

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
DECEMBER 21, 2010  
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 Chair Barb Vandenberg and the Pledge of Allegiance was recited.

**3. Roll Call:**

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

Also Present:

City Clerk Holly Thompson, Ingham County EDC Director Sandy Gower, Williamston Theatre Representative Emily Sutton-Smith, and citizen John Donahoe.

Motion by **Dunckel**, second by **Joseph**, to excuse Murphy. **Motion passed by voice vote.**

Motion by **Van Wert**, second by **Dunckel**, to excuse Eyke, Hart, and Mitchell. **Motion passed by voice vote.**

**4. Approval of Agenda:**

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

**5. Public Response:**

Sandy Gower introduced herself as the new Ingham County EDC representative and stated that she is looking forward to working with Williamston.

**6. DDA Regular Minutes of November 16, 2010 & Special Minutes of December 2, 2010:**

Motion by **Joseph**, second by **Dunckel**, to approve the November 16, 2010 DDA minutes and December 2, 2010 Special DDA minutes as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Joseph**, second by **Wendt**, to approve the bill from One Way Asphalt in the amount of \$6165.04 as amended and the bill from Bronner's in the amount of \$216.30 as presented. Yes: Dunckel, Van Wert, Vandenberg, Joseph, Wendt. No: None. **Motion passed.**

Motion by **Joseph**, second by **Wendt**, to have the Chair discuss the Gormley bill with the City Manager before the bill is acted upon. **Motion passed by voice vote.**

**8. Community Development Director:**

No report.

**9. Treasurer- Budget Printout:**

A budget printout for November was submitted for DDA review.

**10. Action Items**

**10a. Adoption of 2011 Meeting Dates and Times:**

Motion by Van Wert, second by **Joseph**, to approve the adoption of the 2011 meeting dates and times as presented. **Motion passed by voice vote.**

**10b. Additional Streetlight Fixtures- South Putnam Streetscape:**

Motion by **Dunckel**, second by **Joseph**, to approve the additional streetlight fixture in the amount of \$3,066 for the South Putnam Streetscape with the money being transferred from line item 880.01 to Capital Outlay. Yes: Vandenberg, Joseph, Dunckel, Wendt. No: Van Wert. **Motion passed.**

**10c. Williamston Theatre Request for Funding:**

Motion by **Joseph**, second by **Wendt**, to approve \$1500 for marketing of their next show. Yes: Van Wert, Vandenberg, Dunckel, Wendt, Joseph. No: None. **Motion passed.**

-Van Wert left at 8:50 p.m.

**-DDA meeting adjourned at 8:51 due to lack of quorum.**

**\*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: \_\_\_\_\_