



**ECONOMIC DEVELOPMENT CORPORATION  
SPECIAL MEETING AGENDA FOR  
THURSDAY, MAY 21, 2020 7:15 P.M.  
TO BE HELD VIA ZOOM.COM AS DETAILED  
IN THE INSTRUCTIONS ATTACHED  
161 E. GRAND RIVER AVE. WILLIAMSTON, MI 48895  
Phone (517) 655-2774 Fax (517) 655-2797  
Website- [www.williamston-mi.us](http://www.williamston-mi.us)**

1. Call to Order – 7:15 p.m.
2. Roll Call
3. Audience Participation- Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
4. Approval of Agenda
5. Approval of EDC Special Meeting Minutes of October 17, 2019
6. Treasurer- Budget Report
7. Accounts Payable
8. Action Items
  - a. Consideration of EDC Budget For Fiscal Year 2020/2021
  - b.
9. Discussion Items
  - a.
  - b.
10. Audience Participation- Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
11. EDC Attorney Comments
12. Adjournment

Individuals with disabilities requiring special assistance who are planning to attend an EDC meeting should contact the City Clerk by writing or calling in advance of the date of the meeting that will be attended.

# Important Message from the Williamston City Hall Clerk's Office:

**The Williamston Economic Development Corporation will be holding a virtual meeting on Thursday, May 21, 2020 at 7:15 p.m.**

Due to the COVID-19 State of Emergency declared by the Governor's Executive Order 2020-75, as well as recommendations for social distancing, the Regular Meeting of the Williamston Economic Development Corporation will be conducted via remote participation. All members of the public will be permitted to participate during the public comment portion of the meeting. The standard time limits will apply.

## To participate remotely:

Copy and paste the link below or call a number below for audio connection.  
Topic: Williamston Economic Development Corporation Meeting  
Time: May 21, 2020 07:15 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89565039882>

Meeting ID: 895 6503 9882

One tap mobile

+13017158592, 89565039882# US (Germantown)

+13126266799, 89565039882# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 895 6503 9882

Find your local number: <https://us02web.zoom.us/j/89565039882>

For special accommodations, please call the Williamston City Clerk's Office at 517-655-2774 ext. 102 to make arrangements.

**Holly M. Thompson, City of Williamston City Clerk**

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**CITY OF WILLIAMSTON  
ECONOMIC DEVELOPMENT CORPORATION  
OCTOBER 17, 2019  
SPECIAL MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:15 p.m. in the Williamston City Hall Council Chambers by Chairman Peter Porciello.

**2. Roll Call:**

Chairman Peter Porciello, EDC Members Denise White, Kenneth Szymusiak, John Roy Castillo, and Dan Rhines. Absent: Robert McPherson and Paul Joseph.

Also Present: City Manager Corey Schmidt, City Clerk Holly Thompson, and EDC Attorney John Gormley.

Motion by **Rhines**, second by **White**, to excuse McPherson and Joseph. **Motion passed by voice vote.**

**3. Audience Participation:**

Chairman Porciello called for public comments at this time and there were none.

**4. Approval of Agenda:**

Motion by **Szymusiak**, second by **Rhines**, to approve the agenda as presented. **Motion passed by voice vote.**

**5. Approval of EDC Special Meeting Minutes of August 29, 2019:**

Motion by **Rhines**, second by **Szymusiak**, to approve the EDC special meeting minutes of August 29, 2019 as presented. **Motion passed by voice vote.**

**6. Treasurer- Budget Report:**

A budget printout for September 2019 was provided for EDC review.

**8. Discussion Items**

**8a. Electric Car Charging Stations:**

Chairman Porciello explained why car charging stations are needed and thought it could bring business to Williamston.

The Board wanted to wait until Member Joseph was there to discuss it further.

**8. Audience Participation:**

Chairman Porciello called for public comments at this time and there were none.

**9. EDC Attorney Comments:**

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None.

**10. Adjournment:**

Motion by **White**, second by **Szymusiak**, to adjourn. **Motion passed by voice vote.**

The meeting adjourned at 7:26 p.m.

**\*THE PRECEDING MINUTES ARE A SYNOPSIS OF AN ECONOMIC DEVELOPMENT CORPORATION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

Respectfully Submitted by: \_\_\_\_\_  
Holly M. Thompson, City Clerk

Date Approved: \_\_\_\_\_

DRAFT

Fund 244 Economic Development Fund

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GL Number	Description	Balance
*** Assets ***		
244-000-002.00	Cash - Savings	7,972.16
244-000-120.01	Investments	66,661.92
<b>Total Assets</b>		<b>74,634.08</b>
*** Liabilities ***		
244-000-214.00	Due To General Fund	125.00
<b>Total Liabilities</b>		<b>125.00</b>
*** Fund Balance ***		
244-000-390.00	Fund Balance	74,309.40
<b>Total Fund Balance</b>		<b>74,309.40</b>
Beginning Fund Balance		74,309.40
Net of Revenues VS Expenditures		199.68
Ending Fund Balance		74,509.08
Total Liabilities And Fund Balance		74,634.08

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDT USED
Fund 244 - Economic Development Fund							
Revenues							
244-000-665.01	Interest Income	1,000.00	986.67	82.99		13.33	98.67
Total Dept 000		1,000.00	986.67	82.99		13.33	98.67
TOTAL REVENUES							
		1,000.00	986.67	82.99		13.33	98.67
Expenditures							
Dept 729 - Comm. & Econ. Dev. Administration							
244-729-720.01	Fund Administration	500.00	375.00	125.00		125.00	75.00
244-729-801.01	Legal Services	500.00	250.38	0.00		249.62	50.08
244-729-803.00	Contract - Audit	150.00	150.15	0.00		(0.15)	100.10
244-729-955.00	Miscellaneous	200.00	11.46	0.00		188.54	5.73
Total Dept 729 - Comm. & Econ. Dev. Administration		1,350.00	786.99	125.00		563.01	58.30
TOTAL EXPENDITURES							
		1,350.00	786.99	125.00		563.01	58.30
Fund 244 - Economic Development Fund:							
TOTAL REVENUES							
		1,000.00	986.67	82.99		13.33	98.67
TOTAL EXPENDITURES							
		1,350.00	786.99	125.00		563.01	58.30
NET OF REVENUES & EXPENDITURES							
		(350.00)	199.68	(42.01)		(549.68)	57.05

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Fund 244 Economic Development Fund

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GL Number	Description	Balance
*** Assets ***		
244-000-002.00	Cash - Savings	7,972.16
244-000-120.01	Investments	66,721.74
<b>Total Assets</b>		<b>74,693.90</b>
*** Liabilities ***		
244-000-214.00	Due To General Fund	125.00
<b>Total Liabilities</b>		<b>125.00</b>
*** Fund Balance ***		
244-000-390.00	Fund Balance	74,309.40
<b>Total Fund Balance</b>		<b>74,309.40</b>
Beginning Fund Balance		74,309.40
Net of Revenues VS Expenditures		259.50
Ending Fund Balance		74,568.90
Total Liabilities And Fund Balance		74,693.90

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 244 - Economic Development Fund						
Revenues						
Dept 000						
244-000-665.01	Interest Income	1,000.00	1,046.49	59.82	(46.49)	104.65
Total Dept 000		1,000.00	1,046.49	59.82	(46.49)	104.65
TOTAL REVENUES		1,000.00	1,046.49	59.82	(46.49)	104.65
Expenditures						
Dept 729 - Comm. & Econ. Dev. Administration						
244-729-720.01	Fund Administration	500.00	375.00	0.00	125.00	75.00
244-729-801.01	Legal Services	500.00	250.38	0.00	249.62	50.08
244-729-803.00	Contract - Audit	150.00	150.15	0.00	(0.15)	100.10
244-729-955.00	Miscellaneous	200.00	11.46	0.00	188.54	5.73
Total Dept 729 - Comm. & Econ. Dev. Administration		1,350.00	786.99	0.00	563.01	58.30
TOTAL EXPENDITURES		1,350.00	786.99	0.00	563.01	58.30
Fund 244 - Economic Development Fund:						
TOTAL REVENUES		1,000.00	1,046.49	59.82	(46.49)	104.65
TOTAL EXPENDITURES		1,350.00	786.99	0.00	563.01	58.30
NET OF REVENUES & EXPENDITURES		(350.00)	259.50	59.82	(609.50)	74.14

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GL NUMBER	DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MGR APPR. BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000	Interest Income	988.10	1,584.33	1,000.00	1,047.15	1,300.00	1,000.00
	Totals for dept 000 -	988.10	1,584.33	1,000.00	1,047.15	1,300.00	1,000.00
<b>TOTAL ESTIMATED REVENUES</b>							
		988.10	1,584.33	1,000.00	1,047.15	1,300.00	1,000.00

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GL NUMBER	DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 MGR APPR. BUDGET
<b>APPROPRIATIONS</b>							
Dept 729 - Comm. & Econ. Dev. Administration							
244-729-720.01 Fund Administration			500.00	500.00	375.00	500.00	500.00
244-729-801.01 Legal Services		205.44	310.30	500.00	250.38	250.00	250.00
244-729-803.00 Contract - Audit		84.55	98.69	150.00	150.15	150.00	155.00
244-729-955.00 Miscellaneous		21.42	16.96	200.00	11.46	200.00	95.00
Totals for dept 729 - Comm. & Econ. Dev. Administr		311.41	925.95	1,350.00	786.99	1,100.00	1,000.00
<b>TOTAL APPROPRIATIONS</b>		311.41	925.95	1,350.00	786.99	1,100.00	1,000.00
<b>NET OF REVENUES/APPROPRIATIONS - FUND 244</b>		676.69	658.38	(350.00)	260.16	200.00	
BEGINNING FUND BALANCE		72,974.33	73,651.02	74,309.40	74,309.40	74,309.40	74,509.40
ENDING FUND BALANCE		73,651.02	74,309.40	73,959.40	74,569.56	74,509.40	74,509.40

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