

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
FEBRUARY 17, 2009  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:04 p.m. in the City Hall Council Chambers by Chairman Timothy Grossman and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman Timothy Grossman, Vice Chair Tom Mitchell, Authority Members Cliff Hart, Dawn Marie Joseph, Alyson Wendt, Steve Eyke, Narda Murphy, Barb Vandenberg, and Mayor Pro-tem Michael Moody. Absent: None.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Michelle Aniol, and citizens Rosemary Phillip, and JoAnn Zeller.

**4. Approval of Agenda:**

Move item 10e. to item 10b.

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

**5. Public Response:**

Chairman Grossman called for public comment at this time and there was none.

**6. DDA Regular Minutes of January 20, 2009:**

On page 2, item 9. change 'Council' to 'Board'.

Motion by **Mitchell**, second by **Vandenberg**, to approve the DDA regular minutes of January 20, 2009 as amended. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Mitchell**, second by **Vandenberg**, to approve the bill from McKenna in the amount of \$3150, the bill from WVIC in the amount of \$1140, and the bill for Foster, Zack, Little, Pasteur, and Manning in the amount of \$3280 as presented. Yes: Grossman, Hart, Eyke, Moody, Mitchell, Vandenberg, Joseph, Murphy, Wendt. No: None. **Motion passed.**

**8. Community Development Director:**

Director Aniol submitted a written report for DDA review and added that the EDC has hired a new Farmers' Market manager.

**9. Treasurer- Budget Printout:**

A budget printout for January was submitted for DDA review.

## 10. Action Items

### **10a. Chamber Craft Show Sponsoring:**

Motion by **Mitchell**, second by **Joseph**, to approve \$1000 for the Chamber Craft Show. Yes: Moody, Mitchell, Eyke, Vandenberg, Hart, Grossman, Murphy, Wendt, Joseph. No: None. **Motion passed.**

### **10b. WLNS Musical Signature Offer:**

Motion by **Eyke**, second by **Mitchell**, to give \$10 back to Kathy's Kreme of the Kropp and Tuesday Books for their missed advertisements and accept option two from WLNS for a no-charge commercial schedule which reaches 4,500 adults 18+ and 2,000 adults 18-49. Yes: Joseph, Murphy, Grossman, Hart, Eyke, Mitchell, Vandenberg, Wendt, Moody. No: None. **Motion passed.**

### **10c. Downtown Business Guide:**

Motion by **Mitchell**, second by **Joseph**, proceed with the downtown business guide authorizing \$1800 for McKenna and \$3500 for Limner Press. Yes: Hart, Mitchell, Vandenberg, Joseph, Murphy, Grossman, Eyke, Moody, Wendt. No: None. **Motion passed.**

### **10d. Sixth Amended and Restated DDA Plan:**

Motion by **Mitchell**, second by **Vandenberg**, to approve the drafted DDA Plan as amended and forward it to the City Council. Yes: Hart, Grossman, Joseph, Mitchell, Wendt, Eyke, Moody, Murphy, Vandenberg. No: None. **Motion passed.**

### **10e. Appoint Budget Committee:**

Members Vandenberg, Mitchell, and Grossman volunteered to serve on the budget committee.

### **10f. Holiday Lighting and Trees in Front of City Hall:**

This was tabled indefinitely.

\*Wendt left at 8:55 p.m.

### **10g. Plaque for Community Center Bench:**

Motion by **Joseph**, second by **Hart**, to have a plaque created for the bench to be donated by Jim and Barb Vandenberg of True Value Hardware for an amount not to exceed \$75. Yes: Grossman, Hart, Eyke, Moody, Mitchell, Vandenberg, Joseph, Murphy. No: None. **Motion passed.**

## 11. Discussion Items

### **11a. City Council News:**

Member Moody reported that the Council is working on the budget, the bandshell policy, and the Park Plan update.

**11b. Downtown Trees:**

This item was tabled indefinitely.

**14. Public Response:**

Chairman Grossman called for public comment at this time and there was none.

**15. DDA Member Comments:**

Member Murphy stated that the DDA meeting was interesting and thanked them for allowing her to participate. She added that the School District is working on a Marketing Plan.

Member Hart commented that he has received a lot of information and has placed it in a three ring binder.

Member Moody commented that the DDA is doing a great job.

Member Vandenberg commented that the new show at the Williamston Theater is great.

Member Joseph encouraged everyone to attend the first Friday on March 6<sup>th</sup> for Musical Madness.

**16. Adjournment:**

**Meeting Adjourned at 9:26 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: \_\_\_\_\_