

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY  
ANNUAL INFORMATIONAL MEETING MINUTES – BOARD OF DIRECTORS  
Tuesday, March 9, 2021**

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**CALL TO ORDER:**

Director Preston called the DeWitt Downtown Development Authority (“DDA”) Annual Informational Board of Directors meeting to order at 12:00 p.m.

Directors Present: Joel Dillingham (virtually in the City of DeWitt, Clinton County, Michigan), Andy Joslyn (virtually in St. Johns, Clinton County, Michigan), Sheryl Landgraf (virtually in the City of DeWitt, Clinton County, Michigan), Sue Leeming (virtually in Oakfield Township, Kent County, Michigan), Ryan Mitchell (joined at 12:07 virtually in the City of DeWitt, Clinton County, Michigan), Emmie Musser (virtually in DeWitt Township, Clinton County, Michigan), Kelly Preston (virtually in the City of DeWitt, Clinton County, Michigan), and Corey Rees (virtually in the City of Lansing, Ingham County, Michigan)

Directors Absent: Christy Callahan

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

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

**APPROVAL OF THE FEBRUARY 9, 2021 MEETING MINUTES:** Motion by Director Leeming, seconded by Director Landgraf, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

**APPROVAL OF FEBRUARY 2021 ACCOUNTS PAYABLE AND PAYROLL:** Motion by Director Joslyn, seconded by Director Dillingham, and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

**RECEIVE AND FILE FEBRUARY 2021 TREASURER’S REPORTS:** Motion by Director Landgraf, seconded by Director Leeming, 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. Appoint DDA Budget Committee**

Motion by Director Leeming, seconded by Director Rees, and carried by unanimous vote of the board to appoint Sue Leeming, Christy Callahan, Sheryl Landgraf, and Emmie Musser to the FY 2021-2022 DDA Budget Committee. **MOTION CARRIED.**

**STAFF AND COMMITTEE REPORTS:**

**1. Coordinator's Report**

Update on 2021 Farmers Market and spring 2021 events

**2. City Administrator Report**

Update on road and bridge construction during spring/summer 2021 and upcoming events

**3. Council Report**

**ADJOURNMENT:** Meeting adjourned at 12:30 p.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary