

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
FEBRUARY 19, 2019
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:00 p.m. in the City Hall Council Chambers by Chairman Rich Martin and the Pledge of Allegiance was recited.

3. Roll Call:

Chair Rich Martin, Vice Chair Narda Murphy, Authority Members Don Bixler, Sharon Emrick, William Long, Matt Mulford, and Tammy Gilroy. Absent: None.

Also Present: City Manager/DDA Director Corey Schmidt, City Clerk Holly Thompson, Attorney John Gormley, and MSU Journalism Students.

4. Approval of Agenda:

Motion by **Gilroy**, second by **Bixler**, to approve the agenda as presented. **Motion passed by voice vote.**

5. Public Response:

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

6. DDA Regular Minutes of January 15, 2019:

Motion by **Murphy**, second by **Gilroy**, to approve the DDA regular minutes of January 15, 2019 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Gilroy**, second by **Long**, to approve the invoice for Attorney John Gormley in the amount of \$659.32 as presented. Yes: Mulford, Long, Martin, Gilroy, Bixler, Emrick, Murphy. No: None. **Motion passed.**

8. Downtown Development Director Report:

Director Schmidt submitted a written report for DDA review.

9. Treasurer:

A budget printout for January was provided for DDA review.

10. Action Items

10a. Street Light Banner Pole Placement:

Motion by **Gilroy**, second by **Long**, to have the DDA Director schedule a time with DPW to put banners up on the remaining empty light poles. Yes: Long, Martin, Gilroy, Bixler, Emrick, Murphy, Mulford. No: None. **Motion passed.**

11. Discussion Items

11a. Façade Improvement Program Changes:

Director Schmidt and Attorney Gormley went through the recommended changes to the Façade Improvement Program with the DDA.

The DDA agreed with the proposed changes and asked that this be on their next agenda for adoption.

14. Public Response:

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

15. DDA Member Comments:

Member Long asked about the process of a DDA Plan Amendment.

16. Adjournment:

Chairman Martin adjourned the meeting at 7:31 p.m.

Meeting Adjourned at 7:31 p.m.

***THE PRECEDING MINUTES ARE A SYNOPSIS OF A DOWNTOWN DEVELOPMENT AUTHORITY SPECIAL MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

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

Date Approved: _____