



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, OCTOBER 02, 2023 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Mayor

2. ROLL CALL: By Clerk

PRESENT

Mayor Pro-Tem Cathy North

Mayor Jerome Donovan

Councilmember Neal Seabert

Councilmember John O'Malley

Councilmember Randy Walker

Councilmember Gregory Freeman

Also Present City Manager, Lisa Nocerini

City Clerk, Laura Kasper

ABSENT

Councilmember Robert Naumann

3. PLEDGE OF ALLEGIANCE: Led by Mayor

4. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for October 2, 2023

B. Approve the September 18, 2023 Council Regular Meeting Minutes

C. Approve invoices in the amount of \$1,558,095.36

D. Appointments - Election Inspectors - November 7, 2023 General Election

Motion by Seabert, seconded by O'Malley, to approve the Consent Calendar of October 2, 2023 – Motion carried by unanimous roll call vote.

5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES): Robert Karns, resident, stated traffic concerns between Main and Center.

6. PUBLIC COMMUNICATION - WRITTEN

A. Knights of Columbus – Letter – Presented on record in agenda packet.

B. Robert Karns - Letter - Presented on record in agenda packet.

7. UNFINISHED BUSINESS: None

8. NEW BUSINESS

- A. Ordinance 06-2023 - Zoning Text Amendment - Second Read - Public Hearing -
The amendment would simply entail the removal of part b of Section 26.13.2: All ground floor structures used for residential purposes shall be located on property which abuts property zoned R-1, R-2, R-3, R-4 or R-5 on at least one side.

Motion by Seabert, seconded by O'Malley, to open the public hearing for Ordinance 06-2023; zoning text amendment. – Motion carried by unanimous roll call vote.

1. Administration Comments – Tricia Anderson, Williams and Works gave a brief background on the item. The Planning Commission provided a favorable recommendation to the City Council to approve the amendment of Section 26.13.2 of the City of Douglas Zoning Ordinance. At the first reading, held on August 7, 2023, the City Council recommended that the DDA provide feedback on the proposed amendment which would affect properties within the boundaries of the DDA that are zoned C-1, Village Center. The memorandum provided in the agenda packet gave a summary of the comments and concerns expressed by the members of the DDA when this proposed amendment was presented to them at their 9/27/23 regular meeting. Ms. Anderson detailed how this does not affect the existing buildings in the DDA. She explained that if the Council is inclined to offer an approval of the proposed amendment, the DDA would still have the opportunity to review proposals for ground floor residential on a case-by-case basis.

2. Public Comments – None

3. Council Comments – Walker stated that one of the DDA's main concerns was the impact this would have on the commercial district and needed more clarification. Donovan asked for clarification on hotels and short-term rentals in the district. Ms. Anderson referred to the zoning ordinances in place and how hotels need to meet the minimum lot size requirements, and an existing residential use property being owned by a company does not make it a hotel. Walker mentioned the possibility of an address that may not be in compliance with the district zoning requirements. Ms. Anderson reminded Council that any proposals for ground floor residential will need to be reviewed by the DDA and Planning Commission for special land use.

Motion by Seabert, seconded by North, to close the public hearing for Ordinance 06-2023, zoning text amendment. – Motion carried by unanimous roll call vote.

Motion by Seabert, seconded by Freeman, to adopt Ordinance 06-2023, zoning text amendment - section 26.13(2)(b) - Ground Floor Residential. – Motion carried by unanimous roll call vote.

- B. Wildlife Management - Discussion Item – Artom and Robert Rank, West Michigan Wildlife Management, presented about ethical harvest of proper age deer that ensures proper diversity, herd health, and carrying capacity for the area. They also discussed the issues with geese excrement on the docks and ways to effectively deter them from these structures. Councilmembers will be looking into the possibility of the discussed options and will address a plan at the next City Council meeting.
- C. Snow and Ice Request For Proposal Award - Three (3) contractors requested the RFP package and on September 21, 2023, one bid package was received and opened publicly at the bid opening, from Scotts Landscape Management, Inc. of Allegan, Michigan.

Motion by Seabert, seconded by North, to award Scotts Landscape Management, Inc. of Allegan the Snow and Ice Removal Contract, with inclusion of a five (5) percent cost of living increase. – Motion carried by unanimous roll call vote.

- D. Roadway Assessment and Updated Asset Management Plan Budget Amendment – The already budgeted item was originally estimated to cost \$10,000, with the official proposal from Prein & Newhof a not-to-exceed fee of \$12,000 was provided.

Motion by Seabert, seconded by O'Malley, to approve the proposal from Prein & Newhof to provide a roadway condition assessment and updated asset management plan and amend the budget by \$2,000. – Motion carried by unanimous roll call vote.

- E. Ordinance Officer Position – This part-time position would report directly to the City Manager and the Planning and Zoning Administrator and would ensure compliance with local codes and ordinances.

Motion by Seabert, seconded by North, to approve the posting and hiring of a part-time Ordinance Officer position. – Motion carried by unanimous roll call vote.

9. REPORTS

A. Commission/Committee/Boards

1. Planning Commission – No meeting
2. Kalamazoo Lake Sewer Water – Baker Tilly discussions
3. Downtown Development Authority – Pet blessing event was well attended, a complaint was received about the road closing for the Elementary School parade, and Saturday November 25th is the Tree Lighting Ceremony with State Farm and Lakeshore Pet Boutique.
4. Kalamazoo Lake Harbor Authority – Met last week, possible future workshop to discuss groups mission.
5. Douglas Harbor Authority – Looking into increasing docks and received favorable feedback for keeping the house at Douglas Marina, researching restoration costs.
6. Douglas Brownfield Authority – Fence mesh covering will be placed soon, permits are in process for cleanup, future forum for public input on end use of property coordinated with Williams and Works.
7. Fire Board – No meeting
8. Community Recreation – Report in packet, ski program costs up, and discussion of future rec center.
9. Playground Committee – Meeting this week.

- B. Administration Reports – City closed on the Wiley building, continued progress on the Haworth site with daily discussions from PM Environmental, meet with Tower Marine to view plans and City job postings are live. Also, a reminder to residents to not leave trash cans out or in right of way, control excessive speeding and to yield to pedestrians.

10. **PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES):** Demetrhea Terrien, stated lots of new construction in area, possibility of the City to plant tall grasses that geese do not like, would like more information on sickness wildlife spreads with an introduction to the public regarding the topic, and would like to reach out to applicants not appointed. Patty Hanson, excited for the deer progress, and would like applicant acknowledgement as well. Linda, Stated thanks for the Blessing of the Animals event held on Sunday.
11. **COUNCIL COMMENTS:** O'Malley mentioned the chili cookoff event on the 8th. North attended the Blessing of the Animals, which was successful. Seabert stated that the Council attendance policy needs to be addressed at the next meeting. Freeman attended the Blessing of the Animals event which was well attended, and also attended the Palette opening event and encouraged everyone to stop in there. Walker mentioned that the Speedo event was cancelled due to a lack of registrants, and the organizer hopes to hold the event next year.
12. **MAYOR'S REPORT/COMMENTS:** Mayor Donovan acknowledged the recent loss for Chief Kent and family. He also mentioned the recent busyness and fast pace that the City is moving at.

13. ADJOURNMENT:

Motion by Seabert, seconded by Freeman, to adjourn the meeting.

Approved on this 16th day of October, 2023

Signed: _____ Date: _____
Jerome Donovan, 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 October 2, 2023, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____
Laura Kasper, City Clerk