

**Downtown Development Authority  
September 12, 2025**

A meeting of the Eaton Rapids Downtown Development Authority was held at City Hall, 200 S. Main Street, on September 12, 2025, at 7:00 a.m.

**1. Call to Order:**

Chair Booher called the meeting to order at 7:00 a.m.

**Members present:** Chair Booher, Vice-Chair Lindsey, Treasurer DeFrance, Secretary Colestock, and members Sheneman, McGee, Johnson, Dickins and Carducci.

**Members absent and excused:** None

**Administrative Staff present:** Specialist Forquer, City Manager Ridge, Director Cagle

**Guests:** Mayor Pro-Tem Steele, and David Crawford

**2. Approval of Agenda:**

**DeFrance moved to approve the agenda, seconded by McGee, no further discussion. Motion PASSED.**

**3. Citizen Comments:**

No public comment but Secretary Colestock introduced and welcomed new DDA member, Bob Dickins.

**4. Approve of Meeting Minutes:**

**Colestock moved to approve the minutes from August 8, 2025 and Special Meeting on August 19<sup>th</sup>, 2025, seconded by DeFrance, no further discussion. Motions PASSED.**

**5. Treasurer Report:**

Treasurer DeFrance reviewed the report for the period ending August 31, 2025. **Johnson moved to approve, seconded by Carducci, no further discussion. Motion PASSED.**

**6. Committee Reports**

**Social District-** Specialist Forquer updated the board that the Social District has been approved by the State of Michigan's Liquor Control Commission. It now is up to the bar establishments to apply for their license. All social district information has been distributed to bar establishments. Signage will be ordered once it's known that the bars have been approved for their license. Member McGee showed a sample cup that we can distribute to the bars. It had the sticker showing it was a part of the social district.

**Community Market-** Specialist Forquer updated the board regarding the market. It's still going good although we are starting to see fewer vendors due to school starting. The last market is on Saturday, September 27<sup>th</sup>. It is the consensus of the vendors that they want the market to be from 9am-1pm, instead of 2pm. CM Ridge said the banner to be used for next year has the time of 9am-1pm so that will be implemented for next years' market. Many of the vendors (exact number unknown) will participate in the Urban Air market on Saturday, October 4<sup>th</sup>.

**Wine Walk-** Specialist Forquer updated that all licenses have been submitted for approval. Waiting on the State Liquor Control Commission. All locations have been confirmed and updated. Those locations are: Craft Co, Rooted Salon, Ackley Peters-Haubert, Foster's Coffee, Moo-Ville, Darb's Patio, Las Flores, and G.A.R Museum. Member Carducci updated the board that he will be picking up the wine this weekend. Has 5 food vendors confirmed but need a few more and could use help with that. Glasses have been ordered (Secretary Colestock showed members a picture of the glass), wash stations confirmed (Marta Brown), tickets have been designed by Shelly Dean, who did a great job. **Member Carducci motioned to give Dean 2 tickets to the Wine Walk, seconded by DeFrance, motion PASSED.**

**Urban Air-**Director Cagle updated the board regarding Urban Air. Member Johnson gave an update regarding the beer tent. Members toured Dan Henry Distributing on September 11<sup>th</sup>. Recommended beers: Miller Lite, Yuengling (16oz), Cheboygan Brewing, Northern Escape from LBC, Angry Orchard, Carbless (12oz); sell all for \$5.00 each. Our cost is \$1.03 each, except for Angry Orchard which is \$1.23. We will need to provide ice; Dan Henry will have cooler. These will be sold by the can(s); **Member DeFrance motioned to sell the beers for \$5.00 each, seconded by Dickins, motion PASSED.** Johnson stated we need a minimum of 6 volunteers, including bartenders. Confirmed volunteers: Dan Ankney, Kenzie, Tim Johnson, Tina Jensen, Harmony Lindsey, Bill DeFrance (Fri/Sat 8pm-11pm), Mike Carducci (Sat only), Joe Sheneman-floater. Johnson offered to make up a spreadsheet to track what is needed for the events, CM Ridge said that he can work with Specialist Forquer with that as well. Discussion ensued regarding who will do what; consensus was to have bartenders collect the money and serve the beer; need to have 1 person at entrance to check ID's and issue wrist bands. Will need different color wrist bands for each night. Dan Henry will also supply water for us to sell at a cost of .19 cents per bottle. We will need to purchase soft drinks to sell. Member Carducci mentioned that he felt we need to have t-shirts or something that will identify the DDA and or volunteers. Discussion ensued. CM Ridge passed around a sheet to take down member sizes and will look into getting shirts.

**7. Old Business:**

None

**8. New Business:**

Introduction of David Crawford, who will be putting in a deli and bakery at 115 S. Main Street, Simply Stacy's Deli & Bakery. The board welcomed David and stated they are excited about his plans. Right now he hopes to open in November.

Mel's Pampered Pets- invited to meeting but did not attend.

**9. Citizens Comments:**

Mayor Pro Tem Steele complimented the board on all the work they are doing for the downtown.

**Board Comments:**

Secretary Colestock gave a brief update on the Façade grants; Foster's is about finished with phase 1 (doors and trim) of their project, phase 2 (painting) will start in about 3 weeks. Moo-Ville will not be doing their project and Colestock is working with Building Official Hummel to get more information; Arrowhead Realty has their windows and is hoping to work with Fosters to share the cost of a lift; Grand River Power- Member Carducci said he is doing that project and hopes to complete by Urban Air.

Vice Chair Lindsey gave an update that she met the new owners of restaurant across from Subway and her business; very excited to have them.

**Adjournment:**

McGee moved, seconded by Carducci to adjourn. Adjourned at 8:15am.

**Next meeting, October 10, 2025-7am**

Respectfully Submitted,

*Pam Colestock*

Pam Colestock, Recording Secretary/Mayor