



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, MAY 27, 2026 AT 10:00 AM
415 WEST WILEY ROAD, SUITE 103, DOUGLAS, MI
49406**

MINUTES

1. CALL TO ORDER: By Chair Walker at 10:00 AM

2. ROLL CALL/QUORUM

PRESENT

Dave Laakso
Kabri Martyniek
Randy Walker
Lauren Vonk
Ruth Crowe
Alexia Dawson
Cindy Miller

ABSENT: Cathy North, Jim Babcock

3. APPROVAL OF AGENDA

Motion by Dawson, second by Bachman, to approve the Agenda of May 27, 2026 – Motion carried by unanimous voice vote

4. APPROVAL OF MINUTES

Motion by Dawson, second by Bachman, to approve the minutes from April 22, 2026 – Motion carried by unanimous voice vote

5. OFFICER REPORTS

A. Treasurer

6. PUBLIC COMMUNICATION – WRITTEN: None

7. PUBLIC COMMUNICATION – VERBAL: None

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS

A. Dorelle Henri Presentation

B. Feather Light *Motion by Dawson, second by Bachman, to approve a proposal from Feather Light to provide website development under the Advanced Plan which includes a \$999.00 set-up fee, and a*

subscription of \$99.00 monthly to be allocated from the FY2026-2027 Marketing Budget – Motion carried by unanimous voice vote

C. Well

Motion by Dawson, second by Bachman, to approve a proposal from Well, to provide branding for the DDA in the amount of \$7,500.00 to be allocated from the FY2026-2027 Marketing Budget. – Motion carried by unanimous voice vote

D. SDACVB Request

Motion by Dawson, second by Bachman, to approve the community Events Grant Program Application from the Saugatuck Douglas Area Convention and Visitors Bureau for \$1,200.00 for 10-12 Street Performers for the Buskers Night on September 18th, 2026 to be allocated from the Community Promotions Budget. -Motion carried by unanimous voice vote

E. Wellness Day

Motion by Miller, second by Bachman, to approve up to \$1,500.00 in the current FY2025-2026 budget for expenses related to the May 2026 Wellness Day to be allocated from the Community Promotions budget. – Motion carried by unanimous voice vote

F. Mission Statement

Motion by Miller, second by Bachman, to approve the newly proposed DDA mission and vision statement, as amended. – Motion carried by unanimous voice vote

G. Banner Policy

Motion by Dawson, second by Bachman, to approve the new banner policy for the gateway signs at Center and Blue Star Highway and Main and Blue Star Highway. – Motion carried by unanimous voice vote

H. Interurban Update

I. Farmers Market Table Discussion

J. Planning for quarter four events - (Michigan Downtown Day preparation, Busker Fest, Small Business Friday, Light Night in Douglas, and the Holiday preview) - Sign up to assist

10. COMMITTEE REPORTS

A. Marketing Committee Update

B. Website Committee Update

11. STAFF/MANAGER REPORTS: No report

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

13. BOARD COMMENTS: Members stated final comments

14. CHAIR COMMENTS: Chair Walker made final comments

15. ADJOURNMENT

Motion by Laakso, second by Bachman, to adjourn the meeting.