



**ECONOMIC DEVELOPMENT CORPORATION  
SPECIAL MEETING AGENDA FOR  
MONDAY, MAY 16, 2022 7:15 P.M.  
TO BE HELD IN THE CITY HALL COUNCIL CHAMBERS LOCATED  
AT 161 E. GRAND RIVER AVE. WILLIAMSTON, MI 48895  
Phone (517) 655-2774 Fax (517) 655-2797  
Website- [www.williamston-mi.us](http://www.williamston-mi.us)**

1. Call to Order – 7:15 p.m.
2. Roll Call
3. Audience Participation- Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
4. Approval of Agenda
5. Approval of EDC Special Meeting Minutes of April 19, 2021
6. Treasurer- Budget Report
7. Accounts Payable
8. Action Items
  - a. EDC 2022/2023 Fiscal Year Budget Consideration
  - b. Election of Chair, Vice Chair, Secretary, Treasurer, and Recording Secretary
  - c.
9. Discussion Items
  - a.
  - b.
10. Audience Participation- Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
11. EDC Attorney Comments
12. Adjournment

**Individuals with disabilities requiring special assistance who are planning to attend an EDC meeting should contact the City Clerk by writing or calling in advance of the date of the meeting that will be attended.**

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**CITY OF WILLIAMSTON  
ECONOMIC DEVELOPMENT CORPORATION  
APRIL 19, 2021  
SPECIAL MEETING MINUTES**

**1. Call To Order:**

The virtual meeting was called to order at 7:48 p.m. by Chairman Pete Porciello. In accordance with Public Act 228 of 2020 amending the Open Meetings Act, and the Ingham County Board of Commissioners' Declaration of a State of Emergency for Ingham County, this special meeting was conducted via remote participation.

**2. Roll Call:**

Chairman Peter Porciello (Williamston, MI), TIFA Members Brandon Lanyon (Williamston, MI), Denise White (Williamston, MI), Robert McPherson (Williamston, MI), and John Roy Castillo (Williamstown Twp, MI). Absent: Bruce Bellinger, Kenneth Szymusiak, and Paul Joseph.

Also Present: City Clerk Holly Thompson, City Manager Corey Schmidt, DPW Director/Engineer Scott DeVries, Spicer Representative John Bradley, and EDC Attorney John Gormley.

Motion by **Castillo**, second by **McPherson**, to excuse Szymusiak. Yes: Porciello, Castillo, White, McPherson, Lanyon. No: None. **Motion passed.**

**3. Audience Participation:**

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

**4. Approval of Agenda:**

-Roland joined at 7:02 p.m.

Motion by **Szymusiak**, second by **White**, to approve the agenda as presented. Yes: White, McPherson, Szymusiak, Roland, Porciello. No: None. **Motion passed.**

**5. Approval of EDC Special Meeting Minutes of June 15, 2020:**

Motion by **McPherson**, second by **White**, to approve the EDC special meeting minutes of June 15, 2020 as presented. Yes: Lanyon, White, McPherson, Porciello, Castillo. No: None. **Motion passed.**

**6. Treasurer- Budget Report:**

A budget printout for March 2021 was provided for EDC review.

**7. Accounts Payable:**

None.

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**8. Action Items**

**8a. EDC 2021/2022 Fiscal Year Budget Consideration:**

Motion by **McPherson**, second by **Lanyon**, to approve the 2021/2022 Fiscal Year Economic Development Corporation budget as presented. Yes: Lanyon, White, Castillo, Porciello, McPherson. No: None. **Motion passed.**

**10. Audience Participation:**

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

**11. EDC Attorney Comments:**

None.

**12. Adjournment:**

Motion by **Lanyon**, second by **McPherson**, to adjourn. Yes: Castillo, Porciello, White, McPherson, Lanyon. No: None. **Motion passed.**

The meeting adjourned at 7:59 p.m.

**\*THE PRECEDING MINUTES ARE A SYNOPSIS OF AN ECONOMIC DEVELOPMENT CORPORATION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

Respectfully Submitted by: \_\_\_\_\_  
Holly M. Thompson, City Clerk

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

Fund 244 Economic Development Fund

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GL Number	Description	Balance
*** Assets ***		
244-000-002.00	Cash - Savings	7,976.95
244-000-017.00	Investments	64,399.20
<b>Total Assets</b>		<u>72,376.15</u>
*** Liabilities ***		
<b>Total Liabilities</b>		<u>0.00</u>
*** Fund Balance ***		
244-000-390.00	Fund Balance	73,282.54
<b>Total Fund Balance</b>		<u>73,282.54</u>
<b>Beginning Fund Balance</b>		73,282.54
<b>Net of Revenues VS Expenditures</b>		(906.39)
<b>Ending Fund Balance</b>		72,376.15
<b>Total Liabilities And Fund Balance</b>		72,376.15

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2022 INCREASE (DECREASE)	NORMAL	AVAILABLE BALANCE (ABNORMAL)	% BDTG USED
Fund 244 - Economic Development Fund							
Revenues							
Dept 000							
244-000-665.01	Interest Income	25.00	29.73	15.05		(4.73)	118.92
Total Dept 000		25.00	29.73	15.05		(4.73)	118.92
TOTAL REVENUES		25.00	29.73	15.05		(4.73)	118.92
Expenditures							
Dept 728 - Comm. & Econ. Dev. Administration							
244-728-801.01	Legal Services	250.00	248.24	0.00		1.76	99.30
244-728-803.00	Contract - Audit	175.00	173.69	0.00		1.31	99.25
244-728-803.01	Fund Administration	500.00	500.00	250.00		0.00	100.00
244-728-955.00	Miscellaneous	50.00	14.19	0.00		35.81	28.38
Total Dept 728 - Comm. & Econ. Dev. Administration		975.00	936.12	250.00		38.88	96.01
TOTAL EXPENDITURES		975.00	936.12	250.00		38.88	96.01
Fund 244 - Economic Development Fund:							
TOTAL REVENUES		25.00	29.73	15.05		(4.73)	118.92
TOTAL EXPENDITURES		975.00	936.12	250.00		38.88	96.01
NET OF REVENUES & EXPENDITURES		(950.00)	(906.39)	(234.95)		(43.61)	95.41

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# City of Williamston

161 E. Grand River Ave.  
Williamston, MI 48895

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**TO:** Economic Development Corporation  
**FROM:** Holly Thompson, City Clerk  
**DATE:** 05/11/22  
**SUBJECT:** 2022/2023 Fiscal Year Budget

***REQUESTED ACTION:***

Adopt the 2022/2023 Economic Development Corporation Budget as presented/amended.

***BACKGROUND:***

The Economic Development Corporation is responsible for adopting their own budget unlike the TIFA 2A/TIFA 2B who recommends their budget to City Council.

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 04/30/22	2021-22 PROJECTED ACTIVITY	2022-23 DEPT. APPR. BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000					
244-000-665.01	Interest Income	25.00	29.80	25.00	25.00
Totals for dept 000 -		25.00	29.80	25.00	25.00
<b>TOTAL ESTIMATED REVENUES</b>		<b>25.00</b>	<b>29.80</b>	<b>25.00</b>	<b>25.00</b>

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 04/30/22	2021-22 PROJECTED ACTIVITY	2022-23 DEPT. APPR. BUDGET
<b>APPROPRIATIONS</b>					
Dept 728 - Comm. & Econ. Dev. Administration					
244-728-801.01	Legal Services	230.00	248.24	250.00	250.00
244-728-803.00	Contract - Audit	175.00	173.69	175.00	200.00
244-728-803.01	Fund Administration	500.00	500.00	500.00	500.00
244-728-955.00	Miscellaneous	50.00	14.19	25.00	50.00
	Totals for dept 728 - Comm. & Econ. Dev. Administration	975.00	936.12	950.00	1,000.00
<b>TOTAL APPROPRIATIONS</b>					
		975.00	936.12	950.00	1,000.00
<b>NET OF REVENUES/APPROPRIATIONS - FUND 244</b>					
		(950.00)	(906.32)	(925.00)	(975.00)
	BEGINNING FUND BALANCE	73,282.54	73,282.54	73,282.54	72,357.54
	ENDING FUND BALANCE	72,332.54	72,376.22	72,357.54	71,382.54

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# City of Williamston <sup>86,</sup>

161 E. Grand River Ave. <sup>pg 1</sup>  
Williamston, MI 48895

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**TO:** Economic Development Corporation

**FROM:** Holly Thompson, City Clerk

**DATE:** 05/11/22

**SUBJECT:** Appointment of Officers

***REQUESTED ACTION:***

Appoint \_\_\_\_\_ as Chair, \_\_\_\_\_ as Vice Chair, \_\_\_\_\_ as Secretary,  
\_\_\_\_\_ as Treasurer, and the City Clerk as Recording Secretary.

***BACKGROUND:***

The Economic Development has not met for some time and needs to appoint officers. The current slate of officers for the TIFA 2A/TIFA 2B are: Pete Porciello as Chair, Paul Joseph as Vice Chair, Robert McPherson as Secretary, Kenneth Szymusiak as Treasurer, and the City Clerk as Recording Secretary.