

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, July 9, 2019**

CALL TO ORDER:

Chair Callahan called the DeWitt Downtown Development Authority (“DDA”) Board of Directors meeting to order at 7:31 a.m.

Directors Present: Sue Leeming, Christy Callahan, Andy Joslyn, Sheryl Landgraf, Fred Motz, and Kelly Preston

Directors Absent: Joel Dillingham
Ryan Mitchell
Corey Rees

Others Present: Daniel Coss, City Administrator
Andrea Schowengerdt, DDA Coordinator
Dave Soltow, Presenter for Downtown DeWitt Duathlon
Rhonda

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

APPROVAL OF THE JUNE 11, 2019 MEETING MINUTES: Motion by Director Landgraf, seconded by Director Leeming, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

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

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

PUBLIC COMMENTS: None

OLD BUSINESS: None

PRESENTATION: Dave Soltow presented ideas for a duathlon on May 2, 2020 in Downtown DeWitt.

NEW BUSINESS

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1. Appointment of Officers – Chair, Vice-Chair, Secretary, and Treasurer

Motion by Director Leeming, seconded by Director Landgraf, and carried by unanimous vote of the board to reappoint the FY 2018-19 Officers to the FY 2019-20 DDA Board.

Chair – Christie Callahan

Vice-Chair – Andy Joslyn

Treasurer – Kelly Preston

Secretary – Ryan Mitchell

MOTION CARRIED.

2. Goals of Façade Grant Program

Discussion regarding Façade Grant Program. DDA will update document and email to downtown businesses. **MOTION CARRIED.**

1. Review RFP Downtown Crosswalk Painting Project

Discussion. Set design stipend of \$100. Will coordinate with Lansing Arts Council.

MOTION CARRIED.

STAFF AND COMMITTEE REPORTS:

1. Coordinator’s Report

Coordinator provided written report

2. City Administrator’s Report

City Administrator gave update on traffic signal

3. Council Report

Mayor presented brochure for Welcome to Clinton Co., MI

ADJOURNMENT: Meeting adjourned at 9:03 a.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary