



**THE CITY OF THE VILLAGE OF DOUGLAS  
DOWNTOWN DEVELOPMENT AUTHORITY  
WEDNESDAY, FEBRUARY 25, 2026 AT 10:00 AM  
415 WEST WILEY ROAD, SUITE 103, DOUGLAS, MI  
49406**

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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 Walker called the meeting to order at 10:03 a.m.

**2. ROLL CALL/QUORUM**

PRESENT:

Randy Walker, Chair

David Laakso, Treasurer

Kabri Martyniek, Secretary

Jim Babcock

Ruth Crowe

Lauren Bachman

Cindy Miller

ABSENT:

Alexia Dawson, Vice Chair

Cathy North

OTHERS PRESENT:

Lisa Nocerini, City Manager

Alyssa Ramirez, Deputy Clerk

**3. APPROVAL OF AGENDA**

Changes/Additions/Deletions

*Motion by Bachman, seconded by Babcock, to approve the Agenda of February 25, 2026. Motion carried by unanimous roll call vote.*

**4. APPROVAL OF MINUTES**

**A. Minutes of January 28, 2026**

Changes/Additions/Deletions

*Motion by Laakso, seconded by Bachman, to approve the Minutes of January 28, 2026. Motion carried by unanimous roll call vote.*

**B. Minutes of February 18, 2026**

Changes/Additions/Deletions

*Motion by Bachman, seconded by Laakso, to approve the Minutes of February 18, 2026. Motion carried by unanimous roll call vote.*

**5. OFFICER REPORTS**

**A. Treasurer** - Report provided in packet

**B. Secretary**

**C. Vice Chair**

**D. Chair**

**6. PUBLIC COMMUNICATION - WRITTEN**

A. Written Communication from John Thomas

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

**8. UNFINISHED BUSINESS – None**

**9. NEW BUSINESS**

**A. Exterior Automated External Defibrillator (Wendy Colsen)**

*Motion by Miller, seconded by Bachman, to approve a request from Wendy Colsen for funding under a cost-share program for the purchase of an Exterior Automated External Defibrillator to be located in the DDA in the amount of \$1,256.00 to be allocated from Community Promotions as well as including additional expenses such as electric and potentially Wi-Fi until further discussion. Motion carried by unanimous roll call vote.*

**B. MDA Membership Renewal**

*Motion by Bachman, seconded by Babcock, to approve the renewal of the Michigan Downtown Association Membership in the amount of \$250.00. Motion carried by unanimous roll call vote.*

**C. Temporary Gateway Banner Application (Rotary Club)**

*Motion by Bachman, seconded by Miller, to approve the request from the Rotary Club of Saugatuck Douglas for the use of the banner sign to promote the Douglas Duck Dash on Saturday, July 25, 2026. Motion carried by unanimous roll call vote.*

**D. Temporary Gateway Banner Application (Lakeshore Pet Boutique)**

*Motion by Laakso, seconded by Babcock, to approve the request from Lakeshore Pet Boutique for the use of the banner sign to promote the Erin Go Bark Pet Parade on Saturday, March 14, 2026. Motion carried by unanimous roll call vote.*

**E. Temporary Gateway Banner Application (Art in Douglas)**

Quarter 2: 4/11; 5/9; 6/13

Quarter 3: 7/11; 8/8; 9/12

Quarter 4: 10/10; 11/14; 12/12

*Motion by Bachman, seconded by Laakso, to approve the request from Art in Douglas for the use of the banner sign to promote Art in Douglas events for quarters 2 & 3, yielding to other events if needed.*

Motion carried by 6-1 roll call vote. Aye: Babcock, Crowe, Laakso, Martyniek, Miller, and Bachman. No: Walker.

**F. March DDA Meeting Date**

*Motion by Miller, seconded by Crowe, to move the March DDA meeting to Wednesday, March 18th at 10:00 a.m. Motion carried by unanimous roll call vote.*

**G. Workshop Discussion on Dates for a Follow-Up Meeting**

(To be held May 6, 2026 at 10:00 a.m.)

**H. Budget Reminder (Discussion/Worksheet Status)**

Board members were reminded to submit their budget priorities to Manager Nocerini

**I. Gateway Banner Signs Committee Update – No update**

(Babcock, Bachman, and Martyniek)

**J. Updates (Discussion)**

a. Pre-Bowl Tailgate Stroll Wrap-Up

b. DDA Gateway Sign Banners/CVB Partnership (Soup Stroll, Tailgate Stroll, Derby Day in Douglas, Small Business Saturday, Michigan Downtown Day, and Light Night in Douglas)

c. Erin Go Bark Parade

d. Derby Day in Downtown Douglas Planning

e. Douglas Wellness Day (May 9th) Update

f. Buskers Event

g. Interurban Meeting Update

h. DES Color Run

i. World Cup June 12th, 19th, and 25th (Douglas World Cup Block Party)

j. Music on the Bayou (Blues on the Bayou)

k. Billboard on the Highway

**K. Marketing Report (Jim, Alexia, Cindy, and Ruth)**

**10. COMMITTEE REPORTS**

**11. STAFF/MANAGER REPORTS**

Bachman left the meeting at 11:53 a.m.

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

**13. BOARD COMMENTS**

**14. CHAIR COMMENTS**

**15. ADJOURNMENT**

*Motion by Laakso, seconded by Babcock, to adjourn the meeting at 12:03 p.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](mailto:clerk@douglasmi.gov) to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN