

**DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, October 10, 2017**

CALL TO ORDER:

Vice Chair Chambers called the meeting to order at 7:30 a.m.

Directors Present: Sue Leeming, Andy Joslyn, Christine Callahan, Corey Rees
(arrived 7:35 a.m.) Randall Chambers, Kelly Preston, Justin King.

Directors Absent: Fred Motz, Beth Herendeen

Others Present: Dan Coss, City Administrator; Rebekah Faivor, DDA
Coordinator

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

APPROVAL OF SEPTEMBER 12, 2017 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.**

ACCOUNTS PAYABLE JULY 2017 Motion by Director Leeming, seconded by Director Joslyn and carried by unanimous vote of the Board to approve the Accounts Payable. **MOTION CARRIED.**

RECEIVE AND FILE JULY 2017 TREASURER’S REPORTS: Motion by Director Leeming, seconded by Director Callahan 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. **Review DDA Coordinator Job Description.** The Board postponed discussion until the November 14 DDA Meeting.

**DOWNTOWN DEVELOPMENT AUTHORITY
DEWITT MEETING MINUTES – BOARD OF DIRECTORS
Tuesday, October 10, 2017 PAGE -2-**

2. **Review WLNS Holiday Commercial Proposal.** The Board approved the Holiday Commercial proposal from WLNS with participation of the DDA. Motion by Director Leeming, seconded by Director Callahan to approve the WLNS Holiday Commercial Contract in an amount not to exceed \$2,000 for the DDA contribution. **MOTION CARRIED.**
3. **Review the Dumpster Easement Agreement with 202 East Main Street, LLC (Relli's).** On a motion by Leeming, supported by Joslyn to approve the Easement Agreement for a dumpster installation with 202 East Main Street, LLC. **Motion Carried.**

STAFF AND COMMITTEE REPORTS:

1. Website update: None
2. Farmers Market Manager Report
Rebekah Favior gave a brief update on the Farmers Market.
3. City Administrator's Report: None
4. Council Report: None

ADJOURNMENT: Meeting adjourned at 8:53 a.m.

Respectfully Submitted:

Andrew Joslyn, Board Secretary