



City of Allegan
Downtown Development Authority Meeting
City of Allegan Council Chambers
231 Trowbridge Street

March 13, 2024

1. Call to Order

Meeting was called to order at 8:00 am.

2. Attendance

Present: Vice Chair Michelle Liggett, Mayor Roger Bird, Carleigh Ackerman, Carl Canales, Kelly McLean, Phil Siegler, Steve Tibbitts

Absent: Chair Mark Heather, Nicole Heslip

Others Present: Parker Johnson, Downtown and Community Services Manager
Joel Dye, City Manager

3. Approval of Previous Meeting Minutes

Motion to approve the minutes from February 14, 2024 by Tibbitts, supported by McLean. Motion carried 7-0.

4. Public Comment

None

5. Discussion Items

a. Sidewalks – Proposed Rules and Regulations (First Draft Review)

Johnson walked the group through the first draft review of proposed rules and regulations for a sidewalk ordinance to regulate sidewalk furniture, signs, etc in the downtown. A revised draft will be brought back to the board at their April meeting based on the feedback received.

b. 2023 Event Budgets

The board requested review of the 2023 event budgets. Johnson explored the budget overviews for Rollin' on the River, Bridgefest, July 3 Jubilee, Festive Fridays, and NYE! New Year's Eve celebration.

c. 2024 Event Sponsorship

Johnson shared the 2024 Event Sponsorship letter and form with the group and provided insight on how outreach is achieved to garner sponsors for all events.

d. Downtown Parking Lot Assessment

Dye and Johnson explained the concept of parking lot assessments based on other West Michigan communities as an idea for future consideration by the DDA to help pay for the cost to improve and maintain public parking lots.

6. Comments from City Staff & Board Members

Ackerman reported regular illegal parking in an area marked for accessible parking and blocking ramp access. Staff forwarded the report of the vehicle to police for enforcement.

Conversation was had regarding the recently instated shared dumpster program and its benefits and challenges. The board agreed that more could be done to help with the illegal dumping of trash in recycling dumpsters that are resulting in fines for the City of Allegan.

Johnson reminded the group of the upcoming MDOT construction project that will result in a closure of the Hubbard Street entrance into Downtown Allegan beginning Monday, March 25. There will be a public open house on Thursday, March 14 from 4pm-6pm at Allegan City Hall.

7. Adjournment

The meeting was adjourned at 9:09am.

**Respectfully Submitted,
Parker Johnson
Downtown & Community Services Manager**