

**CITY OF WILLIAMSTON
ECONOMIC DEVELOPMENT CORPORATION
APRIL 17, 2006
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 6:02 p.m. by Vice Chair Dan Frank and the Pledge of Allegiance was recited.

3. Roll Call:

Vice Chair Dan Frank, Corporation Members Pamela Jeffers, Michael Thomas, Peter Porciello, and Andrew Bellingar. Absent: Adam Lesperance (arrived at 6:14), Mary Sapienza (arrived at 6:55) and Michelle Hyne.

Motion by **Thomas**, second by **Porciello**, to excuse member Hyne. **Motion passed by voice vote.**

Also Present:

Deputy Clerk Holly Thompson, Community Development Director Alison Alfredson, EDC Attorney John Gormley (arrived at 6:55), Ingham County EDC Representative Sue Pigg (arrived at 6:55) and citizen Kevin Smith.

4. Audience Participation:

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

5. Approval of Agenda:

Motion by **Porciello**, second by **Jeffers**, to approve the agenda as presented. **Motion passed by voice vote.**

6. EDC Minutes of January 17, 2006 and March 20, 2006:

Motion by **Thomas**, second by **Jeffers**, to approve the regular EDC minutes of January 17, 2006 as amended by changing "bandshell" to "theatre" in the last sentence on page 2. **Motion passed by voice vote.**

Motion by **Jeffers**, second by **Porciello**, to approve the March 20, 2006 EDC regular meeting minutes as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Jeffers**, second by **Thomas**, to approve the bill from John Gormley for attorney services as presented in the amount of \$290.13 as presented. Yes: Porciello, Thomas, Bellingar, Frank, Jeffers. No: None. **Motion passed.**

8. Staff Reports

8a. Treasurer:

Vice Chair Frank asked what the expense of \$905.74 under "printing and publishing" in the budget was for.

8b. Community Development Director:

Director Alfredson reported that she attended a three day conference in Kalamazoo regarding downtown development. She added that Fabiano's has changed their name to Ghinelli's. Kathy's Kreme of the Kropp opened April 17th and is a very nice store. The owner of Absolute Pest Control has vacated the building and is now working on his own.

Vice Chair Frank questioned how the Planning Commission meeting went with the Tractor Supply Company discussion.

Director Alfredson commented that the response from the public was mostly favorable.

Vice Chair Frank commented that TSC will not affect most of the downtown business.

Member Bellingar commented that he lives in the subdivision that is next to the location and he and the people on his street are in favor of the development.

10. Committee/Sub-Committee Reports

10a. Economic Retention Committee:

A meeting date was set for Wednesday, April 26, 2006 at 7:00 p.m. in the Cappuccino Espresso.

10b. Farmers' Market Committee:

There will be a meeting on Tuesday, April 25th at 6:00 p.m. at the Cappuccino Espresso. Applications have gone out to the vendors. Director Alfredson commented that she will be meeting with Jeanne Van Wieren to discuss what she needs to do to get started.

10c. Property Committee:

No report.

11. Action Items

11a. Milling of the Farmers' Market Lot:

Director Alfredson reported that the City does not have plans to mill the parking lot where the Farmers' Market will be held. Member Thomas suggested that the EDC pay or help pay to mill the parking lot for Farmers' Market use. The estimate for the milling was not available at this time. Member Porciello commented that the manufacturer should be asked if the milling is contaminated with lead and sulfur before it is put on an already contaminated site. Director Alfredson commented that E.T. MacKenzie is supposed to grade the lot, since it was used for their staging area during the bridge construction. She explained that the City will not be paving the lot this year because the Parks & Recreation Commission will be coming up with plans for the parks and the lot will probably

be incorporated into McCormick Park. Vice Chair Frank wondered if the DDA would benefit more from the milling because the downtown uses it and it could be more parking for the Theatre.

11b. Laptop for Community Development Director:

Member Thomas commented that he believes that Director Alfredson should have a laptop to be able to better communicate with people and be able to access her files wherever she is. Vice Chair Frank commented that perhaps the cost should be divided between the City, DDA, and EDC. Member Lesperance asked Director Alfredson if she would prefer having a cell phone. She indicated that she would not. She thinks it would be useful to have a laptop to enable her to do work away from the office. Member Bellingar asked if perhaps the TIFA's would be able to chip into the cost of a laptop. Member Porciello thinks it will make her appear more professional. The EDC asked Director Alfredson to get a quote for a laptop to present at the next meeting.

11c. Reducing Regular Meetings to Every Other Month:

Member Bellingar commented that the reduction of meetings to every other month would save the board money by reducing administrative costs. The EDC does not have projects going on and there are not a lot of agenda items to act on.

Motion by **Thomas**, second by **Porciello**, to table the issue of reducing regular meetings to every other month until the next meeting and ask the City Treasurer to come up with a cost savings for the reduction of meetings. **Motion passed by voice vote.**

11d. Habitat for Humanity Letter from Attorney:

The EDC Attorney drafted a letter to Habitat for Humanity outlining the conditions of the lease and the issues with occupying the building before the repairs have been finished.

Member Jeffers commented that she asked before they leased the building if the improvements would have to be made before they moved in. Then the Planning and Development Administrator presented a parking plan for Habitat that was approved by the EDC.

Motion by **Bellingar**, second by **Thomas** to table the Habitat for Humanity Letter from the EDC Attorney until the next meeting.

Discussion:

*Attorney Gormley and Chair Sapienza arrived at 6:55 p.m.

Vote on Motion: Yes: None. No: Jeffers, Lesperance, Thomas, Porciello, Sapienza, Bellingar, Frank. **Motion failed.**

Motion by **Porciello**, second by **Thomas**, to direct the EDC Attorney to send the letter to Habitat with the addition of allowing them 60 days to get the required

improvements finished. Yes: Jeffers, Thomas, Porciello, Sapienza, Lesperance, Bellingar, Frank. No: None. **Motion passed.**

15. Audience Participation:

Motion by **Sapienza**, second by **Jeffers**, to nominate Mike Thomas as EDC Secretary. **Motion passed by voice vote.**

Sue Pigg distributed her report and highlighted some of the issues.

16. Corporation Member Comments:

Motion by **Sapienza**, second by **Jeffers**, to approve the **concept of the** second addendum to the Granger agreement as presented. Yes: Jeffers, Thomas, Porciello, Sapienza, Lesperance, Bellingar, Frank. No: None. **Motion passed.**

Vice Chair Frank asked what Planning Commissioner Schall's comments in the Planning Commission minutes were referring to regarding P.A. 116.

Meeting Adjourned at 7:29 p.m.

*THE PRECEDING MINUTES ARE A SYNOPSIS OF A CITY COUNCIL MEETING AND DO NOT REPRESENT A VERBATIM RECORD.

Respectfully Submitted by: _____
Holly M. Thompson, Deputy Clerk

Date Approved: _____