

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



July 26, 2023  
8:00 a.m.  
(517) 279-9501  
[www.coldwater.org](http://www.coldwater.org)

COLDWATER DOWNTOWN DEVELOPMENT AUTHORITY  
Regular Meeting

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

**Board Action Council Action:** Motion by Mayor Kramer, seconded by Member Kelley, to excuse the absence of, Members John Rucker and Matt Biolchini, as presented.

Ayes: 7

Nays: 0

Motion carried.

**OTHERS PRESENT:** Audrey Tappenden, Dean Walrack, Dave Schmaltz, Steve Trall, Shauna Chávez; Christine Delaney plus two others.

**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)**

1. Corrected Regular Meeting Minutes of May 24, 2023
2. Regular Meeting Minutes of June 28, 2023
3. Design Committee meeting minutes of July 14, 2023

**Board Action:** Motion by Member Rockey, and seconded by Member Bendele, to approve consent agenda items 1-3, as presented.

Ayes: 7

Nays: 0

Motion Carried.

**END OF CONSENT AGENDA**

4. June 2023 Bills and Accounts: \$21,426.28.

**Board Action:** Motion by Member Rockey, and seconded by Member Howell, to approve the Bills and Accounts in the amount of \$21,426.28, as presented.

Ayes: 7

Nays: 0

Motion Carried.

5. Tibbits Update – Christine Delaney, Director

- End of Summer Theatre this weekend.
- Working on Cultural Jubilee for May 2024.
- Encanto is the last presentation this weekend.

6. Downtown Fire Prevention and Response Tactics – David Schmaltz, Fire Chief

**Board Action:** None.

5. Director’s Report – Audrey Tappenden

**Board Action:** DDA Board completed Self-Assessment Accreditation Standards 4-6.

#### **OLD BUSINESS**

- None.

#### **NEW BUSINESS**

7. DDA Committees to begin meeting soon.

8. Mainstreet Webinars available to DDA Members.

#### **PUBLIC COMMENTS**

- None.

**ADJOURNMENT** – Next meeting August 23, 2023.

Noting no further business to come before the DDA Board, President Caywood Rockey adjourned the meeting at 9:02 a.m.

A handwritten signature in blue ink that reads "Shauna Chávez". The signature is written in a cursive style with a large, looped 'S' and a distinct 'C'.

Shauna Chávez  
City Clerk/CMC