

**CITY OF WILLIAMSTON
DOWNTOWN DEVELOPMENT AUTHORITY
JANUARY 19, 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, Garrett Gabriel, Emily Sutton-Smith, and Matt Mulford. Absent: None.

Also Present: City Manager/DDA Director Corey Schmidt, City Clerk Holly Thompson, and citizens Jolanda Piecuch, Noah Belanger, Carol Grainger, and John & Carol Bowman.

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 Informational & Regular Meeting Minutes of November 17, 2020:

Motion by **Sutton-Smith**, second by **Gilroy**, to approve the Informational and Regular DDA minutes of November 17, 2020 as presented. Yes: Sutton-Smith, Murphy, Bixler, Byrd, Gabriel, Mulford, Long, Gilroy. No: None. **Motion passed.**

7. Accounts Payable:

Motion by **Gilroy**, second by **Bixler**, to approve invoice # 33557 from Gormley & Johnson Law Offices in the amount of \$74.90 as presented. Yes: Murphy, Bixler, Byrd, Mulford, Gilroy, Long, Gabriel, Sutton-Smith. No: None. **Motion passed.**

8. Downtown Development Director Report:

A written report was submitted for DDA review.

9. Treasurer- Budget Printout:

Budget printouts for December 2020 were submitted for DDA review.

10. Action Items

10a. Consideration of 2021 Meeting Dates & Times:

Motion by **Gilroy**, second by **Murphy**, to approve the 2021 meeting dates and times as presented. Yes: Mulford, Long, Sutton-Smith, Gilroy, Bixler, Gabriel, Murphy, Byrd. No: None. **Motion passed.**

10b. Gazebo Donation:

Motion by **Gilroy**, second by **Murphy**, to accept the donation of a new 10-foot gazebo to replace the existing gazebo within the DDA-owned property at 131 N. Putnam Street and to contribute not to exceed \$5,000 to the site preparation work. Yes: Long, Gabriel, Gilroy, Bixler, Sutton-Smith, Murphy, Mulford, Byrd. No: None. **Motion passed.**

Motion by **Gilroy**, second by **Bixler**, to authorize the disposal of the existing gazebo by auction or other method, and to use the proceeds from the disposal for work related to placing the new gazebo and to place signage in the vacant space after the gazebo has been removed notifying of the future gazebo structure construction and partnership with DDA and Garden Club with signage not to exceed \$500. Yes: Long, Gabriel, Gilroy, Bixler, Sutton-Smith, Murphy, Mulford, Byrd. No: None. **Motion passed.**

11. Discussion Items

11a. Downtown Water Trailhead Parking Lot Preliminary Design:

Manager Schmidt relayed some changes to the water trailhead parking lot preliminary design and asked for feedback on any of the issues.

Gilroy asked if the City was doing themselves a disservice by not including the option of continuing the trail and when the project would be started.

14. Public Response:

John Bowman- asked about the Friends of the Red Cedar River clearing log jams. He has kayaked down to Meridian Township and it was a beautiful trip. He thanked the DDA for doing this project.

15. DDA Member Comments:

Chairman Long updated the DDA on the progress of the video commercial.

16. Adjournment:

Chairman Long adjourned the DDA meeting at 7:42 p.m.

***Meeting adjourned at 7:42 p.m.**

Respectfully Submitted by: _____

Holly M. Thompson, City Clerk

Date Approved: _____