

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
DECEMBER 15, 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 Chair Barb Vandenberg and the Pledge of Allegiance was recited.

3. Roll Call:

Chair Barb Vandenberg, Authority Members Cliff Hart, Harriet Dunckel, Alyson Wendt, and Narda Murphy. Absent: Tom Mitchell (arrived at 7:05 p.m.), Dawn Marie Joseph, Steve Eyke, and Michelle Hyne.

Also Present:

City Clerk Holly Thompson, Community Development Director Michelle Aniol, and citizens Sharon Emrick, Robin Stewart, and Emily Sutton-Smith.

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

4. Approval of Agenda:

Move item 8. to item 14k.

-Mitchell arrived at 7:05 p.m.

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

5. Public Response:

Sharon Emrick stated that she has pictures for her façade improvement grant.

6. DDA Regular Minutes of November 17, 2009:

Motion by **Mitchell**, second by **Murphy**, to approve the November 17, 2009 DDA minutes as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Mitchell**, second by **Wendt**, to approve the bill from Wilcox in the amount of \$2613.32 and Mack Electric in the amount of \$134 as presented. Yes: Murphy, Dunckel, Hart, Mitchell, Vandenberg, Wendt. No: None. **Motion passed.**

Motion by **Dunckel**, second by **Mitchell**, to approve the bill from Foster Zack P.C. as presented in the amount of \$379.50 as presented. Yes: Murphy, Dunckel, Hart, Mitchell, Vandenberg, Wendt. No: None. **Motion passed.**

Motion by **Mitchell**, second by **Murphy**, to approve the façade improvement grant for Sharon Emrick in the amount of \$2,000 as presented. Yes: Dunckel, Hart, Mitchell, Vandenberg, Murphy, Wendt. No: None. **Motion passed.**

8. Community Development Director:

Director Aniol submitted a written report for DDA review.

9. Treasurer- Budget Printout:

A budget printout for November was submitted for DDA review.

10. Action Items

10a. Williamston Theatre Funding Request:

Motion by **Murphy**, second by **Dunckel**, to approve \$4500 for the Williamston Theatre for marketing expenses. Yes: Mitchell, Vandenberg, Murphy, Dunckel, Hart, Wendt. No: None.

Motion passed.

10b. Adopt 2010 Meeting Dates & Times:

Motion by **Mitchell**, second by **Hart**, to approve the 2010 meeting dates and times as presented. **Motion passed by voice vote.**

10c. Sidewalk and Parking Lot Snowplowing:

The DDA concluded that sidewalk snowplowing should occur wherever business traffic goes.

Director Aniol will prepare a map and submit it to the Department of Public Works.

11. Discussion Items

11a. Downtown Street Lamp Illumination:

Director Aniol distributed before and after pictures of lighting that was changed to LED.

11b. City Council News:

None.

14. Public Response:

Emily Sutton-Smith thanked the DDA for their support of the Theatre. She believes the DDA should look into promoting the downtown more by using the Theatre as a draw.

15. DDA Member Comments:

Member Hart commented that GM will be hiring 380 people in the area and he is coordinating a tour of Williamston to encourage people moving here.

Member Dunckel commented that she was hit by a truck while crossing the road downtown.

16. Adjournment:

Meeting Adjourned at 8:49 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: _____