

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
OCTOBER 20, 2009
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:02 p.m. in the City Hall Council Chambers by City Clerk Holly Thompson and the Pledge of Allegiance was recited.

3. Roll Call:

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

Also Present:

City Clerk Holly Thompson, Community Development Director Michelle Aniol, and citizen Sharon Emrick.

Motion by **Mitchell**, second by **Wendt**, to excuse Hyne, Eyke, and Murphy. **Motion passed by voice vote.**

4. Approval of Agenda:

Motion by **Mitchell**, second by **Wendt** to approve the agenda as presented. **Motion passed by voice vote.**

Motion by **Mitchell**, second by **Dunckel**, to table item 11d. Private Use of Public Property. **Motion passed by voice vote.**

Motion by **Wendt**, second by **Mitchell**, to add 10d. Sharon Emrick Façade Improvement Grant. **Motion passed by voice vote.**

5. Public Response:

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

6. DDA Regular Minutes of September 15, 2009 & June 24, 2009:

Remove 'Harriet Dunckel' everywhere it appears.

Motion by **Hart**, second by **Mitchell**, to approve the June 24, 2009 special DDA minutes as amended. **Motion passed by voice vote.**

Motion by **Mitchell**, second by **Hart**, to approve the September 15, 2009 DDA minutes as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Mitchell**, second by **Dunckel**, to approve the bill from Foster Zack Little Pasteur & Manning, P.C. in the amount of \$940.50 as presented and table the DTE

Energy bill until it can be clarified as to what the DDA's charges are. Yes: Dunckel, Hart, Mitchell, Vandenberg, Wendt. No: None. **Motion passed.**

8. Community Development Director:

Director Aniol submitted a written report for DDA review and added that the City Manager is working with a committee on a tree carving event in December. She will update the DDA as more information comes out.

9. Treasurer- Budget Printout:

A budget printout for September was submitted for DDA review.

10. Action Items

10b. Banwell Façade Reimbursement:

Motion by **Hart**, second by **Wendt**, to approve the Bucket façade improvement grant payment of \$1250. Yes: Mitchell, Vandenberg, Dunckel, Hart, Wendt. No: None. **Motion passed.**

10c. Williamston Florist & Greenhouse Proposal:

Motion by **Mitchell**, second by **Wendt**, to authorize up to \$1,000 to Williamston Florist and Greenhouse for winter planter decorating at 10 hours to clean and plant the planters. Yes: Mitchell, Vandenberg, Hart, Dunckel, Wendt. No: None. **Motion passed.**

10d. Sharon Emrick Façade Improvement Grant:

Motion by **Mitchell**, second by **Hart**, to approve the façade improvement grant for 137 West Grand River Avenue as presented for up to \$2,000. Yes: Hart, Mitchell, Vandenberg, Dunckel, Wendt. No: None. **Motion passed.**

11. Discussion Items

11a. Development Plan Program/Projects Prioritization:

Director Aniol went through the priorities for the Development Plan and worked with them to prioritize the projects. The final results will be in the next DDA packet.

Action Items continued:

10a. Wayfinding Signs:

The DDA decided to wait on this issue until they know whether or not they will be getting the streetscape grant and move it to outstanding issues on the agenda.

11b. Streetscape Maintenance: Bollard and Rail replacement:

The DDA asked that this be moved to outstanding issues.

11c. City Council News:

None.

11d. Private Use of Public Property:

The DDA asked that this be moved to outstanding issues.

14. Public Response:

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

15. DDA Member Comments:

Member Mitchell commented that he'd like to see the Mayor climb the water tower.

Member Wendt commented that she has hired a new employee at Bloom.

Chair Vandenberg encouraged everyone to see An Infinite Ache at the Williamston Theatre.

Member Dunckel commented that she had a great time at a wedding in California.

16. Adjournment:

Meeting Adjourned at 8:47 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: _____