



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, OCTOBER 25, 2023 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER

2. ROLL CALL/QUORUM

PRESENT

Aleshia Balmer
Beth Stefanchik
Dave Laakso
Kabri Martyniek
Mark Postilion
Randy Walker
Maggie Bandstra

ABSENT

Jerome Donovan

3. APPROVAL OF AGENDA

A. Approval of Agenda - Changes/Additions/Deletions - October 25, 2023

Motion to approve: October 25, 2023 Agenda. – roll call vote

4. APPROVAL OF MINUTES

A. Approval of Minutes - Changes/Additions/Deletions - September 27, 2023

Motion to approve: September 27, 2023 Minutes. – roll call vote

5. OFFICER REPORTS

- A. Secretary
- B. Treasurer
- C. Vice Chair

D. Chair

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

7. PUBLIC COMMUNICATION - WRITTEN

8. UNFINISHED BUSINESS

A. Gateway Signage Update/Next Steps - Discussion Item

B. Wayfinding Signage Update - Discussion Item

C. Tree Lighting Event Planning Update - Discussion Item

D. Official Name for the Tree Lighting Event - Discussion Item

E. Downtown Improvements/Programs Grant Wish List - Discussion Item

9. NEW BUSINESS

A. Approval of Language - Reviewing of Bids and Quotes

Approval of language that states: The City of the Village of Douglas Downtown Development Authority shall retain the ability to review bids and quotes, and offer input, when the Authority is allocating funds towards a project or program.

B. Community Events Funding Application - SDHC October 28th, 2023 Event

Motion to approve the Community Events Funding Application from the Saugatuck-Douglas History Center for the Party Before the Parade Event in the amount of \$2,500. - roll call vote

C. Douglas Signage - Exit 36 - Discussion Item

D. Request For Quotes - Maintenance of Center Street Bump Outs - Discussion Item

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