



MEMO

TO: The Douglas City Council
FROM: Lisa Nocerini, City Manager
RE: Resolution Approving Condominium Documents for 415 Wiley Road
DATE: September 8, 2026

As part of the proposed sale of a portion of 415 Wiley Road to the Saugatuck Township Fire District, the property will be established as a two-unit condominium. This will allow the City and Fire District to separately own their respective portions of the property while addressing the shared elements and access necessary for both governmental operations.

The City will retain ownership of its condominium unit for City Hall and municipal operations, while the Saugatuck Township Fire District will acquire the second unit for the development and operation of a fire station.

The condominium documents establish the legal framework for the two-unit arrangement, including the respective ownership interests, common elements, easements, access rights, maintenance responsibilities, and other rights and obligations associated with the property.

Approval of the condominium documents is necessary to establish and record the condominium and facilitate completion of the transaction with the Saugatuck Township Fire District.

Recommended Motion: Motion to adopt Resolution No.18-2026, approving the condominium documents for 415 Wiley Road, including the Master Deed, Condominium Bylaws, Condominium Subdivision Plan, easements, exhibits, and related documents, subject to final review and approval by the City Manager and legal counsel, and authorizing the Mayor and City Clerk to execute all necessary documents.

CITY OF THE VILLAGE OF DOUGLAS

RESOLUTION NO. 18-2026

A RESOLUTION APPROVING THE CONDOMINIUM DOCUMENTS FOR CITY-OWNED PROPERTY LOCATED AT 415 WILEY ROAD, DOUGLAS, MICHIGAN

WHEREAS, the City of the Village of Douglas (the "City") is the owner of real property located at 415 Wiley Road, Douglas, Michigan 49406, Permanent Parcel No. 03-59-021-016-00 (the "Property"); and

WHEREAS, the City has entered into an agreement for the sale of a portion of the Property to the Saugatuck Township Fire District for use as a fire station and related public safety purposes; and

WHEREAS, the transaction contemplates establishment of the Property as a two-unit condominium, with the City retaining ownership of one condominium unit and the Saugatuck Township Fire District acquiring the other condominium unit; and

WHEREAS, condominium documents have been prepared to establish the respective ownership interests, common elements, easements, access rights, maintenance responsibilities, and other rights and obligations associated with the two condominium units; and

WHEREAS, the City Council finds that establishment of the condominium is necessary and appropriate to facilitate the transaction with the Saugatuck Township Fire District while protecting the City's continued ownership and use of its portion of the Property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of the Village of Douglas hereby approves the condominium documents for 415 Wiley Road, including the Master Deed, Condominium Bylaws, Condominium Subdivision Plan, easements, exhibits, and related documents, subject to final review and approval by the City Manager and legal counsel; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to execute all necessary documents and take all appropriate actions necessary to establish and record the condominium and implement the terms of the approved documents.

YEAS:

NAYS:

ABSENT:

ADOPTED this 8th day of September 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 September 8, 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: _____

Laura Kasper, City Clerk