

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES – BOARD OF DIRECTORS  
Tuesday, September 8, 2020**

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**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 (virtually), Joel Dillingham (virtually), Sheryl Landgraf, Sue Leeming, Kelly Preston, and Corey Rees

Directors Absent: Andy Joslyn  
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 AUGUST 11, 2020 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 AUGUST 2020 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 and payroll. **MOTION CARRIED.**

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

**PUBLIC COMMENTS:** None

**OLD BUSINESS:** None

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**NEW BUSINESS**

**1. Fall and Winter Advertising Commercial Campaign**

Motion by Director Leeming, seconded by Director Rees, and carried by unanimous vote of the board to postpone the approval of advertising and commercial campaign budget. **MOTION CARRIED.**

**2. 2020 Downtown DeWitt Christmas Market**

Given the COVID-19 uncertainty and restrictions, the 2020 Christmas Market is cancelled. Instead, the DDA Board would like to do smaller outdoor activities to encourage people to visit downtown on the following Saturdays:

November 28, 2020

December 5, 2020

December 12, 2020

December 19, 2020

**STAFF AND COMMITTEE REPORTS:**

**1. Coordinator's Report**

Due to unforeseen circumstances, the downtown Crosswalk Public Art Project is postponed until spring 2021. Ms. Frushour will be leading the project.

**2. City Administrator Report**

**3. Council Report**

**ADJOURNMENT:** Meeting adjourned at 1:30 p.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary