of the public. If no review of the Superintendent of Streets' notice is requested within 30 days of the date of the notice, the decision of the Superintendent of Streets shall be final.

(D) The notice, in addition to specifying the time in which the sidewalk shall be repaired, shall also state that work must be done in accordance with specifications for new work furnished by the Superintendent of Streets in repairing the sidewalk and shall also inform the owner of the right of review of the determination of the Superintendent, as provided in this section.

(E) If any person so notified shall not have repaired or reconstructed the sidewalk after final determination by the Superintendent or the City President and Council, it shall be the duty of the Superintendent, who may contract or hire the work done. The cost and expense of the repairs or reconstruction of the sidewalk shall be charged to the owner.

(1995 Code, § 50-34) (Ord. 121, passed 5-2-1988; Am. Ord. 06-2011, passed 9-6-2011)

### **§ 93.008 SIDEWALK MAINTENANCE.**

(A) All sidewalks within the city shall be kept and maintained in good repair by the owner of the land adjacent to and abutting upon the sidewalks, and if any owner shall neglect to keep and maintain the sidewalk along the front, rear, or side of the land owned by him or her in good repair and safe for the use of the public, the owner shall be liable to the city for any damages received against the city sustained by any person by reason of the sidewalk being unsafe and out of repair.

(B) Disrepair of a sidewalk shall include, but shall not be limited to, the following conditions:

- (1) Potholes of one inch or more in depth;
- (2) Loosened, crumbling, or breaking surfaces;
- (3) Difference of two inches or more in heights of adjoining sections of sidewalk;
- (4) Insufficient slope to adequately drain water; and/or
- (5) The accumulation of ice or snow making the sidewalk unsafe for use by the public.

(C) All snow and/or ice must be removed from sidewalks by the owner of the land adjacent to and abutting any sidewalk and such sidewalks shall be made safe within 48 hours after the end of a snow event.

(D) Hereafter, when any sidewalk becomes out of repair within the city, the Superintendent of Streets shall give the owner of the premises in front of or adjacent to which the sidewalk is located, notice to repair the sidewalk within 30 days; provided, however, that during the period of 30 days; the owner may request that the notice of repair be reviewed by the Street Administrator within 30 days from receiving a request for review, shall make his or her recommendation. The Street Administrator shall forward the recommendation to the City President and Council for final decision. The City President and Council shall take the action thereon as it deems in the best interest of the city and of the safety of the public. If no review of the Superintendent of Streets' notice is requested within 30 days of the date of the notice, the decision of the Superintendent of Streets shall be final.

(E) The notice, in addition to specifying the time in which the sidewalk shall be repaired, shall also state that work must be done in accordance with specifications for new work furnished by the Superintendent of Streets in repairing the sidewalk and shall also inform the owner of the right of review of the determination of the Superintendent, as provided in this section.

(F) If any person so notified shall not have repaired or reconstructed the sidewalk after final determination by the Superintendent or the City President and Council, it shall be the duty of the Superintendent, who may contract or hire the work done. The cost and expense of the repairs or reconstruction of the sidewalk shall be charged to the owner.

(1995 Code, § 50-34) (Ord. 121, passed 5-2-1988; Am. Ord. 06-2011, passed 9-6-2011

**Procedures.** City Staff has sent out a notice to be published on 8/15/2024 for the public hearing for the amendment proposal at the meeting held on 9/3/2024. Following the City Charter, Section 8.6 Ordinance – Enactment, Amendment, Repeal. States:

**Section 8.6 Ordinance – Enactment, Amendment, Repeal.**

(a) Unless declared to be an emergency ordinance by a vote of not less than two-thirds (2/3) of the council membership, no ordinance shall be adopted at the same meeting at which it is introduced.

This section of the ordinance requires two readings for approval: a first reading followed by a second reading with public notice. At the August 19, 2024, meeting, the City Council will conduct the first reading of the proposed ordinance amendment. The second reading (public hearing) is scheduled for the September 3, 2024, meeting for final approval. Although I have provided the ordinance and changes in the memorandum, separate drafts of the ordinance amendment have been prepared for the City Council's review during these meetings.

