THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, January 3, 2011
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:03 p.m. by Mayor Waddell

2. Roll Call
Members Present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley Waddell
Absent: None
Also Present: Manager LeFevere, Treasurer Drexler

3. Pledge of Allegiance – Mayor

4. Consent Calendar
A. Approval of Agenda for January 3, 2011
B. Approval of Regular Meeting Minutes of December 20, 2010
C. Approval of Invoices dated 1/03/2011 in the amount of $48,542.09
D. Approve Reappointment of Michael Haddock to the Downtown Development Authority Board for a term expiring January 2015.
E. Approval of Payroll Expense for month ending December 31, 2010 in the amount of $119,167.33

Motion by Hoexter, with support from Smith, to approve the consent calendar as amended to include the removal of agenda item 4 D, Reappointment of Michael Haddock and to add agenda item 7 C, Proposed Budget Transfers. Motion carried unanimously by roll call vote.

5. Public Communications
A. **Verbal** (Limit of three (3) minutes pertaining to agenda items only)

B. **Written Communications**
1. Saugatuck/Douglas Area Business Association Minutes of December 2010 Board Meeting
2. Interurban Transit Authority Meeting Minutes of December 15, 2010

Written communications were noted as received and filed.

6. Unfinished Business None

7. New Business
A. Audit Presentation by Steve Kirinovic, Abraham & Gaffney, for fiscal year 2009/2010.

Mr. Kirinovic highlighted key elements of the audit and reported the city had a good healthy fund balance. Questions and comments were received from the council.

B. Review and Discussion of Preliminary and Final Design Engineering Proposal from Fleis & VandenBrink Engineering, Inc. RE: Blue Star Highway Bridge Rehabilitation Repair.

City Manager LeFevere reported there have been additional costs related to the initial contract; these costs will be split evenly with the City of Saugatuck.
John Moxey, Project Manager Fleis & VandenBrink Engineering, Inc. reported the additional costs are related to lighting, changing four lanes to three lanes, and cleaning up the overhead utility system.

Motion by Hoexter, with support from Smith, to authorize City Manager LeFevere to execute agreement with Fleis & VandenBrink to proceed with the Blue Star Highway Bridge Preliminary and Final Design Engineering Services. Motion carried unanimously by roll call vote.

C. Proposed Budget Transfers.

Motion by Greenwood, with support from Smith, to support the transfer of $6,000. from the General Fund to the Building & Grounds, Parks & Recreation Fund. Motion carried unanimously by roll call vote.

Motion by Greenwood, with support from Smith, to support the transfer of $26,285.16 from the General Fund to the General Streets & Right of Way Fund. Motion carried unanimously by roll call vote.

8. Reports

A. Commission / Committee / Board Reports

1. Planning Commission- Submitted in written form by Mr. Kilpatrick.

2. Kalamazoo Lake Sewer and Water Authority Board – No report

3. Kalamazoo Harbor Master Plan Committee
Next scheduled meeting is January 18th.

4. Joint Planning Commission
Next scheduled meeting is January 11th.

5. Community Recreation Advisory Board – Smith reported he will be attending the discussion on the Root Beer Barrel.

6. Downtown Development Authority Board – No report

7. Police Commission – No report

8. Douglas Advisory Committee – No report

B. Staff Reports
   1. Community Development / Planning / Zoning

C. Manager's Report / Comments

City Manager LeFevere briefly spoke regarding the EPA report.

9. Public Communications

A. Verbal (Limit of three (3) minutes on general business of the City)

Lawrence David Harris, 6505 118th Ave. requested a meeting with City Manager LeFevere regarding the Police Dept.

10. Council Comments

Councilwoman Mayer requested information regarding the maintenance of Dutcher Lodge. City Manager LeFevere is reviewing several options available regarding the painting of the building.
Councilwoman Hoexter was pleased with the audit synopsis presented by Mr. Steve Kirinovic, Abraham & Gaffney.
Councilwoman Greenwood complimented Mr. Drexler on a great job with the audit and was pleased that Mr. Kilpatrick was meeting with Mr. Hopwood regarding the Film Festival.

11. Mayor's Report / Comments

Mayor Waddell thanked the auditors, City Manager LeFevere and City Treasurer Drexler for their professionalism. Waddell reported she will be signing a non-disclosure agreement with the Kalamazoo Ferry Co. A report was also given regarding the current status of Tracy Bradley daughter of City Clerk Jean Neve.

12. Adjournment

The meeting was adjourned at 8:30 pm.

Respectfully submitted by:

Pam Aalderink
Administrative Assistant
City of Douglas

Approved by: _____
Renee Waddell, Mayor

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 January 3, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, APRIL 18, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager LeFevere, Community and Economic Development Director Kilpatrick, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for April 18, 2011
   B. Approval of Regular Meeting Minutes of April 4, 2011
   C. Approval of Invoices dated 4/18/2011 in the amount of $28,444.38

   Motion by Harvath, with support from Smith, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)

   The following citizens spoke in opposition to the proposed amendments to Chapter 93 of the Douglas Code of Ordinances relating to Sidewalks.

   1.) Richard Beebe, Union Street
   2.) Bertha Hren, Union Street
   3.) Lawrence Basgall, Main Street
   4.) Kathleen Chirco, Randolph Street
   5.) Bruce Balmer, Fremont Street

   The following spoke in opposition to the proposed amendments to Chapter 93 of the Douglas Code of Ordinances relating to Public Boat Launch Ramps.

   1.) Randy Crum, Enterprise Drive
   2.) Cliff Asbel, MarinaMan, offered suggestions for ramp improvements.

   Terry Burns, Allegan County Commissioner spoke about the reapportioned County Commission Districts. The previous eleven (11) districts now will be combined into seven (7). Laketown Township, Saugatuck Township, City of Douglas and City of Saugatuck will be combined to include City of Fennville and Manlius Township.

   B. Written Communications
      1. Article from the Detroit News dated April 7, 2011
      2. Thank you not from Grace of Douglas RE: Lester Shafer proclamation
      3. Letter dated April 4, 2011 from VOX United RE: Art To Do (Well) Project
      4. Letter dated April 12, 2011 from Cliff Asbel, MarinaMan RE: Public Boat Launch Ramp

5. Saugatuck Township Fire Board Regular Meeting Minutes of March 14th and Workshop Meeting of March 28th.

Six (6) additional letters were read into record relating to Sidewalks.
Written Communications noted as received and filed.

6. Unfinished Business

A. **1. Approval of Second and Final Reading for Adoption of Ordinance No. 03-2011 Amending Chapter 93 of the Douglas Code of Ordinances RE: Regulation of Sidewalks**

Motion by Hoexter with support from Smith to approve the second and final reading for adoption of Ordinance No. 03-2011 amending Chapter 93 of the Douglas Code of Ordinances – Regulation o Sidewalks

Discussion: What is the City of Saugatuck's position on plowing sidewalks?
Need to adopt something that is fair and enforceable.
Cost to the City is approximately $7,000 for residential and $12,000 for the business district yearly.
Sounds like residents don't really care if sidewalks are cleared or not.
Getting children safely to school is the most important consideration.
With the few businesses that remain open during the winter we need to at least look like the business district is open.
The City could have some liability if someone would be injured by walking in the road. There is a way to temporarily close sidewalks during the winter.
This amendment was not designed to be a cost cutting measure but rather to fill a gap in the ordinance.
This ordinance deal with trees and shrubs also. The proposed changes are aimed at clearing up the definitions.

Motion fails unanimously by roll call vote.

2 Approval of Second and Final Reading for Adoption of Ordinance No. 03-2011 Amending Chapter 93 of the Douglas Code of Ordinances RE: Regulation of Streets

Motion by Greenwood with support from Hoexter to approve the second and final reading for adoption of Ordinance No. 03-2011 Amending Chapter 93 of the Douglas Code of Ordinances – Regulation of Streets.

Discussion: Manager LeFevere reviewed the proposed amendments and pointed out the need to fill a gap in the ordinance pertaining to road cuts.

Motion carried unanimously by roll call vote.

B. **Approval of Second and Final Reading for Adoption of Ordinance No. 04-2011 Amending Chapter 93 of the Douglas Code of Ordinances RE: Public Boat Launch**

Motion by Greenwood with support from Smith to approve second and final reading for adoption of Ordinance No. 04-2011 amending Chapter 93 of the Douglas Code of Ordinances - public boat launch ramps.

Discussion: Proposed amendments would limit the length of boats using the launch ramps
Not comfortable to make a decision without more knowledge about ramps.
Suggestion for members to take a tour of the launch ramps
Not in favor of this ordinance. Amendments are not enforceable.
Who would be doing inspections? How will it be enforced?
Most people who own a boat over 26-ft. know what they are doing.
Would like a review of the wording and more research.
In favor of having something on record.

Motion failed 1 – 6 by roll call vote with Hoexter casting a "yes" vote.

C. **Approval of Amendment to Resolution No. 10-2011 Approving Liquor License Transfer For Zing Eat/Drink, LLC.**

Motion by Hoexter with support from Smith to approve amending Resolution No. 10-2011 RE: Zing Eat/Drink, LLC Liquor License Transfer.

Discussion: Applicant Petzing was present to explain the reasons for the amendments.

Motion carried unanimously by roll call vote.

7. **New Business**

A. **Approval of Resolution No. 13-2011 Approving a Professional Service Contract with Grounds Management Solution, LLC, for Spring Clean Up and Lawn Maintenance at Schultz Park and Beery Field for the 2011 Season.**

Motion by Smith with support from Greenwood to Approve Resolution No. 13-2011 Approving a Professional Service Contract with Grounds Management Solution, LLC, for Spring Clean Up and Lawn Maintenance at Schultz Park and Beery Field for the 2011 Season.

Discussion: This is a continuation of services at the same rates as last season.
It is time to go out for bid for these services.
Many of the boxwood bushes are dying that were planted by GMS.
Can bids be received quickly and be ready to proceed by the next meeting?

Motion failed 1 – 6 by roll call vote with Greenwood casting a "yes" vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
A home occupation special use permit was approved at 34 Wall Street in the R-3 District.
Working with subcommittee on language for the medical marijuana ordinance.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
A annual requirement to have an inspection on cross connection that would prevent backflow from being pumped back into the system will be enforced. Testing on sludge is upcoming.

3. Kalamazoo Harbor Master Plan Committee
Next meeting scheduled for Tuesday, April 19th.

4. Joint Planning Committee - Mayer
No meeting scheduled until May.
Looking for another representative from Douglas for this committee.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
Working on budget. Special meeting Tuesday, April 19th to review signage on Center Street.

7. Police Commission - Hoexter
Talked about the budget. Many questions on administration costs.

8. Douglas Advisory Committee - Kilpatrick
The results of the Blue Star Highway survey are in. Will be reviewed and an analysis report will be presented.

9. Friends of the Barrel - Smith
Nothing to report.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
Review of memo dated April 15, 2011 from Director Kilpatrick RE:
Denial of Application for Temporary Off-Site Sign Permit

Kilpatrick related the request was denied because city ordinance does not allow.
Don Karas, Jr., a member of the Venetian Festival Committee, requested an appeal to the city council to allow him to place advertising signs for the "Sounds of Saugatuck" event. He explained this is a free music event created to bring tourists into the community during the off-season.
Motion by Harvath with support from Mayer to allow a temporary off-site sign permit for "Sounds of Saugatuck" for the benefit of the Tri-Communities.
Motion carried by roll call vote with Hoexter casting a "no" vote.

2. **Finance/Budget** – Drexler
   a. Revenue/Expenditure Summary Report for the Period Ended 7/1/2010 to 3/31/2011
   b. Wire Transfer/ACH Payment Summary for the Month Ended 3/31/2011

Drexler reported overall the city is 8% under budget at nine months into the fiscal year.

C. **Manager LeFevere's Report / Comments**

1. Just returned from vacation.
2. Meeting scheduled Tuesday with Saugatuck Public Schools regarding shared services. Will be contacting Saugatuck Manager Harrier also to discuss sharing services.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City

A. Don Karas, Jr. commented he has been riding the Interurban to look for safe routes and pick-up stops going to and from venues during "Sounds of Saugatuck".

B. Rich Beebe, Union Street, commented on the snow clearing equipment creating a hazard and the small number of taxpayers that would be impacted by the proposed Sidewalk ordinance.

10. Council Comments

A. Wiley requested an update on the Costa Azul building. Kilpatrick responded he has given the owner 14 days to resolve and either repair or demolish.

B. Hoexter thanked audience for their comments.

C. Greenwood thanked Manager LeFevere and Director Kilpatrick for taking all the feedback and work on the ordinances. Requested information on the state of the house at 355 Union.

D. Harvath thanked staff and council members for listening to audience comments.

11. Mayor Waddell's Report / Comments

No comments.

12. Adjournment – Meeting adjourned at 10:00 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 April 18, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, May, 16, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager LeFevere, Community and Economic Development Director Kilpatrick, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for May 18, 2011
   B. Approval of Regular Meeting Minutes of May 2, 2011
   C. Approval of Closed Session Meeting Minutes of May 2, 2011
   D. Approval of Invoices dated 5/2/2011 in the amount of $23,593.54

   Motion by Greenwood, with support from Smith, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard..

   B. Written Communications
      1. Saugatuck Township Fire District Annual Budget 2011/2012
      2. Hospice of Holland Gala
      3. Saugatuck Township Fire Board Workshop Meeting Rescheduled Notice
      4. Saugatuck Township Fire Board Meeting Minutes of April 30, 2011
      5. Saugatuck Township Fire Board Workshop Meeting Minutes of April 25, 2011
      6. WMRPC: MDNR-Natural Resources Trust Fund, Letter of Support

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Spring Clean Up and Lawn Maintenance at Schultz Park and Beery Field for the 2011 Season
   Manager LeFevere related he received four bids for lawn care and maintenance at Schultz Park.
   Motion by Hoexter with support from Smith to approve Resolution No, 13-2011 and accept the proposal from Grounds Management Solutions, LLC for lawn care and maintenance at Schultz Park for the 2011 season. Motion carried by roll call vote with Harvath casting a “No” vote.

7. **New Business**
   A. Motion by Greenwood with support from Hoexter to Approve Resolution No. 16-2011 Amending the Budget of the 2010-2011 General Appropriations Act (DDA)
   Motion carried unanimously by roll call vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
Approved a plan for the gardens at the Old Schoolhouse. The building will have open hours during the summer.
Special land use request was tabled for a project in the R-4 district.
Hoexter volunteered to represent Council on the medical marijuana subcommittee.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
One new employee was hired.
Hydrant flushing will take place on Monday, May 23rd and Tuesday, May 24th.
Litigation may be started with Singapore Trails in regards to the utility easement.

3. Kalamazoo Harbor Master Plan Committee
Next scheduled meeting is Tuesday, May 17th.

4. Joint Planning Committee - Mayer
Mayer was unable to attend but Kilpatrick reported there was no quorum.
Mayor Waddell is asked t appoint another Douglas representative at the next council meeting.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
New website is up and running at douglasmichigan.com

7. Police Commission - Hoexter
No meeting.

8. Douglas Advisory Committee - Kilpatrick
Kilpatrick presented drawing of proposed seating area in front of Post Office.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
The owners of Costa Azul have filed for a demolition permit.
Six properties have received notices that weeds and grass are overgrown.

2. **Finance/Budget** – Drexler
   a. Revenue/Expenditure Summary Report for the Period Ended 7/1/2010 to 4/30/2011
   b. Wire Transfer/ACH Payment Summary for the Month Ended 4/30/2011

   To date the general ledger is 70% expended but 13% below where we expected to be at this time.

C. **Manager LeFevere's Report / Comments**

1. Blue Star Highway Bridge Status Report
Met last week with MDOT officials, utilities, Fleis & VandenBrink and Saugatuck City Manager Harrier. Construction to begin in September.
Fleis & VandenBrink may be asked to come discuss the bridge lane configuration.

2. Correspondence has been received from Latitude Engineering regarding last year's paving projects.

3. Consumers Energy has marked a number of trees along Lakeshore Drive for removal or trimming.

4. Community Pride Day planting turned out great.

5. Budget Committee of the Whole meeting is scheduled for Monday, May 23rd at 6:00 p.m.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
Gerry Bekken, Fremont Street, thanked council for approving the Fire Department budget.

10. Council Comments

A. Hoexter commented the students who helped with Community Pride Day were very nice, polite and considerate. It was an enjoyable event. The DPW was extremely helpful.

B. Greenwood related the old maple tree from the Old Schoolhouse is being made into benches by Marcia Perry and will be brought back to the Schoolhouse.
The front of the Wishbone Adoption building looks great.

11. Mayor Waddell's Report / Comments

A. Community Pride Day was great. Thank you to Pam Aalderink for working to organize it.

B. There will be a merchants open house Tuesday, May 17th beginning at 5:30 p.m.

C. Statewide Preservation Conference in Saugatuck and Douglas on May 19th – 2st.

12. Closed Session

Motion by Harvath with support from Hoexter to enter into closed session at 8:37 p.m. in accordance with the provisions of Section 8 of the Open Meetings Act for the purpose of discussing personnel issues. Motion carried unanimously by roll call vote.

Motion by Greenwood with support from Hoexter to end the closed session at 9:20 p.m. and return to the regular meeting. Motion carried.

13. Adjournment – Meeting adjourned at 9:20 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 May, 16, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, JUNE 6, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Pro Tem Hoexter called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley
   Members absent/excused: Waddell
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor Pro Tem**

4. **Consent Calendar**
   A. Approval of Agenda for June 6, 2011
   B. Approval of Regular Meeting Minutes of May 16, 2011
   C. Approval of Committee of the Whole Meeting Minutes of May 16, 2011
   D. Approval of Closed Session Meeting Minutes of May 16, 2011
   E. Approval of Special Committee of the Whole Meeting Minutes of May 23, 2011
   F. Approval of Invoices dated 6/6/2011 in the Amount of $52,754.50
   G. Approval of Payroll Expenses for Month Ended May 31, 2011 in the amount of $68,774.63

   Motion by Greenwood, with support from Smith, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      1. Terry Burns, Allegan County Commissioner, related the 911 service director asked for an operations increase. The County Board of Commissioners voted to turn down the increase.
         Burns also commented on road construction beginning soon on the US. 31 and Blue Star bridges into Holland. Construction is expected to last until November.

      2. Bob Genetski, 88th District Representative, spoke on the state budget giving most funds at least a 10% cut and universities a 15% cut.
         The Emergency Financial Manager bill passed both houses and has been implemented in Benton Harbor and Hamtramck.

   B. Written Communications
      1. Interurban Transit Authority Meeting Minutes of May 17, 2011
      2. Traffic and Activity Report for ci.douglas.mi.us website

   Written Communications noted as received and filed.

6. **Public Hearing**
   Motion by Harvath with support from Smith to declare Public Hearing open at 7:20 p.m.in accordance with Section 9.4 of the Douglas City Charter to hear comments on the Budget Proposal for the 2011/2012 fiscal year. Motion carried unanimously.

Manager LeFevere related there will again be no change to the operating millage. Tax revenues continue to go down due to the poor economy. Additional funds have been added to the Parks and Recreation Department for future harbor dredging. The Road Fund is now part of the General Fund.

No comments were heard from the public.

Motion by Harvath with support from Smith to close the Public Hearing at 7:25 p.m. Motion carried unanimously.

7. **Unfinished Business**

A. Motion by Greenwood with support from Smith to Adopt Resolution No. 17-2011 Approving the Renewal of the City Manager's Employment Agreement Effective June 7, 2011. Motion carried unanimously by roll call vote.

8. New Business

A. Motion by Smith with support from Greenwood to accept the 2011/2012 budget for the Saugatuck Township Fire District as presented. Motion carried unanimously by roll call vote.

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
   Next scheduled meeting is Wednesday, June 8th.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Next scheduled meeting is June 20th.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
   Working on setting up meeting with state legislators.

4. Joint Planning Committee - Mayer
   No meeting until August.

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5. Community Recreation Advisory Board - Smith
   No meeting.

6. Downtown Development Authority - Kilpatrick
   Sub-committees are working to finalize plans for the Socials and replacing the billboard located along I-196 south of Glenn.

7. Police Commission - Harvath
   No meeting.

8. Douglas Advisory Committee - Kilpatrick
   Working to schedule a community meeting to discuss the results of the Community Opinion Survey.

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B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   a. Denial of application for Temporary Off-Site Sign Permit

Motion by Greenwood with support from Smith to overrule the denial and approve a variance to allow temporary off-site sign permit for Art N Jazz by the Douglas Merchants Association. Motion carried by roll call vote with Hoexter casting a "No" vote.

C. **Manager LeFevere's Report / Comments**

1. Manager LeFevere offered his thanks to council for approving his new employment agreement.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

11. Council Comments

A. Harvath – nice to see the burned out restaurant building coming down.
B. Greenwood – town looks beautiful. Wade's Bayou is a gem in the rough. Would like to see some sprucing up.
C. Smith asked if the reconstruction on Harbor Lake Drive is complete.
D. Mayer commented she hopes Treasurer Drexler is being compensated to attend furthering education classes.
E. Wiley – Wishbone Pet Rescue building is looking much better. There are now 2 medical marijuana facilities in the Township.

12. Mayor Pro Tem Hoexter's Report / Comments

A. Requested the right-of-way in front of Costa Azul building be kept mowed.
B. When will the construction in the Post Office bump out be done?

13. Closed Session

Motion by Mayer with support from Greenwood to enter into closed session at 7:55 p.m. in accordance with the provisions of Section 8 of the Open Meetings Act for the purpose of discussing negotiation strategies. Motion carried unanimously by roll call vote.

Motion by Wiley with support from Mayer to end the closed session at 8:37 p.m. and return to the regular meeting. Motion carried.

14. Adjournment – Meeting adjourned at 8:37p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Martha Hoexter, Mayor Pro Tem

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 June 6, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, OCTOBER 17, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for October 17, 2011
   B. Approval of Regular Council Meeting Minutes of October 3, 2011
   C. Approval of Special Council Meeting Minutes of October 10, 2011
   D. Approval of Invoices Dated 10/17/2011 in the Amount of $72,162.40
   E. Approval of Wire Transfers & ACH Payments for the Month Ended September 30, 2011.

   Motion by Hoexter with support from Smith to approve the Consent Calendar as amended to include Item #6D Proclamation of Appreciation to Tarue Pullen. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   Keith Charak, 983 Center St., presented a resolution in support of sledding and winter activities in Douglas. He related he is trying to put together a purchase of the sledding hill at Westshore Golf Course.
   Motion by Greenwood with support from Smith to approve Resolution No. 42-2011 in support of sledding and other winter activities in the City of Douglas. Motion carried by roll call vote with Harvath and Waddell casting "no" votes.

   B. Written Communications
   1. Thank you letter received October 7, 2011 for VOXUNITED
   2. News Release dated September 29, 2011 RE: Douglas vs. Saugatuck Food Fight!

   Written Communications noted as received and filed.

6. **Proclamations of Appreciation**
   A. Gerry Bekken
   B. Bill Schumacher
   C. Alexa Urquhart
   D. Tarue Pullen

7. **Unfinished Business**
   None

8. **New Business**
   A. Motion by Harvath with support from Hoexter to approve Resolution No. 41-2011 approving an estimate for Codification of Supplements to the City of the Village of Douglas Code of Ordinances. Motion carried unanimously by roll call vote.

B. Motion by Hoexter with support from Greenwood to approve Election Inspectors Tarue Pullen, Donna St. Andre, Dorothy Demerest, Walter Pattison, Louise Pattison, Suzanne Dixon, Jane Mayer and Alexa Urquhart for the November 8th General Election. Motion carried unanimously by roll call vote with Jane Mayer abstaining.

C. Motion by Harvath with support from Mayer to approve hiring and training of Sam Phillippe and Mary Schaf as new election inspectors for the City of the Village of Douglas. Motion carried unanimously by roll call vote with Mayor Waddell abstaining.

D. Motion by Hoexter with support from Smith to reschedule the January 2, 2012 regular council meeting to Tuesday, January 3, 2012. Motion carried unanimously.

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
   Currently working on review of R-5 Multi-Family District standards.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Mt. Baldhead reservoir will be inspected the first week of November. Water Reliability Study is in process.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
   Tuesday, October 17th meeting is cancelled.

4. Joint Planning Committee - Mayer
   No meeting.

5. Community Recreation Advisory Board - Smith
   No report.

6. Downtown Development Authority - Kilpatrick
   DDA and City Staff has scheduled a number of meetings to begin discussions regarding advertising and events for the spring/summer of 2012.

7. Police Commission - Harvath
   Met Wednesday, October 12th. Chief Giles spoke of his concerns with further budget cuts in the Allegan County Sheriff's Department and the increasing cost for police vehicles.

8. Douglas Advisory Committee – Kilpatrick
   A public workshop session will be scheduled for November 10th to request input and ideas on the Blue Star Highway planning project.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   In the process of updating all of the demographic information contained within the Tri-Community Plan based on 2010 census figures.

2. **Finance/Budget** – Drexler
   a. Revenue & Expenditure Report for Month Ended 9/30/2011
   b. Report on Oktoberfest

C. **Manager LeFevere's Report / Comments**
   1. Blue Star Highway Bridge Traffic Concerns
      Main Street access to Blue Star Highway will be closed entirely until project completion in May 2012.
   2. A work session to discuss special assessments will be scheduled at a later date.
   3. A work session to discuss the recycling surcharge contract will be held at 6:00 pm on November 7th.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
Gerry Bekken, Fire District Representative, asked about stopping traffic for emergency vehicles traveling over the Blue Star Bridge.

11. Council Comments

A. Wiley asked if the City had a policy in place dealing with accepting donations of property.

B. Mayer commented the traffic control lights on the bridge were not affected by the recent power outage.

C. Hoexter commented she wants to make sure everyone understands the Blue Star Bridge work will continue into May 2012.

D. Harvath related the numbers for Oktoberfest were disappointing and we need to take a look at things that worked and others that didn't.
Manager LeFevere responded it has taken the proceeds from the last three years of Oktoberfest to continue renovations at Beery Field.

12. Mayor Waddell's Report / Comments
Trick or Treating will take place on Halloween from 4:00-8:00 pm.

13. Adjournment – Meeting adjourned at 8:05 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 17, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, OCTOBER 3, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for October 3, 2011
   B. Approval of Regular Meeting Minutes of September 19, 2011
   C. Approval of Invoices Dated 10/3/2011 in the Amount of $84,340.13
   D. Approval of Payroll for the Month Ended September 30, 2011 in the Amount of $76,690.89
   E. Appointment of Dave Mauger to a 4-year term (ending September 2015) on the Saugatuck Douglas Library Board as the representative from Douglas

   Motion by Greenwood with support from Mayer to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   Terry Burns, Allegan County Commissioner, spoke about the Victim Services Unit. He volunteers to assist families dealing with fatal accidents, There are 12 volunteers in the county with the Sheriff acting as Chairperson.

   B. Written Communications
   1. Saugatuck Township Fire District Board Meeting Minutes of August 8th and 22nd, 2011
   2. Thank you note from Scott at Community Recreation dated September 21, 2011
   3. Thank you note from Judi Vanderbeck at Saugatuck Douglas Historical Society dated Sept. 20, 2011
   4. Letter dated Sept. 20, 2011 from R.J.Peterson, Tower Marine, RE: Kalamazoo Lake Harbor
   5. Email dated Sept. 26, 2011 from Mayor Waddell to Holland Sentinel RE: Keewatin
   6. Interurban Transit Authority Monthly Board Meeting Minutes of September 20, 2011
   7. Email comments dated September 29th from Tim Dykema RE: Harbor Water Resource Improvements

   Written Communications noted as received and filed.

6. **Public Hearing**
   Motion by Hoexter with support from Harvath to Open Public Hearing Regarding the Formation of a Water Resource Improvement Tax Increment Finance Authority and Designation of Water Resource Improvement. Motion carried unanimously by roll call vote at 7:14 p.m.

Manager LeFevere explained the need to create a Water Resource Improvement Authority. Both the City of Saugatuck and Douglas are joining in this endeavor to improve the harbor. Any projects that require funding will have to come before the city councils for approval.
Harbor Committee member Bob Sapita commented on the rapid deterioration of the harbor.

Comments:
Max Mattson, Washington St. spoke in favor.

Forrest Hudson, Cider Hill, asked why the city would purchase a marina and if the Harbor Authority and Interlocal Agreement would be in place before the end of the year.

Terry Burns, Allegan County Commissioner, commented the partnership with City of Saugatuck would create incentives for further revenue sharing.

Kathy Johnson, Fremont St. stated she is against purchase of marina.

Sara _____, 71st Street, asked about the Harbormaster position.

Brett Magnuson, Singapore Ct., asked for better communication with citizens.

Lisa Greenwood feels this project brings the two communities together and thanked Manager LeFevere for moving this issue ahead and taking the lead to get things done.

Martha Hoexter pointed out that the city is not setting any money aside, raising taxes, or going out to buy a marina. Any questions on this process should be directed to Manager LeFevere.

Manager LeFevere reminded everyone that a website at sdharborplan.com has been created to help educate citizens on the process. There is also information on the city website at ci.douglas.mi.us.

Motion by Harvath with support from Hoexter to close the public hearing at 8:08 p.m.
Motion carried.

Mayor Waddell called for a 5-minute recess. The meeting resumed at 8:14 p.m.

7. Unfinished Business
None

8. New Business

A. Motion by Harvath with support from Greenwood to approve Resolution No. 38-2011 Lot Split for Parcel No. 03-59-210-014-00 (6919 1st Street).
Motion carried by roll call vote with Waddell casting a “No” vote.

B. Motion by Harvath with support from Hoexter to approve Resolution No. 37-2011 authorizing Manager LeFevere to cast the City of the Village of Douglas Vote for Directors of the Michigan Municipal League Liability and Property Poll. Motion carried unanimously by roll call vote.

C. Motion by Hoexter with support from Harvath to approve Resolution No. 39-2011 amending the budget of the 2011/2012 General Appropriations Act for City Entry Signs (General Fund and DDA). Motion carried unanimously by roll call vote.

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
   Reviewing R-5 district standards.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   No meeting.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
   Edgewater Resources presentation was excellent.

4. Joint Planning Committee - Mayer
   No meeting.

5. Community Recreation Advisory Board - Smith
   No report.

6. Downtown Development Authority - Kilpatrick
   Will review the TIF plan document.

7. Police Commission - Harvath
   No meeting.

8. Douglas Advisory Committee – Kilpatrick
   Next meeting is Tuesday, Oct. 4th to discuss Blue Star Highway improvements.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   Nothing further.

2. **Finance/Budget** – Drexler
   Municipal Performance Dashboard is complete, up and running. There are links on the city website to the Citizens Guide "Dollars and Sense"

C. **Manager LeFevere's Report / Comments**

1. Attorney Philip Erickson of Plunkett Cooney will be working on general business items.

2. A Special Meeting of Council will be scheduled for Monday, October 10th to hold the public hearing for P.A. 7 Interlocal Agreement.

3. Blue Star Highway Bridge is under repair with lane closures via traffic light. Will be looking at potential hazard at Main Street.

4. A worksession will be held prior to the next regular council meeting, October 17th at 6:00 p.m. to discuss the Special Assessment District process.

5. Attended a County Law Enforcement meeting last week to hear about more cuts to county road patrols.

6. Attending MML Conference the rest of this week.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

11. Council Comments
Harvath thanked all involved with Oktoberfest.
Hoexter complimented Treasurer Drexler on the "Dollars and Sense" guidelines.
Mayer thanked staff for holding the Flu Shot Clinic. The road paving looks great. Thanks to all the volunteers at Oktoberfest.
Wiley urged completion of the new KLSWA Agreement.

12. Mayor Waddell's Report / Comments
Thanks to all the volunteers and committee that made Oktoberfest a success.
The City of Douglas is again challenging the City of Saugatuck to a Food Fight to benefit Christian Neighbors pantry. Food donations may be dropped off beginning October 26th at Christian Neighbors or City Hall. Pre-bagged food donations may be purchased at DeMond's. Be sure to indicate the purchase goes to the City of Douglas total. DeMond's will again be providing matching donations.

13. Adjournment – Meeting adjourned at 9:08 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 3,, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, NOVEMBER 21, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Pro Tem Hoexter called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Bailey, Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler, City Clerk Neve

3. **Pledge of Allegiance – Mayor Pro Tem**

4. **Organizational Meeting of Council – City Clerk**

A. Nomination for Mayor

Motion by Greenwood with support from Smith to nominate Wiley for the office of Mayor.
Motion by Mayer with support from Hoexter to nominate Smith for the office of Mayor.
Motion by Harvath with support from Mayer to nominate Hoexter for the office of Mayor.
A roll call vote was taken for the nomination of Wiley for the office of mayor. Motion carried 4-3.

Bailey	Yes
Greenwood	Yes
Harvath	No
Hoexter	No
Mayer	No
Smith	Yes
Wiley	Yes

B. Nomination for Mayor Pro Tem

Motion Smith with support from Greenwood to nominate Hoexter for the office of Mayor Pro Tem. Motion carried unanimously by roll call vote.

Mayor Wiley took over the meeting.

5. **Consent Calendar**

A. Approval of Agenda for November 21, 2011
B. Approval of Regular Council Meeting Minutes of November 7, 2011
C. Approval of Committee of the Whole Meeting Minutes of November 7, 2011
D. Approval of Special Council Meeting Minutes of November 14, 2011
E. Approval of Closed Session Meeting Minutes of November 14, 2011
F. Approval of Invoices Dated November 21, 2011 in the Amount of $44,854.76 $64,729.90
G. Approval of Wire Transfers & ACH Payments for the Month Ended October 31, 2011
H. Accept the Resignation of Ronald Dellartino from the City of Douglas Planning Commission
I. Approval of the Appointment of Lincoln Brackett to the Downtown Development Authority Board to a term expiring January 2015

Motion by Hoexter with support from Bailey to approve the November 7th agenda as amended with corrected invoice total. Motion carried unanimously by roll call vote.

6. **Public Communications**

A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
No comments were heard.

B. Written Communications
1. Saugatuck Township Fire District Board Meeting minutes of September 26, 2011, October 10, 2011 and October 24, 2011

Written Communications noted as received and filed.

7. Unfinished Business

A. Motion by Greenwood with support from Smith to approve first reading of Ordinance No. 08-2011 amending the Ordinances of the City of the Village of Douglas by creating a Water Improvement Tax Increment Finance Authority.
Manager LeFevere related this is another step in completing the Inter-Local Agreement.
Motion carried unanimously by roll call vote.

8. New Business

None

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
No report.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
A new boiler has been installed in the offices.
KLSWA was awarded with a $330,000 90/10 match grant to help pay for the design and engineering of the $4 million project.
The request for funds from the State Revolving Fund was not granted for 2012.
The water reliability study will be done in December.
A water mapping exercise is complete.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
Thank you to the members of the committee for the hard work and to Manager LeFevere for moving the Water Improvement Tax Increment Finance Authority forward.

4. Joint Planning Committee - Mayer
No meeting.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
No quorum for the November 8th meeting.

7. Police Commission - Harvath
No meeting.

8. Douglas Advisory Committee – Kilpatrick
No report.
Manager LeFevere comment the Blue Star Corridor study meeting was well attended.

9. Friends of the Barrel - Smith
The barrel has been dismantled and taken to winter storage.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   No report.

2. **Finance / Budget** - Drexler
   a. Revenue & Expenditure Report for Month Ended 10/30/2011
      General Fund revenue is at 67% of budget at this time while expenditures are at 32%.....well below budget.

C. **Manager LeFevere's Report / Comments**

1. Recycling – have spoken with Ben Williams, Allegan County, who will outline some options that other cities are doing.
2. State has set aside some funds applied for by November 1st relating to Harbor Authority Consolidation.
3. Consolidated Government analysis – Treasurer Drexler will be working on some preliminary numbers that will show us better figures to make informed decisions.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
Chuck Myers, Bayou Trail, asked about speed limits on Wiley and Blue Star Highway and commented on overzealous enforcement.

11. Council Comments

Mayer said she has talked to Police about speed limits. Thanks to Hoexter for her continued service and willingness to be Mayor Pro Tem.

Bailey reminded everyone that Chris Nern served as chair of the Kalamazoo Harbor Committee and will be remembered for his contributions.

Harvath asked if Darrel VanDyke will attend the KLSWA pre-trial hearing regarding Singapore Trails. Harvath is not in favor of extending the recycling contract another six months and has many questions on the recycling bins. Asked if Consolidation Advocacy Group could attend a council meeting to present information.

Smith commented he would think both the Consolidation Group and any Advocacy Group should be invited to come before council. Thanks to Martha and Jim for their willingness to serve.

Hoexter offered thanks for all Chris Nern did on the Harbor Committee.

Greenwood asked who is the Advocacy Group. Comments heard about the Holiday Preview were great. Thanks to Mayor and Mayor Pro Tem.

12. Mayor's Report / Comments

Thank you for the support. It is an honor to serve as your Mayor.
WGVU is developing a new series featuring Southwest Michigan communities. The first segment will feature Saugatuck/Douglas.

13. Adjournment – Meeting adjourned at 8:00 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Jim Wiley, Mayor

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 21, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, NOVEMBER 7, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Wiley, Waddell
   Members absent/excused: Smith
   Also present: City Manager LeFevere, Treasurer Drexler, City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for November 7, 2011
   B. Approval of Regular Council Meeting Minutes of October 17, 2011
   C. Approval of Invoices Dated November 7, 2011 in the Amount of $66,916.45
   D. Approval of Payroll for the Month Ended October 31, 2011 in the Amount of $73,917.64
   E. Approval of Mayor Recommendation to Appoint Kenneth Kutzel to the Tri-Community Planning Commission.

   Motion by Hoexter with support from Mayer to amend the November 7th agenda to include discussion of Item #7C a resolution approving an extension of a professional service contract with Grounds Management Solutions, LLC, for snowplowing and ice control services for the 2011/2012 snow removal season. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Saugatuck Township Fire District Board Meeting minutes of September 12, 2011 and September 26, 2011.
      2. Interurban Transit Authority Board Meeting Minutes of October 18, 2011
      3. Memo from Bill Schumacher dated October 31st RE: Halloween Parade
      4. Press Release dated October 31, 2011 RE: Food Fight!
      5. Letter to Chief Giles from Howard Cyrus dated October 25, 2011 RE: Officer Tino Reyes
      6. Thank You Note from Ginger Wilkenson RE: Halloween Parade

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Greenwood with support from Hoexter to approve Resolution No. 43-2011 to clarify and designate the official version of the Act 7 Inter-Local Agreement between the City of Douglas and the City of Saugatuck to create a Water Resource Improvement Tax Increment Finance Authority. Motion carried unanimously by roll call vote.

7. **New Business**
   A. Rehman Robson Audit Presentation for Year Ended June 30, 2011
   Powerpoint presentation by Crystal Benson, Rehman Robson. Compliments to Treasurer Drexler on a job well done.

B. Motion by Harvath with support from Greenwood to approve Resolution No. 44-2011 establishing a moratorium on Medical Marijuana Facilities, Permits, Approvals and Certificates.
Recommended by Attorney Erickson. The moratorium sets the schedule at 120 days until the Ordinance is ready. Legislation is still in committee at state level. City will be acting on the best knowledge available to create an ordinance.
Motion carried unanimously by roll call vote.

C. Motion by Greenwood with support from Hoexter to approve Resolution No. 45-2011 approving an extension of a professional service contract with Grounds Management Solutions, LLC. for snowplowing and ice control services for the 2011/2012 snow removal season.
Manager LeFevere related the pricing for services remains at the 2009 rates. Adjustments with start times and procedures were discussed and agreed upon by GMS.
Motion carried by roll call vote with Harvath casting a "No" vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
Next scheduled meeting is Wednesday, November 9th.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
No meeting.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
Next scheduled meeting is Tuesday, November 15th at the High School Media Center and will be a joint session with the City of Saugatuck to sign the Act 7 Inter-local agreement.

4. Joint Planning Committee - Mayer
No meeting.

5. Community Recreation Advisory Board - Smith
No report.

6. Downtown Development Authority - Kilpatrick
Next scheduled meeting is Tuesday, November 8th at the Old School House due to election activities at the City Hall.

7. Police Commission - Harvath
No meeting.

8. Douglas Advisory Committee – Kilpatrick
A community forum is scheduled for Wednesday, November 16th at the Saugatuck Brewing Company.

9. Friends of the Barrel - Smith
No report.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   a. Denial of application for Temporary Off-Site Sign Permit
   Notice of denial noted as received and filed.

C. **Manager LeFevere's Report / Comments**

1. Reminder of Harbor Committee meeting on November 15th for the Act 7 agreement signing and a wrap up for the committee.
2. Schedule a special council meeting for Monday, November 14th at 7:00 p.m. to discuss consolidation.
3. Very pleased with the Halloween parade this year. Better organized.
4. Reminder of the November 16th community forum at the Brewing Company to discuss the Blue Star corridor.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments

Hoexter thanked Mayor Waddell for her work and said she is pleased Renee got to be the first woman mayor of Douglas. The November 16th community forum will be an interesting meeting.
Greenwood was pleased with the Halloween sound system. Thanked Manager LeFevere for working to get the Harbor Committee moving and bringing it to where it is today. Thanked Mayor Waddell for her service.
Mayer thanked Mayor Waddell for the excellent job as Mayor.
Wiley asked about any further reports from Latitude Engineering regarding Swingbridge. The work on the Blue Star bridge is going much better with the traffic adjustments. Wishes Mayor Waddell all the best.

11. Mayor Waddell's Report / Comments

Mayor Waddell read a prepared statement of thanks and goodbye.

12. Adjournment – Meeting adjourned at 8:05 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 7, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JANUARY 17, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM
MINUTES

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Wiley, and Waddell. Members absent/excused: Smith. Also present: William LeFevere, City Manager; Ryan Kilpatrick, Community/Economic Development Director; and Robert Drexler, City Treasurer.

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for January 17, 2011
   B. Approval of Regular Meeting Minutes of January 3, 2011
   C. Approval of Invoices dated 1/17/2011 in the amount of $ 24,572.65

   Motion by Hoexter, with support from Greenwood, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   B. Written Communications
      1. Liquor Control Commission RE: DeMond Super Valu Sunday Sales
      2. Charlaine Shack, President Wilderness Ridge Association RE: Change to City Charter for purpose of Special Assessment
      3. Information on 2011 Michigan Municipal League Capital Conference, April 5th and 6th, Lansing
      4. Notice of meeting of the Allegan County Rural Sub-Task Force #8C for the Safe, Affordable, Flexible and Efficient Transportation Equity Act-Legacy for Users on March 22, 2011 at 10:00 a.m., Allegan
      5. Saugatuck Township Fire District Summary of Calls for year ended 2010
      6. Informational News Release from Allegan County Health Department dated January 11, 2011 RE: Compliance with Smoke-Free Air Law
      7. Saugatuck Township Fire Board Meeting Minutes of December 13, 2010 and Workshop Meeting Minutes of December 27, 2010.

   Greenwood stated she is in support of looking into amending the City Charter and would like to have this placed back on the agenda for a formal discussion. City Manager LeFevere advised council to schedule a workshop.

6. **Unfinished Business**
   None

7. **New Business**
   A. Approval of Resolution No. 01-2011 Approving a Letter of Understanding with the Saugatuck-Douglas Garden Club regarding Community Pride Day on Monday, May 16, 2011 – Roll call vote

   Motion by Wiley, with support from Greenwood, to approve Resolution No. 01-2011 Approving a Letter of Understanding with the Saugatuck-Douglas Garden Club regarding Community Pride Day on Monday, May 16, 2011. Motion carried unanimously by roll call vote.

B. First Reading – Motion to adopt Ordinance No. 01-2011, an Ordinance to amend the Zoning Ordinance of the City of the Village of Douglas, Michigan [amending Zoning Ordinance No. 02-2009] to provide additional standards related to the storage of recreational equipment on a residential lot. Roll call vote

Motion by Greenwood, with support from Hoexter, to approve the first reading of Ordinance No. 01 2011, an Ordinance to amend Ordinance No.02-2009 of the City of the Village of Douglas, Michigan Zoning Ordinance to provide additional standards related to the storage of recreational equipment on a residential lot. Motion carried unanimously by roll call vote.

C. First Reading – Motion to adopt Ordinance No. 02-2011, and Ordinance to amend the Zoning Ordinance of the City of the Village of Douglas, Michigan [amending Zoning ordinance No.02-2009] to provide additional standards related to the renting of residential dwelling units on a short term basis. Roll call vote.

Motion by Hoexter, with support from Greenwood, to approve the first reading of Ordinance No.02-2011, an Ordinance to amend Ordinance No.02-2009 of the City of the Village of Douglas, Michigan Zoning Ordinance to provide additional standards related to the renting of residential dwelling units on a short term basis. Motion carried unanimously by roll call vote.

Greg Janik, SFD, was present to answer council questions. Hoexter addressed the need for liability insurance and questioned if this was an issue that needed to be addressed. Greenwood asked what the appropriate fees and affectivity period would be.

D. Approval of Resolution 02-2011 Approving Ikon Copier Lease Agreement. Roll call vote.

Motion by Harvath, with support from Wiley, to approve Resolution 02-2011 Approving Ikon Copier Lease Agreement between the City of the Village of Douglas and Ikon Financial Services for the period of February 2011 to February 2015. Motion carried unanimously by roll call vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Presented by Kilpatrick
2. Kalamazoo Lake Sewer and Water Authority- Wiley reported that Singapore Trails had built upon waste water mains located in the easement. The iron removal plant will require significant funding to get up and running again and the lift station by Peterson Mill showed damaged and was repaired.
3. Kalamazoo Harbor Master Plan Committee – No report
4. Joint Planning Committee – Mayer reported that committee has reviewed chapters 1-5 and will meet on February 8th, to review the next set of chapters.
5. Community Recreation Advisory Board – No report
6. Downtown Development Authority – Mayor Waddell reported that the DDA is preparing for their budget meeting, new officers were elected, and a new member was welcomed to the board.
7. Police Commission – Harvath reported that a time study is being conducted in house by Chief Giles, a report will be submitted following the completion.
8. Douglas Advisory Committee – no report.

B. **Staff Reports**

1. **Community Development / Planning / Zoning – Kilpatrick**

a. Proposed Public Input Process – Blue Star Hwy. Sub-Area Plan
Kilpatrick reviewed the proposed public input process of the Blue Star

Hwy. Sub-Area Plan, with council's permission he will move forward.

2. **Finance / Budget - Drexler**
   a. Revenue/Expenditure Summary Report for the Period of 7/1/2010 to 12/31/2010
   b. Wire Transfer/ACH Payment Summary for the Month Ended 12/31/2010

C. **Manager LeFevere's Report / Comments**
City Manager LeFevere reported the Barrel Committee had met to discuss procedures for moving, storing, and restoring the barrel. Mr. LeFevere suggested a workshop be scheduled to discuss Leaf & Brush policy and Sidewalk Repair.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City

10. Council Comments
Council members applauded the DPW for their exceptional work on keeping the roads safe. Members viewed this evenings meeting as a positive step forward.

11. Mayor Waddell's Report / Comments
Mayor Waddell reported that the City Manager review will begin and assigned Harvath and Wiley to compile council reviews.

12. Adjournment – Motion by Mayer, with support from Greenwood, to adjourn the regular meeting of the City Council of January 17, 2011 – Meeting adjourned at 8:30 PM by voice vote.

Respectfully submitted by:

Pam Aalderink
Administrative Assistant
City of Douglas

Approved by:_____
Renee Waddell, Mayor

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 January 17, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, DECEMBER 19, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Wiley called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Bailey, Greenwood, Harvath, Hoexter, Mayer, Wiley
Members absent/excused: Smith
Also present: City Manager LeFevere, Community and Economic Development Director Ryan Kilpatrick and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for December 19, 2011
   B. Approval of Regular Council Meeting Minutes of December 5, 2011
   C. Approval of Invoices Dated December 5, 2011 in the Amount of $26,781.71
   D. Approval of Wire Transfers & ACH Payments for the Month Ended November 30, 2011
   E. Accept the Resignation of Helen DeGeatano from the Douglas Downtown Development Authority Board
   F. Approval of Appointment of Louise Pattison to the Planning Commission to Fill a Term Expiring April 2012
   G. Approve Mayor's Recommendation to Appoint Martha Hoexter to the Kalamazoo Lake Sewer and Water Authority Board for a term ending December 2014
   H. Approve Mayor's Recommendation to Jane Mayer to the Joint Police Commission

   Motion by Hoexter with support from Bailey to approve the December 19th agenda as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1 Saugatuck Douglas Area Business Association Meeting Minutes of November 2nd and December 2nd, 2011
      2. Saugatuck Township Fire Board Meeting Minutes of November 14 and November 28, 2011

   Written Communications noted as received and filed.

6. **Unfinished Business**
   None

7. **New Business**
   A. Motion by Greenwood with support from Hoexter to adopt Resolution No. 47-2011 allowing the City of the Village of Douglas to Opt-Out of the Publicly Funded Health Insurance Contribution Act (a.k.a. Senate Bill 7). Motion carried by roll call vote with Bailey casting a "No" vote.

   B. Motion by Greenwood with support from Bailey to approve the 2012 City of the Village of Douglas Meeting Schedule. Motion carried.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
   Continued work on R-4 and R-5 district specifications for multiple family buildings.
   The first set of plans for West Shore Golf Course property are ready for review.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Wiley and Hoexter attended the meeting earlier this afternoon. Confirmation that KLSWA would receive funds through the State Revolving Fund for the 4th quarter of the year. The $4.2 million project can move ahead with engineering and look to Allegan County to provide "good faith" bonding.
   Water reliability study is still in process.
   Council would like to invite Darrel VanDyke, KLSWA Director, to attend a future meeting.

3. Joint Planning Committee – Mayer
   This committee may be disbanded.

4. Community Recreation Advisory Board - Smith
   No report.

5. Downtown Development Authority - Kilpatrick
   Talking about special events. Working on a proposal for DDA to take over OktoberFest

6. Police Commission - Harvath
   No meeting.

7. Douglas Advisory Committee – Kilpatrick
   Compared results of forum with earlier survey. A student charrette is planned for 2012 where new design plans can be brought together for Blue Star Highway

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   Paving plans are underway for the Blue Star Antique Mall parking area.
   Tower Marine dredging activities continue to be monitored. All permits are in order.

2. **Finance / Budget** - Drexler
   a. Revenue & Expenditure Report for Month Ended 11/30/2011

C. **Manager LeFevere's Report / Comments**

1. Work session scheduled for January 3rd to review council rules
2. Staying on top of dredging issues
3. Happy Holidays to all

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments

Hoexter cautioned Kilpatrick about the student charrette. Welcome to Louise Pattison, Planning Commission. Thanks to Helen DeGeatano for all of her service on DDA.

Harvath asked for update on Swingbridge. Kilpatrick responded the pilings are in place for the Boardwalk. There will be no additional permits issued until it is complete.

Greenwood asked about the repainting of City Hall. LeFevere responded we have received some advice but are still looking for a sustainable solution.

11. Mayor's Report / Comments

Wishes everyone Happy Holidays.

12. Adjournment – Meeting adjourned at 8:03 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Jim Wiley, Mayor

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 December 19, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, DECEMBER 5, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Wiley called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Bailey, Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler, City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for December 5, 2011
   B. Approval of Regular Council Meeting Minutes of November 21, 2011
   C. Approval of Invoices Dated December 5, 2011 in the Amount of $23,021.18
   D. Approval of Payroll for the Month Ended November 30, 2011 in the Amount of $111,540.30
   E. Approval of Reappointment of Jim Wiley to the Kalamazoo Lake Sewer and Water Authority Board for a term of three years ending December 2014.
   F. Approval of Appointment of David R. Heilman to the Douglas Advisory Committee (no expiration of term)

   Motion by Hoexter with support from Bailey to approve the December 5th agenda as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      1. Terry Burns, Allegan County Commissioner, commented he is willing to help getting information out on consolidation. The county again has money available for meth lab clean up.

   B. Written Communications
      1. Interurban Transit Authority Board Meeting Minutes of November 15, 2011
      2. Letter from Saugatuck Douglas District Library dated November 22, 2011 RE: Water Resource District Opt-Out

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Greenwood with support from Hoexter approving the second and final reading of Ordinance No. 08-2011 amending the Ordinances Code of the City of the Village of Douglas by creating a Water Improvement Tax Increment Finance Authority. Motion carried unanimously by roll call vote.

7. **New Business**
   A. Motion by Harvath with support from Greenwood authorizing the Mayor and City Clerk to execute on behalf of the City of the Village of Douglas a permit for possession of fireworks by resident wholesale dealer or jobber and permit for fireworks display for a planned fireworks display by Fireworks Fund Committee on December 31, 2011. Motion carried unanimously by roll call vote.

B. Motion by Smith with support from Mayer to approve Resolution No. 46-2011 renewing surcharge contract with Allegan County authorizing the City of the Village of Douglas to collect a surcharge for recycling services. Motion carried by roll call vote with Hoexter casting a "No" vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Kilpatrick
Per memo from Kilpatrick a preliminary application for special use was presented by the Dunes Resort for a recreational vehicle area. The Planning Commission expressed some concerns and no action was taken.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
No meeting. Wiley asked if any council member was interested in replacing him on the KLSWA board since he is required to be a member of the DDA.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
Committee has fulfilled its purpose.

4. Joint Planning Committee - Mayer
No meeting.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
No quorum present for the November meeting.

7. Police Commission - Harvath
No meeting.

8. Douglas Advisory Committee – Kilpatrick
DAC will analyze the priorities of the community based upon input received during the community forum as well as the opinion survey.
Bailey indicated she has been involved on the DAC since its inception and would like to continue.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
Nothing further.

C. **Manager LeFevere's Report / Comments**

1. Will schedule a January 3rd work session at 6:00 p.m. to review council rules.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments

Hoexter asked if the DAC would be looking into any MDOT funds that may be available for beautification along Blue Star Highway.

Bailey commented the DAC is a community group from which many nice ideas came out of the three-day conference. It is very important to make the entrance to Douglas much more appealing. Asked about progress in gathering data on consolidation.

Harvath asked if the county understands that we are looking at a single refuse hauler. With no snow the City is saving money on salt and overtime.

Greenwood related she won't stop recycling but she is certainly not happy with the service.

Smith looks forward to information on recycling and discussion of a separate hauler.

Mayer complimented the DPW on the great job on leaves and brush pickup.

11. Mayor's Report / Comments
The town looks wonderful and the calendar is great.
Recycling will be an important step for 2012.

12. Adjournment – Meeting adjourned at 8:09 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Jim Wiley, Mayor

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 December 5, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, FEBRUARY 21, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, and Waddell.
   Members absent/excused: None
   Also present: William LeFevere, City Manager; Bob Drexler, Treasurer and Jean E. Neve, City Clerk

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for February 21, 2011
   B. Approval of Committee of the Whole Meeting Minutes of February 7, 2011
   C. Approval of Regular Meeting Minutes of February 7, 2011
   D. Approval of Invoices dated 2/7/2011 in the amount of $46,310.70
   E. Approval of Appointment of Matt Balmer to the City of Douglas Planning Commission with a Term to Expire April 30, 2014

   Motion by Hoexter, with support from Harvath, to approve the Consent Calendar removing Item 4B for discussion. Motion carried unanimously by roll call vote. Hoexter asked that wording in the C.O.W. meeting minutes be amended. Motion by Harvath with support from Smith to approve Item 4B as amended. Motion carried unanimously by voice vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      1. Matt Balmer, Mixer Street, thanked council for the appointment to the Planning Commission noting it was with heavy heart that he would fill the seat of Chris Nern.

      2. Terry Burns, Allegan County Commissioner, spoke about:
         a. the 211 phone number to help people with utilities, food, and housing.
         b. ordinance for medical marijuana
         c. budget cuts, abolishing personal property tax and Act 312

   B. Written Communications
      1. Saugatuck Township Fire Board Meeting Minutes of January 10, 2011 and Workshop Meeting Minutes of January 24, 2011
      2. Curbside Recycling 2010 Weight Report
      3. Interurban Transit Authority Monthly Meeting Report from February 16, 2011

      Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Hoexter with support from Greenwood to Approve Resolution No. 04-2011 Authorizing and Approving the Adoption of the City of the Village of Douglas Public Art Policy. Motion carried unanimously by roll call vote.

B. Motion by Smith with support from Hoexter to Approve Resolution No. 06-2011 Authorizing and Approving Proposal from Edgewater Resources to Submit Swing Bridge Property Grant Application.
Discussion on the likelihood that the Swing Bridge property would ever become available.
Motion carried 6 to 1 by roll call vote with Harvath casting a "no" vote..

7. New Business

A. Motion by Hoexter with support from Smith to Approve Resolution No. 05-2011 Authorizing Taxpayers to File Their Protests Before the Assessing Board of Review by Letter, Fax or Email, Without Personal Appearance by Taxpayer or Agent. Motion carried unanimously by roll call vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission
The February 9th Planning Commission was cancelled. The next regularly scheduled meeting will be March 9th.

2. Kalamazoo Lake Sewer and Water Authority
Wiley reported on the February 14th meeting. A leak was successfully repaired at Blue Star Hwy and Center Street. There has been continued work on the Iron Removal Plant. A rate increase of $4.90 per month is in place. Meeting time for KLSWA Board has changed to 9:00 a.m.

3. Kalamazoo Harbor Master Plan Committee
Greenwood related she missed the last meeting and asked Manager LeFevere to report.
LeFevere reported there has been no action from the Township on financial participation with the Harbor Master Plan Committee. A letter was received from R.J. Peterson regarding improvements to the harbor.

4. Joint Planning Committee
Mayer reported on the February 8th meeting. It has been time consuming and difficult going through every page of the Tri-Community Plan. There are irrelevant sections of the plan that may be removed. There has been discussion of each community having its own chapter for issues specific to each.

5. Community Recreation Advisory Board
Smith related he missed last weeks' meeting.

6. Downtown Development Authority
The new website may be up and running in April.
Mike Hurley is creating an opportunity to break a Guinness World Record by gathering to sing "Oh Danny Boy" on March 12th at Beery Field.

7. Police Commission
No meeting.

8. Douglas Advisory Committee
No report.

9. Friends of the Barrel
Smith reported the Saugatuck-Douglas Historical Society has been asked to help with fundraising for determining what is needed to deal with the lead paint situation.

B. **Staff Reports**

1. **Community Development / Planning / Zoning – Kilpatrick**
No report.

2. **Finance / Budget**
a. Revenue/Expenditure Summary Report for the Period of 7/1/2010 to 1/31/2011
b. Wire Transfer/ACH Payment Summary for the Month Ended 1/31//2011
Treasurer Drexler discussed state revenue sharing cuts and the proposed elimination of personal property tax.

C. **Manager LeFevere's Report / Comments**

1. Praise for the great job by the Department of Public Works on clearing roads.
2. Information received from the Committee for Consolidation.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
None

10. Council Comments
Council added their thanks to the DPW for the excellent care given to the roads during winter storms.

11. Mayor Waddell's Report / Comments
Waddell reported Manager LeFevere and Councilperson Hoexter accompanied her to the reception for Senator Patty Birkholz on February 10th.

12. Adjournment – Meeting adjourned at 8:16 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 February 21, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, FEBRUARY 7, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, and Waddell.
   Members absent/excused: None
   Also present: William LeFevere, City Manager; Ryan Kilpatrick, Community/Economic Development Director, Bob Drexler, Treasurer and Jean E. Neve, City Clerk

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for February 7, 2011
   B. Approval of Regular Meeting Minutes of January 17, 2011
   C. Approval of Invoices dated 2/7/2011 in the amount of $ 71,592.06
   D. Approval of Payroll for the Month Ended January 31, 2011 in the amount of $76,044.70
   E. Approval of Renewal of Lakeshore Energy Services Managed Price for Purchase of Gas Delivered Through Michigan Gas Utilities

   Motion by Greenwood, with support from Hoexter, to approve the Consent Calendar as amended with item 4F added for discussion. Motion carried unanimously by roll call vote.

   F. Discussion on grant opportunities for waterfront properties (not covered in earlier Committee of the Whole Meeting)
   Greg Weykamp and Ronald Schults of Edgewater Resources were introduced to discuss waterfront grant opportunities. Edgewater is recognized as one of the most expert firms in marina and waterfront development. Council members agreed it would be beneficial to look at and assess the possibilities of working with Edgewater.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   Mayor Waddell allowed extra time for a presentation by Brian King of VOXUNITED, Clean Safe Water.
   Vox United is an international non-profit organization working to bring clean safe water to countries in Africa. Based in Holland, Vox is introducing the idea of Art to Do (Well) to the Saugatuck – Douglas area. A large vessel would be available to local artists who would paint/decorate the vessel. The vessels would be placed around town and auctioned off later in the season. Proceeds from the auction would then benefit Clean Safe Water programs. More information will be presented at the next city council meeting on February 21st.

   B. Written Communications
      1. Gallery Stroll and Presidents Weekend, February 19-21, 2011
      2. BS&A Software Internet Services 2010 year end statistics (Assessing and Tax Information)
      3. Letter from City of Saugatuck to Saugatuck Township dated January 26, 2011 RE: Cemetery Agreement
      4. Announcement from Saugatuck-Douglas Convention & Visitors Bureau RE: Gala Fundraiser on February 27, 2011 to Benefit Waterfront Film Festival

5. Liquor Control Commission Communication RE: Dunes Resort Sunday Sales
6. Interurban Transit Authority Meeting Minutes of January 18, 2011
7. SABA Meeting Minutes of January 5, 2011
8. Announcement of Reception for Patty Birkholz to be held February 10, 2011 at Saugatuck Center for the Arts, 5:30-7:00 p.m.
9. Letter from Chris Nern dated January 19, 2011 RE: Resignation from Planning Commission

6. Unfinished Business

A. Motion by Harvath with support from Smith to approve the second and final reading of Ordinance No. 01-2011; an Ordinance to amend the City of the Village of Douglas Zoning Ordinance No. 02-2009 to provide additional standards related to the storage of recreational equipment on a residential lot. Motion carried unanimously by roll call vote.

B. Motion by Hoexter with support from Greenwood to approve the second and final reading of Ordinance No. 02-2011; an Ordinance to amend the City of the Village of Douglas Zoning Ordinance No. 02-2009 to provide additional standards related to the renting of residential dwelling units on a short-term basis. Motion carried unanimously by roll call vote.

7. New Business

A. Motion by Greenwood with support from Mayer to approve Resolution No. 03-2011; a Resolution designating AWARE of Douglas as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses. Motion carried by roll call vote with Harvath abstaining as he is an AWARE board member.

B. Motion by Harvath with support from Smith to approve Resolution No. 04-2011; a Resolution authoring and approving the adoption of the City of the Village of Douglas Public Art Policy.
Manager LeFevere reviewed proposed public art policy. No further action was taken.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission
No report.

2. Kalamazoo Lake Sewer and Water Authority
Next meeting is scheduled for February 14th.

3. Kalamazoo Harbor Master Plan Committee
Greenwood reported on the last meeting in which Mr. Doyle of JJR noted the expected grant opportunity was no longer available. There was a discussion of extending the boundaries. The Township is still reviewing the agreement but does intend to work with Saugatuck and Douglas to achieve results. Allegan County will be required to participate if an Authority is formed.

4. Joint Planning Committee
Next meeting is scheduled for February 8th.

5. Community Recreation Advisory Board
Next meeting is scheduled for February 8th.

6. Downtown Development Authority
   Next meeting is scheduled for February 8th.

7. Police Commission
   No meeting.

8. Douglas Advisory Committee
   Kilpatrick reported two members met last week on the Blue Star Corridor. Intern Patrick will be working to develop a series of surveys for responses to citizen input on the Blue Star.

9. Friends of the Barrel
   Smith reported there will be meeting on Wednesday, Feb. 9th to discuss possible relocation sites and restoration possibilities.
   Manager LeFevere related the barrel may need to be moved sooner than expected.

B. **Staff Reports**

1. **Community Development / Planning / Zoning – Kilpatrick**
   No report.

C. **Manager LeFevere's Report / Comments**

1. The DPW is to be commended for the fine job during last weeks' blizzard.
2. There was a January 27th meeting with the Drain Commission regarding the Warnock and the Jager-Crain Drains. Nothing further yet on the new Blue Star Drain.
3. Attended a very good winter Manager's Conference in Detroit last week.
4. RFP's for Auditors will be available at the first meeting in March.
5. A reception for Senator Patty Birkholz will be held Thursday, February 10th at the SCA, 5:30 p.m.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
None

10. Council Comments
The entire council extends its sympathy to the family of Chris Nern.
Outstanding job by the DPW.

11. Mayor Waddell's Report / Comments
Waddell noted there are two great sledding hills at West Shore Golf Course and Wades Bayou.
A tribute to Chris Nern was given.

12. Adjournment – Meeting adjourned at 8:37 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 February 7, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, MARCH 21, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:06 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager William LeFevere, Community and Economic Development Director Ryan Kilpatrick and City Clerk Jean E. Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for March 21, 2011
   B. Approval of Regular Meeting Minutes of March 7, 2011
   C. Approval of Invoices dated 3/21/2011 in the amount of $41,824.32

   Mayer asked that reconsideration of Resolution No. 08-2011 be discussed as item #6B.
   Motion by Hoexter, with support from Smith, to approve the Consent Calendar as amended. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   Dale Harrison, Kalamazoo River Protection Association, spoke in support of the MNRTF grant application for the purchase of property.

   B. Written Communications
      1. Saugatuck Township Fire Board Meeting Minutes of February 14, February 15, and February 28
      2. Saugatuck Douglas Police Department Year End Report for 2010
      3. Interurban Transit Authority Meeting Report from March 15, 2011 (Financial Statements for Year Ended September 30, 2010 available for viewing in the office of the city clerk)
      4. Letter dated March 2, 2011 from Dutchers Base Ball Club
      5. Letter dated March 18, 2011 from Diane Bailey RE: Swingbridge property
      6. Letter dated March 17, 2011 from the Consolidated Government Committee

   Hoexter asked about the request from the Dutchers Base Ball Club. Manager LeFevere will prepare a letter of understanding for the April 4th meeting.
   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Receive Public Comments Regarding a Grant Application to the Michigan Natural Resources Trust Fund (MNRTF) for Purchase of Property within the City of Douglas

   The grant will seek funding for a potential purchase of the property known as Swing Bridge. The application is nothing more than trying to obtain funds to make an offer. The grant is a 75% / 25% match and must be submitted by March 30th. The application review process may take 15-24 months. The DNR will be contacted on Tuesday, March 22nd for more information and guidelines. The application creates an opportunity for the city should the property owner decide to sell.

Public Comments were received from:

1.) Bob Sapita, Center Street, spoke in favor of this opportunity to change and look and feel of Douglas .
2.) Dale Harrison, 62nd Street, was also in favor and interested in the whole parcel to protect the wildlife and benefit the entire Tri-Community.
3.) Shawn Willis, Attorney for T. A. Scott, related he and his client had not been contacted and had only heard of this through the newspapers. He assured council Mr. Scott was not a willing seller and intends to move forward with his project.

B. Discussion of VOX United Art To Do (Well) project.
Mayer asked that the resolution approving the VOX United Art to Do (Well) project be reconsidered in light of the City of Saugatuck turning it down.
Motion by Mayer with support from Hoexter to rescind Resolution No. 08-2011 approving a community initiated public art project submitted by VOX United and Art To Do (Well). Motion carried 6 – 1 with Wiley casting a "No" vote.

7. New Business

A. Motion to Approve Resolution No. 09-2011 Amending the Budget of the 2010/2011 General Appropriations Act (Worker's Compensation Insurance)

Motion by Harvath with support from Greenwood to approve Resolution No. 09-2011 amending the budget of the 2010/2011 General Appropriations Act. Motion carried unanimously by roll call vote.

B. Motion to Approve Resolution No. 10-2011 Approving Transfer of Ownership of Escrowed Class C Liquor License and New Entertainment Permit for Zing Eat/Drink Holding, LLC, 310 Blue Star Highway, Douglas, MI

Motion by Harvath with support from Greenwood to approve Resolution No. 10-2011 approving the transfer of ownership of escrowed Class C liquor license and new entertainment permit for Zing Eat/Drink Holding, LLC, 310 Blue Star Highway. Motion carried unanimously by roll call vote.

C. Motion to Approve Resolution No. 11-2011 in Support of the Grant Application to the National Resource Trust Fund Submitted on Behalf of the City of the Village of Douglas For the Property Known as Swing Bridge.

Motion by Smith with support from Mayer to approve Resolution No. 11-2011 in support of grant application to the National Resource Trust Fund submitted on behalf of the city for the property known as Swing Bridge. Motion carried unanimously by roll call vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission
Kilpatrick reported he is working on draft wording for the medical marijuana ordinance. Planning Commissioners Burdick and Urquhart will be reviewing wording before the draft is presented to PC for approval.
Planning Commission approved two change of use applications at their last meeting.
The owner of the Costa Azule restaurant building is waiting for insurance to decide whether the structure should be demolished or rebuilt. The property is so small that variances will be needed if the building is replaced with a new structure.

2. Kalamazoo Lake Sewer and Water Authority
Wiley reported progress is being made on repairs at the iron removal plant.

3. Kalamazoo Harbor Master Plan Committee
Greenwood reported on the press release written by Felicia Fairchild updating the community on activities of the Harbor Committee. Saugatuck and Douglas are proceeding in the process to form either a commission or an authority without the financial support of Saugatuck Township.
The Committee will be researching grant opportunities and has formed a dredging subcommittee of Bob Sapita, Bill LeFevere and Jonathan Phillips.

4. Joint Planning Committee
No scheduled meeting until May.

5. Community Recreation Advisory Board
Next scheduled meeting is April 12th.

6. Downtown Development Authority
Waddell reported there was no quorum for the March 8th meeting but the Board did meet on the 15th to approve payment of invoices..

7. Police Commission
No meeting.

8. Douglas Advisory Committee
Kilpatrick reported there has been no meeting but the opinion survey for Blue Star Highway is available.

9. Friends of the Barrel
No report.

B. **Staff Reports**

1. **Community Development / Planning / Zoning – Kilpatrick**
Nothing more to report.

2. Finance/Budget – Drexler

a. Revenue/Expenditure Summary Report for the Period Ended 7/1/2010 to 2/28/2011
b. Wire Transfers/ACH Payment Summary for the Month Ended 2/28/2011

Finance/Budget reports noted as received and filed.

C. **Manager LeFevere's Report / Comments**

1. Draft of new brush and yard waste policy was distributed. The City will pick up brush and yard waste on all public streets beginning the first Tuesday in April. Properties east of Blue Star Highway will be scheduled for the 1st and 3rd Tuesdays, April thru October. Properties west of Blue Star Highway will be scheduled for the 2nd and 4th Tuesdays, April thru October. New guidelines and schedules will be printed in the local newspapers, on the website and distributed at City Hall.

2. Governor Snyder's message to the legislature was distributed.

3. Information on council compensation was distributed.

4. New budget line items will be created in the budget for Harbor expenses.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
Dale Harrison , 62nd Street, spoke about his work with the river's PCB contamination over the past 30 years. He warned that grant opportunities will expire before a Harbor Commission / Authority is established.

10. Council Comments
Harvath commented the DPW continues to do a great job. He indicated he has concerns with the grant application hearing there is no willing seller.
Greenwood thanked the new face in the audience for attending meeting.
Hoexter commented on the County Commissioner who receive benefits for a part-time job while this council receives $35. per meeting (up to two meetings per month). The League of Women Voters will hold an information meeting on Consolidation of Public Services on March 29th at 7:00 p.m. at the Saugatuck High School Library. Hoexter expressed regret at the loss of Greg Janik with the Saugatuck Township Fire Department.
Smith agreed the Fire Department has lost a good man in Janik.
Wiley thanked the DDA and Michael Hurley for the March 12th event at Beery Field.
Mayer asked for thoughts on how to control the crowds at parades.

11. Mayor Waddell's Report / Comments
Waddell reported a proclamation will be presented on Wednesday, March 23rd to Mr. Lester Shaffer, a 102 year old WWII vet and longtime resident of Douglas on the occasion of his birthday.

12. Closed Session
Motion by Greenwood with support from Mayer to go into closed session at 8:50 p.m. in accordance with the provisions of Section 8 of the Open Meetings Act, for the purpose of considering opinion from legal counsel.
Motion carried unanimously by roll call vote.

Motion by Hoexter with support from Harvath to end the closed session at 9:37 p.m. and return to the regular meeting. Motion carried unanimously.

Motion by Greenwood with support from Harvath to direct Manager LeFevere to retain and consult with legal counsel regarding Swing Bridge and authorize him to move forward with appropriate actions.
Motion carried 6 – 1 with Mayer casting a "No" vote.

13. Adjournment – Meeting adjourned at 9:55 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 March 21, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, MARCH 7, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: William LeFevere, City Manager; Bob Drexler, Treasurer and Jean E. Neve, City Clerk

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for March 7, 2011
   B. Approval of Committee of the Whole Meeting Minutes of February 21, 2011
   C. Approval of Regular Meeting Minutes of February 21, 2011
   D. Approval of Invoices dated 3/7/2011 in the amount of $46,375.65
   E. Approval of Payroll for the Month Ended February 28, 2011 in the amount of $73,665.44
   F. Approval of Appointment of Beau Breedlove to Downtown Development Authority Board with a term ending January 2015

   Motion by Smith, with support from Hoexter, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Letter from Pine Rest Christian Services dated February 18, 2011 RE: Financial Assistance for Recovery Fest '11.
      2. Report of Activity and Traffic for the City of Douglas website
      3. Information from Kalamazoo Lake Sewer and Water Authority RE: 2011 Rate Increases
      4. Meeting Minutes from the Saugatuck Douglas Convention and Visitors Bureau Board of Directors Meeting of November 15, 2010

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Greenwood with support from Smith to Approve Resolution No. 08-2011 Approving a Community Initiated Public Art Project Submitted by Vox United and Art To Do (Well). Motion carried 5 to 2 by roll call vote with Hoexter and Waddell casting "no" votes.

7. **New Business**
   A. Motion by Smith with support from Greenwood to Approve Resolution No. 07-2011 Accepting a Proposal From Rehmann Robson for Professional, Independent Governmental Auditing Services Motion carried unanimously by roll call vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission
The next regularly scheduled meeting is Wednesday, March 9th.

2. Kalamazoo Lake Sewer and Water Authority
The next regularly scheduled meeting is March 21, 2011.

3. Kalamazoo Harbor Master Plan Committee
The next regularly scheduled meeting is March 15, 2011.

4. Joint Planning Committee
Mayer reported on the March 1st meeting. There seemed some confusion In the audience that this group was going to be redoing the entire Tri-Community Plan. This committee is only reviewing the Plan to adjust items that are no longer relevant and update things. The City of Douglas Community and Economic Development Director Ryan Kilpatrick and the City of Saugatuck Planning Director Michael Clark will be working together on this task and will bring recommendations back to the Joint Planning Committee.

5. Community Recreation Advisory Board
No meeting.

6. Downtown Development Authority
The next regularly scheduled meeting is Tuesday, March 8th.

7. Police Commission
No meeting.

8. Douglas Advisory Committee
No report.

9. Friends of the Barrel
Smith reported the committee is still looking at ways to deal with the reported lead contamination.

B. **Staff Reports**

1. **Community Development / Planning / Zoning – Kilpatrick**
No report.

2. **City Clerk**

a. Treasurer Drexler has done an outstanding job on the county settlement process. Settlement date is March 15th but by March 3rd he had the tax roll balanced and ready for the county. He has also been assisting the City of Fennville working with their new treasurer to help her get ready for settlement and become familiar with the tax and accounting program.

b. Saugatuck Schools will now elect their board members in November along with the city general elections. This will save the schools the cost of an election. During 2011 the city may have only one election if there is nothing that comes up for August.

c. March Board of Review is scheduled for March 14 and March 22.

d. Premovation has inspected our video equipment and found nothing wrong. We have had reports of poor picture quality and no sound. The school will be asked to check their equipment also.

C. **Manager LeFevere's Report / Comments**

1. Attended the last Saugatuck Township meeting.
2. Questions on the City liability insurance coverage was researched in light of the Township discovery of limited coverage.
3. Progress is being made on the Kalamazoo Lake Sewer and Water Agreement
4. A representative from MERS will be invited to an upcoming meeting.
5. The DPW has been doing some remodeling, painting and plumbing in the Police building.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments

Wiley reminded everyone of the Mardi Gras parade Tuesday and the singing for a Guinness World Record on March 12th.

Mayer asked if the Township is ever billed for police service.

Smith wished everyone a good time at Mardi Gras.

Hoexter commented Chief Giles feels an obligation to back up the county on calls to the Township.

Greenwood reported she will be absent from the first meeting in April.

Harvath offered condolences to the family of Fennville athlete Wes Leonard. Clocks are to be set ahead on Saturday.

11. Mayor Waddell's Report / Comments

Businesses moving to downtown Center Street include Kitchens West and Canarsa Design. There will be a new business going into the Bentley building and another moving to Blue Star Highway next to Center Street Salon. And the former Blue Moon building will house a new restaurant called "Zing".

Volunteers are still needed to help with the Guinness World Record event. Contact Mike Hurley for information.

A brief statement of condolence to the family of Wes Leonard was submitted to the local newspapers for publication.

12. Adjournment – Meeting adjourned at 7:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 March 7, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, APRIL 4, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Harvath, Hoexter, Mayer, Wiley, Waddell
   Members absent/excused: Smith, Greenwood
   Also present: City Manager William LeFevere, Community and Economic Development Director Ryan Kilpatrick and City Clerk Jean E. Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for April 4, 2011
   B. Approval of C.O.W. Meeting Minutes of March 21, 2011
   C. Approval of Closed Session Meeting Minutes of March 21, 2011
   D. Approval of Regular Meeting Minutes of March 21, 2011
   E. Approval of C.O.W. Meeting Minutes of March 28, 2011
   F. Approval of Special Meeting Minutes of March 28, 2011
   G. Approval of Closed Session Minutes of March 28, 2011
   H. Approval of Payroll Expenses for Month Ended March 31, 2011 in the Amount of $71,637.95
   I. Approval of Invoices dated 4/4/2011 in the Amount of $31,925.79

   Motion by Hoexter, with support from Wiley, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Appointments / Resignations**
   A. Motion by Harvath with support from Hoexter to approve Mayor's recommendation to re-appoint David Burdick to City of Douglas Planning Commission for a three-year term ending April 2014. Motion carried unanimously by roll call vote.
   B. Motion by Mayer with support from Harvath to approve Mayor's recommendation to appoint Tara Frey to City of Douglas Planning Commission for a three-year tem ending April 2014. Motion carried unanimously by roll call vote.

6. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      1. Dan Gates, Wiley Rd, has contacted MDOT, Fennville Garage, regarding the noise coming from traffic running on the rumble strips on highway I-196.

   B. Written Communications
      1. Notice of Public Hearing on Proposed Master Plan for Allegan County, Monday, April 11th at 1:30 p.m. in the County Human Services Building, 3255 122nd Ave, Allegan, MI
      2. Thank You Letter from Patty Birkholz for the Proclamation of Appreciation.
      3. Notice of Recycling Event, June 11th at Saugatuck Township Fire Department
      4. Copy of page from the book *"Western Allegan County"* by Kit Lane RE: Douglas
      5. 2010 Census Information

   Written Communications noted as received and filed.

7. Unfinished Business

None

8. New Business

A. Motion by Hoexter with support from Harvath to allow the Knights of Columbus, St. Peters Council #8687 to conduct the Annual Tootsie Roll Drive on the streets of Douglas, April 15, 16 and 17. Motion carried.

B. Motion by Harvath with support from Hoexter to approve Resolution No. 12-2011 approving a letter of understanding with the Douglas Dutchers Base Ball Club. Motion carried unanimously by roll call vote.

C. Motion by Hoexter with support from Wiley to approve the first reading of Ordinance No. 03-2011 amending Chapter 93, Streets and Sidewalks, of the Douglas Code of Ordinance.
After review, council requested the language in Section 93.20 be cleaned up to make the definitions more clear.
Motion carried unanimously by roll call vote.

D. Motion by Harvath with support from Wiley to approve the first reading of Ordinance No. 04-2011 amending Chapter 93, Public Launch Ramps, of the Douglas Code of Ordinance.
Council discussed special provisions for the Duck ride using the Union Street launch ramp. With these amendments, like above, council requested changes in language and eliminating duplicate language that appears elsewhere in the code and may be in conflict.
Motion carried by roll call vote with Waddell casting a “No” vote..

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission
Kilpatrick reported in his memo dated April 1, 2011 that a sub-committee will be meeting next week to discuss draft provisions to regulate land uses related to medical marijuana.

2. Kalamazoo Lake Sewer and Water Authority
No meeting.

3. Kalamazoo Harbor Master Plan Committee
LeFevere reported there has been no meeting but a sub-committee has met to discuss dredging.

4. Joint Planning Committee
No scheduled meeting until May.

5. Community Recreation Advisory Board
Next scheduled meeting is April 12th.

6. Downtown Development Authority
Kilpatrick reported in his memo date April 1, 2011 the advertising committee has finalized designs for replacement signage on Blue Star. Revisions to the DDA website are underway.

7. Police Commission
No meeting.

8. Douglas Advisory Committee
Staff is in the process of tabulating survey results related to community opinion regarding the Blue Star Highway. It seems the highest priority is improving the safety of pedestrian crosswalks to and from the downtown area.

9. Friends of the Barrel
No report.

B. **Staff Reports**
1. **Community Development / Planning / Zoning – Kilpatrick**
All reported above via memo dated April 1, 2011.

C. **Manager LeFevere's Report / Comments**
1. First look at the 2011/2012 budget coming soon.
2. Will be attending the MML conference on Tuesday and Wednesday.
3. Vacation beginning Friday, April 8th thru April 15th..

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
A. Helen DeGeatano, Dutchers Base Ball Club, thanked council for the donation and announced the August 20th and 21st Basket Factory Vintage Base Ball Festival. (2011 schedules available at City Hall)
B. Abby Uphaus, Grace of Douglas, thanked council for the proclamation given to Lester Shaffer on the occasion of his 102nd birthday.
C. Bill Japinga, Summer Grove, commented he attended the forum on consolidation. No cost estimates were given, no answers to many questions and a lot of useless information was heard.

11. Council Comments
A. Harvath asked about any wind damage from last night's storm.
Encouraged council to review ordinance changes very carefully to see how changes impact future generations.
B. Hoexter offered congratulations to Tara Frey on her appointment to Planning Commission.
She also attended the consolidation forum. Vague and little information was presented. Would like the press to ask more questions to see if they can get more information.
All Saints Church will have a recycling event in June, at DeMonds, to dispose of TV's and other electronics.
C. Mayer asked about the "bucket list". She would like to know what is on it and perhaps have a work session to review and bring new council members up to speed.
D. Wiley reminded members of the May 19 – 21 Michigan Historic Preservation Network Annual Statewide Preservation Conference at the Saugatuck Center for the Arts and Old Schoolhouse. (Registration information available in the Clerk's office)

12. Mayor Waddell's Report / Comments
A. Cash donations or candy needed for the annual Easter egg hunt. May be dropped off at Respite.
B. Waddell, Hoexter and LeFevere will attend annual MML conference on Tuesday and Wednesday.

13. Adjournment – Meeting adjourned at 8:20 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 April 4, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, MAY 2, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: Harvath
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for May 2, 2011
   B. Approval of Regular Meeting Minutes of April18, 2011
   C. Approval of Invoices dated 5/2/2011 in the amount of $62,089.46
   D. Approval of Payroll Expenses for Month Ended April 30, 2011 in the amount of $69,337.50

   Motion by Hoexter with support from Greenwood to amend the agenda to allow a closed session in accordance with the provisions of Section 8 or the Open Meetings Act renumbering the agenda making Item 13 Closed Session and Adjournment Item 14. Motion carried unanimously by roll call vote.

5. **Appointments / Resignations / Proclamations**
   A. Motion by Greenwood with support from Mayer to approve Mayor Waddell's recommendation to reappoint Tarue Pullen to City of Douglas Zoning Board of Appeals for a term ending June 2014. Motion carried unanimously by roll call vote.
   B. Motion by Hoexter with support from Mayer to approve Mayor Waddell's recommendation to reappoint William Schumacher to City of Douglas Zoning Board of Appeals for a term ending June 2014. Motion carried unanimously by roll call vote.
   C. Arbor Day Proclamation
   D. Municipal Clerks Week Proclamation

6. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      1. Fred Royce, Lakeshore Dr., suggested filing a declaratory action in regards to the Swing Bridge project.
   B. Written Communications
      1. Clerk Neve selected as candidate for Michigan Association of Municipal Clerks (MAMC) 2011 Clerk of the Year Award
      2. Interurban Transit Authority Meeting Report of April 23, 2011

7. **Unfinished Business**
   None

8. **New Business**
   A. Motion by Hoexter with support from Smith to approve Resolution No. 14-2011 approving an agreement regarding the use of Wade's Bayou Park and Facilities (Running Rivers, Inc.)
      Mayor Waddell excused herself from the table due to her relationship with Running Rivers, Inc.
      Mayor Pro Tem Hoexter presided over the discussion and vote.

Motion carried by roll call vote with Waddell abstaining.

B. Motion by Greenwood with support from Smith to approve Resolution No. 15-2011 approving a letter of understanding with the Saugatuck-Douglas Fireworks Fund Committee.
Motion carried unanimously by roll call vote.

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
Per memo dated May 2, 2011 from Kilpatrick, the Planning Commission has not met since the last Council meeting. A sub-committee will meet on Tuesday, May 3rd to discuss draft provisions to regulate land uses related to medical marijuana.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
No meeting.

3. Kalamazoo Harbor Master Plan Committee
LeFevere reported on the April 19th meeting. The committee listened to a report and power point presentation by Bob Sapita outlining the initial proposal to dredge from the Blue Star Highway bridge to Wade's Bayou. City Attorney is working on providing advice for the framework to create a Harbor Commission or Harbor Authority. Consideration is being given on the permits needed from DNR to mark the channel with buoys

4. Joint Planning Committee - Mayer
No meeting.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
Working on details for sign at Blue Star and Center Street.

7. Police Commission - Hoexter
No meeting.

8. Douglas Advisory Committee - Kilpatrick
Per memo dated May 2, 2011 from Kilpatrick, the Advisory Committee has not met since the last Council meeting. Next scheduled meeting is Tuesday, May 10th. Meeting will include a discussion of the tabulated data related to the Blue Star Opinion Survey as well as a proposed plan to provide a seating area in front of Post Office.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
Refer to May 2nd memo.

C. **Manager LeFevere's Report / Comments**

1. Community Pride Day is May 16th
Students and volunteers are set to plant flowers along Center Street beginning at 10:00 a.m. with hot dogs, chips and a drink provided at Beery Field. These activities are the steps required toward applying for "Tree City" designation.

2. Schedule Budget Work Sessions
   a. May 16 – Work Session 6:00 p.m. to review and revise Priority List
   b. May 20 – Proposed 2012 Budget distributed to Council and Staff (Available on website and at library)
   c. May 23 – Budget Work Session 7:00 p.m.
   d. June 6 - Council Meeting, Budget Public Hearing, 7:00 p.m.
   e. June 20 - Council Meeting, Adoption of Budget, 7:00 p.m.

3. Benefit Golf Outing May 13th to raise funds for Allegan County Dive / Rescue & Recovery Team.

4. Met with Saugatuck Schools Superintendent regarding sharing services with the schools.

5. Will set meeting to discuss a draft sewer and water agreement for Kalamazoo Lake Sewer and Water Authority.

6. Blue Star Bridge construction / repair will begin in September.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
A. Property Owner for 128th Ave. asked about a seasonal pass for Schultz Park boat launch.
B. Tara Frey, Amity St., thanked council for the opportunity to serve on the Planning Commission.

11. Council Comments
A. Greenwood commented about the boarded up house on Union Street. Asked about hiring procedures at the Fire Department. Commented on the large maple tree on her property that appears to be dying.
B. Hoexter complimented Administrative Assistant Aalderink on organizing Municipal Clerks Week activities.
C. Wiley commented he may be late to the May 16th meeting due to a KLSWA meeting that night.

12. Mayor Waddell's Report / Comments
Reminder of benefit Golf Outing May 13th for Allegan County Dive Team.

13. Closed Session
Motion by Hoexter with support from Greenwood to move into closed session at 8:09 p.m., in accordance with the provisions of Section 8 of the Open Meetings Act for the purpose of discussing negotiation strategies.
Motion carried unanimously by roll call vote.

Motion by Hoexter with support from Mayer to end the closed session and return to the regular meeting at 9:02 p.m.
Motion carried.

14. Adjournment – Meeting adjourned at 9:02 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 May 2, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, June 20, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager LeFevere, Community and Economic Development Director Kilpatrick, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for June 20, 2011
   B. Approval of Regular Meeting Minutes of June 6, 2011
   C. Approval of Closed Session Meeting Minutes of June 6, 2011
   D. Approval of Invoices dated 6/20/2011 in the amount of $48,843.72

   Motion by Hoexter, with support from Smith, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Letter from Friends of the Felt Estate RE: July 11th Project Workday at Felt Mansion
      2. Saugatuck Township Fire Board Meeting Minutes of May 9 and May 31, 2011

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Harvath with support from Greenwood to approve adoption of Resolution No. 18-2011 adopting the General Appropriations Act for the Fiscal Year July 1, 2011 – June 30, 2012. Motion carried unanimously by roll call vote.

7. **New Business**
   A. Presentation by Judge Bill Baillargeon RE: Drug Treatment Court

   B. Motion by Greenwood with support from Smith to approve adoption of Resolution No. 19-2011 approving renewal of an Independent Contractor Agreement for Assessing Services between the City of the Village of Douglas and Kelley Ziesemer. Motion carried unanimously by roll call vote.

   C. Motion by Harvath with support from Hoexter to adopt Resolution No. 20-2011 amending the budget of the 2010/2011 General Appropriations Act. Motion carried unanimously by roll call vote.

   D. Motion by Smith with support from Wiley to authorize Manager LeFevere to sign and execute agreement with Consumers Energy to make a change covering the replacement of streetlights at McVea and Golfview Drive. Motion carried unanimously by roll call vote.

E. Motion by Harvath with support from Greenwood to approve adoption of Resolution No. 21-2011 approving lot split #1 for Douglas Property Development, LLC on the former West Shore Golf Club property at Center and Ferry Street. Motion carried unanimously by roll call vote.

F. Motion by Harvath with support from Greenwood to approve adoption of Resolution No. 22-2011 approving lot split #2 for Douglas Property Development, LLC on the former West Shore Golf Club property at Center and Ferry Street. Motion carried unanimously by roll call vote.

G. Motion by Hoexter with support by Wiley to reschedule the Monday, July 4th regular council meeting to Tuesday, July 5th. Motion carried.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
   Working on a request for residential use on 2nd floor of Lighthouse Title building
   Discussions continue on medical marijuana regulations.
   June 30th at 5:00 p.m. all are invited to discussion on improvements to the Blue Star corridor at the Old Schoolhouse.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Iron removal plant at Wade's Bayou is back in service.
   Meeting on July 18th at Saugatuck City Hall to discuss low interest bonding options.
   Voted to authorize litigation against Singapore Trails development regarding relocating utility lines in the easement.

3. Kalamazoo Harbor Master Plan Committee
   Next scheduled meeting is Tuesday, June 21st.

4. Joint Planning Committee - Mayer
   Next meeting will be in August.

5. Community Recreation Advisory Board - Smith
   No meeting.

6. Downtown Development Authority - Kilpatrick
   First social of the season is June 30th.
   New sign structure will be built by the DPW at a big cost savings. Design was done by Andrew Milaukas and Mike Hurley.

7. Police Commission - Hoexter
   No meetng.

8. Douglas Advisory Committee - Kilpatrick
   The bump out site at the Post Office has been cleared to make way for new sitting area and landscaping. Ecosystems will be putting in the gardens with a tree and flowers donated.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   Nothing further.

2. **Finance/Budget** – Drexler
   Wire Transfer/ACH Payment Summary for the Month Ended 5/31/2011
   Noted as received and filed..

C. **Manager LeFevere's Report / Comments**
1. Preliminary committee meeting on the KLSWA agreement was held on Friday, June 17th.
2. Working with Saugatuck City Manager Harrier on Harbor Agreement.
3. Further negotiations with AFSCME union will held July 21st.
4. A worksession will be scheduled prior to the Tuesday, July 5th meeting to discuss Lakeshore Drive and bucket list issues.
5. Consumers Energy will hold a meeting at Douglas City Hall on Wednesday, July 22nd at 9:30 a.m. to discuss tree trimming.
6. Looking forward to first social of the season on June 30th.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments
A. Mayer asked about the Garden Club letter returning a portion of the money donated. Manager LeFevere and Mayor Waddell will be meeting with Garden Club representatives to clear up any misunderstandings.
B. Hoexter thanked Treasurer Drexler for all the work on the budget.
The meeting of the Great Lakes Coalition was very well attended. They plan to hold a second meeting to answer further questions.
C. Greenwood is looking forward to seeing the tree ordinance come forward and would like to work on understanding the big picture for sidewalks.
D. Smith asked about monetary savings with the new leaf/brush pick up schedule.

11. Mayor Waddell's Report / Comments
Great job on the budget.

12. Adjournment – Meeting adjourned at 8:30 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 June 20, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, JULY 18, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for July 18, 2011
   B. Approval of Regular Meeting Minutes of July 5, 2011
   C. Approval of Committee of the Whole Meeting Minutes of July 5, 2011
   D. Approval of Closed Session Meeting Minutes of July 5, 2011.
   E. Approval of Invoices dated 7/18/2011 in the amount of $30,441.09

   Motion by Hoexter, with support from Mayer to approve the Consent Calendar as amended with Item #4D Approval of Closed Session Meeting Minutes added. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
   1. Thank you note from Judge Bill Baillargeon received July 12, 2011
   2. Article from the Commercial Record RE: KLSWA suit against Founder's Trust Bank and Singapore Trails Condos
   3. Saugatuck Township Fire Board Meeting Minutes of June 13 and June 27.

   Written Communications noted as received and filed.

6. **Unfinished Business**
   None.

7. **New Business**
   A. Motion by Greenwood with support from Hoexter to approve Resolution No. 24-2011 adopting and renewing a Cafeteria Plan under Section 125 of the Internal Revenue Code of 1986, as amended. Motion carried unanimously by roll call vote.

   B. Motion by Harvath with support from Greenwood to approve Resolution No. 25-2011 amending the budget of the 2011/2012 General Appropriations Act to establish General Fund Department #790 for Kalamazoo Harbor accounting. Motion carried unanimously by roll call vote.

   C. Motion by Mayer with support from Hoexter to approve Resolution No. 26-2011 authorizing appointment of Pam Aalderink Deputy Clerk. Motion carried by roll call vote with Waddell abstaining due to her relationship with Aalderink.

D. Motion by Harvath with support from Mayer to approve Resolution No. 27-2011 adopting procedure policies involving Lakeshore Drive roadway. Motion carried unanimously by roll call vote.

E. Motion by Harvath with support from Mayer to reschedule the September 5th City Council Meeting to September 6th due to the Labor Day Holiday. Motion carried.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
Memo from Kilpatrick dated July 18, 2011 included improvements to Wishbone Pet Rescue building and discussion related to development standards for the R-5 Multi family residential district.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
A public hearing was held earlier today on the $4.2 million dollar facilities improvement project. A few amendments were made by Fleis & VandenBrink and KLSWA Director VanDyke. Award of financing will be decided in the fall.

3. Kalamazoo Harbor Master Plan Committee
Manager LeFevere reported meetings will be held at the High School Media Center at least through the end of the year. A joint meeting with the Saugatuck City Council and the Harbor Committee is tentatively scheduled for August 30th.

4. Joint Planning Committee - Mayer
No meeting scheduled until August.

5. Community Recreation Advisory Board - Smith
Next scheduled meeting is Tuesday, July 19th.

6. Downtown Development Authority - Kilpatrick
Memo from Kilpatrick dated July 18, 2011 outlined plans for a new billboard design for the existing billboard along I-196 near exit 34.

7. Police Commission - Hoexter
No meeting.

8. Douglas Advisory Committee - Kilpatrick
City staff will be conducting one-on-one interviews with business owners along Blue Star Highway to solicit individual preferences and opinions.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
Further activity summary is included in Kilpatrick memo dated July 18th.

2. **Finance/Budget** – Drexler
   a. Revenue and Expenditure Report for the Month Ended June 30, 2011
   b. Wire Transfer/Ach Payments Summary for the Month Ended June 30, 2011

3. **City Clerk** - Neve
   a. Reminder of upcoming August 2nd election. City is looking for additional election workers.

b. Volunteers for OktoberFest are needed.
c. Thanks to council for appointing Pam Aalderink Deputy Clerk.

C. **Manager LeFevere's Report / Comments**
1. Schedule work session for 6:00 p.m. prior to the August 1st council meeting.
2. Schedule a joint meeting with Saugatuck City Council and the Kalamazoo Harbor Committee for Tuesday, August 30th. Meeting will be held at the High School Media Center at 7:00 p.m. if confirmed with City of Saugatuck.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
A. Ted Ring**,** 364 Lakeshore**,** asked about any help the City could give with stopping erosion along Lakeshore Drive. Will schedule appointment with Manager LeFevere.
B. Jacqueline Weston, 3073 Lakeshore, asked about fencing already in place along Lakeshore Drive properties.

10. Council Comments
A. Hoexter commented the Mayor's photo looks great.
B. Greenwood asked for an update on the Swingbridge property.
C. Harvath thanked the City for help during Rainbow Family Week.
D. Mayer offered congratulations to Deputy Clerk Aalderink.
E. Wiley asked about nominating petitions.

11. Mayor Waddell's Report / Comments
Thanks to the Rainbow Families for holding their annual summer gathering in Douglas.

12. Adjournment – Meeting adjourned at 7:42 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 July 18, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Tuesday, July 5, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: Greenwood
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for July 5, 2011
   B. Approval of Regular Meeting Minutes of June 20, 2011
   C. Approval of Invoices dated 7/1/11 in the amount of $63,804.26
   D. Approval of Payroll for the month ended June 30, 2011 in the amount of $112,218.68

   Motion by Hoexter, with support from Smith, to approve the Consent Calendar as amended. The corrected total for invoices dated 7/5/11 is $66,019.26. Motion carried unanimously by roll call vote.

5. **Presentations / Proclamations – Manager LeFevere**
   Unveiling of Portrait of Mayor Waddell

6. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
      No comments were heard.

   B. Written Communications
      1. Interurban Transit Authority Meeting Minutes of June 24, 2011
      2. Notice of Kalamazoo Lake Sewer and Water Authority Public Hearing to be held July 18th, 4:30 p.m., Douglas City Hall
      3. Kalamazoo Lake Sewer and Water Authority 2010 Annual Water Quality Report

   Written Communications noted as received and filed.

7. **Unfinished Business**
   None

8. **New Business**
   A. Motion by Harvath with support from Smith to authorize Manager LeFevere to sign and execute a Standard Lighting Contract with Consumers Energy for the City of the Village of Douglas street lighting. Motion carried unanimously by roll call vote.

   B. Motion by Harvath with support from Hoexter to adopt Resolution No. 23-2011 approving a collective bargaining agreement between the City of the Village of Douglas and the Michigan American Federation of State, County and Municipal Employees (AFSCME) Council 25, AFL-CIO. Motion carried unanimously be roll call vote.

9. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
Next scheduled meeting is July 13th.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
Next scheduled meeting is July 18th, 4:30 p.m., at City Hall

3. Kalamazoo Harbor Master Plan Committee
Next meeting is July 12th. The Committee will see the first draft of forming a Harbor Commission. Discussion continues on formalizing a dredging plan.

4. Joint Planning Committee - Mayer
Next meeting will be in August.
Mayer asked for an alternate representative to be appointed in the event the three regular members are unable to attend a meeting.

5. Community Recreation Advisory Board - Smith
No meeting.

6. Downtown Development Authority - Kilpatrick
Next scheduled meeting is July 12th.

7. Police Commission - Hoexter
No meeting.

8. Douglas Advisory Committee - Kilpatrick
An informal meeting was held at the Old School House on June 30th to provide information regarding the progress related to Blue Star Highway planning and the community survey.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
Summary of activity provided by Kilpatrick in memo dated July 5, 2011.

C. **Manager LeFevere's Report / Comments**

1. The employee health insurance contract with Priority Health was renewed at a premium increase of 17%.
2. A photo session is scheduled for council pictures on July 18th prior to the regular 7:00 p.m. meeting.
3. Post Office bump out remodeling is underway – to be completed soon.

10. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

11. Council Comments

A. Harvath commented on the wonderful portrait of the Mayor. City was very busy over the holiday weekend. Reminder of Rainbow Family Week beginning July 10th. The family parade is Thursday, July 14th.

B. Mayer commented she was disappointed in Art-N-Jazz. Requested a trash barrel on the Douglas beach.

C. Hoexter commented on the nice article in the Holland Sentinel about the new sitting area. The City and half of the Blue Star bridge looked very nice for the weekend.

12. Mayor Waddell's Report / Comments
No comments.

13. Adjournment – Meeting adjourned at 7:42 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 July 5, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, AUGUST 1, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for August 1, 2011
   B. Approval of Regular Meeting Minutes of July 18, 2011
   C. Approval of Invoices Dated 8/1/2011 in the Amount of $94,074.73
   D. Approval of Payroll Expense for the Month Ended July 31, 2011 in the Amount of $77,710.12

   Action to dismiss the Kalkman counter claim suit will be added as Item #6A.
   Motion by Hoexter with support from Mayer to approve the Consent Calendar as amended. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   Terry Burns, Allegan County Commissioner, related RFP's have been sent out for the jail construction project. Allegan County has disbanded the Planning Commission. Kevin Ricco with the County Parks department will be working with townships on ordinances.

   B. Written Communications
   1. Interurban Transit Authority Meeting Minutes of July 19, 2011
   2. Allegan County Health Department 2011 Recycling Report Dated July 26, 2011
   3. Notice of Refund from Consumers Energy Street Lighting Charges
   4. Letter from Allegan County Board of Commissioners dated July 29, 2011 RE: Law Enforcement Joint Meeting scheduled for September 29th.

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Hoexter with support from Greenwood that the counter claim filed by the City of Douglas in the Chandler Kalkman lawsuit be dismissed with prejudice, and that legal counsel for the City take the necessary steps to accomplish the dismissal with the Allegan County Circuit Court. Motion carried unanimously by roll call vote.

7. **New Business**
   A. Motion by Harvath with support from Greenwood to approve Election Inspectors Donna St. Andre, Dorothy Demerest, Walter and Louise Pattison, Martha Hoexter, Suzanne Dixon and Alexa Urquhart for the August 2nd election. Motion carried with Hoexter abstaining.

B. Motion by Harvath with support from Wiley to approve request from Douglas Dutchers Base Ball Club to place a banner above the entrance of City Hall announcing the Basket Factory Vintage Base Ball Festival August 20 and 21, 2011. Motion carried unanimously.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
No meeting since last council meeting.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
No meeting. Attorney has filed a complaint in the Singapore Trails case.

3. Kalamazoo Harbor Master Plan Committee
No meeting.

4. Joint Planning Committee - Mayer
No meeting scheduled until August.

5. Community Recreation Advisory Board - Smith
No meeting but Smith has spoken with Scott Kierzak who reported the numbers are up for summer programs this year.

Friends of the Barrel met on July 28th. A copy of the meeting minutes was distributed. The next scheduled meeting is August 11th at 5:00 p.m. in the Old Schoolhouse.

6. Downtown Development Authority - Kilpatrick
Trees along Center Street have been strung with white LED lights at the merchants request. The new billboard has been installed along I-I96. The entrance sigh at the corner of Center and Blue Star is partially completed.

7. Police Commission - Harvath
No meeting.

8. Douglas Advisory Committee - Kilpatrick
Meeting again in August to discuss interviews with local business owners.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
See memo for information on cooperative project with 24 local artists which will be entered in Artprize 2011 in Grand Rapids.
The Zoning Board of Appeals reviewed and approved an application for a lot variance at the corner of First and Whittier.

2. **Finance/Budget** – Drexler
No report.

C. **Manager LeFevere's Report / Comments**
Allegan County Board of Commissioners will host a meeting on September 29th County Law Enforcement needs and funding levels.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
None

10. Council Comments

A. Wiley asked how many nominating petitions have been filed for the November General election.

B. Smith commented the new sign at Center and Blue Star looks great.

C. Hoexter said the flowers along Center Street look wonderful and the Post Office seating area is very nice.

D. Greenwood thanked the Barrel committee for their efforts to restore the structure. She asked about trying to get a venue in Douglas during Film Festival.

11. Mayor Waddell's Report / Comments

Waddell reported on a meeting with Swingbridge that has infrastructure moving forward. Mayor Waddell has chosen not to run for election in November.

12. Adjournment – Meeting adjourned at 7:35 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 August 1, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, AUGUST 15, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager LeFevere, Treasurer Drexler, Community and Economic Development Director Kilpatrick and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for August 15, 2011
   B. Approval of Regular Meeting Minutes of August 1, 2011
   C. Approval of Committee of the Whole Meeting Minutes of August 1, 2011
   D. Approval of Closed Session Meeting Minutes of August 1, 2011
   E. Approval of Invoices Dated 8/15/2011 in the Amount of $51,461.86
   F . Approval of Wire Transfer/ACH Payments Summary for the Month Ended July 31, 2011.

   Motion by Harvath with support from Smith to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Letter from Robert & Marilyn Geil, 3061 Peach Ave., dated July 30, 2011 RE: Felkers neighborhood access.
      2. Letter to Michelle O'Neill of MDOT from Saugatuck City Manager Harrier dated August 4, 2011 RE: MDOT I-196 2012 Project
      3. Notice of Board of Determination of Allegan County Drain Commission Meeting RE: Warnock Drain, August 25, 2011, 6:00 p.m., Douglas City Hall

   Council directed Manager LeFevere to write a letter in support of City of Saugatuck's concerns over the MDOT I-196 2012 construction project.
   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Harvath with support from Smith to approve the First Reading of Ordinance No. 05-2011 amending the City of the Village of Douglas Code of Ordinance by adding Chapter 98, Sections 98.01-98.10 Tree Ordinance. Motion carried unanimously by roll call vote.

   B. Motion by Smith with support from Greenwood to approve the First Reading of Ordinance No. 06-2011 Amending the City of the Village of Douglas Code of Ordinances Chapter 93, Sections 93.08-93.18 Sidewalk Maintenance.
   Motion carried by roll call vote with Harvath casting a "No" vote.

C. Motion by Hoexter with support from Wiley to approve the First Reading of Ordinance No. 07-2011 Amending the City of the Village of Douglas Code of Ordinances Chapter 93, Sections 93.09-93.18 Sidewalks. Motion carried unanimously by roll call vote.

7. **New Business**

A. Motion by Harvath with support from Hoexter to approve Resolution No.28-2011 appointing Treasurer Robert Drexler a MERS voting delegate at the 65th Annual MERS Meeting September 27, 28 & 29, 2011. Motion carried unanimously by roll call vote.

B. Motion by Greenwood with support from Harvath to approve Resolution No. 29-2011 authorizing the Mayor and City Clerk to sign Michigan Department of Transportation (MDOT) contracts on behalf of the City of the Village of Douglas. Motion carried unanimously by roll call vote.

C. Motion by Harvath with support from Smith to approve Resolution No.30-2011 approving a revocable license agreement to permit a sign within the right-of-way at AmericInn, 2905 Blue Star Highway. Motion carried by roll call vote with Waddell casting a "No" vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
   A special land use permit was approved to allow Wishbone Pet Rescue to house up to 24 cats on site overnight.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Next scheduled meeting is Monday, August 22nd.

3. Kalamazoo Harbor Master Plan Committee
   Scheduled meetings are August 16th and August 30th at the High School Cafeteria.

4. Joint Planning Committee - Mayer
   No meeting.

5. Community Recreation Advisory Board - Smith
   No meeting.

6. Downtown Development Authority - Kilpatrick
   Last Tuesday's meeting was a recap of projects in process.

7. Police Commission - Harvath
   No meeting.

8. Douglas Advisory Committee - Kilpatrick
   There has been no meeting but an Open House may be held in September. Interviews with business owners indicate much support for Blue Star Highway walkability.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   No further report.
2. **Finance/Budget** – Drexler
   a. Revenue and Expenditure Report for the month ended July 31, 2011

C. **Manager LeFevere's Report / Comments**
   1. Miller Canfield opinion letter on Special Assessment Districts in private developments.
   2. Presentation of boat slip for emergency fire boat on McClendon property.
   3. Joint Harbor Master Plan Committee meeting Tuesday, August 16th.
   4. Warnock Drain Board of Determination Hearing, August 25th, 6:00 p.m. at City Hall.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City 57th District Court Chief Judge Joseph S. Skocelas, presented the 12010 Annual Report of the 57th District Court. (Complete copy available in office of the City Clerk)

10. Council Comments

A. Wiley commented on vehicles parked in the JoJo's parking lot and a farm stand selling produce.
B. Mayer expressed her sadness over the recent drownings and wished there was something more that could be done to warn swimmers of the danger of riptides.
C. Smith related the annual Labor Day bridgewalk is scheduled for September 5th at 9:30 a.m.
D. Hoexter asked that the yard sale signs on telephone poles be removed.
E. Greenwood thanked Manager LeFevere for the update on Swingbridge.

11. Mayor Waddell's Report / Comments
No report/ comments..

12. Adjournment – Meeting adjourned at 8:06 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 August 15, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, SEPTEMBER 19, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Pro Tem Hoexter called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley
   Members absent/excused: Waddell
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for September 19, 2011
   B. Approval of Committee of the Whole Meeting Minutes of September 6, 2011
   C. Approval of Regular Meeting Minutes of September 6, 2011
   D. Approval of Invoices Dated 9/19/2011 in the Amount of $36,542.10
   E. Approval of Wire Transfers & ACH Payments for the Month Ended

   Motion by Mayer with support from Smith to amend the Consent Calendar to include Resolution No. 36-2011 as Item # 7A. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Letter dated August 30, 2011 from Representative Bob Genetski RE: Local Officials Conference on September 30, 2011
      2. Notice from Kalamazoo Lake Sewer and Water Authority RE: $4.78 per month additional charge on sewer accounts
         Wiley was asked how KLSWA came up with the additional per month charge. Dan Urquhart was in the audience and was also asked to speak on the matter.
      3. Letter to Federal Emergency Management Agency confirming the City of Douglas will participate in the planning process to update the Allegan County All-Hazard Mitigation Plan.

   Written Communications noted as received and filed.

6. **Unfinished Business**
   None

7. **New Business**
   A. Motion by Greenwood with support from Smith to adopt Resolution No. 36-2011 approving an addition to the agreement between the City of the Village of Douglas and Ron Meyer & Associates Excavating, Inc. for the 2011 Paving Project. Motion carried unanimously by roll call vote.

8. **Reports**
   A. **Commission / Committee / Board Reports**
      1. Planning Commission – Kilpatrick (Memo attached)
         The Planning Commission is reviewing standards of the R-5 Multi-Family District.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
KLSWA held a meeting earlier today and approved a contract for a Water Reliability Study with Fleis & VandenBrink. Inspection of the reservoir tank at Mt. Baldhead will be done in November. There were three water line leaks on Lakeshore Drive during August.

3. Kalamazoo Harbor Master Plan Committee - Greenwood
Next scheduled meeting is Tuesday, September 20th, 7:00 p.m. at the High School.

4. Joint Planning Committee - Mayer
No meeting.

5. Community Recreation Advisory Board - Smith
No meeting.
Friends of the Barrel fundraiser will be Sunday, September 25th , 5-8:00 p.m. at 526 Butler Street, Saugatuck. Cost is $30 for adults, $10. for kids.

6. Downtown Development Authority - Kilpatrick
No meeting.

7. Police Commission - Harvath
No meeting.

8. Douglas Advisory Committee – Kilpatrick (Memo attached)
No meeting but staff continues to move forward writing goals and objectives for Blue Star Highway based on business owner interviews. A draft plan should be ready for a December meeting.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick (Memo attached)
ArtPrize 2011 begins Wednesday, September 21st. The entry from 24 local artists will be on display at the B.O.B.in downtown Grand Rapids.

2. **Finance/Budget** – Drexler
   a. Revenue & Expenditure Report from Month Ended 8/31/11
   Currently the city is operating at about 3% below budget.

C. **Manager LeFevere's Report / Comments**
The notice of public hearing for P.A. 94 has generated many phone calls and inquiries for an explanation. A sheet of talking points was created and distributed to each council member. Another public hearing for P.A. 7 will also be required.
Department of Public Works Superintendent Rodgers and Manager LeFevere will be looking at snowplowing contracts/bids.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
Dan Urquhart, 119 Chestnut Lane, related the KLSWA reliability study will show a need to replace and repair water lines. The lines that were leaking on Lakeshore Drive are the oldest in the system.

10. Council Comments
Greenwood thanked Manager LeFevere for the Water Resource Improvement District talking points. The Heritage Festival went very well thanks to all the volunteers.

Smith thanked the volunteers that made the Mt. Baldhead Challenge a success.

Mayer commented there is still a need for volunteers at Oktoberfest. The Flu Shot Clinic is September 26th.

Wiley asked if anyone was attending the September 30th Officials Conference.

11. Mayor Pro Tem Hoexter's Report / Comments
Hoexter thanked Wiley and Dan Urquhart for their work on the KLSWA board.
Heritage Festival was very nice.

12. Adjournment – Meeting adjourned at 8:04 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Martha Hoexter, Mayor Pro Tem

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 19, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
TUESDAY, SEPTEMBER 6, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order –** Mayor Waddell called the meeting to order at 7:00 PM.

2. **Roll Call –** Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
   Members absent/excused: None
   Also present: City Manager LeFevere, Treasurer Drexler and City Clerk Neve

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**
   A. Approval of Agenda for September 6, 2011
   B. Approval of Regular Meeting Minutes of August 15, 2011
   C. Approval of Invoices Dated 9/6/2011 in the Amount of $98,072.77
   D. Approval of Payroll Expense for the Month Ended August 31, 2011 in the Amount of $74,473.05

   Motion by Hoexter with support from Smith to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
   A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
   No comments were heard.

   B. Written Communications
      1. Saugatuck Township Fire Board Meeting Minutes of July 11 and July 25, 2011
      2. Interurban Transit Authority Board Meeting Minutes of August 16, 2011
      3. Correspondence with Michelle O'Neill, MDOT RE: I-196 2012 Construction Project
      4. Update on Swingbridge project from Cal Becksvoort, Latitude Engineering
      5. Information on Bid Invitation for City Street Resurfacing
      6. Thank You Note from Judge Joe Skocelas
      7. Memo RE: "Chris Nern Memorial Garden" Dedication

   Written Communications noted as received and filed.

6. **Unfinished Business**
   A. Motion by Greenwood with support from Mayer to approve second and final reading of Ordinance No. 05-2011 amending the City of the Village of Douglas Code of Ordinances by adding Chapter 98, Sections 98.01-98.10 Tree Ordinance
   . Motion carried unanimously by roll call vote.

   B. Motion by Hoexter with support from Smith to approve second and final reading of Ordinance No. 06-2011 amending the City of the Village of Douglas Code of Ordinances Chapter 93, Sections 93.08-93.18 Sidewalk Maintenance. Motion carried 6-1 by roll call vote with Harvath casting a "no" vote.

   C. Motion by Greenwood with support from Hoexter to approve second and final reading of Ordinance No. 07-2011 amending the City of the Village of Douglas Code of Ordinances Chapter 93, Sections 93.09-93.18 Sidewalks. Motion carried unanimously by roll call vote.

D. Motion by Smith with support from Mayer to approve Resolution No. 35-2011 declaring intent to create a Water Resource Improvement Tax Increment Financing Authority and determine the boundaries of the proposed Water Resource Improvement District. Motion carried unanimously by roll call vote.

7. **New Business**

A. Motion by Harvath with support from Greenwood to approve Resolution No. 31-2011 appointing Manager LeFevere a Michigan Municipal League Voting Delegate. Motion carried unanimously by roll call vote.

B. Motion by Harvath with support from Hoexter to approve Resolution No.32-2011 authorizing Manager LeFevere to sign proposal for construction services on behalf of the City of the Village of Douglas (Blue Star Highway Bridge). Motion carried 6-1 by roll call vote with Mayer casting a "no" vote.

C. Motion by Hoexter with support from Mayer to adopt Resolution No. 33-2011 with intent to adopt an Ordinance setting Council per diem. Motion carried 5-2 by roll call vote with Greenwood and Waddell casting "no" votes.

D. Motion by Greenwood with support from Mayer to approve Resolution No. 34-2011 approving an agreement between the City of the Village of Douglas and Ron Meyer & Associates Excavating, Inc., for 2011 Paving Projects. Motion carried unanimously by roll call vote.

E. Motion by Greenwood with support from Harvath to approve a One Day Temporary Liquor License Application for the Douglas Wine Tasting and Art Stroll Event on September 10, 2011 for Everyday People Café and Wild Dog Grille. Motion carried 6-1 by roll call vote with Mayer casting a "no" vote.

8. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Kilpatrick
   No report.

2. Kalamazoo Lake Sewer and Water Authority – Wiley
   Wiley reported on a significant number of power outages and lightning strikes during the recent storms. A special levy of about $4. will be included on sewer usage bills for the next 5 months to cover legal costs of filing a lawsuit against Founders Bank (Singapore Trails Condos).
   Applications have been submitted for financing infrastructure of the $4M. update project.

3. Kalamazoo Harbor Master Plan Committee
   Nothing more to report.

4. Joint Planning Committee - Mayer
   No meeting.

5. Community Recreation Advisory Board - Smith
   No meeting.

6. Downtown Development Authority - Kilpatrick
   No report

7. Police Commission - Harvath
   No meeting.

8. Douglas Advisory Committee - Kilpatrick
   No report.

B. **Staff Reports**

1. **Community Development / Planning / Zoning** – Kilpatrick
   No report.

2. **Finance/Budget** – Drexler
   No report.

C. **Manager LeFevere's Report / Comments**

1 Allegan County Emergency Management All-Hazards Mitigation Plan

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City
No comments were heard.

10. Council Comments

A. Hoexter suggested printing the Sign Ordinance in the newspaper as a reminder for citizens. Blue Star Highway becomes littered with signs and we really need to protect our image for people coming into town.
Thanks to Manager LeFevere for his work on the Harbor Committee. Thanks to Community Recreation and the Masons for the bridgewalk and breakfast.

B. Greenwood thanked all the volunteers for getting involved with the community.

C. Wiley asked that whoever is putting the signs for sidewalks come forward and explain exactly what it is they are trying to get across. They can even remain anonymous by calling or writing a letter.

D. Smith agreed that the signs are appearing and no one know what the problem is. A reminder about the Mt. Baldhead Challenge on Saturday, September 10th was given.

E. Harvath commented there is no safe way to cross the bridge on bicycles.
Would like to see the payment of invoices moved out of the consent calendar for an opportunity for better discussion.

11. Mayor Waddell's Report / Comments
Oktoberfest is still looking for volunteers. Contact City Hall to volunteer.

12. Adjournment – Meeting adjourned at 8:35 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by:_____
Renee Waddell, Mayor

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 6, 2011. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date