

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
JANUARY 19, 2010  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:00 p.m. in the City Hall Council Chambers by Vice Chair Tom Mitchell and the Pledge of Allegiance was recited.

**3. Roll Call:**

Vice Chair Tom Mitchell, Authority Members Harriette Dunckel, Dawn Marie Joseph, Steve Eyke, Narda Murphy, and Council Representative Michael Moody. Absent: Cliff Hart, Alyson Wendt, and Barb Vandenberg.

Also Present:

City Clerk Holly Thompson, Community Development Director Michelle Aniol, and Farmers' Market Manager Christine Miller.

**4. Approval of Agenda:**

Move item 8. to item 14k.

Motion by **Joseph**, second by **Moody**, to approve the agenda as amended. **Motion passed by voice vote.**

**5. Public Response:**

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

**6. DDA Regular Minutes of December 15, 2009:**

Motion by **Dunckel**, second by **Moody**, to approve the December 15, 2009 DDA minutes as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Joseph**, second by **Dunckel**, to approve the bill from LaFollette Custom Homes in the amount of \$2300 for work on the gazebo. Yes: Murphy, Dunckel, Eyke, Moody, Mitchell, Joseph. No: None. **Motion passed.**

**8. Community Development Director:**

Director Aniol submitted a written report for DDA review.

**9. Treasurer- Budget Printout:**

A budget printout for December was submitted for DDA review.

**10. Action Items**

**10a. Review Attorney Proposals:**

Motion by **Murphy**, second by **Joseph**, to consider Scott Breen from Foster, Zack, & Lowe with the submitted attorney proposals. **Motion passed by voice vote.**

Motion by **Joseph**, second by **Murphy**, to interview Attorneys Daniel P. Dalton from the Tomkiw Dalton Firm, Thomas J. McGraw from the McGraw Morris Firm, John Gormley from the Gormley and Johnson Firm, and Scott Breen from the Foster, Zack, & Lowe Firm at the next DDA meeting. **Motion passed by voice vote.**

**10b. Snow Removal Plan:**

Motion by **Joseph**, second by **Eyke**, to approve the snow removal plan with the addition of the alleyways in the downtown being added. **Motion passed by voice vote.**

**11. Discussion Items**

**11a. Farmers' Market Year-End Report:**

Christine Miller provided written reports for the 2009 Farmers' Market for DDA review. Some of her recommendations for 2010 were to increase advertising and promotion, provide more music and children activities, increase community involvement, increase customer e-mail list, allow Chamber Days vendors to participate on all days, provide Market Manager with cell phone, determine next season funding, and change the market hours from 2-7 to 2-6.

The DDA requested that Director Aniol look into cell phone options for the Market Manager.

**11b. City Council News:**

Member Moody reported that the Council has made their appointments to the various boards and commissions and is looking to have the second reading of the Zoning Ordinance on the next agenda.

**14. Public Response:**

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

**15. DDA Member Comments:**

Member Joseph commented that the DDA needs to create a link to the City's website that promotes downtown businesses.

Member Eyke commented that the Parks Commission should look into an ice skating rink for McCormick Park.

Member Dunckel stated that she likes Member Eyke's idea for an ice skating rink.

**16. Adjournment:**

**Meeting Adjourned at 8:27 p.m.**

**\*THE PRECEDING MINUTES ARE A SYNOPSIS OF A DOWNTOWN DEVELOPMENT AUTHORITY MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

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

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