



**DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING AGENDA FOR  
TUESDAY, DECEMBER 20, 2011 AT 7:00 P.M.  
TO BE HELD IN THE CITY HALL COUNCIL CHAMBERS  
LOCATED AT 161 E. GRAND RIVER AVE.,  
WILLIAMSTON, MICHIGAN  
Phone 517-655-2774 Fax 517-655-2797  
website [www.williamston-mi.us](http://www.williamston-mi.us)**

1. Call To Order- 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Response
6. DDA Minutes of November 15, 2011
7. Accounts Payable
8. Community Development Director Report
9. Treasurer- Budget Printout
10. Action Items
  - a. Adopt 2012 Meeting Dates & Times
  - b. Farmers' Market 2012 Proposal
  - c. Election of Vice Chair
  - d.
11. Discussion Items
  - a. Parking Lot Resealing, Patching and Striping Estimate for Williamston United Methodist Church (to be Included by One Way Asphalt)
  - b. Capital Improvements Outlay for Williamston United Methodist Church Parking Lot
  - c. Historic District SHPO Map Requirements and Proposal
  - d. Façade Improvement Application- 132 S. Putnam St.
  - e. Williamston Community Coffee Cup Program
  - f. Carl McIntosh Façade Improvement Request for Colonial Square Shopping Center
  - g.
12. Correspondence Received/Information Only
  - a. Ingham County Drain Commission Close Out Certification
  - b. Depot Museum Newsletter
  - c.
13. Outstanding Issues- **No Action or Discussion**
  - a. Schedule for Resealing Parking Lots
  - b. Marketing and Branding
  - c. Wayfinding Sign Study
  - d. Farm Market Vendor Policy (adopt draft)
  - e. Vacant Lot (Old Car Wash)
  - f. Private Use of Public Property
  - g. Retail Incubator
  - h. ArtFest (2012)
14. Public Response
15. DDA Member Comments
16. Closed Session- to Discuss the Lease of Real Property
17. Adjournment

**Individuals with disabilities requiring special assistance who are planning to attend a DDA meeting should contact the City Clerk by writing or calling in advance of the date of the meeting that will be attended.  
THE NEXT REGULAR MEETING OF THE WILLIAMSTON DDA WILL BE HELD ON JANUARY 17, 2012 IN THE CITY HALL COUNCIL CHAMBERS.**