

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, March 12, 2019**

CALL TO ORDER:

Chair Callahan called the DeWitt Downtown Development Authority (“DDA”) Board of Directors meeting to order at 7:32 a.m.

Directors Present: Sue Leeming, Christy Callahan, Joel Dillingham, Andy Joslyn, Sheryl Landgraf, Ryan Mitchell, and Kelly Preston

Directors Absent: Fred Motz
Corey Rees

Others Present: Daniel Coss, City Administrator
Andrea Schowengerdt, DDA Coordinator

APPROVAL OF AGENDA: Motion by Director Leeming, seconded by Director Rees, and carried by unanimous vote of the board to approve the Agenda. **MOTION CARRIED.**

APPROVAL OF THE February 12, 2019 MEETING MINUTES: Motion by Director Leeming, seconded by Director Mitchell, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

APPROVAL OF February 2019 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Landgraf, seconded by Director Leeming, and carried by unanimous vote of the board to approve the accounts payable. **MOTION CARRIED.**

RECEIVE AND FILE February 2019 TREASURER’S REPORTS: Motion by Director Leeming, seconded by Director Mitchell, and carried by unanimous vote of the board to receive and file the reports. **MOTION CARRIED.**

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS

1. Appoint Budget Committee

Motion by Director Leeming, seconded by Director Mitchell, to appoint Director Leeming, Director Callahan, Director Joslyn, and Director Mitchell to the Budget Committee. **MOTION CARRIED.**

2. Sample Community Survey Questions for Hovey Property:

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Motion by Director Mitchell, seconded by Director Preston, to approve the community survey with the changes discussed. **MOTION CARRIED.**

STAFF AND COMMITTEE REPORTS:

1. **Coordinator's Report**
Written Coordinator's Report
2. **City Administrator's Report**
City Administrator Coss gave update on Main St. construction.
3. **Council Report**
Director Leeming gave an update on budget for splash pad.

ADJOURNMENT: Meeting adjourned at 8:45 a.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary