



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, AUGUST 27, 2025 AT 10:00 AM
86 W CENTER ST., DOUGLAS MI**

MINUTES

- 1. CALL TO ORDER:** Meeting called to order at 10:01 am by Balmer
- 2. ROLL CALL/QUORUM:**
PRESENT:
Aleshia Balmer
Kabri Martyniek
Randy Walker
Cathy North
Lauren Vonk
Alexia Dawson
Ruth Crowe
Maggie Bandstra
ALSO PRESENT:
City Manager Lisa Nocerini
Planning & Zoning Administrator Sean Homyen
ABSENT:
Dave Laakso
- 3. APPROVAL OF AGENDA**
Motion by Walker, seconded by Vonk, to approve the agenda. – Motion carried by unanimous voice vote.
- 4. APPROVAL OF MINUTES**
Motion by Vonk, seconded by Walker, to approve the minutes of June 25, 2025. – Motion carried by unanimous voice vote.
- 5. OFFICER REPORTS**
 - A. Treasurer – Report included in packet
 - B. Secretary – None
 - C. Vice Chair – None
 - D. Chair – None
- 6. PUBLIC COMMUNICATION - WRITTEN**
 - A. Community Pride Letter
- 7. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES) – None**
- 8. UNFINISHED BUSINESS – None**

9. NEW BUSINESS

- A. POW Strategies Strategic Report Presentation: Cristina Sheppard Decius
Bandstra left the meeting at 10:52 am.
- B. Reimbursement Program Protocol Reminder: Dawn Raza, City Treasurer
Motion by Martyniek, seconded by Vonk, to extend the meeting. Motion carried by unanimous vote.
- C. Art in Douglas - Community Promotions Event Request
Motion by Walker, seconded by Martyniek, to approve the Community Events Grant Application for Art in Douglas in the amount of \$1,500.00. Motion Carried 6 – 1. Yea: Dawson, Vonk, Walker, Martyniek, North, and Balmer. Nay: Crowe.
- D. DDA Swag Bags
Motion by Walker, seconded by Vonk, to approve the purchase of 100 DDA Swag Bags in the amount of \$280.00 from the Community Promotions Budget for events. Motion carried by unanimous roll call vote.
- E. Blue Star Highway and Main Street Gateway Sign (J. Pearson)
Vonk left the meeting at 11:20 am.
Motion by Martyniek, seconded by Dawson, to approve the Blue Star Highway and Main Street gateway sign design for \$17,000.00 with option 2 lighting. Motion carried by unanimous roll call vote.
- F. Wade's Bayou Mural
Motion by North, seconded by Martyniek, to approve the Wade's Bayou Mural proposal submitted by the Ronna Alexander Family in the amount of \$14,800.00 to be paid for if grant funds are awarded by the Saugatuck Douglas Area Convention and Visitor's Bureau, or, if funds are not awarded, to be pursued in near future budget terms next fiscal year. Motion carried by unanimous roll call vote.
- G. DDA Officers Meetings Discussion
- H. Farmer's Market Swag Table Discussion
- I. Michigan Downtown Day: Saturday, September 27, 2025 Discussion
- J. Accept the Resignation of Allie Balmer
Motion by Martyniek, seconded by Crowe, to accept the resignation of Allie Balmer. Motion carried by unanimous vote.

10. COMMITTEE REPORTS – None

11. STAFF/MANAGER REPORTS – City Manager Nocerini provided updates.

12. PUBLIC COMMUNICATION – VERBAL– Public comments were received.

13. BOARD COMMENTS – Members made final comments.

14. CHAIR COMMENTS – Balmer thanked DDA members for having her as chair.

15. ADJOURNMENT

Motion by North, seconded by Dawson, to adjourn the meeting at 12:03 pm.