

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS
Monday, February 13, 2023

CALL TO ORDER:

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

Directors Present: Andy Joslyn, Sue Leeming, Corey Rees, Sheryl Landgraf, Christy Callahan, Cathy Mitchell & Kelly Preston

Directors Absent: Emmie Musser & Joel Dillingham

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

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

APPROVAL OF THE JANUARY 9, 2023, REGULAR MEETING AND THE JANUARY 24, 2023 SPECIAL MEETING, MEETING MINTUES:

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

APPROVAL OF JANUARY 2023 ACCOUNTS PAYABLE AND PAYROLL:

Motion by Director Leeming and seconded by Director Landgraf and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

RECEIVE AND FILE JANUARY 2023 TREASURER’S REPORTS: Motion by Director Landgraf and seconded by Director Leeming 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. LEAP Public Art Grant – Bench Design

Motion by Director Leeming and seconded by Director Landgraf and carried by vote of the board to approve the recommendations for the design of the public art committee for bench proposal by Michigan Imagery.

2. Farmers Market Applications

Motion by Director Landgraf and seconded by Director Callahan and carried by vote of the board to approve the rules and applications for the 2023 DeWitt Farmers Market.

3. DDA 2023 Meeting Calendar

Discussion on the 2023 Meeting calendar with a Motion by Director Landgraf and seconded by Director Leeming and carried by vote of the board to set meetings for the 2023 calendar year for the second Tuesday of each month at noon.

4. Appoint FY23-24 Budget Committee

Motion by Director Leeming and seconded by Director Callahan and carried by vote of the board to appoint Director Joslyn, Director Landgraf, and Director Leeming to the 23-24 Budget Committee.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – CFR Sponsorships are at \$9300.00. Liquor License was sent over 1/24. Ticket sales are going well. Radio ads will air 2/27-3-4 for CFR. Would like to continue using Canva Pro.
2. **City Administrator:** - Fence going up around the new construction.
3. **Council Report:** - Council Goal setting meeting tonight to set priorities for this year.

ADJOURNMENT. Meeting was adjourned at 12:59pm (Motion by Director Landgraf seconded by Director Rees, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary