



**CITY OF THE VILLAGE OF DOUGLAS DOWNTOWN  
DEVELOPMENT AUTHORITY (DDA)**

**REMOTE REGULAR (ORGANIZATIONAL) MEETING**

Wednesday, January 26, 2022 – 2:00 PM

<https://us02web.zoom.us/j/89282707553>

(312) 626-6799 | Meeting ID: 892 8270 7553

**AGENDA**

1. **Call to Order** – Remote Special Meeting Procedures, Introduction of New Legislative Member (P. Toepper)
2. **Roll Call/Quorum** (P. Aalderink, City Clerk)  
Call for Nomination, Election of Chair  
*Pursuant to DDA bylaws, the City Clerk shall call for nominations for Chair from the floor until exhausted, and then conduct the election of Chair using Robert's Rules, elected by simple majority.*  
*–Motion to Consider (Roll Call Vote)*
3. **Approval of Agenda – Changes/Additions/Deletions**  
*–Motion to Approve; Remote Regular (Organizational) Meeting, January 26, 2022 (Roll Call Vote)*
4. **Approval of Minutes – Changes/Additions/Deletions**  
*–Motion to Approve; Remote Regular Meeting, December 22, 2021 (Roll Call Vote)*
5. **Officer Reports**
  - a. Treasurer (D. Laakso)
    - i. Financial Update – Income Statements, December 2021.
    - ii. Accounts Payable – Invoices, December 2021;
    - iii. Projected Revenues/Expenditures (6-Month) for FY2021–2022
    - iv. Business Incentive Grant Request  
*Consideration of merchant request.*
      - a) Wendy Colsen, Patio Improvements (Additional Request), \$450.00.
    - v. Q3 FY2021–2022 880 Community Promotions, \$6,200.00 available.  
*Consideration of awards up-to \$6,200.00.*
      - a) Art on Center, Michigan Art Guide/Rack Card/SCA Digital Playbill, \$1,550.00.
  - b. Vice Chair (T. Ketelhut)  
Local Media (TV) Marketing Opportunity  
*Update on marketing opportunity with WZZM.*
  - c. Chair (R. Walker)
    - i. Call for Nomination, Election of Officers (Vice Chair, Treasurer, Secretary)  
*Pursuant to DDA bylaws, the Chair shall call for nominations for Vice Chair, Treasurer, and Secretary from the floor until exhausted, and then conduct the election of Officers using Robert's Rules, elected by simple majority.*  
*–Motion to Consider (Roll Call Vote)*
    - ii. Written Communications
6. **Public Comments (3 minutes, each.)**
7. **Unfinished Business**
  - a. 2022 Bylaw Revisions  
*Continued discussion of proposed revisions to the bylaws, for approval.*  
*–Motion to Approve (Roll Call Vote)*

- b. FY 2022–2023 Budget & Project Goal Setting, Objectives Discussion  
*Continued discussion of Project Goals identified at the December Regular Meeting, proposing objectives and estimated line items for recommendation to City Council (April), FY2022–2023 General Appropriations Act of the City of the Village of Douglas.*  
*–Motion to Consider (Roll Call Vote)*

**8. New Business**

- a. Beery Field Service Window  
*Consideration of change order and competing bid for general contractor services to install service window at the Beery Field facility.*  
*–Motion to Approve (Roll Call Vote)*
- b. Wades Bayou Contract  
*Consideration of competing bids for recreation professional services, to recommend award of contract for kayak rentals at Wade’s Bayou, at the request of City Council.*  
*–Motion to Recommend (Roll Call Vote)*

**9. Staff/Manager Reports – (N. Wikar, Planning and Zoning Administrator)**

- a. DDA Website
- b. Gateway Mural Program; RFP/Agreement for City Partnership
- c. Downtown District “Best Practices” Tour

**10. Public Comments (3 minutes, each.)**

**11. Board Comments**

**12. Chair Comments**

**13. Adjournment**