



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, OCTOBER 05, 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/85314759804>

Join by phone by dialing: +1 (312) 626-6799 | **Then enter "Meeting ID":** 853 1475 9804

- 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 October 5, 2026
 - B.** Approve the Council Regular Meeting Minutes for September 21, 2026
 - C.** Approve Invoices in the Amount of \$91,042.78
 - D.** Reappointment: Chuck Gustafson/Interurban Transit Authority Board

Motion to approve the Consent Calendar of October 5, 2026 – roll call vote
- 5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY)**
- 6. PUBLIC COMMUNICATION - WRITTEN**
 - A.** Letter - L. Gammons
- 7. UNFINISHED BUSINESS**
- 8. NEW BUSINESS**
 - A.** Douglas Marina Restroom Presentation - Bud Baty
 - B.** Snow and Ice Removal Request for Proposal (RFP) Award (L. Nocerini)

Motion to approve the award of the Snow and Ice Removal Contract to Windwood Property Services, LLC of Holland, Michigan. - roll call vote

C. Resolution 19-2026 - Blue Star Trail Development Project Agreement (L. Nocerini)

Motion to adopt resolution 19-2026, to accept the Michigan Natural Resources Trust Fund Development Project Agreement for the Blue Star Trail Expansion Project No. TF25-0121. - roll call vote

D. Resolution 20-2026 - Bond Prepayment (D. Raza)

Motion to adopt resolution 20-2026, authorizing a \$750,000 partial prepayment of the 2024 Capital Improvement Bond, on December 15, 2026, from eligible City property sale proceeds held in the Municipal Building Fund, Fund 470. - roll call vote

9. REPORTS

A. Commission/Committee/Boards: Fire Board, DDA

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 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, SEPTEMBER 21, 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

Also Present – City Manager Lisa Nocerini, City Clerk Laura Kasper, Planning and Zoning Administrator Sean Homyen, Douglas Police Chief Steve Kent

ABSENT: Councilmember Neal Seabert

3. PLEDGE OF ALLEGIANCE: Led by Mayor North

4. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for September 21, 2026 – *as amended, to include the addition of a presentation prior to public communication from Becky Carten-Crandell with Interurban updates, addition of "Donation Policy" discussion and "Golf Cart" Ordinance discussion under Unfinished Business*

B. Approve the Council Regular Meeting Minutes for September 8, 2026

C. Approve Invoices in the Amount of \$193,304.35

Motion by O'Malley, second by West, to approve the Consent Calendar of September 21, 2026, as amended – Motion carried by unanimous roll call vote

5. INTERURBAN UPDATES: Becky Carten-Crandell

6. PUBLIC COMMUNICATION – VERBAL: None

7. PUBLIC COMMUNICATION – WRITTEN: Letters received

8. UNFINISHED BUSINESS

A. Donation Policy – Discussion Item

B. Golf Cart Ordinance – Discussion Item

9. NEW BUSINESS

A. Ordinance No. 02-2026 - Noise Ordinance Amendment (second reading) (S. Homyen)

Motion by West, second by Balmer, to adopt Ordinance No. 02-2026, approving amendments to Chapter 16, Article 4 - Noise, of the Ordinances of the City of the Village of Douglas. – Motion carried by unanimous roll call vote

10. REPORTS

- A. Commission/Committee/Boards: Planning Commission, Kalamazoo Lake Sewer Water
- B. Administration Report – City Manager Nocerini provided updates

11. PUBLIC COMMUNICATION – VERBAL: None

12. COUNCIL COMMENTS: Final comments were provided

13. MAYOR’S REPORT/COMMENTS: None

14. ADJOURNMENT

Motion by O’Malley, second by Balmer, to adjourn the meeting.

Approved on this 5th day of October 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 September 21, 2026, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____
Laura Kasper, City Clerk

10/01/2026

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				
31575				
54675	ACCEL AUTO	09/28/2026	10/05/2026	3,943.22
	REPAIRS ON 2017 CHEVY SILVERADO-TRUCK #7			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			3,943.22
8-2026				
54645	ALLEGAN COUNTY SHERIFF'S DEPT.	09/22/2026	10/05/2026	144.00
	DEBTS CREW AUGUST 2026			
101-463.000-802.000	CONTRACTUAL			144.00
9-21-26				
54665	ANTHONY D BROWN	09/21/2026	10/05/2026	90.00
	VISION REIMBURSEMENT			
101-301.000-719.000	INSURANCE BENEFITS			90.00
10-1-26				
54703	BILLY BROWN	10/01/2026	10/05/2026	104.86
	UNIFORM REIMBURSEMENT			
101-463.000-750.000	UNIFORMS			104.86
40203				
54673	CORRECT MECHANICAL SERVICES, INC	09/21/2026	10/05/2026	62.50
	PREVENTATIVE MAINTENANCE CONTRACT-DPW GARAGE			
101-265.000-802.000	CONTRACTUAL			62.50
MIHOL498718				
54670	FASTENAL COMPANY	09/24/2026	10/05/2026	101.09
	TOILET PAPER			
101-751.000-740.000	SUPPLIES			101.09
MIHOL498522				
54671	FASTENAL COMPANY	09/18/2026	10/05/2026	118.76
	TOILET PAPER, TOWEL ROLLS			
101-751.000-740.000	SUPPLIES			118.76
MIHOL498619				
54672	FASTENAL COMPANY	09/22/2026	10/05/2026	108.14
	SOAP			
101-751.000-740.000	SUPPLIES			108.14
MIHOL498803				
54685	FASTENAL COMPANY	09/28/2026	10/05/2026	55.68
	BATHROOM TOWELS			
101-265.000-740.000	SUPPLIES			55.68
309313				
54642	KERKSTRA RESTROOM SERVICE	09/22/2026	10/05/2026	190.00
	DOUGLAS BEACH BATHROOM			
101-751.000-802.000	CONTRACTUAL			190.00
309062				
54652	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	115.00
	SCHULTZ PARK DOG PARK			
101-751.000-802.000	CONTRACTUAL			115.00

