

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS ANNUAL INFORMATIONAL MEETING
Tuesday, August 8, 2023

CALL TO ORDER:

DDA Vice-Chair Sheryl Landgraf called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:02 pm.

Directors Present: Sue Leeming, Corey Rees, Joel Dillingham, Sheryl Landgraf, Cathy Mitchell, & Emmie Musser

Directors Absent: Andy Joslyn, Kelly Preston, & Christy Callahan

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 JULY 11, 2023, MEETING MINTUES: Motion by Director Leeming, seconded by Director Dillingham, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

APPROVAL OF JULY 2023 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Musser and seconded by Director Leeming and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

RECEIVE AND FILE JULY 2023 TREASURER’S REPORTS: Motion by Director Rees 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. Survey

DDA Coordinator will rework the numbers and assign a point system and bring the top three topics to the next meeting.

2. Economic Development Packet

Director Musser is going to work on a one pager with details about the downtown.

3. Cabin Fever Band

Motion by Director Musser and seconded by Director Leeming and carried by vote of the board to approve a down payment up to \$500 to secure a band for Cabin Fever 2024. **MOTION CARRIED.**

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – Gave monthly update on Farmers Market. DDA will host a box at city hall for the HBA Toys for Tots Drive. DDA Coordinator will reach out to downtown businesses to see if they would like to participate. Downtown Day is Sept. 23rd. DDA Coordinator will start working on an idea for this day.
2. **City Administrator:** - The playground equipment is complete at Riverside Park. They are just waiting for the foundation to be poured. They are hoping to have a ribbon cutting August 17th.
3. **Council Report:** - Nothing new to report

ADJOURNMENT. Meeting was adjourned at 1:07pm (Motion by Director Rees seconded by Director Dillingham unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary