



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, AUGUST 26, 2026 AT 10:00 AM
415 WEST WILEY ROAD, SUITE 103, DOUGLAS, MI
49406**

MINUTES

1. CALL TO ORDER

2. ROLL CALL/QUORUM

PRESENT

Dave Laakso
Kabri Martyniek
Randy Walker
Cathy North – arrived at 10:11 a.m.
Ruth Crowe
Alexia Dawson
Jim Babcock
Cindy Miller

ABSENT - Lauren Bachman

3. APPROVAL OF AGENDA

Approval of Agenda – Addition of New Items G and H

Motion by Dawson second by Crowe to approve the Agenda of August 26, 2026 as amended – Motion carried by unanimous voice vote.

4. APPROVAL OF MINUTES

Motion by Dawson second by Babcock to approve the minutes of July 22, 2026 - Motion carried by unanimous voice vote.

5. OFFICER REPORTS

- A. Secretary**
- B. Treasurer**
- C. Vice-Chair**
- D. Chair**

6. PUBLIC COMMUNICATION – WRITTEN, none

7. PUBLIC COMMUNICATION – Public comments were received.

8. UNFINISHED BUSINESS none

9. NEW BUSINESS

- A. Approval of the Oktoberfest Banner Sign request from Community Pride for the Center/Blue Star Highway Gateway Sign.**

Motion by Laakso, second by Dawson to approve the Oktoberfest Banner Sign request from Community Pride for the Center/Blue Star Highway Gateway Sign. Motion carried by unanimous vote.

- B. Third Coast Paddling Update/Request for Proposal Process**

- C. Michigan Downtown Association Informational Packet - Discussion**

- Annual Conference in Kalamazoo on November 5th-6th (deadline to sign up is September 8th)
- MDA Award Submission - Wayfinding Signage Project (due September 8th)

- D. Wrap up the DDA Downtown Survey at the end of August and prepare for Discussion in September - Discussion**

- E. Bucket List Final Push Through September - Discussion**

- F. Strategic Planning Update - Discuss Dates for a Session for Fall 2026**

- G. Distinctly Douglas Video Production cost increase**

- H. Art in Douglas funding from July**

Motion by Laakso, second by Crowe to approve Michael Burmeister's submission from July 20th covering the costs of Art of Douglas music downtown, Second Saturdays, in the amount of \$2000 for July, August, and September. Roll call vote: Babcock – yes, Crowe – yes, Dawson – no, Laakso – yes, Martyniek – yes, Miller – yes, North – yes, Walker – no. Motion carried.

10. COMMITTEE REPORTS

- A. Michigan Downtown Day Event in Downtown Douglas on Saturday, September 26th, 2026 from 12:00-5:00p.m. Update - Randy Walker**

- B. Marketing Committee Update**

- C. Website Committee Update regarding Branding**

- D. Q4 Events Update (Michigan Downtown Day Prep, Busker Fest, Fall, Small Business Friday and/or Pink Friday, Tree Lighting Ceremony, and Holiday Preview).**

11. STAFF/MANAGER REPORTS: *No Report*

12. PUBLIC COMMUNICATION – *none*

13. BOARD COMMENTS: *Members made final comments*

14. CHAIR COMMENTS: *Chair Walker made final comments*

15. ADJOURNMENT

Motion by Dawson, second by North to adjourn the meeting.