

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



September 27, 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, Courtney Dirschell, Patrick Kelley, Matt Biolchini and Makayla Bendele.

Members Absent: Mayor Kramer and Chris Howell.

OTHERS PRESENT: Keith Baker, Shauna Chávez and Chris Delaney.

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. Regular Meeting Minutes of August 23, 2023.
2. Design Committee meeting minutes of September 5, 2023.
3. Director's Report.

Board Action: Motion by Member Rucker, and seconded by Member Bendele, to approve consent agenda, as presented.

Ayes: 7

Nays: 0

Motion Carried.

END OF CONSENT AGENDA

4. August 2023 Bills and Accounts: \$13,359.48.

Board Action: Motion by Member Dirschell, and seconded by Member Rockey, to approve the Bills and Accounts in the amount of \$13,359.48, as presented.

Ayes: 7

Nays: 0

Motion Carried.

5. Economic Vitality Work Plan: Patronicity Donor Reception – Mike Caywood, President

Board Action: Motion by Member Bendele, and seconded by Member Kelley, to approve a workplan in the amount of up to \$500 for the Donor Reception, as presented.

Ayes: 7

Nays: 0

Motion Carried.

6. Moratorium of BIP Rebates and Design Services – Mike Caywood, President

Board Action: Motion by Member Rockey, and seconded by Member Dirschell, to approve the moratorium on the façade program and complimentary design services, as presented.

Ayes: 7

Nays: 0

Motion Carried.

7. Tibbits Update – Christine Delaney, Director

- October 11th Tibbits is working with the Branch County Coalition Against Domestic Violence to put on an Introduction to Safe Communities – Branch County. This even is free and open to the public; however, registration is encouraged at tibbits.org.
- October 13th Monster Fest followed by Friday the 13th movie and a Ghost Hunter Tour.
- November 7th Tibbits Auction will begin at 6 p.m.

8. Apple Fest 2023 and Strawberry Fest 2024 Vendor Rebate Discussion

Board Action: Motion by Member Rockey, and seconded by Member Kelley, to continue the vendor rebate for Apple Fest 2023 and Straweberry Fest 2024, as presented.

Ayes: 7

Nays: 0

Motion Carried.

9. Recognition of Service for Board Member John Rucker

- Give card.

OLD BUSINESS

- None.

NEW BUSINESS

- None.

PUBLIC COMMENTS

- None.

ADJOURNMENT – Next meeting October 25, 2023.

Noting no further business to come before the DDA Board, President Caywood adjourned the meeting at 9:27 a.m.



Shauna Chávez
City Clerk, CMC, MiPMC