

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes– BOARD OF DIRECTORS

Tuesday, May 9, 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, Corey Rees (arrived at 12:06), Joel Dillingham, Sue Leeming (arrived at 12:04), Sheryl Landgraf, Emmie Musser (arrived at 12:03) & Cathy Mitchell, Christy Callahan & Kelly Preston (arrived at 12:05)

Directors Absent:

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

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

APPROVAL OF THE APRIL 11, 2023, MEETING MINTUES: Motion by Director Landgraf, seconded by Director Leeming, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

APPROVAL OF APRIL 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 APRIL 2023 TREASURER’S REPORTS: Motion by Director Leeming and seconded by Director Landgraf 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. FY 23-24 Budget Adoption

Motion by Director Landgraf and seconded by Director Musser and carried by vote of the board to approve the adoption of the FY 23-24 Budget.

2. Banners

Motion by Director Musser and seconded by Director Callahan and carried by vote of the board to have the DDA Coordinator approve the final banner design and place the order for 12 fall banners.

3. Downtown Meeting

Motion by Director Musser and seconded by Director Landgraf and carried by vote of the board to approve a budget of \$500 to order food for each of the downtown meetings.

4. Bridge + Main Façade Grant Extension Request

Motion by Director Landgraf and seconded by Director Callahan and carried by vote of the board to approve the façade grant extension for Bridge + Main.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – Gave update on the opening of the farmers market season and the cruise-in.
2. **City Administrator:** - Road projects will be starting soon. New equipment is going up at the sports park with Riverside park to follow.
3. **Council Report:** - Master Plan has been updated.

ADJOURNMENT. Meeting was adjourned at 12:50pm (Motion by Director Landgraf seconded by Director Dillingham, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary