



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, JANUARY 28, 2026 AT 10:00 AM
415 WEST WILEY ROAD, SUITE 103, DOUGLAS, MI
49406**

MINUTES

1. CALL TO ORDER – Called to order at 10:00 am by Chair Walker

2. ROLL CALL/QUORUM

PRESENT:

Randy Walker, Chair

Alexia Dawson, Vice Chair

David Laakso, Treasurer

Kabri Martyniek, Secretary

Jim Babcock

Cathy North

Lauren Bachman

Cindy Miller

ABSENT:

Ruth Crowe

OTHERS PRESENT:

Lisa Nocerini, City Manager

Alyssa Ramirez, Deputy Clerk

3. APPROVAL OF AGENDA

Approval of Agenda - Changes/Additions/Deletions

Motion by Dawson, seconded by Laakso, to approve the Agenda of January 28, 2026 with the addition of item 8C, Election of Officers. Motion carried by unanimous roll call vote.

4. APPROVAL OF MINUTES

Approval of Minutes - Changes/Additions/Deletions

Motion by Dawson, seconded by Bachman, to approve the Minutes of December 17, 2025. Motion carried by unanimous roll call vote.

5. OFFICER REPORTS

A. Treasurer - 1/28/2026 Report provided in packet

B. Secretary

C. Vice Chair

D. Chair

6. PUBLIC COMMUNICATION – WRITTEN – None

7. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES) – None

8. UNFINISHED BUSINESS

A. Discuss/Approve changes to the DDA by-laws (existing by-laws attached)

Motion by Laakso, seconded by North, to change Section II, Paragraph 5 to read “The chief executive officer of the municipality (Mayor) ~~nor legislative members may be Officers~~ may not serve as officer, unless...” With additional amendments by Dawson, seconded by Miller, to delete Section VI, Paragraph 5, Procedures of Meetings. Motion carried by unanimous roll call vote.

B. Final changes to the DDA Special Events Policy and Grants Application (updated drafts from 1/23/2026)

Motion by Laakso, seconded by Dawson, to approve final changes to the Community Events Grant Program Guidelines with the addition that the written report be included within two weeks of completion of the event. Motion carried by unanimous roll call vote.

C. Election of Officers

Motion by Laakso, seconded by North, to nominate Walker for Chair. Motion carried by unanimous roll call vote.

Motion by North, seconded by Bachman, to nominate Dawson for Vice Chair. Motion carried by unanimous roll call vote.

Motion by Martyniek, seconded by Dawson, to nominate Laakso for Treasurer. Motion carried by unanimous roll call vote.

Motion by North, seconded by Laakso, to nominate Martyniek for Secretary. Motion carried by unanimous roll call vote.

9. NEW BUSINESS

A. Art in Douglas Temporary Gateway Banner Application

Motion by Laakso, seconded by Dawson, to approve the Temporary Gateway Banner request from Art in Douglas for the first quarter (2/7; 2/14 & 2/15; 3/14), yielding to Erin Go Bark on March 14th should they have a banner ready for that date. Motion carried by unanimous roll call vote.

B. Art in Douglas Community Events Grant Program Application

Motion by Laakso, seconded by Bachman, to approve the grant program application request for \$1,900.00, \$550.00 of which only to be granted if the musicians play outdoors, from Art in Douglas for music and advertising to be taken from Community Promotions. Motion carried by 7-1 roll call vote. Aye: Babcock, Bachman, Dawson, Laakso, Martyniek, Miller, and North. Nay: Walker.

C. Project for the T-Mobile Hometown Grant Application (Due 3/31/2026)

Options: Downtown Wi-Fi Plaza + Mural; Streetscape Enhancements + Mural; Downtown Wi-Fi Plaza + Gathering Space (public seating; branding/signage; decorative lighting)

Motion by Martyniek, seconded by Babcock, to pursue the Downtown Wi-Fi Plaza + Mural project for T-Mobile Hometown Grant Application. Motion carried by unanimous roll call vote.

D. Budget Reminder (Discussion and worksheet status)

E. Beats on Beery 2026 (Discussion)

F. Updates (Discussion)

- a. Douglas Soup Stroll Wrap-Up (purchase paper bowls/spoons in 2027)
- b. Pre-Bowl Tailgate Stroll Update (February 7th from 12-5 PM)
- c. DDA Gateway Sign Banners/CVB Partnership (Soup Stroll, Tailgate Stroll, Derby Day in Douglas, Small Business Saturday, Michigan Downtown Day, and Light Night in Douglas)
- d. Douglas Wellness Day (May 9th)
- e. Interurban Summer Service Update
- f. DDA/POW Strategies Workshop Reminder (February 18th at 10 AM)
- g. SDACVB Meeting Attendance

North left the meeting at 11:41 AM

10. COMMITTEE REPORTS

11. STAFF/MANAGER REPORTS

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

13. BOARD COMMENTS

14. CHAIR COMMENTS

15. ADJOURNMENT

Motion by Laakso, seconded by Martyniek, to adjourn the meeting at 12:05 PM.

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