



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, NOVEMBER 12, 2025 AT 10:00 AM
95 BLUE STAR HWY., DOUGLAS, MI 49406**

MINUTES

1. CALL TO ORDER – Called to order at 10:00 AM by Chair Walker

2. ROLL CALL/QUORUM

PRESENT:

Randy Walker, Chair
Alexia Dawson, Vice Chair
David Laakso, Treasurer
Kabri Martyniek, Secretary
Jim Babcock
Ruth Crowe
Cathy North
Lauren Vonk

Cindy Miller joined the meeting at 10:01 a.m.

OTHERS PRESENT:

Lisa Nocerini, City Manager
Alyssa Ramirez, Deputy Clerk

3. APPROVAL OF AGENDA

Approval of Agenda - Changes/Additions/Deletions

Motion by Dawson, seconded by Laakso, to approve the Agenda of November 12, 2025. Motion carried by unanimous roll call vote.

4. APPROVAL OF MINUTES

Approval of Minutes - Changes/Additions/Deletions

Motion by Dawson, seconded by Crowe, to approve the Minutes of October 22, 2025. Motion carried by unanimous voice vote.

5. OFFICER REPORTS

A. Secretary – None

B. Treasurer – Report shared with board

C. Vice-Chair – None

D. Chair – None

6. PUBLIC COMMUNICATION – WRITTEN – None

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

8. UNFINISHED BUSINESS

A. Warming Station Update: Lisa Mize of SDCVB

Motion by Dawson, seconded by Martyniek, to approve the preliminary Douglas Warming Station design pending cost. Motion carried by unanimous vote.

B. Special Events Policy Discussion

Motion by Laakso, seconded by Miller, to extend the meeting 15 minutes. Motion carried by unanimous vote.

C. Update/Review of the 2026 Douglas Passport Program – Manager Nocerini provided update to the board

D. Review and Discussion of Special Events in Upcoming Months

- Holiday Preview, information from D. Laakso (Dec. 6th)
- Soup Stroll (Jan. 10th)
- Tailgate (Feb. 7th)
- St. Patrick's Day Parade (Mar. 14th)
- Earth Day Event - TBD
- Derby Day (May 2nd)

9. NEW BUSINESS

A. Scheduling of the December 2025 DDA Meeting

Motion by Dawson, seconded by Babcock, to schedule the December meeting for the 17th at 10:00 AM. Motion carried by unanimous voice vote.

B. Approval of Banner Permit Application

Motion by North, seconded by Crowe, to approve the 2026 Farmer's Market Banner Sign Application. Motion carried by unanimous voice vote.

10. COMMITTEE REPORTS

11. STAFF/MANAGER REPORTS

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

Lisa Mize of the SDCVB thanked board members for their preliminary support of the Douglas Warming Station

13. BOARD COMMENTS

14. CHAIR COMMENTS

15. ADJOURNMENT – Motion by Dawson, seconded by Miller, to adjourn meeting at 11:35 a.m.

Please Note – The City of the Village of Douglas (the “City”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Laura Kasper, City Clerk, at (269) 857-1438, or clerk@douglasmi.gov to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN

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