



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, DECEMBER 17, 2025 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 December 17, 2025 – roll call vote

4. APPROVAL OF MINUTES

A. Minutes of November 12, 2025

Approval of Minutes - Changes/Additions/Deletions

Motion to approve the Minutes of November 12, 2025 – roll call 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. Annual Report for December 2025: Presentation

B. Gift Card Purchases (\$325.00)

Motion to approve \$325.00 for gift card purchases from the 13 Passport 2.0 participating businesses to be taken from the Community Promotions budget

C. Special Events Policy and Grant Application

Review, discuss, and recommend changes to the Special Events Policy and Grant Application

D. DDA Bylaws Review: Discussion

E. POW Strategies Strategic Plan Discussion-Workshops in 2026: Discussion

F. Preliminary Planning of the FY26-27 Budget

G. Update/Recap: Discussion

- a. Passport Program
- b. Light Night in Douglas
- c. Holiday Preview (add to calendar as annual event)

H. Upcoming Events: Discussion

- a. Soup Stroll: January 10th from 12:00 PM to 5:00 PM
- b. Pre-Bowl Tailgate Stroll: February 7th from 12:00 PM to 5:00 PM (Douglas Downtown Dollars Giveaway)
- c. Derby Day in Douglas (Thinking Ahead) May 2nd
- d. Wellness Weekend Update (Cindy & Lauren) May 9th

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