



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, OCTOBER 23, 2024 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

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

2. ROLL CALL/QUORUM

Present – Balmer, Bandstra, Laakso, Walker, Vonk

Not Present – North, Martyniek, Postilion, Stefanchik

Also Present – City Manager Lisa Nocerini

3. APPROVAL OF AGENDA

Motion by Vonk, seconded by Laakso, to approve the Agenda of October 23, 2024. – Motion carried unanimously by roll call vote.

4. APPROVAL OF MINUTES

Motion by Walker, seconded by Laakso, to approve the Minutes of September 25, 2024. – Motion carried unanimously by roll call vote.

5. OFFICER REPORTS

A. Secretary - None

B. Treasurer – Laakso stated that the report was included in the meeting packet

C. Vice Chair - None

D. Chair - None

6. PUBLIC COMMUNICATION - WRITTEN

A. Liz Engel, Community Pride - Letter

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

8. UNFINISHED BUSINESS

A. Shop & Dine Passport Program Update – City Manager Lisa Nocerini provided an update on the passport program. DDA members expressed their gratitude for her efforts and enthusiasm in organizing everything. Nocerini and the DDA members discussed advertising promotions and the next steps as the event approaches.

9. NEW BUSINESS

- A. Community Events Grant Application - Oktoberfest, Community Pride
- B. Community Events Grant Application - Ox-Bow House
- C. Community Events Grant Application - Art In Douglas / Gallery Stroll

Motion by Walker, Seconded by Bandstra to approve the Community Events Grant Application for Oktoberfest for Community Pride in the amount of \$2,800 and in addition to approving the Community Events Grant Application for Ox-bow House's Cavern Tavern event in the amount of \$750 and also to approve the Community Events Grant Application for Art In Douglas for the Art In Douglas Gallery Stroll event held on October 12 & 13, 2024, in the amount of \$400. – Motion carried unanimously by roll call vote.

10. COMMITTEE REPORTS - None

- 11. STAFF/MANAGER REPORTS** – City Manager Lisa Nocerini updated the DDA members on the 415 Wiley property. Walker inquired whether Nocerini would be taking over as the DDA liaison in place of Sean. Nocerini clarified that she is assisting because he is currently busy with many projects in the department.

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

- 13. BOARD COMMENTS** – Walker thanked the DDA for approving the fall decorations. She suggested using a Doodle poll in the future to discuss availability for the November and December meetings. Nocerini proposed moving the meeting and indicated she could communicate with the other DDA members. They concluded that the new meeting dates would be either November 20th or December 18th at 2:00 PM.

14. CHAIR COMMENTS - None

15. ADJOURNMENT

Motion by Vonk, seconded by Bandstra to adjourn the meeting.