

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
JULY 16, 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:

Chairman Rich Martin, Authority Members Don Bixler, Will Long, Matt Mulford, and John Bisard. Absent: Sharon Emrick (arrived at 7:05pm) and Narda Murphy.

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

Motion by **Bisard**, second by **Long**, to excuse Murphy. **Motion passed by voice vote.**

4. Approval of Agenda:

Motion by **Bixler**, second by **Bisard**, 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 Meeting Minutes of June 18, 2019:

Motion by **Bixler**, second by **Long**, to approve the DDA regular meeting minutes of June 18, 2019 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Bisard**, second by **Long**, to approve invoice #26099 for Attorney John Gormley in the amount of \$2,665.37 as presented. Yes: Mulford, Long, Martin, Bisard, Bixler. No: None. **Motion passed.**

-Emrick arrived 7:05 p.m.

8. Downtown Development Director Report:

Director Schmidt submitted a written report for DDA review.

9. Treasurer- Budget Printout:

No report.

10. Action Items

10a. Appointment of Chair and Vice Chair:

Motion by **Long**, second by **Bixler**, to appoint Martin as Chair. **Motion passed by voice vote.**

Motion by **Long**, second by **Bisard**, to appoint Murphy as Vice Chair. **Motion passed by voice vote.**

10b. Greater Lansing Convention & Visitors Bureau (GLCVB) 2020

Advertisement:

Motion by **Bixler**, second by **Bisard**, to approve the contribution to the GLCVB advertisement in the amount of \$1,825. Yes: Martin, Bisard, Bixler, Emrick, Mulford, Long. No: None. **Motion passed.**

14. Public Response:

Tammy Scott commented she'd like to see the DDA pursue other businesses contributing to small ads in the GLCVB advertisement as it was done in the past.

15. DDA Member Comments:

Member Long asked if Director Schmidt was going to put out another call to sell the ads for the banners.

Director Schmidt thanked Chairman Martin and his family for running Barrett's the last few years.

16. Adjournment:

Chairman Martin adjourned the meeting at 7:28 p.m.

Meeting Adjourned at 7:28 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: _____