



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, OCTOBER 22, 2025 AT 10:00 AM
86 W CENTER ST., DOUGLAS MI**

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. ELECTION OF OFFICERS

A. Election of Vice Chair - *Nominations for the office of Vice Chair shall be followed by a roll call vote to accept.*

B. Election of Secretary - *Nominations for the office of Secretary shall be followed by a roll call vote to accept.*

4. APPROVAL OF AGENDA

Approval of Agenda - Changes/Additions/Deletions

Motion to approve the Agenda of October 22, 2025 – voice vote

5. APPROVAL OF MINUTES

A. Approval of Minutes - Changes/Additions/Deletions

Motion to approve the Minutes of September 24, 2025 - voice vote

6. OFFICER REPORTS

A. Secretary

Treasurer - Financial and budget updates in packet

Vice-Chair

Chair

7. PUBLIC COMMUNICATION - WRITTEN

- A. Accept the resignation of Maggie Bandstra

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

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- A. **Artsy Bike Rack: Lisa Mize of SDACVB**

- B. **Temporary Gateway Banner Sign for Art in Douglas**

Motion - Approve the temporary gateway banner sign application from Art in Douglas for the November and December Art in Douglas events.

- C. **Rescheduling of the November 2025 DDA Meeting**

Motion - Reschedule the November 26, 2025 DDA meeting to Monday, November 24, 2025 at 10:00 a.m.

- D. **Discussion: 2025 Light Night in Douglas Tree Lighting Ceremony on November 29, 2025 at 6:00 p.m.**

- E. **Purchase of Gingerbread Houses**

Motion - Approve the purchase of gingerbread houses for a gingerbread house building contest in an amount not to exceed \$133.41 to be taken from the Community Promotions Budget.

- F. **Prizes for Adult and Child Gingerbread House Contest Categories**

Motion - Approve \$100.00 in Downtown Douglas Dollars for the Gingerbread House Contest winners (1 child @ 50.00/ 1 adult @ \$50.00) to be taken from the Community Promotions Budget.

- G. **Purchase of Flameless Luminaries**

Motion - Approve the purchase of 100 flameless luminaries in the amount not to exceed \$85.00 (includes bags and candles) for the Light Night in Douglas activities to be taken from the Community Promotions Budget.

- H. **Discussion: Michigan Downtown Day Follow-Up**

- I. **Discussion: Placement of Downtown Kiosk**

- J. **Discussion: 2025 Passport Program**

- K. **Discussion: 2026 Upcoming Events/Planning Ahead**

A. Soup Stroll Saturday

B. Passport II

C. Tailgate Stroll

D. Derby Day

- L. **Special Events Policy: Review and Discussion**

- M. **By-Law Amendment: Proposed Changes and Discussion**

11. COMMITTEE REPORTS

12. STAFF/MANAGER REPORTS

13. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES)

14. BOARD COMMENTS

15. CHAIR COMMENTS

16. 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