



MEMORANDUM
REGULAR CITY COUNCIL MEETING
March 3, 2025, at 6:00 PM

TO: City Council

FROM: Lisa Nocerini, City Manager

SUBJECT: Ordinance to sell 6825 Wiley Road – Ordinance 03-2025 – Public Hearing & Second Reading

The Douglas City Council has directed the City Manager to deem the public property owned by the City of Douglas located at 6825 Wiley Road as surplus. Per the requirements of Ordinance 09-2024, an ordinance to *Establish Procedures for Transfer of Surplus Real Property for the City of the Village of Douglas*, the sale of surplus real property shall be done by passing an ordinance.

A review of Chapter 13 of the City Charter, also specifies that, “The City may not sell any cemetery, park or any part thereof unless approved by a majority vote of the electors voting thereon at any general or special election.” The property located at 6825 Wiley Road is neither a park nor a cemetery.

The property is deemed to be surplus due to the City seeking to issue a Request for Proposal (RFP) from qualified developers to address critical housing needs.

Sample Motion – I motion to adopt Ordinance 03-2025 declaring 6825 Wiley Road as surplus property.

**CITY OF THE VILLAGE OF DOUGLAS,
ALLEGAN COUNTY, MICHIGAN
ORDINANCE NO. 03-2025**

**AN ORDINANCE TO DEEM 6825 WILEY ROAD, AS SURPLUS REAL PROPERTY, FOR
THE CITY OF THE VILLAGE OF DOUGLAS**

THE CITY OF THE VILLAGE OF DOUGLAS DOES HEREBY ORDAIN:

SECTION 1: PURPOSE

The purpose of this ordinance is to provide authorization for the disposal of City owned surplus real property, 6825 Wiley Road, PNN: 03-59-017-089-40, Zoned R-5, Multi Family District. This ordinance is intended to authorize the sale of real property that is transparent to the community, fair, equitable, and consistent with the best interests of the City.

SECTION 2: METHODS OF SALE

The following are the four (4) allowable methods of transfer of Surplus Real Property:

- A. Sale or lease through sealed bids/offer
- B. Sale through Real Estate Broker
- C. Sale through Auction
- D. Unsolicited Offers

SECTION 3: AUTHORIZATION TO SELL

The City is hereby authorized to sell the real property identified as 6825 Wiley Road, in accordance with the terms and conditions set forth in Ordinance 09-2024, an Ordinance to Establish Procedures for Transfer of Surplus Real Property.

SECTION 4: TERMS OF SALE

The terms of sale, including the accepted bid and any other conditions of sale, shall be approved by the City Council.

SECTION 5: AUTHORIZATION TO EXECUTE DOCUMENTS

The City Manager is hereby authorized to execute any and all documents necessary to complete the sale of the real property, including purchase agreements, deeds, and escrow instructions, subject to final approval of the sale by the City Council subject to section 4 above.

Ordinance Offered by: _____

Ordinance Supported by: _____

Ayes:

Nays:

Abstain:

Absent:

Ordinance adopted on this _____ day of _____, 2025.

Cathy North, Mayor

Date

Laura Kasper, City Clerk

Date

Ordinance Effective Date: 20 days after publication