

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



May ~~25~~-24, 2023
8:00 a.m.
(517) 279-9501
www.coldwater.org

COLDWATER DOWNTOWN DEVELOPMENT AUTHORITY
Regular Meeting

MEMBERS PRESENT: President Michael Caywood, Vice President Brad Rockey, John Rucker, Chris Howell, Makayla Bendele, Courtney Dirschell, Patrick Kelley and Mayor Kramer.

MEMBERS ABSENT: Matt Biolchini.

OTHERS PRESENT: Audrey Tappenden, Keith Baker, Lisa Miller, Haylee Richards, Shauna Chávez; Christine Delaney, Ben Muldrow (via Zoom) and Don Reid.

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 1-2)

1. Regular Meeting Minutes of April 26, 2023
2. Michigan Economic Development Corporation Match on Main Grant Agreement with Coldwater Downtown Development Authority CASE 371101.

Board Action: Motion by Member Rockey, and seconded by Member Bendele, to approve consent agenda items 1-2, as presented.

Ayes: 8

Nays: 0

Motion Carried.

END OF CONSENT AGENDA

3. April 2023 Bills and Accounts: \$60,040.55

Board Action: Motion by Member Rucker, and seconded by Member Howell, to approve the April 2023 Bills and Accounts in the amount of \$60,040.55, as presented.

Ayes: 8

Nays: 0

Motion Carried.

4. Staff Introduction: Haylee Richards, Economic Development Intern.

5. Tibbits Update – Christine Delaney, Director

- Summer theatre tickets available.
- Cultivating Community Cultural Jubilee will be September 30, 2023

6. Branding Service Update and Discussion – Ben Muldrow, Partner at Arnett Muldrow

- Downtown Coldwater branding input sessions will be held via Zoom May 31, 2023.

7. Fiscal Year 2024 Budget Adoption– Audrey Tappenden

Board Action: Motion by Member Bendele, and seconded by Member Howell, to adopt the 2024 Fiscal Year Budget, as presented.

Ayes: 8

Nays: 0

Motion Carried.

8. Director’s Report – Audrey Tappenden

Board Action: None – Presentation only.

9. Strawberry Fest Vendor Partial Reimbursement – Mike Caywood

Board Action: Motion by Member Bendele, and seconded by Member Rucker, to approve a \$25 reimbursement of the entry fee post Strawberry Fest to vendors that participated in representing downtown businesses and organizations, as presented.

Ayes: 8

Nays: 0

Motion Carried.

OLD BUSINESS

10. Street Committee Chairs have been appointed and should begin scheduling meetings in June.

NEW BUSINESS

11. Lisa Miller announced Main Street Director Audrey Tappenden will take over as Branch County Economic Growth Alliance Director (BCEGA) effective July 1, 2023.

PUBLIC COMMENTS

- None.

ADJOURNMENT – Next meeting June 28, 2023.

Noting no further business to come before the DDA Board, President Caywood adjourned the meeting at 8:52 a.m.



Shauna Chávez
City Clerk/CMC