

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
JUNE 2, 2008
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 Chair Bev O'Malia and the Pledge of Allegiance was recited.

3. Roll Call:

Chair Bev O'Malia, Vice Chair Tom Mitchell, Authority Members Barb Vandenberg, Timothy Grossman, and Alyson Wendt. Absent: Karen McGarry, Michelle Hyne, Emily Lilly-Lacca, and Jeremy Emmi.

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Michelle Aniol, and citizens Steven Eyke, Marla Swartz, and Teresa Wood.

Motion by **Mitchell**, second by **Vandenberg**, to excuse Lilly-Lacca, Hyne, and McGarry.
Motion passed by voice vote.

4. Approval of Agenda:

Add item 10f. Recommendation to Council for DDA Appointment.

Motion by **Vandenberg**, second by **Wendt**, to approve the agenda as amended.
Motion passed by voice vote.

5. Public Response:

Teresa Wood thanked the DDA for the job they are doing and Chair O'Malia for having a well run meeting.

6. DDA Regular Minutes of April 15, 2008:

Motion by **Wendt**, second by **Grossman**, to approve the regular minutes of April 15, 2008 of the DDA as presented. **Motion passed by voice vote.**

7. Accounts Payable:

None.

8. Treasurer- Budget Report:

Financial printouts were submitted for DDA review for April.

9. Community Development Director:

Director Aniol submitted a written report for DDA review.

10. Action Items

10a. 2008/2009 Fiscal Year Budget:

Decrease Community Promotions from \$30,000 to \$20,000.

Motion by **Vandenberg**, second by **Grossman**, to approve the 2008/2009 fiscal year budget as amended. Yes: Grossman, O'Malia, Mitchell, Vandenberg, Wendt. No: None. **Motion passed.**

10b. Signage Grant Proposal:

Member Vandenberg distributed that signage grant proposal to the DDA. They reviewed other municipalities and their programs. Vandenberg gave an overview of what is in the proposal. This will be tabled until the next meeting to allow members to review the proposal.

10c. Plan Amendment Contract Proposal:

Director Aniol went over the proposal for plan amendment services with the DDA.

The DDA discussed the options for changing the DDA Plan.

Motion by **Grossman**, second by **Wendt**, to table the plan amendment contract proposal till McKenna can provide a revised quote. **Motion passed by voice vote.**

10d. Election of Officers:

Motion by **Vandenberg**, second by **Wendt**, to appoint Timothy Grossman as the Chairman and Tom Mitchell as the Vice Chairman. **Motion passed by voice vote.**

10e. Williamston Monday Night Cruise Request for Sponsorship:

A request was submitted by Marla Swartz asking the DDA to help sponsor the Williamston's Monday Night Cruise.

Marla Swartz gave a description of the event and what has been done.

Motion by **Mitchell**, second by **Wendt**, to approve \$1000 for the Williamston's Monday Night Cruise. Yes: Mitchell, Vandenberg, Grossman, O'Malia, Wendt. No: None. **Motion passed.**

10f. Recommendation to Council for DDA Appointment:

Chair O'Malia questioned who had applied for the DDA.

Deputy Clerk Thompson responded that Emily Lilly-Lacca applied for reappointment and Steven Eyke and Dawn Marie Joseph applied for appointment.

Steve Eyke introduced himself to the DDA and explained why he would like to be appointed to the DDA.

Motion by **Mitchell**, second by **Grossman**, to recommend the appointment of Emily Lilly-Lacca and Steven Eyke to the DDA. **Motion passed by voice vote.**

11. Discussion Items

11a. City Council News:

No report.

11b. MDOT Streetscape Grant:

Chair O'Malia reported that the copy of the grant is included in the packets and added that the DDA should keep in mind that the grant is divided into subsections in case the DDA does not get funding there is an option to go forward with specific sections of the downtown.

11c. Rear Façade Improvement:

This will be on the July agenda to appoint a subcommittee to discuss this further.

11d. Property Survey Update:

Director Aniol reported that the survey has been completed and has been forwarded to the City Assessor.

15. Public Response:

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

16. Adjournment:

Meeting Adjourned at 8:45 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: _____