**SUGGESTED MOTIONS:**

*Motion to **adopt, table, or deny** Ordinance 07-2024, which amends Sections 54.02 and 54.05 of Chapter 54 (Garbage and Refuse) in the City of the Village of Douglas Code.*

*Motion to **adopt, table, or deny** Ordinance 08-2024, which amends Section 93.003 of Chapter 93 (Streets and Sidewalks) in the Code of the City of the Village of Douglas.*

CITY OF THE VILLAGE OF DOUGLAS  
ALLEGAN COUNTY, MICHIGAN  
ORDINANCE NO. 07-2024

AN ORDINANCE TO AMEND SECTION 54.05 – UNAUTHORIZED DUMPING AND LITTERING, FOR  
THE CITY OF THE VILLAGE OF DOUGLAS

THE CITY OF THE VILLAGE OF DOUGLAS DOES HEREBY ORDAIN:

**Section 1. Amend:** That the Ordinance Code of the City of the Village of Douglas, Michigan (the “Code”), Section 54.02 & 54.05 Unauthorized Dumping and Littering is hereby amended as follows:

52.002 Definitions

**Brush.** *Wood of small branches especially when cut or broken, a thicket of shrubs and small trees.*

54.05 UNAUTHORIZED DUMPING AND LITTERING.

Except as ~~permitted~~ **authorized** by the city’s brush and leaf policy, it shall be unlawful for any person to throw or deposit any ~~refuse~~ **solid waste, leaves, or brush**, upon ~~or into~~ any street, right-of-way, alley, or waterway. **It shall be unlawful to permit or allow to be permitted the placing of any solid waste, leaves or brush, upon any street, right-of-way, alley or waterway within the City of the Village of Douglas limits.** It is ~~also~~ **shall be** unlawful to place or permit the placement of any portable or non-portable container upon another’s property, public or private, without the permission of the owner, proprietor, occupant or agent in charge of such property. Even with such permission, portable containers not belonging to a participating unit shall not be placed or permitted upon the property of a participating unit for disposal by the designated collector without the designated collector’s express consent.

**It shall be prima facia evidence that any solid waste, leaves or brush that are located upon any street, right-of-way, alley, or waterway immediately adjacent to, in front of or beside such property shall have come from the homeowner or business owner with which the solid waste, leaves or brush have been located.**

**Notwithstanding any other Sections of this Chapter, any person who is found to have violated any provisions of this Chapter or permits a violation of any provision of this Chapter, shall be fined \$50.00 for the first offense, \$150.00 for the second offense, and \$300.00 for any and all subsequent offenses. A separate offense is deemed to have been committed each day during or on which a violation or noncompliance occurs or continues, unless otherwise provided.**

**If the homeowner or business owner fails or refuses to remove any solid waste, leaves or brush, after having been mailed to the address on record, a notice of such violation to abate, the City of the Village of Douglas, Department of Public Works are authorized to remove such solid waste, leaves or brush. The City of the Village of Douglas is authorized to bill the homeowner or business owner who was found to be in violation of this Chapter an amount not to exceed \$500.00 per incident. A homeowner or business owner who fails or refuses to pay any fine and/or billing as a result of having to remove any solid waste, leaves or brush, within 30 days from the date of having received notice for payment, shall have such fines and/or billings be added to their property tax bill as a special assessment.**

**Section 2: Severability Clause:** Should any word, phrase, sentence, paragraph, or section of this Ordinance be held invalid or unconstitutional, the remaining provisions of this ordinance shall remain in full force and effect.

**Section 3: Publication:** Within fifteen (15) days of its adoption, a notice of adoption shall be published by the City Clerk in a newspaper of general circulation in the City

**Section 4: Effective Date:** This Ordinance shall become effective upon 20 days following the publication or summary of publication of this Ordinance.

