

Downtown Development Authority
January 9, 2026

A meeting of the Eaton Rapids Downtown Development Authority was held at City Hall, 200 S. Main Street, on January 9, 2026, 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, Dickins, Johnson and Carducci.

Administrative Staff present: Specialist Forquer, City Manager Ridge

2. Approval of Agenda:

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

3. Approve of Meeting Minutes:

DeFrance moved to approve the minutes from December 12, 2025, seconded by Johnson, no further discussion. Motions PASSED.

4. Treasurer Report:

Treasurer DeFrance reviewed the report for the period ending December 31, 2025. Ending net revenue/expenses YTD: \$45,770.74; Ending Fund Balance: \$100,688.71. Treasurer DeFrance reminded the board that once we have paid off the bond, we will have a lot more flexibility with funds. **Dickins moved to approve, seconded by McGee, no further discussion. Motion PASSED.**

5. Public Comment: None

6. Committee Reports

Social District- Specialist Forquer stated he will be delivering a packet of information to both Darb's Patio and Craft Co. Will continue to follow up on their application with the State Liquor Commission.

Community Market- Google doc was sent out to all past participants to gauge their interest. Will be posted on Facebook as well. Board asked for flyers that can be made so that they can pass out when out and about. Specialist Forquer said he would provide those.

Window Decorating Contest- consensus of board that future contests should include all participants, before announcing any winners. This will be discussed more at the special meeting on January 19th.

Special Strategic Planning Meeting: January 19, 2026, at 5pm. Member Sheneman will not be in attendance.

Urban Air-It was announced that the date for this year's UA will be May 7th-10th instead of October. City will bring more information to the February meeting. Discussion regarding beer tent.

7. Committee Reports:

- Façade Grant update: Colestock reported that 2 out of 4 projects were completed and applicants have received their reimbursement: Foster Coffee and Arrowhead Realty. Carducci stated that GRPC is still doing their project and will have it done this spring. Idea to use this year's façade grant towards DDA items such as new trash cans, bike racks, etc.

8. Old Business:

- Welcome Packet- In process
- Sale of DDA Property-set minimum bid-116, 118, 124 Hall Street- City Manager Ridge stated that city assessor Randy Jewell had been in Florida actually returning today so she didn't get a chance to get updated assessment from him. Will provide at February meeting.
- Chocolate Walk- discuss at January 19th meeting.

9. New Business:

- **Election of Officers-2 year term expiring 12/31/2027**
Dickins moved to elect Kyle Booher at Chair/2nd by Colestock. **Motion PASSED.**
Colestock moved to elect Harmony Lindsey as Vice Chair/2nd by Dickins. **Motion PASSED.**
Dickins moved to elect Pam Colestock as Secretary/2nd by Johnson. **Motion PASSED.**
Colestock moved to elect Bill DeFrance as Treasurer/2nd by Dickins. **Motion PASSED.**
- Murals- we need specific criteria in place that can help cut red tape. City Manager Ridge stated this is currently with the Arts Council and will be discussed at their next meeting.
- 4th of July Event Beer Tent-Carducci moved to approve the DDA sponsoring a beer tent for July 4th celebration, 2nd by Sheneman. Details will be worked out at January 19th special meeting. No further discussion. **Motion PASSED.**

10. Public Comments: None

Board Comments:

Member McGee- would like to have a walking meeting in the spring where the board will walk the DDA district. Also asked about a downtown garage sale. How can people living above commercial spaces participate. Specialist Forquer will bring information back to the January 19th meeting.

Vice Chair Lindsey-includes a map of other farm stands in the area at the community market, as well as ask those residents to participate in the market.

Member Sheneman-need to get more community involvement, family pictures at Christmas tree.

Chair Booher-need to schedule a clean up before Urban Air- schedule the walking tour for spring.

All members are to send Specialist Forquer ideas for the January 19th meeting.

Adjournment:

McGee moved, seconded by Sheneman to adjourn. Adjourned at 8:17am.

Next meeting, January 19, 2026, 5pm-Special Meeting

Respectfully Submitted,

Pam Colestock

Pam Colestock, Recording Secretary/Mayor