

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
MARCH 21, 2006  
REGULAR MEETING MINUTES**

**1. Call to Order:**

The meeting was called to order at 7:01 p.m. by Chair Bev O'Malia and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chair Bev O'Malia, Vice Chair Tom Mitchell, Barb Vandenberg, Timothy Grossman, Jeremy Emmi, Bonnie Bochniak, Alyson Wendt, Robin Roberts, and Mayor Kenneth Zichi. Absent: None.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Alison Alfredson, Councilman Scott VanAllsburg, EDC Member Mike Thomas, ArtFest Representatives Joanna Poynter, and Gwen Chirico-Brandon.

**4. Approval of Agenda:**

Remove item 11d. and add item 13d. Ingham County Health Department Water Testing Letter.

Motion by **Zichi**, second by **Grossman**, to approve the agenda as amended.

**Motion passed by voice vote.**

**5. Public Response:**

Chair O'Malia called for public comment at this time and there was none.

**6. DDA Regular Minutes of February 21, 2006:**

On page 3, item 12e., 6 lines down change "30" to "90".

Motion by **Zichi**, second by **Emmi**, to approve the minutes of the February 21, 2006 regular DDA meeting as amended. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Mitchell**, second by **Grossman**, to approve the invoice from MPC Cashway Lumber in the amount of \$19.19 as presented. Yes: Emmi, Grossman, Roberts, O'Malia, Zichi, Mitchell, Vandenberg, Bochniak, Wendt. No: None.

**Motion passed.**

Motion by **Mitchell**, second by **Grossman**, to table the Ingham County EDC invoice until the next meeting to find out whether enough taxes are being captured to cover the amount. **Motion passed by voice vote.**

**8. Treasurer- Financial Report:**

Treasurer Dolley submitted a financial report for February 2006 for DDA review.

**9. Community Development Director Report:**

Director Alfredson submitted a written report and added that she visited Kathy's Kreme of the Kroppe store and it was very nice. She is looking forward to them locating in Williamston. Alliant Mortgage has vacated their building in the downtown and the building is now for sale. The former Shelly's Salon was purchased by Dave Smeak. He will be applying for a façade grant for the building. She is also still working on a "Keep Michigan Beautiful" nomination for Williamston's History Plaza.

**10. Ingham County EDC Report:**

Representative Sue Pigg submitted a written report.

**11. Action Items**

**11a. ArtFest on the River Proposal:**

Gwen Chirico-Brandon introduced herself and explained the plans for ArtFest on the River 2006. They hope to have 80 artists and a wine tasting tent this year. ArtFest raised \$2500 from LaDolce Vita and have a \$600 profit from last year. ArtFest has estimated the cost at \$15,000 for this year.

Motion by **Mitchell**, second by **Vandenberg**, to approve the grant of \$3500 for canopy rental for the ArtFest on the River event. Yes: Zichi, Mitchell, O'Malia, Vandenberg, Emmi, Grossman, Roberts, Wendt, Bochniak. No: None. **Motion passed.**

**11b. Façade Improvement Program Application Review:**

The draft application was accepted with minor grammatical changes.

**11c. ADA Compliance- History Plaza:**

Director Alfredson reported that Earl Wolf talked with her regarding ADA compliance in McCormick Park and the new History Plaza. He suggested relocating one of the picnic tables to make the plaza area more accessible. The kiosk will also need to be lowered to a height accessible to someone in a wheelchair. The state will be visiting parks in Michigan for ADA compliance soon.

**11d. Canopy Borrowing Policy:**

The DDA reviewed the canopy borrowing policy and requested that item f., stating that the DDA will replace the canopies, be removed from the policy.

**12. Discussion Items**

**12a. City Council News-Library Status-Community Center:**

Member Zichi reported that the City Council has agreed to have a Joint Library Building Authority with Wheatfield and Williamstown Townships. Wheatfield Township has not yet approved participating in the Joint Building Authority. The library is supposed to be relocating to their temporary site at the Community Center the beginning of April. The Planning Commission is holding a series of Master Plan work sessions on the third Monday of the month at the Community Center. Tractor Supply Company made a presentation to the Planning Commission for a store location in Williamston. They have not yet submitted a site plan for the project.

**12b. MDOT Bill Review after Discussion with Executive Secretary:**

The Streetscape project totaled \$626,661.17. The DDA has paid their portion of the money, but MDOT does not have the correct accounting and is attempting to bill the DDA. City officials will continue to work on the matter with MDOT.

**12c. River Cleanup:**

Member Emmi reported that the committee is working on how large the project area is going to be for the river clean up and what activities will need to be done. The project will concentrate on the sidewalk area with no work done on the island. Prep work will be done the Friday night before to flag the area. Member Vandenberg offered flags for the project. Native plantings will be planted in clusters. They are asking for everyone to volunteer except for small children because of the terrain. Boy Scouts and Girl Scouts will be contacted for assistance. The DDA discussed placing more trash receptacles along the boardwalk. Director Alfredson will follow up on this.

**15. Public Response:**

Mike Thomas introduced himself as the new EDC/TIFA member.

**Meeting Adjourned at 8:57 p.m.**

**Respectfully Submitted by:** \_\_\_\_\_  
**Holly M. Thompson, Deputy Clerk**

**Date Approved:** \_\_\_\_\_