

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, October 9, 2018**

CALL TO ORDER:

Chair Callahan called the DDA Board Meeting to order at 7:30 a.m.

Directors Present: Sue Leeming, Denise Donohue (arrived at 7:37), Joel Dillingham, Christy Callahan, Ryan Mitchell, Kelly Preston and Corey Rees

Directors Absent: Fred Motz and Andy Joslyn

Others Present: Daniel Coss, City Administrator

APPROVAL OF AGENDA: Motion by Director Leeming, seconded by Director Preston, and carried by unanimous vote of the Board to approve the Agenda. **MOTION CARRIED.**

APPROVAL OF THE September 11, 2018 MEETING MINUTES: Motion by Director Leeming, seconded by Director Preston and carried by unanimous vote of the Board to approve the minutes as presented. **MOTION CARRIED.**

APPROVAL of ACCOUNTS PAYABLE and PAYROLL September 2018 Motion by Director Preston seconded by Director Rees and carried by unanimous vote of the Board to approve the Accounts Payable. **MOTION CARRIED.**

RECEIVE AND FILE September 2018 TREASURER’S REPORTS: Motion by Director Donohue, seconded by Director Preston and carried by unanimous vote of the Board to receive and file the reports. **MOTION CARRIED.**

PUBLIC COMMENTS: None.

OLD BUSINESS: None.

NEW BUSINESS

1. Fiscal Year 2017-18 Audit Presentation by Aaron Stevens – SK&T P.C.

Aaron Stevens gave a presentation on the FY17-18 yearend audit. Mr. Stevens indicated that the DDA received a clean audit and that the DDA has a very strong fund balance. Motion by Leeming, supported by Preston to receive and place on file the FY17-18 Audit.

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2. The DDA Board discussed the street project and the challenges that some of the businesses have had during construction. The board discussed creating a campaign with WLNS to promote the business community is still open during construction and to “Thank” the businesses for their patience. On a motion by Preston, supported by Donohue, to approve spending up to a maximum of \$4,000 to create a commercial campaign for the district to run during the month of November. Motion passed unanimously.

STAFF AND COMMITTEE REPORTS:

1. Website update: None
2. Farmers Market Manager Report : None
3. City Administrator’s Report:
Update on the Main Street Reconstruction Project
4. Council Report: Mayor Leeming gave an update on Council activities.

ADJOURNMENT: Meeting adjourned at 8:40 a.m.

Respectfully Submitted:

Ryan Mitchell, Board Secretary