

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
APRIL 17, 2007
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:07 p.m. by Vice Chair Tom Mitchell, and the Pledge of Allegiance was recited.

3. Roll Call:

Vice Chair Tom Mitchell, Authority Members Timothy Grossman, Barb Vandenberg, Karen McGarry, and Mayor Ken Zichi. Absent: Jeremy Emmi, Bev O'Malia, and Aly Wendt.

Motion by **Zichi**, second by **Grossman**, to excuse Emmi, O'Malia, and Wendt.

Motion passed by voice vote.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Alison Alfredson, and Williamston Area Beautification Fund representative Janice Fedewa.

4. Approval of Agenda:

Motion by **Zichi**, second by **Vandenberg**, to approve the agenda as presented.

Motion passed by voice vote.

5. Public Response:

Vice Chair ~~Thomas~~ Mitchell called for public comment at this time and there was none.

6. DDA Regular Minutes of March 20, 2007:

Motion by **Grossman**, second by **Zichi**, to approve the DDA regular meeting minutes of March 20, 2007 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Zichi**, second by **Grossman**, to approve the bills from Wilcox in the amount of \$1000 and DTE Energy in the amount of \$1135.84 as presented. Yes: Grossman, McGarry, Zichi, Mitchell, Vandenberg. No: None. **Motion passed.**

8. Treasurer-Budget Report- March 2007:

A budget printout was received for March 2007.

9. Community Development Director:

Director Alfredson submitted a written report for DDA review and added that the Williamston Theatre's new play, 'Music from a Sparkling Planet', is showing from

April 19, through June 10. She also reported that there is new interest in the O'Connor building from a developer.

10. Action Items

10a. W.A.B.F. Band Shell Donation Request:

Janice Fedewa of the Williamston Area Beautification Fund attended the meeting to ask for a donation from the DDA for the Band Shell. Ms. Fedewa commented that there are many fundraisers underway. New brochures will be available for purchasing bricks.

Motion by **Zichi**, second by **Grossman**, to approve a \$3500 donation for the band shell to the Williamston Area Beautification Fund to be paid out of community promotions in the 2007/2008 fiscal year budget. Yes: Zichi, Mitchell, Vandenberg, Grossman, McGarry. No: None. **Motion passed.**

10b. Budget 2007-2008:

Motion by **Vandenberg**, second by **Grossman**, to recommend the drafted 2007/2008 budget as presented and forward it to the City Council for approval. Yes: Zichi, Mitchell, Vandenberg, Grossman, McGarry. No: None. **Motion passed.**

10c. Williamston Greenhouse Planter Proposal:

Motion by **Vandenberg**, second by **McGarry**, to approve the Williamston Greenhouse Planter Proposal for up to \$1000 to be taken out of Community Promotions as presented. Yes: McGarry, Mitchell, Vandenberg, Grossman, Zichi. No: None. **Motion passed.**

10d. DTE Pole Ownership Decision:

The DDA decided to ask Wilcox to do a cost comparison between DTE and the DDA owning their own light fixtures.

Director Alfredson commented that she will contact Wilcox to have them do the cost comparison.

10e. Member Emmi's Temporary Leave Request:

The DDA decided to excuse member Emmi's absences as they occur.

11. Discussion Items

11a. City Council News:

Member Zichi reported that the library is in the process of moving to the Community Center and are planning to have an open house at the new location on May 8, between 3:30 p.m. and 7:00 p.m.

11b. DDA Plan Review:

This will be on the next agenda.

11c. Report on DDA Payments for City Services:

No discussion.

11d. River Clean-Up May 19, at 8am-noon:

Chair O'Malia and Director Alfredson will work with Member Emmi to see if he or someone from his office can mark the plants that are to be left alone for the river clean-up.

11e. City Council Budget Meeting-April 28, at 9am:

Member Zichi reported that the Council will be talking about the EDC and DDA budgets on April 22, at 2:00 p.m.

14. Public Response:

Member Vandenberg announced the hardware is having a ten year anniversary event on Saturday, April 21, 2007 between 11:30 a.m. and 2:00 p.m.

15. Adjournment:

Motion by **Zichi**, second by **Grossman**, to adjourn. **Motion passed by voice vote.**

Meeting Adjourned at 8:35 p.m.

Respectfully Submitted by: _____
Holly M. Thompson, Deputy Clerk

Date Approved: _____