

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS MEETING
Tuesday, February 13, 2024**

CALL TO ORDER:

DDA Chair Andy Joslyn called the DeWitt Downtown Development Authority Board of Directors meeting to order at 12:02 pm.

Directors Present: Sue Leeming, Andy Joslyn, Alex Crippen, Emmie Musser, Corey Rees, Sheryl Landgraf, Joel Dillingham, Cathy Mitchell, & Christy Callahan

Directors Absent:

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

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

APPROVAL OF THE JANUARY 9, 2024, MEETING MINUTES:

Motion by Director Landgraf, seconded by Director Dillingham, and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

APPROVAL OF JANUARY 2024 ACCOUNTS PAYABLE AND PAYROLL:

Motion by Director Callahan 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 DECEMBER 2023 TREASURER’S REPORTS: Motion by Director Leeming 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. Downtown Business Owners Meeting

The Downtown business owners meeting will be held on 2/15 and the agenda will cover updates on parking, recycling, and downtown events.

2. Cabin Fever Reliever Update

The DDA Coordinator gave updates on the planning of Cabin Fever. There are 17 drink vendors and 3 food trucks lined up. Cups and wristbands have been ordered and the layout has been changed to help with line confusion.

3. Ox Roast

The DDA Coordinator gave an update on the planning of the 78th annual ox roast.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report:** The Farmers Market is looking for a major sponsor for the 2024 market season.
2. **City Administrator:** Contract for demo of playground equipment at McGuire Park has been approved. There will be 4 pickle ball courts and adult fitness equipment installed along the path.
3. **Council Report:** N/A

ADJOURNMENT. Meeting was adjourned at 12:52 pm (Motion by Director Callahan seconded by Director Musser, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary