

**CITY OF WILLIAMSTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
JANUARY 21, 2020  
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 William Long, and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman William Long, Authority Members Don Bixler, Emily Sutton-Smith, Susan Byrd, Matt Mulford, and Tammy Gilroy. Absent: Sharon Emrick & Narda Murphy.

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

Motion by **Gilroy**, second by **Bixler**, to excuse Murphy. **Motion passed by voice vote.**

**4. Approval of Agenda:**

Move item 11b. up to item 11a.

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

**5. Public Response:**

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

**6. DDA Regular Meeting Minutes of November 19, 2019:**

Motion by **Sutton-Smith**, second by **Gilroy**, to approve the November 19, 2019 DDA minutes as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Gilroy**, second by **Mulford**, to approve invoice # 29914 from Gormley & Johnson Law Offices in the amount of \$299.60 as presented. Yes: Sutton-Smith, Bixler, Byrd, Mulford, Long, Gilroy. No: None. **Motion passed.**

**8. Downtown Development Director Report:**

Director Schmidt submitted a written report for DDA review.

**9. Treasurer- Budget Printout:**

Budget printouts for December were submitted for DDA review.

**10. Action Items**

**10a. Adoption of 2020 DDA Meeting Dates & Times:**

Motion by **Gilroy** second by **Bixler**, to approve the 2020 meeting dates and times as presented. **Motion passed by voice vote.**

**10b. Parking Lot Project Change Order No. 1:**

Motion by **Sutton-Smith**, second by **Gilroy**, to approve Change Order No. 1 for the Williamston DDA Parking Lot Project to authorize a net increase of \$18,387.50 for the construction contract with TCI Inc. of Michigan. Yes: Long, Gilroy, Bixler, Sutton-Smith, Mulford, Byrd. No: None. **Motion passed.**

**11. Discussion Items**

**11a. Boardwalk Replacement Grant and River Trail:**

Director Schmidt presented a PowerPoint regarding Old Mill Park Boardwalk Replacement and DDA Planning with the board.

**11b. Grand River Avenue Road Diet:**

This will be on the next agenda.

**14. Public Response:**

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

**15. DDA Member Comments:**

None.

**16. Adjournment:**

Chairman Long adjourned the DDA meeting at 8:07 p.m.

**\*Meeting adjourned at 8:07 p.m.**

Respectfully Submitted by:

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**Holly M. Thompson, City Clerk**

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