

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY**  
**Meeting Minutes– BOARD OF DIRECTORS**  
**Monday, June 6, 2022**

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**CALL TO ORDER:**

DDA Vice Chair Corey Rees called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:01 pm.

Directors Present: Joel Dillingham, Emmie Musser, Sheryl Landgraf, Andy Joslyn, & Kelly Preston

Directors Absent: Christy Callahan, Ryan Mitchell, Sue Leeming, & Corey Rees

Others Present: Daniel Coss, City Administrator  
Jennifer Roberts, DDA Coordinator

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

**APPROVAL OF THE MAY 9, 2022, MEETING MINTUES:** Motion by Director Landgraf, seconded by Director Musser, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

**APPROVAL OF MAY 2022 ACOUNTS PAYABLE AND PAYROLL:** Motion by Director Landgraf and seconded by Director Dillingham and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

**RECEIVE AND FILE MAY 2022 TREASURER’S REPORTS:** Motion by Director Landgraf and seconded by Director Dillingham and carried by unanimous vote of the board to receive and place on file the treasurer’s report. **MOTION CARRIED.**

**PUBLIC COMMENTS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**1. Budget Amendment**

Motion by Director Landgraf and seconded by Director Musser and carried by unanimous vote of the board to approve the Fiscal Year 2021-2022 Budget Amendments for the Downtown Development Authority. **MOTION CARRIED**

**2. FY 22-23 Budget**

Director Landgraf and seconded by Director Dillingham and carried by unanimous vote of the board to approve the FY22-23 Budget. **MOTION CARRIED.**

**3. Façade Grant – Sermak Enterprises**

Director Landgraf and seconded by Director Preston and carried by unanimous vote of the board to approve the reimbursement request for Sermak Enterprises 2021 façade grant in the amount of \$2,475.00. **MOTION CARRIED.**

**4. Façade Grant – Hartlieb, LLC**

Director Landgraf and seconded by Director Musser and carried by unanimous vote of the board to approve the reimbursement request for Hartlieb, LLC 2021 façade grant in the amount of \$1,755.00. **MOTION CARRIED.**

**5. Façade Grant – DeWitt Dental Associates**

Director Landgraf and seconded by Director Preston and carried by unanimous vote of the board to approve the reimbursement request for DeWitt Dental Associates 2021 façade grant in the amount of \$5,000.00. **MOTION CARRIED.**

**6. Façade Grant – Hungry Howie’s Pizza/DeWitt Pizza Company, LLC**

Director Landgraf and seconded by Director Musser and carried by unanimous vote of the board to approve of the reimbursement request for Hungry Howie’s Pizza/DeWitt Pizza Company, LLC 2021 façade grant in the amount of \$5,000.00. **MOTION CARRIED.**

**7. Façade Grant Extension Request – Spicer Counseling Services, PPLC**

Director Landgraf and seconded by Director Dillingham and carried by unanimous vote of the board to approve the 30 day extension request. **MOTION CARRIED.**

**EXTENDED PUBLIC COMMENTS:** None.

**STAFF AND COMMITTEE REPORTS:**

1. City Administrator: - Playground will hopefully be ready mid October.
2. Council Report: - Nothing new to report.

**ADJOURNMENT.** Meeting was adjourned at 1:30pm (Motion by Director Musser, seconded by Director Landgraf, unanimous vote.)

Respectfully submitted,

Sheryl Landgraf, Board Secretary