



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

September 13, 2023

1. Call to Order

Meeting was called to order at 8:00am.

2. Attendance

Present: Chair Mark Heather, Vice Chair Michelle Liggett, Mayor Teresa Galloway, Carl Canales, Carleigh Ackerman, Nicole Heslip, Kelly McLean (8:02am), Steve Tibbitts

Absent: Phil Siegler

Others Present: Parker Johnson, Downtown Manager and Assistant to the City Manager  
Joel Dye, City Manager

3. Approval of Previous Meeting Minutes

Motion to approve the minutes from August 9, 2023 by Galloway, supported by Canales.  
Motion carried 7-0.

4. Public Comment

None

5. Discussion Items

a. Downtown Improvement Project Update

Johnson gave an update regarding the Downtown Improvement Project. The update included the weekly updates from the contractor. General discussion was had.

b. Wayfinding Signage Update

Johnson, with the help of Mayor Galloway and Heslip who participate in the steering committee, gave an update regarding the wayfinding signage project progress including Wayfinding Assessment Presentation by Guide Studio.

Tibbitts pointed out several spelling errors that need to be addressed before finalization. Mayor Galloway shared the importance of signage for planned electric vehicle charging stations.

c. Downtown Parking Lots

Johnson and Dye acknowledged the need for formal naming of Downtown Allegan parking lots with the planned wayfinding signage program. Heather and Liggett agreed to spearhead this initiative for review at the next DDA meeting.

6. Comments from City Staff & Board Members

7. Adjournment

The meeting was adjourned at 9:03am.

**Respectfully Submitted,  
Parker Johnson  
Downtown Manager & Assistant to the City Manager**