



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

May 8, 2024

1. Call to Order

Meeting was called to order at 8:01 am.

2. Attendance

Present: Vice Chair Michelle Liggett, Carleigh Ackerman, Carl Canales, Nicole Heslip, Kelly McLean, Steve Tibbitts

Absent: Chair Mark Heather, Mayor Roger Bird, Phil Siegler

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 April 10, 2024 by Heslip, supported by McLean.
Motion carried 6-0.

4. Public Comment

None

5. Discussion Items

a. Committee Bylaws

Johnson reviewed the reformatted and updated bylaws for the Downtown Development Authority. Motion to accept the revised bylaws as presented by Tibbitts, supported by Canales. Motion carried 6-0.

b. Streets, Sidewalks, and Other Public Places Ordinance

Johnson reviewed the final Streets, Sidewalks, and Other Public Places Ordinance.

c. Cigarette Receptacle

Johnson presented a cigarette receptacle selection to replace the broken and aged city inventory and privately-owned stock on public sidewalks for a uniform appearance to match the new street furniture. The board was supportive of the design selection and implementation plan.

d. Downtown Flag Placement

Johnson reviewed the plan for flag placement throughout the new downtown streetscape area and presented the flagpole selection. The decades-long partnership with the Allegan Jaycees to display flags for federal holidays will continue. The board was supportive of the design selection and implementation plan.

e. Electric Vehicle Charging Station

Johnson & Dye reviewed the status of the installation of an electric vehicle charging station in Downtown Allegan based on the conversations had with the board at their previous meeting regarding the Hubbard Street Parking Lot Improvement Project.

Motion to recommend the purchase and installation of an electric vehicle charging station in the Cutler Street Parking Lot by Canales, supported by Liggett. Motion carried 6-0.

6. Comments from City Staff & Board Members

In addition to cigarette receptacles and flagpoles, Johnson also shared the selection for inground speakers throughout the new downtown area.

Tibbitts shared the positive reactions to the downtown that he receives at his office.

The board addressed the “open for business” banners that they encouraged that are now located at the entry points to the city during roundabout construction.

7. Adjournment

The meeting was adjourned at 9:02am.

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