309064				
54653	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	305.00
	SCHULTZ PARK PLAYGROUND			
	101-751.000-802.000	CONTRACTUAL		305.00
309063				
54654	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	190.00
	DOUGLAS MARINA PARK			
	594-597.000-802.000	CONTRACTUAL		190.00
309066				
54655	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	115.00
	VETERANS MEMORIAL PARK			
	101-751.000-802.000	CONTRACTUAL		115.00
309068				
54656	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	115.00
	SCHULTZ PARK BOAT LAUNCH RAMP			
	213-753.000-958.000	MISCELLANEOUS		115.00
309067				
54657	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	190.00
	WADES BAYOU			
	594-597.001-930.000	REPAIRS & MAINTENANCE: GENERAL		190.00
309065				
54658	KERKSTRA RESTROOM SERVICE	09/18/2026	10/05/2026	115.00
	UNION ST BOAT LAUNCH			
	101-751.000-802.000	CONTRACTUAL		115.00
2980G				
54677	LUNGHAMER FORD	09/28/2026	10/05/2026	50,318.00
	2026 FORD F150 4X4 SUPERCREW POLICE VEHICLE			
	101-301.000-941.001	EQUIPMENT UTILIZATION		50,318.00
118823				
54686	PINCHIN	09/29/2026	10/05/2026	5,118.75
	CLEANUP PLANNING - 200 BLUE STAR HWY			
	243-000.000-802.243	BLIGHT REMOVAL		5,118.75
10992726				
54699	PLUNKETT COONEY	09/29/2026	10/05/2026	195.00
	ATTORNEY SERVICES THROUGH 8/31/26			
	101-701.000-801.006	CONTRACTUAL ATTORNEY ORDINANCE ENFORCE		52.50
	101-266.000-801.000	CONTRACTUAL ATTORNEY		142.50
10992728				
54700	PLUNKETT COONEY	09/29/2026	10/05/2026	3,465.00
	CONTRACTUAL ATTORNEY FEES THRU 8/31/26			
	101-000.000-283.000	ESCROW		2,295.00
	101-701.000-801.006	CONTRACTUAL ATTORNEY ORDINANCE ENFORCE		1,102.50
	101-266.000-801.000	CONTRACTUAL ATTORNEY		67.50
0002591304				
54702	PURITY CYLINDER GASES INC	09/30/2026	10/05/2026	54.83
	QUARTERLY CYLINDER RENTAL			
	101-463.000-740.000	SUPPLIES		54.83
TIRE-63257				
54690	RELIABLE ROAD SERVICE, INC	09/30/2026	10/05/2026	69.40
	4 DISMOUNT/MOUNT TIRES			

660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			69.40

TIRE-63258				
54691	RELIABLE ROAD SERVICE, INC	09/30/2026	10/05/2026	1,595.56
	TRUCK #52 TIRES			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			1,595.56

TIRE-63261				
54692	RELIABLE ROAD SERVICE, INC	09/30/2026	10/05/2026	1,595.56
	TRUCK #5 TIRES			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			1,595.56

TIRE-63262				
54693	RELIABLE ROAD SERVICE, INC	09/30/2026	10/05/2026	1,243.07
	TRUCK #7 TIRES			
660-903.000-930.004	VEHICLE MAINTENANCE & REPAIRS			1,243.07

26-0000823				
54694	SAUGATUCK TWP FIRE DISTRICT	09/28/2026	10/05/2026	1,150.00
	RENTAL HOME INSPECTIONS			
101-701.000-802.000	CONTRACTUAL			1,150.00

351137				
54650	SHARE CORPORATION	09/18/2026	10/05/2026	263.50
	WASP & HORNET KILLER			
101-751.000-740.000	SUPPLIES			263.50

INV093591				
54680	SPECTRUM PRINTERS, INC	09/16/2026	10/05/2026	366.95
	SUPPLIES FOR NOVEMBER 3, 2026 ELECTION			
101-262.000-740.000	SUPPLIES			366.95

7240202				
54688	TAFT STETTINIUS & HOLLISTER LLP	09/22/2026	10/05/2026	10,236.00
	ENVIRONMENTAL RESPONSE RECOVERY			
243-000.000-802.243	BLIGHT REMOVAL			10,236.00

