

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY**  
**Meeting Minutes– BOARD OF DIRECTORS**  
**Monday, November 14, 2022**

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**CALL TO ORDER:**

DDA Chair Andy Joslyn called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:04 pm.

Directors Present: Joel Dillingham, Corey Rees, Andy Joslyn, Sue Leeming, & Kelly Preston

Directors Absent: Ryan Mitchell, Sheryl Landgraf, Christy Callahan, & Emmie Musser

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

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

**APPROVAL OF THE OCTOBER 10, 2022, MEETING MINTUES:**

Motion by Director Leeming, seconded by Director Rees, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

**APPROVAL OF OCTOBER 2022 ACCOUNTS PAYABLE AND PAYROLL:**

Motion by Director Leeming 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 OCTOBER 2022 TREASURER’S REPORTS:** Motion by Director Leeming and seconded by Director Rees 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**

Discussion on how to utilize the remaining \$1,997.50 from the façade grants budget. Motion by Director Leeming and seconded by Director Rees to keep the façade grant awards at the current amount with the \$1,997.50 remaining in the DDA Budget for future projects. **MOTION CARRIED.**

**2. Public Art Committee**

Motion by Director Leeming and seconded by Director Dillingham and carried by vote of the board to approve the recommendation of the Public Art Grant Committee to award Michigan Imagery the contract for 6 benches with the DDA contributing an amount not-to-exceed \$5,000 to match the LEAP, Inc. \$10,000 grant for a total project cost of \$15,000. **MOTION CARRIED.**

**3. More-To-Your-Door Advertising Campaign**

Motion by Director Leeming and seconded by Director Rees and carried by vote of the board to approve 1 full page ad for the More To Your Door with the DDA paying 50% up to a \$350.00 max. **MOTION CARRIED.**

**EXTENDED PUBLIC COMMENTS:** None.

**STAFF AND COMMITTEE REPORTS:**

1. Coordinators Report – Ryan Mitchell has submitted his resignation on 11/7/2022. City Hall is a Toys for Tots drop off location. Fall Fest had a decent turnout despite the weather. We had 9 downtown businesses participate in the in our holiday commercial campaign.
2. City Administrator: - The Memorial Building is up for sale and had an offer.
3. Council Report: - Nothing new to report.

**ADJOURNMENT.** Meeting was adjourned at 1:11pm (Motion by Director Rees seconded by Director Dillingham, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary