



City of the Village of Douglas 86 W.
Center St.
PO Box 757
Douglas, MI 49406
PH: 269-857-1438

Received By: _____
Sent To: _____
Date: _____
Appointed Date: _____

BOARD and COMMISSION APPLICATION

Name: Cynthia (Cindy) Miller Date Submitted: 9/25/2025

Address: 50 E. Center St.

City / Zip: Douglas, MI 49406

Phone: [REDACTED] E-Mail: [REDACTED]

- On which board or commission would you like to serve? DDA
- Are you a registered voter in Douglas: YES ____ NO X
- Have you been a resident of the City of Douglas for at least one year? YES ____ NO X
- Occupation: Aesthetic Nurse Specialist/Co-Founder - The Alámar Integrative Medical Spa
- Please indicate any relevant information which you think should be considered for your appointment to a board or commission: Please See Attached.
- Do you or an immediate family member have any professional or financial relationship that may present a potential conflict of interest for this board or commission? YES ____ NO X
If yes, please explain: N/A
- Are you related to anyone who is currently on any board or commission? YES ____ NO X
If yes, to whom are you related? N/A
- Are you presently indebted to the City of the Village of Douglas for overdue or personal property tax, special assessment, license fee or property lien? YES ____ NO X
If yes, please explain: N/A
- Are you currently serving as an appointee to any other City of Douglas board or commission? YES ____ NO X
If yes, which board or commission? N/A
- Have you been convicted of a misdemeanor within the past five years or a felony within the past ten years? YES ____ NO X
If yes, explain the circumstances on a separate sheet of paper and attach it to this application. A conviction is not necessarily grounds for disqualification.

- What kind of experience, education, community activities, organizations have you belonged to and how do you think your involvement would benefit the community? (Attach additional page if needed)
Please See Attached _____

- Describe your understanding of the board or commission you are applying for: Please See Attached _____

- Why do you want to be appointed to this board or commission? Please See Attached _____

- Have you attended any meetings of the board or commission you are applying to? YES ☒ NO _____
- Have you reviewed the current meeting schedule of the indicated board(s) or commission(s) and determined that you can commit to regular meeting attendance and participation? YES ☒ NO _____

I understand this appointment will require substantial effort on my part and I am willing to devote the necessary time to carry out the responsibilities and requirements of the position.

Cynthia J. Miller

Signature of the applicant

9/25/2025

Date

Return Application to:

City of Douglas
86 W. Center St.
PO Box 757
Douglas, MI 49406-0757
Email: clerk@douglasmi.gov
Fax: 269-857-4751

For further information, please call the City Clerk's Office at 269-857-1438.

Thank you for your interest in serving the City of the Village of Douglas.

Please indicate any relevant information which you think should be considered for your appointment to a board or commission:

I am committed to long-term involvement in Douglas and see my role as a business owner as more than just operating a business—it is about contributing to the vitality of the downtown district. I am eager to listen, learn, and collaborate with others to help strengthen and promote the unique character of Douglas. My goal is to be an active, reliable, and engaged participant who supports both the vision and the practical needs of the Downtown Development Authority.

What kind of experience, education, community activities, organizations have you belonged to and how do you think your involvement would benefit the community?

I hold a Master's Degree in Forensic Nursing and have extensive experience in leadership, education, and community service throughout my nursing career. I have served as Chair of multiple committees, including the Unit-Based Council, Peer Review, and the National Nursing Council, where I was responsible for guiding practice improvements, ensuring quality and safety, and representing the voice of frontline nurses.

I am an active member of several professional organizations, including the American Nurses Association, Emergency Nurses Association, Trauma Nurses Association, and the International Association of Forensic Nurses. These memberships have kept me engaged in current best practices, national initiatives, and collaborative professional development.

In my most recent role prior to my current position, I served as the Magnet Program Director for University of Michigan Health – West. In that role, I led an organization-wide initiative to obtain Magnet® accreditation, a prestigious recognition of nursing excellence awarded by the American Nurses Credentialing Center. This work required oversight of quality outcomes, professional development, and collaboration across disciplines to strengthen the entire health system.

In addition to my leadership and administrative experience, I am also actively involved in community education. I teach **Stop the Bleed** and **CPR** courses, empowering individuals with lifesaving skills that strengthen community preparedness and resilience.

Beyond my professional contributions, I am committed to community involvement. I currently serve as Chair of the Social Committee for the East Shore Harbor Condominiums, where I work to build community engagement, coordinate events, and foster a sense of connection among residents.

Additionally, I have pursued numerous continuing education certifications and specialty certificates, reflecting my commitment to lifelong learning and professional growth.

Through these experiences, I bring strong leadership, organizational, and communication skills, as well as a proven ability to build collaboration and improve systems. My background will allow me to contribute meaningfully to the community by promoting excellence, encouraging engagement, and helping to foster a supportive, inclusive environment.

Describe your understanding of the board or commission you are applying for

The Downtown Development Authority (DDA) of Douglas is responsible for promoting the vitality and growth of the city's downtown district. Its role includes supporting local businesses through incentive and grant programs, encouraging events and activities that bring people downtown, and investing in public improvements such as banners, signage, lighting, and streetscape enhancements that make the area more attractive and welcoming. The DDA also oversees the community's Downtown Development Plan and Tax Increment Financing (TIF) Plan, which allow increased property tax revenue from downtown to be reinvested directly into infrastructure and projects that spur further redevelopment. In addition, the DDA administers funding allocations for events and business improvements, markets the downtown as a destination, and helps maintain public spaces in partnership with the city. By engaging the community, ensuring transparency, and coordinating with local organizations, the DDA fosters civic pride, supports economic development, and enhances the overall quality of life for residents and visitors in Douglas.

Why do you want to be appointed to this board or commission?

One of the reasons we became business owners in Douglas was for the opportunity to get more involved and make a difference in the community. I want to serve on the Downtown Development Authority to help the downtown area grow, thrive, and remain a vibrant place for both businesses and visitors. As a business owner, I would also like to gain a better understanding of what is happening in the downtown area so that I can actively help promote it and share that energy with others. I believe that being directly involved will not only strengthen my ability to support my own business, but also allow me to contribute to the overall success and identity of downtown Douglas.