

**Downtown Development Authority  
January 10, 2025**

A meeting of the Eaton Rapids Downtown Development Authority was held at City Hall, 200 S. Main Street, on January 10, 2025, at 7:00 a.m.

**1. Call to Order:**

Chair Chagnon called the meeting to order at 7:02 a.m.

**Members present:** Chair Chagnon, and members DeFrance, Booher, Sheneman, Lindsey, Johnson, and Colestock

**Members absent and excused:** McGee & Carducci

**Administrative Staff present:** City Manager Ridge, and City Clerk Webb

**Guests:** None

**2. Approval of Agenda:**

Johnson moved to approve the agenda, DeFrance seconded, no further discussion. Motion PASSED.

**3. Citizen Comments:**

Mayor Pro-Tem Steele complimented Chair Chagnon on a recent Facebook post.

**4. Approve of Meeting Minutes:**

DeFrance moved to approve the minutes from December 13, 2024, Johnson seconded, no further discussion. Motion PASSED.

**5. Treasurer Report:**

The Board reviewed the Treasurer’s Report from period ending December 31, 2024. Booher moved, Johnson seconded, no further discussion. Motion PASSED.

**6. Committee Reports**

Colestock reminded the board there are two facade grant recipients that did not complete their projects totaling \$8,300. The board will decide during budget discussions to either roll that into the 25/26 budget façade grant or leave in the general fund.

**7. Director Report:**

City Manager Ridge informed the Board that Economic Specialist Barna is no longer employed with the City, and she will be filling in until a new person can be found to fill the position.

**8. Old Business:**

**Wine Walk Project Improvement Plan-** This will be placed on hold until a future meeting. City Manager Ridge requested that if the Wine Walk is held again, a committee be formed to help with the planning.

**9. New Business:**

**Annual Election of Officers:** Only Secretary and Treasurer are needed to be elected as Chair and Vice Chair are elected every 2 years.

Colestock volunteered to remain as Secretary. DeFrance volunteered to be Treasurer. Johnson moved, seconded by Booher to have Colestock as Secretary and DeFrance as Treasurer. No further discussion. Motion PASSED.

**Social District-** City Manager Ridge updated the board that Barna had been working on research for an "event based only" social district. Discussion was held. Chair Chagnon asked member Lindsey if she could take on conducting research, member Johnson said he would also assist.

**Summer Farmer's Market Schedule of Events-** City Manager Ridge reviewed the proposed schedule of events. Discussion was held. More discussion to follow at future meetings.

**Urban Air-** City Manager Ridge asked if anyone from the DDA would be interested in being on the UA committee. Chair Chagnon said she would try to attend as many meetings as possible.

**Board Comments:** Chair Chagnon asked if she could be an Administrator on the DDA Facebook page. City Manager Ridge said she would get with Director Cagle to give her access to the page.

**Adjournment:**

Sheneman moved, seconded by Booher to adjourn. Adjourned at 8:25 a.m.

**Next meeting, February 14, 2025**

Respectfully Submitted,



Pam Colestock, Recording Secretary/Mayor