

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
JULY 24, 2020
RESCHEDULED REGULAR MEETING MINUTES**

1. Call To Order:

The virtual meeting was called to order at 8:04 a.m. by Chairman Will Long, and the Pledge of Allegiance was recited. Due to the COVID-19 State of Emergency declared by the Governor's Executive Order 2020-129, as well as recommendations for social distancing, this regular meeting was conducted via remote participation.

3. Roll Call:

Chairman William Long, Authority Members Don Bixler, Susan Byrd, Matt Mulford, Narda Murphy, and Garrett Gabriel. Absent: Emily Sutton-Smith (joined at 8:14 a.m.), and Tammy Gilroy.

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

4. Approval of Agenda:

Motion by **Bixler**, second by **Murphy**, to approve the agenda as presented. Yes: Byrd, Bixler, Murphy, Long, Mulford, 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 June 16, 2020:

Motion by **Murphy**, second by **Bixler**, to approve the June 16, 2020 DDA minutes as presented. Yes: Murphy, Bixler, Byrd, Gabriel, Mulford, Long. No: None. **Motion passed.**

7. Accounts Payable:

Motion by **Murphy**, second by **Bixler**, to approve invoice # 31818 from Gormley & Johnson Law Offices in the amount of \$209.72 as presented. Yes: Murphy, Bixler, Byrd, Mulford, Long, Gabriel. No: None. **Motion passed.**

8. Downtown Development Director Report:

None.

9. Treasurer- Budget Printout:

Budget printouts for June 2020 were submitted for DDA review.

10. Action Items

10a. Appointment of Chair & Vice Chair:

Motion by **Bixler**, second by **Byrd**, to appoint William Long as Chair and Narda Murphy as Vice Chair. Yes: Mulford, Long, Bixler, Gabriel, Murphy, Byrd. No: None. **Motion passed.**

(Sutton-Smith joined at 8:14 a.m.)

10b. Boardwalk Replacement Grant Design Engineering Agreement:

Motion by **Bixler**, second by **Mulford**, to enter into an agreement with Spicer Group to provide design engineering and permitting services for the board replacement grant project, with the DDA's contribution not to exceed \$37,000 in the 2020-21 fiscal year. Yes: Long, Gabriel, Bixler, Sutton-Smith, Murphy, Mulford, Byrd. No: None. **Motion passed.**

Motion by **Sutton-Smith**, second by **Bixler**, to approve budget amendment to reduce Department 729 by \$32,000 and increase Department 901 by \$32,000. Yes: Gabriel, Bixler, Sutton-Smith, Murphy, Mulford, Byrd, Long. No: None. **Motion passed.**

14. Public Response:

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

15. DDA Member Comments:

Authority Member Murphy said Mulford's connection has an echo.

16. Adjournment:

Chairman Long adjourned the DDA meeting at 8:22 a.m.

***Meeting adjourned at 8:22 a.m.**

Respectfully Submitted by: _____

Barbara J. Burke, Deputy City Clerk

Date Approved: _____