9-21-26				
54643	RANDY WALKER	09/21/2026	10/05/2026	207.79
	PRIZE FOR PUMPKIN CARVING CONTEST			
248-728.000-881.022	EVENTS			207.79

103666				
54697	WILLIAMS AND WORKS	08/29/2026	10/05/2026	685.25
	GENERAL SUPPORT & ASSISTANCE TO PZA			
101-000.000-283.000	ESCROW			310.75
101-701.000-803.000	CONTRACTUAL CONSULTANT			374.50

103672				
54698	WILLIAMS AND WORKS	09/16/2026	10/05/2026	1,497.25
	ZONING ORDINANCE UPDATE PROJECT			
101-701.000-803.000	CONTRACTUAL CONSULTANT			1,497.25

Type: EFT Transfer				

9-21-26				
54641	CONSTANT CONTACT	09/21/2026	10/05/2026	68.00
	CONSTANT CONTACT			
101-265.000-802.000	CONTRACTUAL			68.00

206971369527				
54659	CONSUMERS ENERGY	09/18/2026	10/05/2026	48.41
	SCHULTZ PARK RAMP SEPTEMBER ENERGY BILL			

213-753.000-922.000	UTILITIES			48.41
204124431355				
54660	CONSUMERS ENERGY	09/18/2026	10/05/2026	41.18
	147 CENTER SEPTEMBER ENEGY BILL			
101-751.000-922.000	UTILITIES			41.18
205548186645				
54661	CONSUMERS ENERGY	09/18/2026	10/05/2026	100.15
	FD WEST SIDE SEPTEMBER ENERGY BILL			
101-265.000-922.000	UTILITIES			100.15
205548186644				
54662	CONSUMERS ENERGY	09/18/2026	10/05/2026	81.01
	FD EAST SIDE SEPTEMBER ENERGY BILL			
101-265.000-922.000	UTILITIES			81.01
202255664949				
54663	CONSUMERS ENERGY	09/18/2026	10/05/2026	269.98
	EV CHARGING STATION SEPTEMBER ENERGY BILL			
101-751.000-922.000	UTILITIES			269.98
201276819871				
54668	CONSUMERS ENERGY	09/23/2026	10/05/2026	1,551.89
	CITY HALL/PD SEPTEMBER ENERGY BILL			
101-265.000-922.000	UTILITIES			1,551.89
206526760518				
54669	CONSUMERS ENERGY	09/28/2026	10/05/2026	54.64
	201 S WASHINGTON ST SEPTEMBER ENERGY BILL			
594-597.000-922.000	UTILITIES			54.64
203234575698				
54681	CONSUMERS ENERGY	09/29/2026	10/05/2026	34.40
	BEERY FIELD BALL FIELD OCTOBER ENERGY BILL			
101-751.000-922.000	UTILITIES			34.40
203234575697				
54682	CONSUMERS ENERGY	09/29/2026	10/05/2026	99.42
	BEERY FIELD RESTROOMS OCTOBER ENERGY BILL			
101-751.000-922.000	UTILITIES			99.42
203234575696				
54683	CONSUMERS ENERGY	09/29/2026	10/05/2026	265.49
	DPW GARAGE OCTOBER ENERGY BILL			
101-265.000-922.000	UTILITIES			265.49
205993103564				
54684	CONSUMERS ENERGY	09/29/2026	10/05/2026	644.74
	CENTER ST LIGHTS OCTOBER ENERGY BILL			
101-463.000-922.000	UTILITIES			644.74
6089356559				
54648	MICHIGAN GAS UTILITIES	09/18/2026	10/05/2026	44.84
	FIRE DEPARTMENT GAS BILL 8/19/26-9/17/26			
101-265.000-922.000	UTILITIES			44.84
6088445397				
54649	MICHIGAN GAS UTILITIES	09/18/2026	10/05/2026	53.67
	GENERATOR GAS BILL 8/19/26-9/17/26			
101-265.000-922.000	UTILITIES			53.67
6090545913				

