



**THE CITY OF THE VILLAGE OF DOUGLAS
RESCHEDULED DOWNTOWN
DEVELOPMENT AUTHORITY
WEDNESDAY, JANUARY 29, 2025 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Chair Balmer

2. ROLL CALL/QUORUM

PRESENT

Aleshia Balmer
Dave Laakso
Kabri Martyniek
Randy Walker
Maggie Bandstra
Cathy North
Lauren Vonk

Also Present: City Manager Lisa Nocerini
Planning & Zoning Administrator Sean Homyen
Deputy Clerk Dawn Raza

ABSENT

Beth Stefanchik
Mark Postilion

3. ELECTION OF OFFICERS

Election of Chair – Deputy Clerk Raza called for nominations for the office of Chair.

Balmer was nominated by Walker, seconded by North, for office of Chair. Motion carried by unanimous roll call vote

Election of Vice-Chair/Treasurer/Secretary - Chair Balmer called for nominations for the remaining offices.
Walker was nominated by Vonk, seconded by Bandstra, for office of Vice-Chair. Motion carried by unanimous roll call vote

Laakso was nominated by Martyniek, and seconded by Balmer, for the office of Treasurer. Motion carried by unanimous roll call vote

Bandstra was nominated by Walker, seconded by Vonk, for the office of Secretary. Motion carried by unanimous roll call vote

4. APPROVAL OF AGENDA

Motion by Walker, seconded by Vonk, to approve the Agenda of January 29, 2025. – Motion carried by unanimous roll call vote

5. APPROVAL OF MINUTES

Motion by Walker, seconded by Laakso, to approve the Minutes of December 18, 2024. – Motion carried by unanimous roll call vote

6. OFFICER REPORTS

- A. Secretary – None
- B. Treasurer – Provided in agenda packet
- C. Vice-Chair – None
- D. Chair – None

7. PUBLIC COMMUNICATION - WRITTEN

- A. Mark Postilion Resignation Letter

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

9. UNFINISHED BUSINESS: None

10. NEW BUSINESS

- A. Required Informational Meetings under PA 57

Motion by Bandstra, seconded by Vonk, to approve holding the informational meetings in June 2025 and December 2025. – Motion carried by a unanimous roll call vote

- B. POW Strategies Proposal to Conduct DDA Training

Motion by Walker, seconded by Bandstra, to approve POW Strategies proposal to conduct DDA training in the amount of \$3,000 (Deposit). – Motion carried by a unanimous roll call vote

- C. Wade's Bayou Murals RFP

Motion by Bandstra, seconded by Vonk, to approve issuing a request for proposals (RFP) for the repainting of the two buildings at Wade's Bayou with new murals pending final approval of the RFP. – Motion carried by a unanimous roll call vote

- D. FY 2025-2026 Budget Worksheets (Discussion)

- E. FY 2025-2026 Quoted Budget Items (Discussion) - City Manager Nocerini requested the DDA members rank their priorities and email them to her.

Motion by Laakso, seconded by Martyniek to extend the meeting for 30 minutes. Motion carried by a unanimous roll call vote. Maggie Bandstra left the meeting.

- F. Beery Field Vehicle Charging Station (Discussion) - Discussion regarding the agreement with Charge Point.

- G. Michigan Downtown Association Workshop - City Manager Nocerini asked the DDA members to let the City know if anyone would like to sign up.

- H. Farmer's Market DDA Table - Members will sign up for shifts to tend to the DDA table at the Farmer's Market.

I. Events & Updates Planning

- January (Saturday Soup Stroll/Passport Program Update)
- February (Pre-Bowl Tailgate Stroll)
- March (People & Pet Parade, Treats for Pets Stroll on March 8th)
- April (Earth Day/April 22nd)
- May (Derby Day/May 3rd)
- June-September (Tuesdays at the Farmer's Market)
- September (Michigan Downtown Days: September 27th)

11. COMMITTEE REPORTS: None

12. STAFF/MANAGER REPORTS: City Manager Nocerini gave an update on the groundbreaking ceremony at 415 Wiley, thanked the Rotary for the new Veteran's Plaque, problems with the business incentive program.

Motion by Laakso, seconded by Martyniek, to extend the meeting for 30 minutes. - Motion carried by unanimous voice vote

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

14. BOARD COMMENTS: Walker discussed having the DDA sponsor a community-wide garage sale at Beery Field and met with April from the CVB to see if she was interested in running DDA events.

15. CHAIR COMMENTS: None

16. ADJOURNMENT

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