

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY**  
**Meeting Minutes– BOARD OF DIRECTORS ANNUAL INFORMATIONAL MEETING**  
**Tuesday, September 12, 2023**

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**CALL TO ORDER:**

DDA Chair Andy Joslyn called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:04 pm.

Directors Present: Sue Leeming, Andy Joslyn, Sheryl Landgraf, Kelly Preston (left at 1:20pm), & Emmie Musser

Directors Absent: Christy Callahan, Joel Dillingham, Cathy Mitchell & Corey Rees

Others Present: Daniel Coss, City Administrator  
Jennifer Roberts, DDA Coordinator  
Alex Crippen, Tin Cup Café & Creamery  
Nathaniel Rypma, Touchstone Distributing  
Amy Rypma, Touchstone Distributing  
Dylan Moffitt, Jesus Church

**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 AUGUST 8, 2023, MEETING MINTUES:** Motion by Director Landgraf, seconded by Director Musser, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

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

**RECEIVE AND FILE AUGUST 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:** Alex Crippen owns Tin Cup Café & Creamery, Nathaniel and Amy are looking to start a business downtown, and Dylan is a downtown resident. All wanted to hear more about the DDA.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**1. Bridge + Main Façade Grant Extension Request**

Motion by Director Landgraf and seconded by Director Preston and carried by vote of the board to approve the façade grant extension request from Bridge + Main Market through the month of September. **MOTION CARRIED**

**2. Survey Results**

Parking, Façade Grants, Marketing, Events & Downtown Décor were the top priorities for the downtown businesses. The board of directors would like to set the next downtown networking for October 2<sup>nd</sup>. DDA coordinator will reach out to businesses who expressed interest in hosting an event and set the agenda.

**3. Ox Roast Update**

Mayor Sue Leeming gave an update on the 77<sup>th</sup> annual ox roast.

**EXTENDED PUBLIC COMMENTS:** None.

**STAFF AND COMMITTEE REPORTS:**

1. **Coordinators Report** – Gave monthly update on Farmers Market. There is a new bench downtown thanks to the US 27 Motor Cruise who donated in remembrance of Craig Parish who started the motor cruise.
2. **City Administrator:** - The playground equipment is complete at Riverside Park and a ribbon cutting was held.
3. **Council Report:** - Ox Roast update and the DMA announced their retirement from the hosting the Ox Roast.

**ADJOURNMENT.** Meeting was adjourned at 1:20pm (Motion by Director Leeming seconded by Director Musser unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary