

Downtown Development Authority (DDA)
City of Douglas
86 W Center Street, Douglas, Michigan 49406
Wednesday, October 27, 2021 at 12:00 pm
Workshop Minutes

- 1. Call to Order:** Chair Walker called the meeting to order at 12:05 p.m.
Remote meeting special procedures were set into place.
- 2. Roll Call / Quorum – Present:** Balmer, Ketelhut, Lawrence, Lion, Ramsey (remote attendance), Walker
Absent: Laakso, Martyniek, Seabert
Also Present: Nathan Mehmed and Maleah Rakestraw from Williams & Works,
Planning & Zoning Administrator Wikar, Deputy Clerk Howell
- 3. Approval of Agenda – Changes / Additions / Deletions:**
Workshop, October 27, 2021
Motion by Lion, with support from Balmer, to approve the agenda as presented. Motion carried by unanimous roll call vote.
- 4. Public Comments:** None.
- 5. DDA Development Plan Update, Williams & Works**
Motion by Lion, with support from Ketelhut, to suspend rules for consultant presentation. Motion carried by unanimous roll call vote.
 - a. Introduction – First DDA Planning Work Session
Pre-project planning presentation discussing consultant-prepared Existing Plan Review, for comment by the DDA Board regarding potential changes desired.
Williams & Works explained that this is the first meeting to review and update the Downtown Development Plan and TIF Plan, which haven't been updated since 2006. They provided an overview and explanation of the plans. Some concerns from the Board were the recruitment of new businesses to the downtown and the size of the projects list compared to the available funding. The next step will be a public open house and a future business owners meeting.
 - b. Member "Walk & Talk" Opportunity
Educational placemaking component within the Downtown District boundaries, to diagnose and document assets and opportunities.
Williams & Works led a walk around the downtown district to point out areas of interest for future consideration.
- 6. Recess:**
Motion by Balmer, with support from Ketelhut, to restore rules and call for recess until 1:45 p.m. Motion carried by unanimous roll call vote.
- 7. Staff/Manager Reports:** None
- 8. Public Comments:** None
- 9. Board Comments:** None.
- 10. Chair Comments:** Thanked everyone for coming to the additional workshop meeting today.
- 11. Adjournment:** Motion by Balmer, with support from Ketelhut, to adjourn the meeting. Motion carried by unanimous voice vote. 2:00 p.m.