

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, June 9, 2020**

CALL TO ORDER:

Chair Callahan called the DeWitt Downtown Development Authority (“DDA”) Board of Directors meeting to order at 12:02 p.m.

Directors Present: Christy Callahan, Joel Dillingham, Andy Joslyn, Sue Leeming, Kelly Preston, and Corey Rees

Directors Absent: Sheryl Landgraf
Ryan Mitchell
Fred Motz

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

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

APPROVAL OF THE MAY 12, 2020 MEETING MINUTES: Motion by Director Joslyn, seconded by Director Dillingham, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

APPROVAL OF MAY 2020 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Joslyn, seconded by Director Leeming, and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

RECEIVE AND FILE MAY 2020 TREASURER’S REPORTS: Motion by Director Leeming, seconded by Director Joslyn, and carried by unanimous vote of the board to receive and file the treasurer’s reports. **MOTION CARRIED.**

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS

1. Approval of the Fiscal Year 2019-2020 Budget Amendments

Motion by Director Leeming, seconded by Director Joslyn, and carried by unanimous vote of the board to approve the Fiscal Year 2019-2020 Budget Amendments for the Downtown Development Authority as presented. **MOTION CARRIED.**

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2. Approval of the Fiscal Year 2020-2021 Operating Budget

Motion by Director Preston, seconded by Director Joslyn, and carried by unanimous vote of the board to approve the Fiscal Year 2020-2021 Downtown Development Authority Budget as recommended by the DDA Sub-Committee and approved by DeWitt City Council on May 26, 2020. **MOTION CARRIED.**

3. Façade Grant Extension for 114 W. Main St.

Motion by Director Joslyn, seconded by Director Rees, and carried by unanimous vote of the board to approve extension of completion date to December 31, 2020 for Façade Grant improvements at 114 W. Main St. DeWitt, MI 48820. **MOTION CARRIED.**

4. Discussion on Future Meeting with State Representative Graham Filler’s Office

Discussion. The DDA Board of Directors will host an event for downtown business owners with Marcus Cheatham, Health Officer with Mid-Michigan District Health Department.

STAFF AND COMMITTEE REPORTS:

1. **Coordinator’s Report**
2. **City Administrator Report**
3. **Council Report**

ADJOURNMENT: Meeting adjourned at 1:32 p.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary