



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, SEPTEMBER 23, 2026 AT 10:00 AM
415 WEST WILEY ROAD, SUITE 103, DOUGLAS, MI
49406**

AGENDA

To view remotely online or by phone -

Join online by visiting: <https://us02web.zoom.us/j/83505446221>

Join by phone by dialing: +1 (312) 626-6799 | **Then enter "Meeting ID":** 835 0544 6221

1. CALL TO ORDER

2. ROLL CALL/QUORUM

3. APPROVAL OF AGENDA

Approval of Agenda - Changes/Additions/Deletions

Motion to approve the Agenda of September 23, 2026 – voice vote

4. APPROVAL OF MINUTES

A. Approval of Minutes- Changes/Additions/Deletions

Motion to approve the Minutes of August 26, 2026 – voice vote

5. OFFICER REPORTS

A. Secretary

B. Treasurer

C. Vice-Chair

D. Chair

6. PUBLIC COMMUNICATION - WRITTEN

7. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- A. **Presentation:** Sue Poolman, DDA Appreciation Plaque.
- B. **Approve:** Banner request for the Center/Blue Star Highway Gateway sign from Lakeshore Pet Boutique for the Blessing of the Animals Even on Sunday, October 4th, 2026.
- C. **Approve:** Purchase of a 10.8' Pre-Lit Christmas Giftbox Tree Christmas Holiday Decor to be placed next to the Gateway Sign on Center and Blue Star in the amount not to exceed \$1100.00 from the Downtown Marketing Budget.
- D. **Approve:** Move the November 2026 meeting to November 18, 2026, at 10:00 a.m. and the December 2026 meeting to December 16, 2026, at 10 a.m., both one week prior to the original meeting date due to the Thanksgiving and Christmas holidays.
- E. **Discussion:** Douglas Downtown Development Authority Survey Results.
- F. **Discussion:** October 17th, 2026, Pumpkin Carving Event.
 - Location for the Pumpkin Carving Activities
 - Overnight accommodations for the Pumpkin Carving Team
- G. **Discussion:** Marketing Report/Marketing Calendar - Marketing Team.
- H. **Discussion:** Fall Decorations (cornstalks, strawbales, pumpkins/location).
- I. **Update:** Michigan Downtown Day - Randy Walker
- J. **Update:** Tree Lighting Ceremony - Kabri Martyniek

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 the meeting.

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 to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN