

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS MEETING
Tuesday, March 12, 2024**

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, Alex Crippen, Emmie Musser, Corey Rees, Sheryl Landgraf, Joel Dillingham, Cathy Mitchell, & Christy Callahan

Directors Absent: Sue Leeming

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

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

APPROVAL OF THE FEBRUARY 13, 2024, MEETING MINUTES: Motion by Director Landgraf, seconded by Director Musser and carried by unanimous vote of the board to approve the minutes. **MOTION CARRIED.**

APPROVAL OF FEBRUARY 2024 ACCOUNTS PAYABLE AND PAYROLL: Motion by Chair Joslyn and seconded by Director Callahan and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

RECEIVE AND FILE FEBRUARY TREASURER'S REPORTS: Motion by Director Callahan 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. Appoint FY 24-25 Budget Committee

Motion by Chair Joslyn and seconded by Director Rees and carried by vote of the board to appoint Chair Joslyn, Director Callahan, and Director Leeming to the 24-25 Budget Committee.

2. Cabin Fever Reliever Update

The DDA Coordinator gave updates on the Cabin Fever Reliever 2024 which hosted over 1300 people downtown and ran smoothly.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **City Administrator:** Payroll processing for DDA will be switched over.
2. **Council Report:** Phase II survey approved for new property acquisition. 7 soil samples will be taken. They are hopeful closing will take place in April.

ADJOURNMENT. The meeting was adjourned at 1:04 pm (Motion by Director Landgraf seconded by Director Musser, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary