

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes– BOARD OF DIRECTORS MEETING
Tuesday, May 14, 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, Sheryl Landgraf, Joel Dillingham, Sue Leeming, Christy Callahan & Cathy Mitchell

Directors Absent:

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

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

APPROVAL OF THE APRIL 9, 2024 MEETING MINUTES:

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

APPROVAL OF APRIL 2024 ACCOUNTS PAYABLE AND PAYROLL: Motion by Director Leeming and seconded by Chair Joslyn 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 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. LEAP Grant Committee Update

General Discussion. The LEAP Grant Committee is working with Michigan Imagery to submit a grant for wayfinding signs and new planters for our downtown. The Grant is due May 15, 2024 and will be awarded at the end of May.

2. Downtown Business Meeting Update

The DDA Board hosted a downtown business owners' meeting on May 9th. There was discussion about recycling, updates on the 78th Annual Ox Roast, and updates on the newly acquired lot.

EXTENDED PUBLIC COMMENTS: None.

STAFF AND COMMITTEE REPORTS:

1. **Coordinators Report:** Farmers Market starts 6/4. Cruise-In is set for 6/18. Ribbon Cutting for Loft 126 was extremely successful and a ribbon cutting for Freshies is set for 5/17 and Reed Insurance for 6/7. It was also announced that Bellingar Packing is potentially moving into the old Pharmacy building.
2. **City Administrator:** Purchase of the Ritter property has been completed and the contract has been awarded to lead and asbestos testing.
3. **Council Report:** DDA Budget & City Budget were approved. Board of Review is looking for a new member.

ADJOURNMENT. The meeting was adjourned at 1:02 pm (Motion by Director Leeming seconded by Director Dillingham, unanimous vote.)

Respectfully submitted,

Corey Rees, Board Secretary