



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, APRIL 24, 2024 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER – Chair called the meeting to order at 2:00pm

2. ROLL CALL/QUORUM

PRESENT

Aleshia Balmer

Beth Stefanchik

Dave Laakso

Kabri Martyniek

Mark Postilion

Randy Walker

Maggie Bandstra

Cathy North

Lauren Vonk

Also Present City Manager Lisa Nocerini

Planning and Zoning Administrator Sean Homyen

Deputy Clerk Dawn Raza

3. APPROVAL OF AGENDA

A. Approval of Agenda - Changes/Additions/Deletions

Motion by Bandstra, seconded by Vonk, to approve the April 20, 2024, Agenda. – Motion carried by unanimous roll call vote.

4. APPROVAL OF MINUTES

A. Approval of Minutes - Changes/Additions/Deletions

Motion by Walker, seconded by North, to approve the March 27, 2024, Minutes. – Motion carried by unanimous roll call vote.

5. OFFICER REPORTS

- A. Secretary - None
- B. Treasurer – None
- C. Vice Chair – Walker wanted to thank everybody that participated on Earth Day
- D. Chair - None

6. PUBLIC COMMUNICATION - WRITTEN

- A. Liz Engel - Letter
- B. Town Crier Race - Letter

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

Michael Burmeister (Button Gallery) – Gave an overview of the upcoming Art in Douglas event. The Goal was to instead of being for only art galleries, but incorporate all things art. This will involve more businesses to participate/partner in the event and gave examples of how businesses in the Downtown be involved. He noted that the event has been happening since 2017 and he and his term has been working hard to make the event better.

8. UNFINISHED BUSINESS

- A. FY 2024-2025 Budget Discussion – City Nocerini wanted to ensure that the numbers are still ok with the budget and if there is anything that needed to be addressed. The Chair requested that they go around the table to provide comments on the budget.

Motion by Bandstra, seconded by Walker to put together a subcommittee to develop a marketing plan for Downtown Douglas – *Motion carried by unanimous roll call vote.*

9. NEW BUSINESS

- A. SDACVB Gateway Signage Check Presentation - Lisa Mize, Executive Director

Executive Director Lisa Mize presented the check to the DDA and congratulate the DDA on the new Gateway Sign

- B. SDACVB 2024 Marketing Strategy and Plan Presentation - Lisa Mize, Executive Director

Executive Director Lisa Mize went through the presentation and informed DDA members new changes they have incorporated into their marketing strategy and the visitors guides.

- C. Proposed Tuesday Farmer's Market in Douglas Presentation - Sue Poolman

Motion by Walker, seconded by Laakso to approve the addition of the Douglas Farmers Market with the information that we have and the understanding we need to fill out or have some questions answered regarding parking etc. pending of the approval of the Special Events application by City Council.

Motion by Laakso, seconded by Bandstra to extend the meeting by 30 minutes. - *Motion carried by unanimous roll call vote.*

D. Michigan Downtown Association Conference Update - Discussion - Randy Walker

Walker gave an update from the conference that would that she felt would help the DDA.

E. Community Events Grant Application - Douglas Dutchers Baseball Club

Motion by Martyniek, seconded by North to give them the \$150.00 pending that they do use it for marketing purposes only, specifically not to pay insurance premiums - *Motion carried by unanimous roll call vote.*

F. Community Events Grant Application - Beats on Beery

Motion by Stefanchik, seconded by Postilion to approve the Beats on Beery funding request for \$750.00. - *Motion carried by unanimous roll call vote.*

G. Community Events Grant Application - Community Pride MI

Motion by Postilion, seconded by Martyniek to fund Community Pride for \$2,800 - *Motion carried by unanimous roll call vote.*

H. Community Events Grant Application - Venetian Fest

The application did not meet requirements, DDA members made a recommendation for the Rotary Club to come and give a presentation.

I. Community Events Grant Application - Art in Douglas 2024

Motion by Martyniek, seconded by Bandstra to allot the remaining of the budge roughly \$2,000 to Art in Douglas. - *Motion carried by unanimous roll call vote.*

10. COMMITTEE REPORTS - None

11. STAFF/MANAGER REPORTS – City Manager Nocerini requested a workshop to help determine the priorities of the DDA. She is still waiting to hear something back from Consumers Energy for beautification. She also provided more information being in a Main Street Program, and that the Tower went down.

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

13. BOARD COMMENTS – Walker wanted to let DDA members know that Derby Day is happening that weekend.

14. CHAIR COMMENTS - None

15. ADJOURNMENT

Motion to adjourn the meeting. - *Motion carried by unanimous roll call vote.*