



THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
January 22, 2013 - 8:00 a.m. Michigan Time

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

AGENDA
THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY MEETING
8215 Shields Drive, Saginaw, MI 48609
8:00 a.m., January 22, 2013

- 1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
A. Approve the minutes of the December 18, 2012 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. Presentation - Dave Hollis - DDA Infomercial - First Viewing of Proposed Infomercial.
10. New Business
A. M-46 (Gratiot Road) to M-52 (North Graham Road) Median Mowing.
B. Review Over-the Road Banner - Shield Summer Festival.
11. Discussion - None.
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 December 18, 2012 as presented. Motion carried unanimously.

6. Approval of Expenditures – No new expenditures.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business

A. Presentation – Dave Hollis – DDA Infomercial – First Viewing of Proposed Infomercial.

Dave Hollis presented the DDA members with the first viewing of the DDA infomercial. Hollis stated that there are several photographs and videos that need to be submitted. He further stated that when the next draft is completed, he will forward it so that the DDA members can view it prior to the next scheduled meeting in March.

10. New Business

A. M-46 (Gratiot Road) to M-52 (North Graham Road) Median Mowing.

Sika stated that last year, the DDA Board asked that staff obtain a cost to cut the median from Meijer to North Graham Road. This included five (5) cuttings at the start of each month beginning with May, 2012. The DDA members were presented with the request for proposal from 2012. The bid was awarded to Ope's, the low bidder at \$2,075.00. This bid was for 2012 with a mutually agreed upon option for one additional year (2013), provided the Township was satisfied with the first year's performance. The DDA approved this bid at the February, 2012 meeting and five cuts were completed starting in May, 2012 and completed in September, 2012.

Discussion followed among the DDA members. Motion by Ryder-Petre, supported by Martin to approve a one year extension to Ope's existing contract for 2013 in the amount of \$2,075.00. Motion carried unanimously.

B. Review Over-the-Road Banner – Shields Summer Festival.

Sika stated that the Shields Summer Festival Board has applied to erect a banner on the over-the-road banners poles in June, 2013 for the annual Shields Summer Festival. Sika further stated that the DDA is responsible for reviewing and approving all applications and banners. The DDA members were presented with a rendition of the proposed Shields Summer Festival Banner.

Motion by Weise, supported by Doyle to approve the Shields Summer Festival Banner as presented. Motion carried unanimously.

11. Discussion – None.
12. Reports
 - A. Chairperson – None.
 - B. Vice-Chairperson – None.
 - C. Secretary – None.
 - D. Board Member – Weise reminded the DDA Board of the Shields Summer Festival scheduled for June 20th through June 23rd. Weise stated that the Shields Men’s Club is looking for more ways to promote the festival and would encourage the DDA Board to promote the festival through the local businesses.
 - E. Staff – None.
13. It was moved by Weise, supported by Martin to adjourn the meeting at 8:40 a.m. Motion carried unanimously.

David Duclos, Secretary