



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 24, 2025 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 Neal Seabert

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Councilmember Matt Balmer

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

Deputy Clerk Alyssa Ramirez

Planning & Zoning Administrator Sean Homyen

Douglas Chief of Police Steve Kent

ABSENT Councilmember Jeff West

3. PLEDGE OF ALLEGIANCE: Led by Mayor North

4. ELECTION OF OFFICERS

A. Election of Mayor - *City Clerk called for nominations for Mayor, North was nominated by Balmer, seconded by Freeman, the unanimous vote by ballot was certified by unanimous roll call vote.*

B. Election of Mayor Pro-Tem - *The Mayor called for nominations for Mayor Pro-Tem, Walker was nominated by Seabert, seconded by Balmer, the unanimous vote by ballot was certified by unanimous roll call vote.*

5. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for November 24, 2025

B. Approve the Council Regular Meeting Minutes for November 3, 2025

C. Approve Invoices in the Amount of \$394,963.55

D. City of Douglas 2026 Meeting Schedule

Motion by Seabert, second by O'Malley, to approve the Consent Calendar of November 24, 2025 – Motion carried by unanimous roll call vote.

6. PUBLIC COMMUNICATION – VERBAL: None

7. PUBLIC COMMUNICATION – WRITTEN: Received by Councilmembers

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS

- A. 89 S. Washington - Obstruction in ROW (Discussion/Action) (S. Homyen)

Motion by Balmer, second by Walker, that the property owner at 89 S. Washington St. who has an obstruction in the right of way, via a planter box, be allowed to keep the planter box and move it outside the Right of Way onto their property or allow them a period of three-months to have it removed or should they choose to go to the ZBA. – Motion carried by unanimous roll call vote.

- B. Resolution 25-2025 - FY 25-26 Budget Amendments (D. Raza)

Motion by Balmer, second by Seabert, to adopt resolution 25-2025, approving the fiscal year 2025-2026 budget amendments for the City of the Village of Douglas. – Motion carried by unanimous roll call vote.

- C. Legal Services Proposal - 415 Wiley Condominium Conversion (L. Nocerini)

Motion by Freeman, second by O'Malley, to approve the proposal from Sikkell & Krommendyk, PLC, in the amount of \$6,000 for legal services related to the condominium conversion of the former Doctor's space at 415 Wiley Road, with 50% paid from building sale proceeds, and 50% shared equally with the Saugatuck Township Fire District. – Motion carried by unanimous roll call vote.

10. 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. Tri-Community Wildlife Committee
- B. Administration Report – City staff provided updates.

11. PUBLIC COMMUNICATION – VERBAL: Public comments were received.

12. COUNCIL COMMENTS: Councilmembers made final comments.

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

14. CLOSED SESSION

Motion by Freeman, second by Balmer, to enter into closed session per section 8(1)(e) and (h) of the Open Meetings Act, to consider advice of counsel and material exempt from discussion or disclosure by state or federal statute rules, and regulations. – Motion carried by unanimous roll call vote.

Motion by Walker, second by Seabert, to exit from closed session and enter back into regular session of the City Council. – Motion carried by unanimous roll call vote.

15. ADJOURNMENT

Motion by Walker, second by Seabert, to adjourn the meeting.

Approved on this 1st day of December 2025

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 November 24, 2025, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____

Laura Kasper, City Clerk