

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

1. Call To Order:

The virtual meeting was called to order at 7:00 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, Matt Mulford, Garrett Gabriel, and Emily Sutton-Smith. Absent: None.

Also Present: City Manager/DDA Director Corey Schmidt, City Clerk Holly Thompson, MSU Journalism Student Shelby, and citizen Noah Belanger.

4. Approval of Agenda:

Motion by **Gilroy**, second by **Bixler**, to approve the agenda as presented. Yes: Byrd, Bixler, Murphy, Long, Gilroy, Mulford, 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 February 16, 2021:

Motion by **Gilroy**, second by **Byrd**, to approve the Regular DDA minutes of February 16, 2021 as presented. Yes: Sutton-Smith, Murphy, Bixler, Byrd, Gabriel, Mulford, Long, Gilroy. No: None. **Motion passed.**

7. Accounts Payable:

Motion by **Gilroy**, second by **Mulford**, to approve invoice #34677 from Gormley & Johnson Law Offices in the amount of \$343.47 as presented. Yes: Sutton-Smith, Murphy, Bixler, Byrd, Gabriel, Mulford, Long, Gilroy. No: None. **Motion passed.**

8. Downtown Development Director Report:

Manager Schmidt submitted a written report for DDA review.

9. Treasurer- Budget Printout:

Budget printouts for February 2021 were submitted for DDA review.

10. Action Items

10a. Public Spaces Community Places Grant:

Motion by **Gilroy**, second by **Sutton-Smith**, to authorize the Williamston DDA Chair and DDA Director to develop and execute a signed commitment letter with the Red Cedar Garden Club as to the use of donated funds for the gazebo replacement and site amenities in Old Mill Park as outlined in the attached proposal. Yes: Mulford, Long, Sutton-Smith,

Gilroy, Bixler, Gabriel, Murphy, Byrd. No: None. **Motion passed.**

10b. 2021 Development Plan and Tax Increment Financing Plan Amendment:

Motion by **Murphy**, second by **Gilroy**, to approve a resolution to confirm the adoption of the City of Williamston Downtown Development Authority's 2021 Development Plan and Tax Increment Financing Plan Amendment and submit the same to the City Council for consideration. Yes: Long, Gabriel, Gilroy, Bixler, Sutton-Smith, Murphy, Mulford, Byrd. No: None. **Motion passed.**

14. Public Response:

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

15. DDA Member Comments:

Member Murphy commended Manager Schmidt on his presentation to the Rotary. He did a wonderful job.

Member Sutton-Smith commented there are real challenges on communicating with the community on projects happening with the City and DDA. She wondered what the DDA can do to support the communication effort.

16. Adjournment:

Chairman Long adjourned the DDA meeting at 7:23 p.m.

***Meeting adjourned at 7:23 p.m.**

Respectfully Submitted by:

Holly M. Thompson, City Clerk

Date Approved: _____