



Downtown Development Authority

THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
August 23, 2011
8:00 a.m. Michigan Time

- 1. The Board Meeting was called to order at 8:00 a.m. by Chairperson Radewahn.
2. MEMBERS PRESENT: Radewahn, Ryder-Petre, Martin, Burns, Doyle, Weise, Gray and Streeter.
ABSENT: Duclos.
ALSO PRESENT: Dan Sika, Director of Community Development, Susan Coggin, Planning Assistant/Code Enforcement Officer.
3. The Pledge of Allegiance was recited.
4. Motion was made by Martin, seconded by Gray to approve the agenda as presented. Motion carried unanimously.

AGENDA
THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY MEETING
8215 Shields Drive, Saginaw, MI 48609
8:00 AM, August 23, 2011

- 1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
A. Approve the minutes of the July 26, 2011 meeting.
6. Approval of Expenditures.
7. Communications-Petitions-Citizen Comments
It is requested that you state your name and address for the record.
8. Public Hearing - None.
9. Unfinished Business
A. Contract - J. Ranck Electric for the installation of ninety-eight (98) streetlight bases and poles along Gratiot Road.
10. New Business - None.
11. Discussion
A. Banner Cost Comparisons.
B. Over-the Road Banner Pole Installation Rebid.
12. Reports
A. Chairperson D. Board Members
B. Vice-Chairperson E. Staff
C. Secretary
13. Adjournment

5. Consent Agenda

A. Motion by Streeter, seconded by Ryder-Petre to approve the minutes of June 28, 2011 with the following correction: Unfinished Business – C. – Award Contract for the Installation of Bases and Electrical Work for the Gratiot Road Streetlight Project – “Discussion followed among the DDA members. . . Streeter suggested that a performance bond be required as a condition for approval of the contract. Streeter stated that he was concerned with the . . .” Motion carried unanimously.

6. Approval of Expenditures – None.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business

A. Contract – J. Ranck Electric for the installation of ninety-eight (98) streetlight bases and poles along Gratiot Road.

Sika stated that on July 13, 2011, the bid opening was completed for the Gratiot Streetlight project specifically the installation of ninety-eight (98) footings and electrical work. On July 26, 2011, the DDA awarded the bid to J. Ranck Electric for the amount of \$ 279,449.00. Our office asked Spicer Group to draw up a contract for this project. The DDA members were presented with a copy of the contract. Sika further stated that J. Ranck Electric is anticipating starting the project immediately upon final approval of the MDOT permit with completion of the project in early October. Again this is pending a quick MDOT approval and issuance of a permit.

10. New Business - None

11. Discussion

A. Banner Cost Comparisons.

Sika stated with the anticipated installation of the banner poles on Gratiot Road, several DDA Board members asked for banner prices. A cost comparison from six (6) banner companies was presented to the DDA members. The prices range from \$415.00 for a basic vinyl banner to \$1,515.00 for a Solarmax (cloth) banner with individually stitched lettering. Most banners can be produced in three to four weeks and include all attachments such as metal clips to hang the banner. At this time no action is necessary. This is for your reference only.

B. Over-the Road Banner Pole Installation Rebid.

Sika stated that the bid opening for the over-the-road banner pole foundations was held on August 1, 2011. One bid was submitted as follows:

Wolgast Corporation - \$14,450.00

Due to only one bid being submitted, we will be rebidding the project the first week in September to a

broader base of contractors. Our hope is that we can get a better price this time.

12. Reports

A. Chairperson – None.

B. Vice-Chairperson – None.

C. Secretary – None.

D. Board Members – Mr. Weise stated that a meeting was held with MDOT regarding the safety of the Kennely and Gratiot intersection. MDOT has decided to close the opening to this intersection and direct traffic to a “Michigan” turn around located just west of this location. They will be including a turn lane for this turn around. He further stated that a public meeting will be held with MDOT and the Swan Valley Condo residents and the residents of Swan Haven before the construction begins.

E. Staff - None

13. It was moved by Gray, supported by Ryder-Petre to adjourn the meeting at 8:17 a.m. Motion carried unanimously.

David Duclos, Secretary