



**THE CITY OF THE VILLAGE OF DOUGLAS
RESCHEDULED - DOWNTOWN
DEVELOPMENT AUTHORITY
WEDNESDAY, NOVEMBER 29, 2023 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

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

2. ROLL CALL/QUORUM

PRESENT

Aleshia Balmer

Dave Laakso

Cathy North

Mark Postilion

Randy Walker

Also Present City Manager Lisa Nocerini

Deputy Clerk Sean Homyen

ABSENT

Beth Stefanchik

Kabri Martyniek

Maggie Bandstra

3. APPROVAL OF AGENDA

A. Approval of Agenda - Changes/Additions/Deletions

Motion by Laakso, seconded by Balmer, to approve the November 29, 2023 Agenda. – Motion carried by unanimous roll call vote.

4. APPROVAL OF MINUTES

A. Approval of Minutes - Changes/Additions/Deletions

Motion by Walker, seconded by Balmer, to approve the October 25, 2023 Minutes. – Motion carried by unanimous roll call vote.

5. OFFICER REPORTS

A. Secretary – No report

B. Treasurer – Included in agenda packet

C. Vice Chair – Thanked the people that came to the tree lighting ceremony. Walker gave a quick report about the CVB meeting she attended to find out ways to collaborate with other municipalities when it

comes to events. Mentioned that the CVB has put out a calendar and recommends discussing at the next meeting for planning ahead with events and collaboration.

- D. Chair – Thank Walker and Martyniek and Douglas City Staff for setting up the tree lighting. Hoping to gain more momentum in events throughout the year.

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

7. PUBLIC COMMUNICATION – WRITTEN – None received

8. UNFINISHED BUSINESS

- A. Gateway Sign Workshop - Discussion Item – Laakso brought up an idea to have a life size printout of the sign. Members discussed the dimensions for the life size printout. This will help determine whether a variance will be needed. Members requested to inquire more information on quotes for cost of the work for the sign and on the cost to hire Williams & Works for the project.
- B. Beery Field Electrical Upgrades - FY2024-2025 Budget Request – City Manager Nocerini suggested alternatives to reduce the cost of park maintenance, and how it will be beneficial as the park events become larger.
- C. Charge Deals - Marketing Recommendation Follow Up – Laakso brought up the conversation with he had with Brian Coon, who wants to connect businesses with the community at charging stations by having QR code stickers placed there. Members discussed the benefits of the charging station downtown. City Manager Nocerini mentioned the idea of having a minor service fee to help with the cost of maintenance for the charging stations. Laakso will follow up with Brian for any updates.
- A. Douglas Social Reviving - Discussion Item – Members discussed ideas for events that would bring people into the downtown area and agreed to discuss more in the next meeting along with getting a list of events onto the calendar.
- B. Season Decorations - Discussion Item – City Manager Nocerini mentioned that Walker would like to look at updating holiday decorations in the DDA. Walker discussed having options for each season and possibility of grants to fund.

Motion by Balmer, seconded by Laakso, to approve City Manager Nocerini to explore options to purchase holiday decorations and pursue grant applications from the CVB. – Motion carried by unanimous roll call vote.

10. COMMITTEE REPORTS – No report

11. STAFF/MANAGER REPORTS – City Manager Nocerini introduced Todd Martinson, the new operator of the Root Beer Barrel.

Motion by Postillion, seconded by Balmer, to extend meeting by 30 minutes. – Motion carried by unanimous roll call vote.

Todd Martinson gave a presentation on how he will be running the Root Beer Barrel and discussed the idea of finding different ways to bring more people into the downtown area.

12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES) – None received

13. BOARD COMMENTS – Laakso was concerned that there was no salt on the sidewalks. The sidewalks ended up being iced over when the snow melted. Also mentioned that there were issues with the wayfinding sign by Beery Field.

14. CHAIR COMMENTS – Chair Postilion welcomed Mayor Cathy North for joining and congratulated her on becoming Mayor.

15. ADJOURNMENT -

Motion by Laakso, seconded by Balmer, to adjourn.

Submitted by Deputy Clerk Homyen.