54664	MICHIGAN GAS UTILITIES	09/21/2026	10/05/2026	44.84
	CITY HALL/PD GAS BILL 8/19/26-9/17/26			
	101-265.000-922.000 UTILITIES			44.84
6091853242				
54666	MICHIGAN GAS UTILITIES	09/22/2026	10/05/2026	51.59
	DPW GARAGE GAS BILL 8/21/26-9/21/26			
	101-265.000-922.000 UTILITIES			51.59
1029675444				
54687	PITNEY BOWES INC	09/29/2026	10/05/2026	111.25
	POSTAGE METER SERVICE AGREEMENT			
	101-265.000-802.000 CONTRACTUAL			111.25
997781545-30				
54695	T-MOBILE USA	09/28/2026	10/05/2026	234.80
	PHONE SERVICE FOR AED DEVICES			
	101-265.000-802.000 CONTRACTUAL			234.80
Type: Paper Check				
1FGL-QJDF-RLYK				
54646	AMAZON CAPITAL SERVICES	09/19/2026	10/05/2026	11.39
	DATE STAMP			
	101-265.000-740.000 SUPPLIES			11.39
INV005				
54678	BARDENS FARM MARKET	09/25/2026	10/05/2026	1,200.00
	FALL DECORATIONS			
	248-728.000-880.000 COMMUNITY PROMOTION			1,200.00
23172				
54696	COMMERCIAL RECORD	09/25/2026	10/05/2026	651.00
	PUBLICATIONS			
	101-701.000-900.000 PRINTING & PUBLISHING			651.00
316124				
54689	IHLE AUTO PARTS	09/30/2026	10/05/2026	42.92
	PARTS			
	660-903.000-930.004 VEHICLE MAINTENANCE & REPAIRS			42.92
9-22-26				
54644	MICHIGAN ASSOC OF MUNICIPAL CLERK	09/22/2026	10/05/2026	350.00
	MAMC MASTER CLASS FOR LAURA KASPER			
	101-262.000-718.000 TRAINING FUNDS			350.00
9873				
54674	MCKELLIPS PLUMBING INC.	09/16/2026	10/05/2026	145.00
	PLUMBING SERVICES & PARTS			
	101-751.000-802.000 CONTRACTUAL			145.00
07298				
54651	MENARDS - SOUTH HAVEN	09/18/2026	10/05/2026	211.59
	SUPPLIES			
	101-265.000-740.000 SUPPLIES			211.59
80198				
54647	NEW DAWN LINEN SERVICE	09/21/2026	10/05/2026	60.72
	CITY AND PD RUG CLEANING			
	101-265.000-802.000 COMMERCIAL CLEANING			60.72
80551				
54676	NEW DAWN LINEN SERVICE	09/28/2026	10/05/2026	60.72

CITY HALL AND PD RUG CLEANING				
101-265.000-802.000	COMMERCIAL CLEANING			60.72
2609-520010				
54679	OVERISEL LUMBER CO.	09/28/2026	10/05/2026	8.99
MAIN ST ROAD STRIPING PAINT				
203-463.000-930.000	REPAIRS & MAINTENANCE: GENERAL			8.99
2610-521217				
54701	OVERISEL LUMBER CO.	10/01/2026	10/05/2026	74.99
SCHULTZ PARK				
213-753.000-930.000	REPAIRS & MAINTENANCE: GENERAL			74.99
FON CREDIT CARD				
9-12-26				
54667	RUTH CROWE	09/23/2026	10/05/2026	300.00
REIMBURSEMENT FOR ART IN DOUGLAS				
248-728.000-880.000	COMMUNITY PROMOTION			300.00
FON CREDIT CARD				
				300.00
# of Invoices:	63	# Due: 63	Totals:	91,042.78
# of Credit Memos:	0	# Due: 0	Totals:	0.00
Net of Invoices and Credit Memos:				91,042.78

--- TOTALS BY FUND ---

101 - GENERAL FUND	64,808.48
203 - LOCAL STREETS FUND	8.99
213 - SCHULTZ PARK LAUNCH RAMP	238.40
243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND	15,354.75
248 - DOWNTOWN DEVELOPMENT AUTHORITY	1,707.79
594 - DOUGLAS MARINA	434.64
660 - EQUIPMENT RENTAL FUND	8,489.73

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	17,960.50
262.000 - ELECTION	716.95
265.000 - BUILDING & GROUNDS	3,070.13
266.000 - ATTORNEY	210.00
301.000 - POLICE	50,408.00
463.000 - GENERAL STREETS & ROW	957.42
597.000 - DOUGLAS MARINA	244.64
597.001 - WADES BAYOU	190.00
701.000 - PLANNING & ZONING	4,827.75
728.000 - DOWNTOWN DEVELOPMENT AUTHORITY	1,707.79
751.000 - PARKS & RECREATION	2,021.47
753.000 - LAUNCH RAMPS	238.40
903.000 - EQUIP. REPAIRS & MAINTENANCE	8,489.73

To The Douglas City Council:

When is enough, enough. I just learned that a house next to me (which sold for 1.6 million last fall is now a air B &B). I also learned that a family home on Wiley Road is pending which may be another air B&B.

Our residential zoning laws were intentionally designed to foster stable neighborhoods, long term community ties, and a sense of shared security. The steady expansion of investor owned short term rentals undermines these foundational goals. When homes turn into rotating hotels we lose the permanent residents who anchor our community as well as reduction in affordable housing.

It is my understanding that Little Douglas has over 140 plus of these hotels in our neighborhoods. I am surrounded by them and everyone I talk to are as well. These are homes that we never know who is there and whose cars belong and the parties that go on forever. No neighbors, families or children in our schools. Off season they sit empty.

We are the only municipal around us that refuses to take up this issue which is why more investors are putting these in Douglas. Are you working for our citizens or the realtors, rental companies and investors? It is time to take a stand and stop this craziness?

I respectfully urge the city council to take decisive action to protect our neighborhoods from further growth in this industry. I ask and many others ask you to stand with longtime residential folks and prioritize the integrity of our residential communities over outside commercial interests.

Thank you for your public service and your consideration of this urgent matter. I look forward to your response.

Sincerely yours,

Lawrence W. Gammons

13 Fremont Street A resident of 45 years.....



Support the Douglas Marina/Park Restroom Project

An Investment in Our Waterfront Community

Few places capture such a spectacular view quite like the Douglas Marina/Park. From boaters enjoying the waterways to families enjoying a stroll along the waterfront, the marina/park serves as a welcoming gateway to our community. As more residents and visitors enjoy this treasured asset, the need for modern, accessible restroom facilities has become increasingly important.

The Douglas Marina/Park Restroom project is more than a construction effort. It is an investment in the future of our waterfront, our local economy, and the overall experience of everyone who visits the marina/park. Restroom facilities will provide comfort, convenience, and accessibility for boaters, kayakers, families, and guests exploring the beauty of the lakeshore.

A well-maintained marina/park encourages tourism, supports local businesses, and enhances community pride. Clean, accessible restrooms are among the most requested amenities at public waterfront facilities, and they play a vital role in creating a positive experience for visitors. Whether someone is spending a day on the water or enjoying one of Douglas's many community events, quality facilities help ensure their visit is memorable for all the right reasons.

Community support is what makes projects like this possible. Every donation, regardless of size, helps bring this vision closer to reality. Contributions demonstrate a shared commitment to maintaining the marina/park as a welcoming destination and preserving the qualities that make Douglas such a special place to live and visit.

By donating to the Douglas Marina/Park Restroom project, you are helping create a lasting improvement that will serve residents and visitors for years to come. Your generosity will leave a tangible legacy, enhancing the waterfront experience and strengthening an important community resource.

Together, we can build facilities that reflect the pride, hospitality, and community spirit that define Douglas. Please consider making a donation and becoming part of this exciting project. Your support today will help ensure that future generations can continue to enjoy all that the Douglas Marina/Park has to offer.

Restroom Project Goal - \$400,000

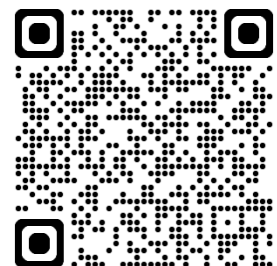
How to Contribute: (all donations are tax deductible)

Online - at www.douglasmi.gov, (Select Make a Payment, Other, Payments, then Select Other and Douglas Marina Donation from the drop-down menus), or by the QR code included

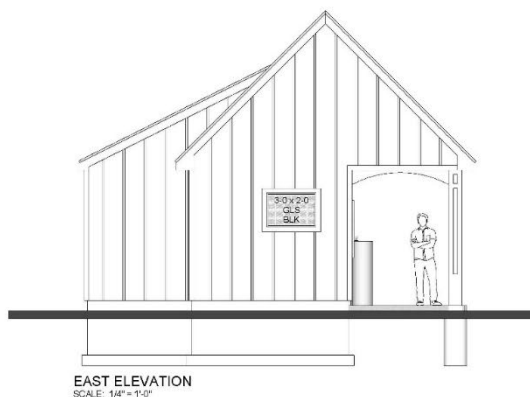
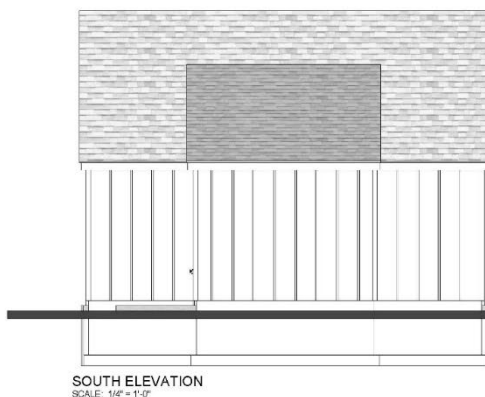
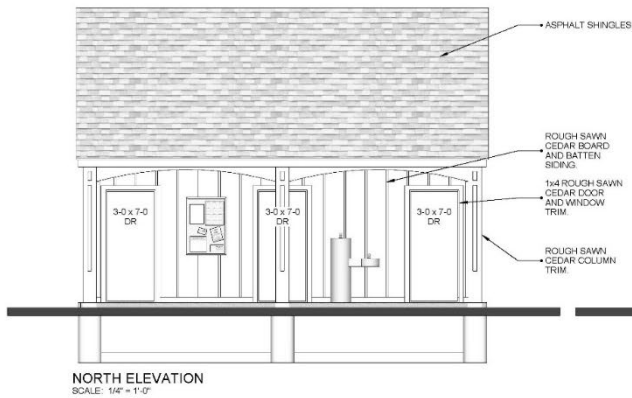
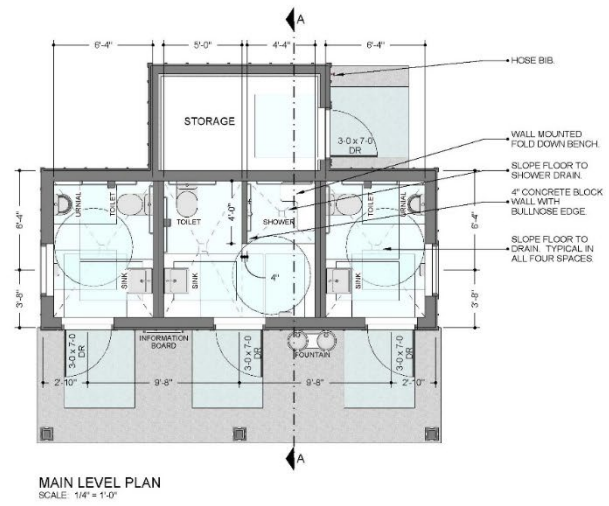
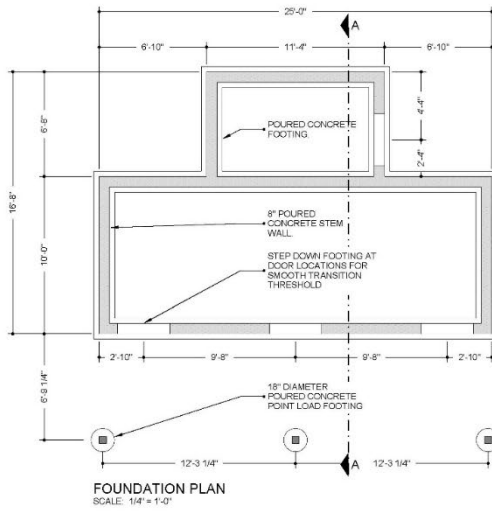
By Phone - Contact the Treasurer, Dawn Raza, at 269-857-1438 ext. 105

