



Downtown Development Authority

THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
January 24, 2012
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, Doyle, Weise, Duclos, Burns, Martin, Gray and Streeter.
ABSENT: None.
ALSO PRESENT: Russ Taylor, Township Manager, Dan Sika, Director of Community Development and Susan Coggin, Planning Assistant/Code Enforcement Officer.
3. The Pledge of Allegiance was recited.
4. Motion was made by Weise, seconded by Ryder-Petre 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 24, 2012

- 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 20, 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 - None.
10. New Business
A. Review and Approve 2012/2013 Downtown Development Authority Budget.
B. Purchase of Addition Street Lights.
C. Review Banner Application and Proposal - Saginaw County Sports Hall of Fame.
11. Discussion
A. Rough Draft of DDA Newsletter
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 Duclos to approve the minutes of December 20, 2011 as presented. Motion carried unanimously.

6. Approval of Expenditures

Motion by Duclos, supported by Gray to approve the expenditures as presented. Motion carried unanimously.

7. Communications-Petitions-Citizen Comments.

A. The Thomas Township Business Association presented the DDA with a check in the amount of \$5,000. Radewahn and the DDA members thanked the Thomas Township Business Association for their support.

8. Public Hearing – None.

9. Unfinished Business – None.

10. New Business

A. Review and Approve 2012/2013 Downtown Development Authority Budget.

Taylor presented the DDA members with the proposed 2012-2013 Downtown Development Authority budget. Discussion followed regarding the decrease in the both the real and personal property taxes. Motion by Ryder-Petre, supported by Martin to approve the 2012-2013 budget as presented. Motion carried unanimously.

B. Purchase of Additional Street Lights.

Sika stated that when the street lights were originally ordered, the DDA purchased one hundred (100) lights, ninety-eight (98) to be installed with two (2) to be stored for replacement purposes. Due to two (2) of the newly installed poles being damaged due to automobile accidents, the two (2) poles in storage have already been utilized. Sika further stated that Standard Electric was contacted regarding the price to order additional poles. We are able to order additional street lights for a total cost of \$2,714.96 per light. This includes the pole, light, plugs, banner arms, base and Transpo breakaway bolts.

Sika stated that we would like to purchase ten (10) additional lights from Standard Electric at a total cost of \$27,149.60. We will be reimbursed the total price for the replacement of the two (2) lights involved in the accidents by the respective insurance companies. At this time we have approximately \$32,000.00 to work with from the original bond.

Motion by Ryder-Petre, supported by Doyle to approve the purchase of ten (10) additional street lights from Standard Electric at a total cost of \$27,149.60. Motion carried unanimously.

C. Review Banner Application and Proposal – Saginaw County Sports Hall of Fame.

Sika stated that representatives of the Saginaw Sports Hall of Fame would like to use the over the road banner poles to advertise the annual banquet. Because the over the road banner poles will be utilized by the Thomas Township Parks Department for a portion of the time that the Hall of Fame would like to display the banner, they have proposed something for the DDA Board to consider.

1. The Hall of Fame will pay the \$150.00 fee to have the banner displayed for just over two weeks at the end of September to the first part of October. 9-25-2012 thru 10-9-2012 for a total of 15 total days. The DDA Board must approve or deny the request of the Hall of Fame to use the over the road banner poles for the proposed 15 days.
2. The Hall of Fame would like to give the DDA and the installer of the banner a full page of advertisement for waving the \$150.00 fee to have the banner displayed another week starting 10-29-2012 thru 11-5-2012 for a total of 8 days. A letter explaining this proposal is included. The DDA Board must determine if the Hall of Fame can give advertisement to the DDA and the installer in place of a \$150.00 fee to install the banner.
3. In addition, the topic of a business name being on the banner was brought up at the last DDA meeting for discussion. In the case of the Hall of Fame, the sponsor of the event “Team One Credit Union” will have its name on the banner. I have sent a copy of the proposed banner design to the MDOT representative for his review and approval or denial of the banner as depicted. The DDA Board must determine if a business name is allowed on a banner or not.

Discussion followed among the DDA members. Duclos stated that it was his understanding that the DDA reaffirmed their policy regarding not allowing sponsorship or advertising on banners. The DDA members agreed.

Motion by Duclos, supported by Weise to approve the Saginaw Sports Hall of Fame banner with the following contingencies:

1. No sponsorship or advertisement is allowed on the banner.
2. The \$150.00 fee must be paid and will not be waived.
3. The dates allowed for the banner must fit within the Thomas Township banner schedule.

Motion carried unanimously.

11. Discussion

A. Rough Draft of DDA Newsletter.

Sika stated that it has been over a year since we sent out a DDA newsletter and with all the great accomplishments of the DDA over the past year, we thought that this would be a great opportunity to showcase those accomplishments.

The DDA members were presented with a copy of the rough draft of the February, 2012 DDA newsletter.

12. Reports

- A. Chairperson – Radewahn suggested that a committee be formed in order to seek out businesses interested in locating within Thomas Township. He would like to see this placed on the next agenda.
- B. Vice-Chairperson – None.
- C. Secretary – None.
- D. Board Members – Streeter stated that he was disappointed with the light produced by the newly installed streetlights along Gratiot Road. He feels that it does not light up enough of the roadway.

13. It was moved by Ryder-Petre, supported by Weise to adjourn the meeting at 8:37 a.m. Motion carried unanimously.

David Duclos, Secretary