

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
JUNE 17, 2008  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:05 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, Authority Members Barb Vandenberg, Jeremy Emmi, Alyson Wendt, Karen McGarry, and Mayor Michelle Hyne. Absent: Bev O'Malia, Emily Lilly-Lacca, and Tom Mitchell (arrived at 8:04 p.m.).

Also Present:

Deputy Clerk Holly Thompson, and Community Development Director Michelle Aniol.

Motion by **Hyne**, second by **Vandenberg**, to excuse Lilly-Lacca and O'Malia. **Motion passed by voice vote.**

**4. Approval of Agenda:**

Add item 10d. Approve MDOT Transportation Grant Proposal Changes.

Motion by **Vandenberg**, second by **Wendt**, 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 June 2, 2008:**

Motion by **Vandenberg**, second by **Wendt**, to approve the regular minutes of June 2, 2008 of the DDA as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Vandenberg**, second by **Emmi**, to approve the bill from Foster Zack and Lowe in the amount of \$1664 as presented. Yes: Grossman, McGarry, Hyne, Vandenberg, Emmi, Wendt. No: None. **Motion passed.**

Motion by **Emmi**, second by **McGarry**, to table the McKenna bill until the next meeting allowing Director Aniol to correct it. **Motion passed by voice vote.**

**8. Treasurer- Budget Report:**

Financial printouts were submitted for DDA review for May.

**9. Community Development Director:**

Director Aniol submitted a written report for DDA review.

## 10. Action Items

### **10a. 2007/2008 Budget Amendments:**

Motion by **Vandenberg**, second by **Hyne**, to table the budget amendment until Member Mitchell arrives. **Motion passed by voice vote.**

\*Member Mitchell arrived at 8:04 p.m.

Motion by **Hyne**, second by **Mitchell**, to table the budget amendments until more information can be found out by Chairman Grossman. **Motion passed by voice vote.**

### **10b. Signage Grant Proposal:**

Director Aniol will draft an application for a signage grant similar to the one for the façade improvement using the provided guidelines.

Motion by **Hyne**, second by **Mitchell**, to table the signage grant proposal until the next meeting. **Motion passed by voice vote.**

### **10c. Revised DDA Plan Update Proposal:**

\*Grossman left at 8:20 p.m.

Motion by **McGarry**, second by **Emmi**, approve the McKenna proposal for the DDA Plan update as presented. Yes: McGarry, Mitchell, Vandenberg, Emmi, Hyne, Wendt. No: None. **Motion passed.**

### **10d. Approve MDOT Transportation Grant Proposal Changes:**

Motion by **Vandenberg**, second by **McGarry**, to approve the MDOT Transportation Grant Proposal changes as presented by Wilcox in the letter of June 12, 2008 and revise the local match for the project to 36%. Yes: Mitchell, Vandenberg, Emmi, Hyne, Wendt, McGarry. No: None. **Motion passed.**

## 11. Discussion Items

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

Member Hyne reported that the Council has adopted the 2008/2009 fiscal year budget, the ground breaking ceremony for the bandshell has taken place, the wall of honor by the American Legion has been finished, and the Council is working on an RFP/Q for the building at 109 E. Grand River.

### **11b. Monday Night Cruise Night:**

Director Aniol commented that she was glad to see the number of people participating in the Monday Night Cruise. She believes this will have a positive impact on the businesses.

## **15. Public Response:**

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

**16. Adjournment:**  
**Meeting Adjourned at 8:52 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: \_\_\_\_\_