My Mail – City of Douglas, C/O Marina Restroom Donation, PO Box 757, Douglas, MI 49406

In Person – City of Douglas, 415 W Wiley Road, STE 103, Douglas, MI 49406



**Select Other and Douglas
Marina Donation from the
drop-down menus**





MEMORANDUM

REGULAR CITY COUNCIL MEETING

October 5, 2026 at 6:00 PM

TO: City Council

FROM: Lisa Nocerini, City Manager

SUBJECT: Snow and Ice Removal Request for Proposal Award

On August 20, 2026, a Request for Proposal (RFP) was advertised for Snow and Ice Removal from select sidewalks within the City limits. The scope of work is primarily intended to address sidewalks, right-of-way's, and safe routes to school (see attached). The Contract is for three (3) years with two (2) optional one (1) year extensions.

Five (5) contractors requested the RFP package and on September 17, 2026, two (2) bid packages were received and opened publicly at the bid opening.

The following bid was received:

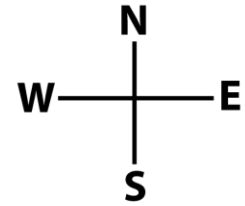
Scotts Landscape Management, Inc., Allegan	Total Per Push Cost - \$.0774 per linear feet A total per push estimate \$921.06
--	---

Windwood Property Services LLC., Holland	Total Per Push Cost - \$.07 per linear feet A total per push estimate \$833.00
--	---

Sample Motion: I recommend City Council award Windwood Property Services, LLC of Holland the Snow and Ice Removal Contract.

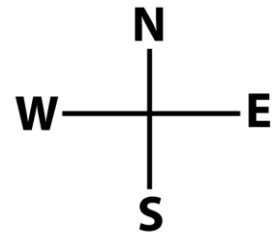
Map 1/2 City of Douglas

— Sidewalks - 8,100 ± Linear feet/1.5 miles
- - - Prioritized routes to school



Map 2/2 City of Douglas

 Sidewalks - 3,800 ± Linear feet/.72 miles





Michigan Department of Natural Resources - Grants Management

Michigan Natural Resources Trust Fund Development Project Agreement

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between **City of the Village of Douglas** in the county of **Allegan County**, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, P.A. 451 of 1994, as amended and under Article IX, Section 35 of the Michigan Constitution. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In Public Act 21 of 2026, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE.

The purpose of this Agreement is to provide funding in exchange for completion of the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Blue Star Trail Expansion Project #: TF25-0121

Grant Amount: \$215,000.00 31% PROJECT TOTAL: \$706,700.00

Match Amount: \$491,700.00 69%

Start Date: Date of Execution by DEPARTMENT End Date: 07/24/2028

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 09/22/2026 or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

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

GRANTEE

SIGNED

By [Print Name]:

Title:

Organization:

E68QPNKYKJ5

Unique Entity Identifier

CV0048374

SIGMA Vendor Number

001

SIGMA Address Code

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By:

Christie Bayus, Grants Section Manager

Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through www.michigan.gov/dnr-grants, unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

GRANTEE CONTACT

Lisa Nocerni

Name/Title

City of the Village of Douglas

Organization

415 Witley Road

Address

Suite 103, Douglas, MI 49406

Address

269-325-8280 / 269-857-1438

Telephone Number

citymanager@douglasmi.us

E-mail Address

DEPARTMENT CONTACT

MNRTF Grant Program Manager

Name/Title

Grants Management/DNR Finance & Operations

Organization

525 W. Allegan Street, Lansing, MI 48933

Address

P.O. Box 30425, Lansing, MI 48909

Address

517-284-7268

Telephone Number

DNR-Grants@michigan.gov

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF25-0121** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **07/24/2026** through **07/24/2028**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.

Bench(es)
Bike Rack(s)
Bike Repair Station
Boardwalk
Landscaping
Rain Garden with Native Plants
Recycle Bin(s)
Signage
Trail 8' wide or more
Trash Bin(s)

6. The DEPARTMENT will:

a. grant to the GRANTEE a sum of money equal to **Thirty-One percent (31%) of Seven Hundred Six Thousand**

Seven Hundred dollars (\$706,700.00), which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Two Hundred Fifteen Thousand dollars (\$215,000.00)**.

- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
 - i. Payments will be made on a reimbursement basis at **Thirty-One percent (31%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
 - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
 - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Four Hundred Ninety-One Thousand Seven Hundred dollars (\$491,700.00)** in local match. This sum represents **Sixty-Nine percent (69%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
 - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
 - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
 - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.
 - vii. Bury all new utilities within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior

expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.

- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
 - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
 - f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
 - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
 - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
 - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
 - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
 - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2026** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
 - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
 - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 10/31/2028**. If the GRANTEE fails to submit a complete final request for reimbursement by **10/31/2028**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.

11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement .
12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section , the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. Received an exemption from the DEPARTMENT before the execution of this Agreement, and
 - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated _____, and
 - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
 - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement .
15. None of the project area, nor any of the project facilities constructed under this Agreement , shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate , therefore:
 - a. The GRANTEE agrees that the project area or any portion thereof will not be converted to a use other than public outdoor recreation use without prior written approval of the DEPARTMENT and the BOARD . Any such action will require mitigation approved by the DEPARTMENT and the BOARD, including but not limited to replacement with land of similar recreation usefulness and equal or greater market value.
 - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT .
 - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area .
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
 - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken

- by the GRANTEE before beginning the project to assure safe use of the property by the public, and
 - b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
 - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
 - or
 - b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.

28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:

- a. Terminate this Agreement; and/or
- b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
- c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
- d. Require repayment of grant funds already paid to GRANTEE; and/or
- e. Require specific performance of the Agreement.

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

30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.

31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.

32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.

33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.

34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.

35. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the next page.

CITY OF THE VILLAGE OF DOUGLAS

ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 19-2026

**RESOLUTION TO ACCEPT THE MICHIGAN NATURAL RESOURCES TRUST FUND
DEVELOPMENT PROJECT AGREEMENT FOR THE BLUE STAR TRAIL
EXPANSION – PROJECT NO. TF25-0121**

At a regular meeting of the City Council of the City of the Village of Douglas, Michigan, held at Douglas City Hall, 415 Wiley Road, Douglas, Michigan, on October 5, 2026, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the City of the Village of Douglas has been approved by the Michigan Natural Resources Trust Fund Board of Trustees to receive grant assistance for the **Blue Star Trail Expansion, Project No. TF25-0121**; and

WHEREAS, the Michigan Department of Natural Resources has provided the City with a Development Project Agreement providing for a Michigan Natural Resources Trust Fund grant in an amount not to exceed **\$215,000**, representing thirty-one percent (31%) of the total eligible project cost of **\$706,700**; and

WHEREAS, under the terms of the Project Agreement, the City is responsible for providing **\$491,700**, representing sixty-nine percent (69%) of the total eligible project cost, as the required local match and is responsible for any cost overruns necessary to complete the project; and

WHEREAS, the City Council has reviewed the terms and conditions of the Development Project Agreement and desires to formally accept the Agreement and authorize the City to proceed with the project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of the Village of Douglas, Michigan, hereby accepts the terms of the Development Project Agreement received from the Michigan Department of Natural Resources for the **Blue Star Trail Expansion, Project No. TF25-0121**, and specifically agrees, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide **Four Hundred Ninety-One Thousand Seven Hundred**

Dollars (\$491,700) to match the grant authorized by the Michigan Department of Natural Resources.

2. To maintain satisfactory financial accounts, documents, and records and make them available to the Michigan Department of Natural Resources for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of the Development Project Agreement.
4. To regulate the use of the facilities constructed and reserved under the Agreement to assure their use by the public on equal and reasonable terms.
5. To comply with any and all terms of the Development Project Agreement, including all terms not specifically set forth in this Resolution.

BE IT FURTHER RESOLVED, that the City Manager and/or other appropriate City officials are hereby authorized to execute the Development Project Agreement and any documents necessary to administer and complete the grant on behalf of the City of the Village of Douglas.

YEAS:

NAYS:

ABSENT:

ADOPTED this 5th day of October, 2026. CITY OF THE VILLAGE OF DOUGLAS

BY: _____

Cathy North, Mayor

BY: _____

Laura Kasper, City Clerk

CERTIFICATION I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held on October 5, 2026 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act. CITY OF THE VILLAGE OF DOUGLAS
BY: _____

To: Mayor North and City Council

Date: October 5, 2026

From: Dawn Raza, City Treasurer

RE: 2024 Capital Improvement Bond
\$750,000 Partial Prepayment



The Village of Friendliness – Since 1870

Background. I recommend a \$750,000 partial prepayment of the City's 2024 Capital Improvement Bond on December 15, 2026, using eligible City property sale proceeds held in the Municipal Building Fund (Fund 470). The bond was issued for \$3,323,000 and carries a fixed interest rate of 5.35%.

Fund 470 currently holds approximately \$1,360,885.53. Of this amount, \$1,000,000 is invested in Michigan CLASS Term Series II at 3.88% APY, maturing November 27, 2026. I selected this maturity date so the funds would be available for December debt service. The bond rate exceeds the current term investment yield, supporting the recommendation to reduce principal.

