



**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES – BOARD OF DIRECTORS  
Tuesday, June 9, 2015**

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**CALL TO ORDER:**

Vice-Chair Beth Herendeen called the meeting to order at 7:33 a.m.

Directors Present: Paul Hartlieb, Dr. Randall Chambers, Beth Herendeen, Andy  
Joslyn, Matthew Cooper, Mayor Jim Rundborg, Dr. Jennifer  
Whitman  
Directors Absent: Fred Motz, Kim Lawrence  
Others Present: Linda Kahler, DDA Coordinator  
Daniel Coss, City Administrator

**APPROVAL OF AGENDA:** On motion by Mayor Rundborg, seconded by Director  
Hartlieb, and carried by vote of the Board to approve the Agenda.

**APPROVAL OF May 12, 2015 Meeting Minutes:** On motion by Mayor Rundborg,  
seconded by Director Joslyn and carried by vote of the Board to approve the Agenda

**ACCOUNTS PAYABLE:** On motion by Mayor Rundborg, seconded by Director Hartlieb  
and carried by vote of the Board to approve accounts payable as presented. Director  
Chambers abstained from voting.

**RECEIVE AND FILE MAY 2015 TREASURER’S REPORTS:** Received and filed.

**PUBLIC COMMENTS:** NONE

**OLD BUSINESS:** Discussed the status of the former Post Office Property located at 221  
N. Bridge Street. The City is in process of purchasing property with a goal to have the  
DDA purchase and determine the best use of the property.

**NEW BUSINESS:**

1. On motion from Mayor Rundborg and seconded by Director Cooper, the DDA  
Board reviewed and approved the Fiscal Year 2015/2016 Budget Amendments.
2. Fred Motz Builders, Hartlieb LLC and Preston Commercial Properties all had  
submitted letter requests asking for time extensions to complete Façade Grant  
Improvement Projects. On motion by Mayor Rundborg and seconded by



Director Herendeen 90 Day Extensions were granted to these DDA 2014 Façade Grant Recipients. Director Hartlieb abstained from voting.

3. The 2015 Façade Grant parameters and details were reviewed and discussed. On motion by Mayor Rundborg, seconded by Director Herendeen, and carried by a full vote of the Board, the 2015 Application and Rules and Agreement documents were approved with changes.
4. General Discussion about the 2015 DDA Car Cruise-In event.

#### **STAFF AND COMMITTEE REPORTS:**

1. Website Updates: None
2. Coordinator's Report: Mrs. Kahler gave written report
3. City Administrator's Report: Mr. Coss provided a verbal report that included information about the upcoming, June 29, 2015 Economic Development and Placemaking Meeting, in cooperation with DeWitt Township, DeWitt Public Schools and LEAP.
4. Council Report: None

**ADJOURNMENT:** On motion by Mayor Rundborg seconded by Director Hartlieb, and carried by vote of the Board to adjourn at 8:39 a.m.

Respectfully Submitted:

Linda Kahler, DDA Coordinator  
for Paul Hartlieb, Board Secretary