

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, August 10, 2021**

CALL TO ORDER:

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

Directors Present: Christy Callahan, Joel Dillingham, Andy Joslyn, Sheryl Landgraf, Sue Leeming, Ryan Mitchell, Emmie Musser, Kelly Preston, and Corey Rees

Directors Absent: None

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

APPROVAL OF AGENDA: Motion by Director Leeming, seconded by Director Landgraf, and carried by unanimous vote of the board to approve the agenda as presented. **MOTION CARRIED.**

APPROVAL OF THE JULY 13, 2021 MEETING MINUTES: Motion by Director Landgraf, seconded by Director Preston, and carried by unanimous vote of the board to approve the minutes as presented. **MOTION CARRIED.**

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

RECEIVE AND FILE JULY 2021 TREASURER’S REPORTS: Motion by Director Leeming, seconded by Director Landgraf, 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. BANNERS FOR DOWNTOWN DEWITT

Board requested that DDA Coordinator obtain an estimate for 24 Welcome to DeWitt screen printed banners and 12 patriotic screen printed banners. **MOTION CARRIED**

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2. CABIN FEVER RELIEVER

The 2nd Annual Cabin Fever Reliever is scheduled for March 5, 2022. **MOTION CARRIED.**

3. NEW BUSINESS PROMOTION

DDA Board would like to reintroduce Merchant Mixers every other month to welcome new downtown businesses and promote networking among downtown businesses. **MOTION CARRIED**

STAFF AND COMMITTEE REPORTS:

1. Coordinator's Report

Farmers Market and Crosswalk Art Update

2. City Administrator Report

Updates on Federal Funds, Façade Grant Program, Joint Meeting, and City Charter Amendment

3. Council Report

City Council is participating in the Ox Roast Parade and Frog Jumping Contest (DDA Board Members are welcome to join) and Parks Update.

ADJOURNMENT: Meeting adjourned at 8:53 a.m.

Respectfully Submitted:

Sheryl Landgraf, Board Secretary