

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
JANUARY 22, 2008
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:01 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 Barb Vandenberg, Timothy Grossman, Emily Lilly-Lacca, and Mayor Michelle Hyne. Absent: Jeremy Emmi, Karen McGarry, Bev O'Malia, and Alyson Wendt.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Michelle Aniol, and other members of the public.

Motion by **Vandenberg**, second by **Grossman**, to excuse McGarry, O'Malia, and Emmi. **Motion passed by voice vote.**

4. Approval of Agenda:

Motion by **Vandenberg**, second by **Lilly-Lacca**, to approve the agenda as presented. **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 18, 2007:

On page 1., item 6, change "October" to "November".

Motion by **Vandenberg**, second by **Grossman**, to approve the regular minutes of December 18, 2007 of the DDA as amended. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Vandenberg**, second by **Grossman**, to approve the payment to Michigan Downtown Association in the amount of \$200 as presented. Yes: Grossman, Hyne, Mitchell, Vandenberg, Lilly-Lacca. No: None. **Motion passed.**

8. Treasurer- Budget Report:

Financial printouts were submitted for DDA review for December.

9. Community Development Director:

Director Aniol submitted a written report and went over it with the board.

10. Action Items

10a. Boundary Survey Proposals:

New bids were received for the Alta survey proposed for the island property.

Motion by **Grossman**, second by **Vandenberg**, to approve the bid from Kebs in the amount of \$4700 for an Alta survey to be done on the island property. Yes: Hyne, Mitchell, Vandenberg, Lilly-Lacca, Grossman. No: None. **Motion passed.**

Motion by **Grossman**, second by **Vandenberg**, to authorize the Chair or Vice Chair to sign the documents associated with the bid. **Motion passed by voice vote.**

10b. Williamston Business Assistance Brochure:

Director Aniol reported that McKenna has submitted a proposal for a business assistance brochure and asked for feedback from the DDA on the proposal.

Motion by **Vandenberg**, second by **Lilly-Lacca**, to state that the DDA wants to go forward with the business assistance brochure in theory and have two brochures done, a comprehensive brochure for the community and a promotional brochure with business information. **Motion passed by voice vote.**

11. Discussion Items

11a. City Council News:

Member Hyne reported that the City Council has approved the Loitering Ordinance. The police chief explained to the Council why the ordinance was needed and his position on establishing one. She added that there was discussion on the Williamston Road speed limit study and that the Council felt there were safety issues with raising the speed limit. The contracts with McKenna and Associated Government Services were approved, with the Council receiving comments from business owners and residents supporting them.

11b. Signage Grants Meeting in January:

Member Vandenberg commented that the signage grant committee will be holding a meeting on Monday, January 28, 2008 at 7:30 p.m. at the Brookshire Inn restaurant.

11c. Luminaries:

There was no representative from the Chamber to address this issue.

11d. Light Pole Banners:

There was no representative from the Chamber to address this issue.

15. Public Response:

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

16. Adjournment:

Meeting Adjourned at 8:51 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, Deputy Clerk

Date Approved: _____