



**THE CITY OF THE VILLAGE OF DOUGLAS  
DOWNTOWN DEVELOPMENT AUTHORITY  
WEDNESDAY, JUNE 26, 2024 AT 2:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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**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** – Chair called the meeting to order at 2:05pm

**2. ROLL CALL/QUORUM**

PRESENT

Aleshia Balmer

Beth Stefanchik

Randy Walker

Maggie Bandstra

Lauren Vonk

Cathy North (arrived at 2:21pm)

NOT PRESENT

Mark Postilion

Dave Laakso

Kabri Martyniek

Also Present

City Manager Lisa Nocerini

Planning and Zoning Administrator Sean Homyen

Deputy Clerk Dawn Raza

**3. APPROVAL OF AGENDA**

Approval of Agenda - Changes/Additions/Deletions

Motion to approve the Agenda of June 26, 2024 – roll call vote

*Motion by Bandstra, seconded by Vonk to move item 9F from off of this agenda and move on to the July agenda since we do community promotion in July. – Motion carried by unanimous roll call vote.*

#### **4. APPROVAL OF MINUTES**

- A. Approval of Minutes - Changes/Additions/Deletions

*Motion to approve the Minutes of May 22, 2024 – roll call vote*

*Motion by Stefanchik, seconded by Vonk, to approve the May 22, 2024, Minutes. – Motion carried by unanimous roll call vote.*

#### **5. OFFICER REPORTS**

- A. Secretary - None
- B. Treasurer – Included with Packet
- C. Vice Chair - None
- D. Chair - None

#### **6. PUBLIC COMMUNICATION - WRITTEN - None**

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

#### **8. UNFINISHED BUSINESS**

#### **9. NEW BUSINESS**

- A. Ribbon Signage - Discussion Item

The Planning & Zoning Administrator suggested that DDA members sign the ribbon from the ribbon-cutting ceremony at the DDA Gateway. Additionally, there was a proposal to create a plaque commemorating this milestone achievement.

- B. Farmers Market - Discussion Item

1. Post-Event Report
2. Food Trucks
3. DDA Booth

Walker provided an update on the Farmers Market, highlighting its success despite adverse weather conditions, with consistent foot traffic. She mentioned ongoing discussions with Sue regarding potential vendors and proposed the inclusion of food trucks during the event. Walker also raised the idea of setting up a DDA booth at the market, suggesting that each member could contribute by participating in its operation.

- C. Michigan Downtown Day - Discussion Item

Walker briefed the DDA members on Michigan Downtown Day, seeking their support. She distributed documentation from the Michigan Downtown Association to help clarify the event's purpose and goals to the members.

- D. Venetian Weekend - Discussion Item

Walker emphasized to DDA members the importance of leveraging the event to attract traffic and bring visitors downtown.

- E. Thin Blue Shoreline Drive - Discussion Item  
Walker gave a explanation of what the event is, and brought up the idea of getting the DDA involved.
- F. Community Events Grant Application - Beats on Beery - April Gundy/SDACVB

Motion to approve the community events grant request from April Gundy with the Saugatuck Douglas Area Convention & Visitors Bureau, for the August 15, 2024 Beats on Beery event, in the amount of \$750.00. - roll call vote

#### **10. COMMITTEE REPORTS**

- A. Marketing Committee Update  
Walker gave a update date from the meeting, providing guidance of how to manage Social Media Accounts.

#### **11. STAFF/MANAGER REPORTS**

Planning & Zoning Administrator Sean Homyen gave a update on the webpage, bike racks, billboards, relocating the lilies due to crab grass invading the area underneath the gateway sign. City Manager Nocerini wanted to inform the DDA members that Todd from the Root Beer Barrel changed the billboard along US-31 to advertise the Root Beer Barrel.

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

Ashley from the SDCVB questioned why the Beats on Beery application was pushed back. Chair Balmer answered that it was due to the Budget. Ashley from the SDCVB says that they would love to partner with the DDA for Venetian Fest next year,

#### **13. BOARD COMMENTS**

**Walker wanted to welcome Happy Stance into the downtown, and inform DDA members of the upcoming Art in Douglas event that is happening soon.**

#### **14. CHAIR COMMENTS - None**

#### **15. ADJOURNMENT**

*Motion by Walker, seconded by Stefanchik to adjourn the meeting.*