



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, DECEMBER 18, 2024 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Vice Chair Walker

2. ROLL CALL/QUORUM

PRESENT

Beth Stefanchik
Dave Laakso
Randy Walker
Maggie Bandstra
Cathy North

ABSENT

Aleshia Balmer
Kabri Martyniek
Mark Postilion
Lauren Vonk

3. APPROVAL OF AGENDA

Motion by Bandstra, seconded by Stefanchik, to approve the Agenda of December 18, 2024 – Motion carried by unanimous roll call vote

4. APPROVAL OF MINUTES

Motion by North, seconded by Laakso, to approve the Minutes of November 20, 2024. – Motion carried by unanimous roll call vote

5. OFFICER REPORTS

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

6. PUBLIC COMMUNICATION - WRITTEN

- A. Cavern Tavern - Letter

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

8. UNFINISHED BUSINESS: None

9. NEW BUSINESS

- A. Douglas DDA 2024 Informational/Annual Report Presentation (A. Balmer, R. Walker, D. Laakso, L. Nocerini)

- B. Approval of DDA 2024 Informational/Annual Report

Motion by Bandstra, seconded by Stefanichik, to approve the Douglas Downtown Development Authority 2024 Informational/Annual Report. – Motion carried by a unanimous roll call vote

- C. DDA Shop & Dine Passport Program Extension

Motion by North, seconded by Bandstra, to approve the DDA Shop & Dine Passport Program extension through January 31st, 2025, and the purchase of gift cards from businesses who participated in the kick-off program in November 2024 with funding coming from the Community Promotions budget in the amount of \$375.00. – Motion carried by a unanimous roll call vote

- D. Chips Groundcover - Christmascap Contract Renewal

Motion by Laakso, seconded by North, to approve a three (3) year contract with Chips Groundcover at \$6,805 to be included in the budget for fiscal year 2025-2026. – Motion carried by unanimous roll call vote

- E. DDA Sign on Main/Blue Star Highway – Discussion

- F. SDACVB Events Calendar - Discussion

- G. FY 2025-2026 Budget - Discussion

10. COMMITTEE REPORTS: No reports

- 11. STAFF/MANAGER REPORTS:** City Manager Nocerini thanked all the DDA members and has enjoyed working with everyone. Please continue to shop locally and support small businesses.

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

- 13. BOARD COMMENTS:** All the board members wished one another happy holidays.

14. CHAIR COMMENTS: None

15. ADJOURNMENT

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