

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
FEBRUARY 16, 2021
REGULAR MEETING MINUTES**

1. Call To Order:

The virtual meeting was called to order at 7:02 p.m. by Chairman Will Long, and the Pledge of Allegiance was recited. Due to county and state health department orders limiting indoor gathering sizes and recommendations for social distancing, in accordance with Public Act 254 of 2020, this regular meeting was conducted via remote participation.

3. Roll Call:

Chairman William Long, Vice Chair Narda Murphy, Authority Members Don Bixler, Tammy Gilroy, Susan Byrd, Garrett Gabriel, and Emily Sutton-Smith. Absent: Matt Mulford.

Also Present: City Manager/DDA Director Corey Schmidt, and City Clerk Holly Thompson.

Motion by Gilroy, second by Bixler, to excuse Mulford. Yes: Bixler, Sutton-Smith, Long, Byrd, Gilroy, Murphy, Gabriel. No: None. Motion passed.

4. Approval of Agenda:

Motion by **Gilroy**, second by **Murphy**, to approve the agenda as presented. Yes: Byrd, Bixler, Murphy, Long, Gilroy, Sutton-Smith, Gabriel. No: None. **Motion passed.**

5. Public Response:

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

6. DDA Regular Meeting Minutes of January 19, 2021:

Motion by **Gilroy**, second by **Byrd**, to approve the Regular DDA minutes of January 19, 2021 as presented. Yes: Sutton-Smith, Murphy, Bixler, Byrd, Gabriel, Long, Gilroy. No: None. **Motion passed.**

7. Accounts Payable:

Motion by **Bixler**, second by **Murphy**, to approve invoice #34328 from Gormley & Johnson Law Offices in the amount of \$263.22 as presented. Yes: Murphy, Bixler, Byrd, Gilroy, Long, Gabriel, Sutton-Smith. No: None. **Motion passed.**

8. Downtown Development Director Report:

Manager Schmidt reported on the Boardwalk Replacement Project progress, the new Police Chief, and Zynda's.

9. Treasurer- Budget Printout:

Budget printouts for January 2021 were submitted for DDA review.

10. Action Items

10a. Public Spaces Community Places Grant:

Motion by **Gilroy**, second by **Bixler**, to approve the submission of an application to the

Public Spaces Community Places grant program to support the completion of the pathway project and associated site amenities at Old Mill Park. Yes: Long, Gabriel, Gilroy, Bixler, Sutton-Smith, Murphy, Byrd. No: None. **Motion passed.**

10b. Put Your Town On The Map Grant Competition:

Motion by **Murphy**, second by **Gilroy**, to approve submission of an application to Put Your Town On The Map grant competition in support of the downtown water trailhead and parking lot project. Yes: Byrd, Gilroy, Bixler, Sutton-Smith, Murphy, Gabriel, Long. No: None. **Motion passed.**

11. Discussion Items

11a. Downtown Office Uses:

The DDA discussed how to attract new businesses into the downtown area.

14. Public Response:

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

15. DDA Member Comments:

Member Sutton-Smith commented on the survey the Williamston Theatre is doing for information from their patrons.

16. Adjournment:

Chairman Long adjourned the DDA meeting at 8:16 p.m.

***Meeting adjourned at 8:16 p.m.**

Respectfully Submitted by:

Holly M. Thompson, City Clerk

Date Approved: _____