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

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

Ayes:

Nays:

Abstain:

Absent:

Ordinance adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

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

Ordinance Effective Date: 20 days after publication

CERTIFICATE

I hereby certify that the foregoing Ordinance was adopted by the City Council of the City of the Village of Douglas at a City Council meeting held on September 3, 2024 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the City Charter and the Open Meeting Act, Public Act 267 of 1976, as amended, and that the minutes of said meeting were kept

and will be or have been made available as required by said Act.

Item 8E.

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Laura Kasper, City Clerk

**CITY OF THE VILLAGE OF DOUGLAS  
ALLEGAN COUNTY, MICHIGAN  
ORDINANCE NO. 08-2024**

**AN ORDINANCE TO AMEND SECTION 93.008 – SIDEWALK MAINTENANCE, FOR THE CITY OF  
THE VILLAGE OF DOUGLAS**

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

**Section 1. Amend:** That the Ordinance Code of the City of the Village of Douglas, Michigan (the “Code”), Section 93.008 Sidewalk Maintenance is hereby amended as follows:

**93.008 SIDEWALK MAINTENANCE.**

(A) All sidewalks within the city shall be kept and maintained in good repair by the owner of the land adjacent to and abutting upon the sidewalks, and if any owner shall neglect to keep and maintain the sidewalk along the front, rear, or side of the land owned by him or her in good repair and safe for the use of the public, the owner shall be liable to the city for any damages received against the city sustained by any person by reason of the sidewalk being unsafe and out of repair.

(B) Disrepair of a sidewalk shall include, but shall not be limited to, the following conditions:

- (1) Potholes of one inch or more in depth;
- (2) Loosened, crumbling, or breaking surfaces;
- (3) Difference of two inches or more in heights of adjoining sections of sidewalk;
- (4) Insufficient slope to adequately drain water; and/or
- (5) The accumulation of ice or snow making the sidewalk unsafe for use by the public.

**(C) All snow and/or ice must be removed from sidewalks by the owner of the land adjacent to and abutting any sidewalk and such sidewalks shall be made safe within 48 hours after the end of a snow event.**

(D) Hereafter, when any sidewalk becomes out of repair within the city, the Superintendent of Streets shall give the owner of the premises in front of or adjacent to which the sidewalk is located, notice to repair the sidewalk within 30 days; provided, however, that during the period of 30 days; the owner may request that the notice of repair be reviewed by the Street Administrator within 30 days from receiving a request for review, shall make his or her recommendation. The Street Administrator shall forward the recommendation to the City President and Council for final decision. The City President and Council

shall take the action thereon as it deems in the best interest of the city and of the safety of the public. If no review of the Superintendent of Streets’ notice is requested within 30 days of the date of the notice, the decision of the Superintendent of Streets shall be final.

(E) The notice, in addition to specifying the time in which the sidewalk shall be repaired, shall also state that work must be done in accordance with specifications for new work furnished by the Superintendent of Streets in repairing the sidewalk and shall also inform the owner of the right of review of the determination of the Superintendent, as provided in this section.

(F) If any person so notified shall not have repaired or reconstructed the sidewalk after final determination by the Superintendent or the City President and Council, it shall be the duty of the Superintendent, who may contract or hire the work done. The cost and expense of the repairs or reconstruction of the sidewalk shall be charged to the owner.

**Section 2: Severability Clause:** Should any word, phrase, sentence, paragraph, or section of this Ordinance be held invalid or unconstitutional, the remaining provisions of this ordinance shall remain in full force and effect.

**Section 3: Publication:** Within fifteen (15) days of its adoption, a notice of adoption shall be published by the City Clerk in a newspaper of general circulation in the City

**Section 4: Effective Date:** This Ordinance shall become effective upon 20 days following the publication or summary of publication of this Ordinance.

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

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

Ayes:

Nays:

Abstain:

Absent:

Ordinance adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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



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

\_\_\_\_\_  
Date

Ordinance Effective Date: 20 days after publication

CERTIFICATE

I hereby certify that the foregoing Ordinance was adopted by the City Council of the City of the Village of Douglas at a City Council meeting held on September 3, 2024 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the City Charter and the Open Meeting Act, Public Act 267 of 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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