

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

CALL TO ORDER:

Director Joslyn called the DeWitt Downtown Development Authority (“DDA”) Board of Directors meeting to order at 7:34 a.m.

Directors Present: Joel Dillingham, Fred Motz, Andy Joslyn, Sheryl Landgraf, Sue Leeming, Kelly Preston, and Corey Rees

Directors Absent: Christy Callahan, Ryan Mitchell

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

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

APPROVAL OF THE OCTOBER 8, 2019 MEETING MINUTES: Motion by Director Landgraf, seconded by Director Rees, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

APPROVAL OF OCTOBER 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 OCTOBER 2019 TREASURER’S REPORTS: Motion by Director Motz, seconded by Director Landgraf, 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. 2020 Duathlon Event in Downtown DeWitt**
Discussion

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- 2. Review Tom McComb’s Quote for Year-Round Maintenance of the DDA Parking Lot**
Motion by Director Landgraf, seconded by Director Rees, and carried by unanimous vote of the board approve the contract with Tom McComb for the year-round maintenance of the DDA Parking Lot. **MOTION CARRIED.**

- 3. Winterfest**
Discussion

STAFF AND COMMITTEE REPORTS:

- 1. Coordinator’s Report**
Update on Christmas Market
- 2. City Administrator’s Report**
Update on bridge project next year and sidewalk painting project
- 3. Council Report**
None

ADJOURNMENT: Meeting adjourned at 8:51 a.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary