



**THE CITY OF THE VILLAGE OF DOUGLAS
DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, NOVEMBER 20, 2024 AT 2:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Chair at 2:00 PM

2. ROLL CALL/QUORUM

PRESENT- Aleshia Balmer, Dave Laakso, Kabri Martyniek, Randy Walker, Maggie Bandstra, Lauren Vonk

ABSENT- Beth Stefanchik, Mark Postilion

Also Present- City Manager Lisa Nocerini, Deputy Clerk Dawn Raza

3. APPROVAL OF AGENDA

Motion by Walker, seconded by Laakso, to approve the Agenda of November 20, 2024, as amended with the deletion of Item 9B due to new information received. – Motion carried by unanimous roll call vote

4. APPROVAL OF MINUTES

Motion by Bandstra, seconded by Vonk, to approve the Minutes of October 23, 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: None

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

8. UNFINISHED BUSINESS

A. DDA Shop & Dine Passport Program Update (Discussion)- City Manager Nocerini gave an update on the program and the need to purchase additional passports.

B. Community Events Budget/Future Planning (Discussion)

Motion by Martyniek, seconded by Vonk, to enter into discussion regarding the community events budget and future planning. Motion carried by a unanimous roll call vote.

The discussion included planning more events during the winter and shoulder seasons.

9. NEW BUSINESS

A. Shop & Dine Passport Budget Amendment

Motion by Bandstra, seconded by Martyniek, to approve an amendment to the budget under Community Promotions in the amount of \$820.00 for the purchase of 750 additional passports for the DDA Shop and Dine Passport Program – Motion carried by unanimous Roll Call Vote

~~B. MEDC RAP 2.0 Grant Program (Discussion) – Removed from agenda~~

C. Preparations for FY2025-2026 Budget (Discussion)

Motion by North, seconded by Walker, to enter into discussion regarding the 2025-2026 budget.
City Manager Nocerini provided the DDA members with a sheet to help with budget planning.

10. COMMITTEE REPORTS: None

11. STAFF/MANAGER REPORTS: City Manager Nocerini informed the DDA of a letter sent to a business owner requesting a partial refund of monies received from a DDA grant for failure to fulfill the obligations of that grant.

12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES): Ashley Siebelink (via Zoom) thanked Randy for bringing up the calendar event collaboration.

13. BOARD COMMENTS:

Laakso: Questioned Mark's intent with the DDA and whether he was still interested in being a member.

North: Relayed why Stefanchik was not in attendance at the meeting.

Walker: Requested the DDA members let her know which ones would attend the tree lighting.

14. CHAIR COMMENTS: None

15. ADJOURNMENT

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