

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS
Monday, December 12, 2022

CALL TO ORDER:

DDA Chair Andy Joslyn called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:02 pm.

Directors Present: Joel Dillingham, Andy Joslyn, Sue Leeming (arrived at 12:17pm), Emmie Musser, Sheryl Landgraf, Christy Callahan, & Kelly Preston

Directors Absent: Corey Rees

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

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

APPROVAL OF THE NOVEMBER 14, 2022, MEETING MINTUES: Motion by Director Landgraf, seconded by Director Preston, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

APPROVAL OF NOVEMBER 2022 ACCOUNTS 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 NOVEMBER 2022 TREASURER’S REPORTS: Motion by Director Landgraf and seconded by Director Callahan 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. Façade Grants

DDA Coordinator gave an update on how the 2022 Christmas Market.

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2. Cabin Fever 2023

Discussion for the upcoming Cabin Fever Reliever on March 4, 2023. Reaching out to Child & Family Charities to speak with them regarding partnering with them for this event and for them to host the liquor license. DDA coordinator to look into 1 week of radio time, bands, and other marketing options.

3. Photo Contest

Discussion on having a DeWitt photo contest. DDA coordinator to research photo contest details.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – City Hall brought in 147 toys for the HBA Toys for Tots campaign. City Hall’s contribution helped raise 11,598 toys for the Toys for Tots program and will help over 2500 families this holiday season. New businesses in town – Tin Cup Café & Creamery opening in January 23, Glocked and Loaded opened in December 22, and The Family Barbershop has new ownership.
2. **City Administrator:** - The Lofts at 110 Andy’s project is approved and set to break ground in February 2023. Memorial Building sale is pending rezoning. Consumers working on getting an easement to begin project to bury overhead lines downtown. Frontier is also getting ready to install their fiberoptic lines downtown soon.
3. **Council Report:** - They are one member on the Planning Commission and the Parks and Recreation Board looking to fill these spots asap.

ADJOURNMENT. Meeting was adjourned at 1:15pm (Motion by Director Leeming seconded by Director Landgraf, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary