

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, May 10, 2016**

CALL TO ORDER:

Chair Beth Herendeen called the meeting to order at 7:32 a.m.

Directors Present: Beth Herendeen, Andy Joslyn, Christine Callahan, Dr. Randall Chambers, Kelly Preston, Kim Lawrence, Jim Rundborg

Directors Absent: Fred Motz, Jennifer Whitman

Others Present: Heather Tracy, DDA Coordinator
Daniel Coss, City Administrator

APPROVAL OF AGENDA: On motion by Kim Lawrence, seconded by Christine Callahan, and carried by vote of the Board to approve the Agenda.

APPROVAL OF APRIL 12, 2016 AND MAY 2, 2016 MEETING MINUTES: On motion by Director Rundborg, seconded by Director Joslyn and carried by a vote of the Board to approve the minutes as is.

ACCOUNTS PAYABLE APRIL 2016 On motion by Director Callahan, seconded by Director Rundborg and carried by vote of the Board to approve accounts payable as presented.

RECEIVE AND FILE FEBRUARY 2016 TREASURER’S REPORTS: On motion by Director Lawrence, seconded by Director Rundborg and carried by vote of the Board to receive and file the reports.

PUBLIC COMMENTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Discussion and Direction on Marketing/Branding RFP for Downtown. Director Rundborg moves to approve the RFP and move forward with recruitment.

Director Lawrence Seconds the motion.
Motion requires roll call.
Director Herendeen-Yes
Director Callahan-Yes
Director Preston-Yes
Director Rundborg-Yes
Director Joslyn-Yes
Director Chambers-Nay
Director Lawrence-Yes
Motion carries.

STAFF AND COMMITTEE REPORTS:

1. Coordinator's Report: Mrs. Tracy provided a verbal report.
2. City Administrator's Report: Mr. Coss provided a verbal report.
3. Council Report: None

ADJOURNMENT: On motion by Callahan seconded by Director Rundborg, and carried by vote of the Board to adjourn at 8:23 am.

Respectfully Submitted:

Heather Tracy, DDA Coordinator
For Andrew Joslyn, Board Secretary