

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS ANNUAL INFORMATIONAL MEETING
Tuesday, October 10, 2023

CALL TO ORDER:

DDA Chair Andy Joslyn called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:00 pm.

Directors Present: Sue Leeming, Andy Joslyn, Sheryl Landgraf, Christy Callahan (left at 1:30pm), Joel Dillingham, Cathy Mitchell, & Corey Rees

Directors Absent: Kelly Preston & Emmie Musser

Others Present: Daniel Coss, City Administrator
Jennifer Roberts, DDA Coordinator
Aaron Stevens, Maner Costerisan

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 SEPTEMBER 12, 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 SEPTEMBER 2023 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Landgraf 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 SEPTEMBER 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. Fiscal Year 2022-2023 Audit Presented by Aaron Stevens, Maner Costerisan

Motion by Director Callahan and seconded by Director Rees and carried by unanimous vote of the board to receive and file the Fiscal Year 2022-2023 annual audit prepared by Maner Costerisan. **MOTION CARRIED**

2. Bridge & Jefferson Façade Grand Reimbursement Request

Motion by Chair Joslyn and seconded by Director Rees and carried by unanimous vote of the board to approve the façade grant reimbursement request for Bridge & Jefferson. **MOTION CARRIED**

3. Brothers Liquor (Family Tree Café) Façade Grant Extension Request

Motion by Director Landgraf and seconded by Director Callahan and carried by unanimous vote of the board to approve the one-month façade grant extension request for Brothers Liquor (Family Tree Café). **MOTION CARRIED**

4. Downtown Business Owners Meeting

Discussion regarding the Downtown Business owners meeting. Director Dillingham to reach out to Granger regarding cardboard recycling downtown.

5. Parking

Discussion regarding the parking downtown and what lots are available to purchase or lease downtown.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report** – Gave updates regarding the farmers market and new items that needed to be purchased.
2. **City Administrator:** - There is an opportunity to get a grant for updating McGuire park.
3. **Council Report:** - Nothing new to report

ADJOURNMENT. Meeting was adjourned at 1:50pm (Motion by Director Leeming seconded by Director Landgraf, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary