

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS ANNUAL INFORMATIONAL MEETING
Tuesday, June 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, Corey Rees (arrived at 12:13), Joel Dillingham, Sue Leeming, Sheryl Landgraf, Cathy Mitchell, & Christy Callahan (arrived 12:06)

Directors Absent: Emmie Musser & Kelly Preston

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

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

APPROVAL OF THE MAY 9, 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 MAY 2023 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 MAY 2023 TREASURER’S REPORTS: Motion by Director Leeming 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. FY 23-24 Budget Amendments

Motion by Director Landgraf and seconded by Director Leeming and carried by vote of the board to approve the Fiscal Year 2022-2023 Budget Amendments for the Downtown Development Authority as presented and commit 50% (\$75,690) towards the LAND/PUBLIC PARKING LOT ACQUISITION RESERVE ACCOUNT

2. Bridge & Main Market 119 Bridge St. Façade Grant Approval

Motion by Director Landgraf and seconded by Director Callahan and carried by vote of the board to approve the façade grant reimbursement for Bridge & Main, LLC in the amount of \$556.50.

3. Family Tree Café Façade Grant Extension

Motion by Director Landgraf and seconded by Director Dillingham and carried by vote of the board to approve the façade grant extension for Brothers Liquor (Family Tree Café) in the amount of \$1,950.00.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – Gave update on the opening of the farmers market season and that it was well attended. Bench unveiling will be held at the Cruise-In. Gave update on the downtown meeting. Will be sending a survey out to dow
2. **City Administrator:** - Memorial Building has a purchase agreement. New equipment at the sports park is in and the equipment will be starting to go in at Riverside park.
3. **Council Report:** - The Parks Committee is doing an excellent job with plans for updating all the parks in DeWitt. Grants are being applied for to help with the purchase of new equipment.

ADJOURNMENT. Meeting was adjourned at 1:17pm (Motion by Director Callahan seconded by Director Rees, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary