

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



April 26, 2023
8:00 a.m.
(517) 279-9501
www.coldwater.org

COLDWATER DOWNTOWN DEVELOPMENT AUTHORITY
Regular Meeting

MEMBERS PRESENT: Michael Caywood, Brad Rockey, John Rucker, Matt Biolchini, Makayla Bendele, Courtney Dirschell and Mayor Kramer.

MEMBERS ABSENT: Chris Howell and Patrick Kelley.

OTHERS PRESENT: Audrey Tappenden, Keith Baker, Jake VanBoxel, Joe Thornburg, Bob Granger, Shauna Chávez; Don Reid, Christine Delaney and Luke Bovee.

CALL TO ORDER: President Michael Caywood called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS (unrelated to items on the agenda)

- None.

CONSENT AGENDA (Items 1-3)

3. Promotion Committee Minutes of April 10, 2023.

President Caywood removed items 1 & 2 from the consent agenda for corrections.

Board Action: Motion by Member Makayla Bendele, and seconded by Member Courtney Dirschell, to approve consent agenda items 1, as presented.

Ayes: 7

Nays: 0

Motion Carried.

END OF CONSENT AGENDA

1. Regular Meeting Minutes of March 22, 2023.

Board Action: Motion by Member Brad Rockey, and seconded by Member Courtney Dirschell, to approve the regular meeting minutes of March 22, 2023 with the following corrections; remove member Rockey's name as adjourning the meeting, as presented.

Ayes: 7

Nays: 0

Motion Carried.

2. Council, Downtown Development Authority, and Planning Commission Special Joint Meeting Minutes of April 17, 2023.

Board Action: Motion by Member Brad Rockey, and seconded by Member John Rucker, to approve the joint meeting minutes of April 17, 2023 with the following corrections; remove Member Michael Caywood as present during the meeting, as presented.

Ayes: 7

Nays: 0

Motion Carried.

4. March 2023 Bills and Account: \$21,783.64.

Board Action: Motion by Member Brad Rockey, and seconded by Member Makayla Bendele, to approve the March Bills and Accounts in the amount of \$21,783.64, as presented.

Ayes: 7

Nays: 0

Motion Carried.

5. Staff Introduction: Jake VanBoxel, Neighborhood Services Director

6. Tibbits Update – Christine Delaney, Director

- Tibbits celebrated a million Thank You's to the donors and grants that helped with the Tibbits restorations.
- Christine attended a conference in Atlanta, GA that recognizes Tibbits nationally.
- Summer Theatre coming up.

7. Corner Farmers Market Sponsorship Request – Luke Bovee, Treasurer

Board Action: Motion by Member Brad Rockey, and seconded by Member Makayla Bendele, to approve The Corner Farmers Market Sponsorship Request in the amount of \$1,500, as presented.

Ayes: 7

Nays: 0

Motion Carried.

8. Informational Meeting – Audrey Tappenden

Board Action: None.

9. Budget Draft Review – Audrey Tappenden

Board Action: None.

10. Staff Introduction: Bob Granger, Department of Municipal Services Director & Joe Thornburg, Deputy Director.

11. Director’s Report – Audrey Tappenden

Board Action: None – Presentation only.

12. Committee Chairs – Michael Caywood, President.

Board Action: None. President Caywood will send emails to the committee chairs regarding their perspective roles as Committee Chair.

OLD BUSINESS

- None.

NEW BUSINESS

- None.

ADJOURNMENT – Next meeting May 24, 2023.

Noting no further business to come before the DDA Board, President Caywood adjourned the meeting at 8:50 a.m.



Shauna Chávez
City Clerk/CMC
City of Coldwater