The bond permits one partial prepayment per calendar year of \$50,000 to \$750,000, from proceeds of existing City property sales, on an interest payment date, with at least 30 days' written notice. The prepayment is applied in inverse order of maturity, reducing the latest principal installments first.

Capital One has confirmed that the notice must be signed, on City letterhead, and identify the properties whose sale proceeds are being used. After Council approval, I will email the notice to COPFinformation@capitalone.com and copy Paul Sottnik.

The regular December 15 payment is \$188,268.75 (\$102,000 principal plus \$86,268.75 interest). The proposed prepayment would bring the total December payment to \$938,268.75. Based on current funds, approximately \$422,616.78 would remain, before investment earnings or other receipts and expenditures. Capital One's indicative schedule projects \$2,373,000 in remaining principal after both December payments.

Based on Capital One's indicative schedule, the proposed prepayment would move the final payment date from December 15, 2044, to December 15, 2041, retiring the bond three years earlier.

Staff Recommendation:

Approve Resolution No. 20-2026 authorizing a \$750,000 partial prepayment of the 2024 Capital Improvement Bond on December 15, 2026, from eligible City property sale proceeds held in Fund 470, in addition to the regularly scheduled debt-service payment.

Suggested Motion:

I move to adopt Resolution No. 20-2026 authorizing a \$750,000 partial prepayment of the 2024 Capital Improvement Bond on December 15, 2026, from eligible City property sale proceeds held in the Municipal Building Fund, Fund 470.

Attachments: Resolution No. 20-2026; Capital One indicative payment schedule

CITY OF THE VILLAGE OF DOUGLAS
ALLEGAN COUNTY, MICHIGAN
RESOLUTION NO. 20-2026

**RESOLUTION AUTHORIZING A \$750,000 PARTIAL PREPAYMENT OF THE 2024
Capital Improvement Bond**

At a regular meeting of the City Council of the City of the Village of Douglas, Allegan County, Michigan, held at the City of the Village of Douglas City Hall, 415 Wiley Road, Douglas, Michigan, on October 5, 2026, at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the City of the Village of Douglas issued its 2024 Capital Improvement Bond in the original principal amount of \$3,323,000 to finance capital improvements associated with the City's municipal facilities; and

WHEREAS, the 2024 Capital Improvement Bond carries a fixed interest rate of 5.35 percent and provides for scheduled principal and interest payments through December 15, 2044; and

WHEREAS, the terms of the 2024 Capital Improvement Bond permit the City, beginning December 15, 2025, to make a partial prepayment of principal from proceeds received from the sale of existing City properties on an interest payment date; and

WHEREAS, the bond provisions permit one partial prepayment per calendar year in an amount of not less than \$50,000 and not more than \$750,000, provided the City gives the registered owner at least thirty (30) days' written notice; and

WHEREAS, any partial prepayment is to be applied to the outstanding principal installments in inverse order of maturity; and

WHEREAS, proceeds from the sale of City properties have been deposited and maintained within the City's Municipal Building Fund, Fund 470, consistent with the City's plan to utilize such proceeds toward its 2024 Capital Improvement Bond obligation; and

WHEREAS, the Municipal Building Fund currently has a balance of approximately \$1,360,885.53, including funds invested with Michigan CLASS; and

WHEREAS, the City's regularly scheduled December 15, 2026 debt-service payment is \$188,268.75, consisting of \$102,000 in principal and \$86,268.75 in interest; and

WHEREAS, the City Treasurer has recommended that the City make the maximum allowable partial prepayment of \$750,000 from eligible property-sale proceeds on December 15, 2026, in addition to the regularly scheduled debt-service payment; and

WHEREAS, the City Council finds that applying \$750,000 in eligible property-sale proceeds toward the outstanding principal is consistent with the purpose for which those proceeds have been maintained within the Municipal Building Fund.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby authorizes a \$750,000 partial prepayment of principal on the City's 2024 Capital Improvement Bond, to be made on December 15, 2026, in accordance with the terms and conditions of the bond.
2. The \$750,000 partial prepayment shall be made from eligible proceeds from the sale of existing City properties held within the Municipal Building Fund, Fund 470.
3. The \$750,000 partial prepayment shall be in addition to the City's regularly scheduled December 15, 2026 principal and interest payment.
4. The City Treasurer, City Manager, City Clerk, and other appropriate City officials are authorized and directed to take all actions necessary to complete the partial prepayment, including providing the required notice to the registered owner of the bond and executing any documents necessary to effectuate the payment.
5. The City Treasurer is authorized to coordinate with the bondholder and/or its representatives regarding application of the partial prepayment in accordance with the bond documents and to obtain an updated debt-service schedule reflecting the effect of the partial prepayment.
6. This Resolution shall take effect immediately upon its adoption.

YEAS:

NAYS:

ABSENT:

ADOPTED this 5th day of October 2026. CITY OF THE VILLAGE OF DOUGLAS

BY: _____

Cathy North, Mayor

BY: _____

Laura Kasper, City Clerk

CERTIFICATION

I, Laura Kasper, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held on October 5, 2026 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF THE VILLAGE OF DOUGLAS BY: _____