

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS MEETING
Tuesday, April 9, 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: Andy Joslyn, Alex Crippen, Emmie Musser, Corey Rees (arrived at 12:05), Sheryl Landgraf, Joel Dillingham, Sue Leeming & Christy Callahan

Directors Absent: Cathy Mitchell

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

APPROVAL OF AGENDA: Motion by Director Landgraf seconded by Chair Joslyn and carried by unanimous vote of the board to approve the agenda as amended with the addition of new business item #3. **MOTION CARRIED.**

APPROVAL OF THE MARCH 12, 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 MARCH 2024 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Callahan and seconded by Director Musser and carried by unanimous vote of the board to approve the accounts payable and payroll. **MOTION CARRIED.**

RECEIVE AND FILE MARCH 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. Budget Priority Discussion

General Discussion. Ideas were suggested such as putting money aside for a sound system downtown and passing on façade grants for the 24-25 fiscal year due to the purchasing of a new parking lot. Director Musser offered to bring a campaign for a marketing piece to a future meeting.

2. Downtown Business Meeting

The DDA Board will host a downtown business owners' meeting on May 9th. DDA coordinator will contact a downtown business to host and send out invites to all downtown business owners.

3. Street Social

Motion by Director Callahan and seconded by Director Dillingham and carried by a vote of the board to enter into a special event agreement with the DeWitt Ox Roast Company to provide services for a street social event in the amount of \$7,500 from the 23-24 FY budget. **MOTION CARRIED**

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report:** Reed Insurance is moving into their new space this month and Freshies Bakery & Loft 126 are opening their doors in April. Ribbon cuttings will be planned for each of them and invites will be sent out once dates are set.
2. **City Administrator:** Purchase of the Ritter property has a tentative closing date of April 29th.
3. **Council Report:** Duatholon is 5/11. Sister City needs new members to join. Must be city residents.

ADJOURNMENT. The meeting was adjourned at 1:24 pm (Motion by Director Dillingham seconded by Director Musser, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary