



**THE CITY OF THE VILLAGE OF DOUGLAS  
DOWNTOWN DEVELOPMENT AUTHORITY  
WEDNESDAY, OCTOBER 25, 2023 AT 2:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**AGENDA**

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**For remote viewing option, please consider joining online or by phone.**

**Join online by visiting:** <https://us02web.zoom.us/j/88217786483>

**Join by phone by dialing:** +1 (312) 626-6799 | **Then enter "Meeting ID":** 882 1778 6483

**1. CALL TO ORDER**

**2. ROLL CALL/QUORUM**

**3. APPROVAL OF AGENDA**

**A.** Approval of Agenda - Changes/Additions/Deletions - October 25, 2023

Motion to approve: October 25, 2023 Agenda. – roll call vote

**4. APPROVAL OF MINUTES**

**A.** Approval of Minutes - Changes/Additions/Deletions - September 27, 2023

Motion to approve: September 27, 2023 Minutes. – roll call vote

**5. OFFICER REPORTS**

**A.** Secretary

**B.** Treasurer

**C.** Vice Chair

**D.** Chair

**6. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES)**

**7. PUBLIC COMMUNICATION - WRITTEN**

**8. UNFINISHED BUSINESS**

**A.** Gateway Signage Update/Next Steps - Discussion Item

- B. Wayfinding Signage Update - Discussion Item
- C. Tree Lighting Event Planning Update - Discussion Item
- D. Official Name for the Tree Lighting Event - Discussion Item
- E. Downtown Improvements/Programs Grant Wish List - Discussion Item

**9. NEW BUSINESS**

- A. Approval of Language - Reviewing of Bids and Quotes

Approval of language that states: The City of the Village of Douglas Downtown Development Authority shall retain the ability to review bids and quotes, and offer input, when the Authority is allocating funds towards a project or program.

- B. Community Events Funding Application - SDHC October 28th, 2023 Event

Motion to approve the Community Events Funding Application from the Saugatuck-Douglas History Center for the Party Before the Parade Event in the amount of \$2,500. - roll call vote

- C. Douglas Signage - Exit 36 - Discussion Item
- D. Request For Quotes - Maintenance of Center Street Bump Outs - Discussion Item

**10. COMMITTEE REPORTS**

**11. STAFF/MANAGER REPORTS**

**12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES)**

**13. BOARD COMMENTS**

**14. CHAIR COMMENTS**

**15. ADJOURNMENT**

Motion to adjourn

**Please Note – The City of the Village of Douglas (the “City”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Laura Kasper, City Clerk, at (269) 857-1438, or [clerk@douglasmi.gov](mailto:clerk@douglasmi.gov) to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN**