



THOMAS TOWNSHIP - DOWNTOWN DEVELOPMENT AUTHORITY

8215 Shields Drive, Saginaw, MI 48609

Tuesday, March 25, 2014 - 8:00 a.m. Michigan Time

1. The Board Meeting was called to order at 8:00 a.m. by Chairman Radewahn.
2. MEMBERS PRESENT: Radewahn, Doyle, Weise, Duclos, Martin, Emeott, Ryder-Petre and Gray.  
  
ABSENT: Burns  
  
ALSO PRESENT: Russ Taylor, Township Manager, Dan Sika, Director of Community Development and Connie Watt, 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

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Tuesday, March 25, 2014 – 8:00 a.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
  - A. Approve the minutes of the January 20, 2014.
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. Thomas Township DDA annual report to Saginaw County Treasurer.
  - B. 2014 Over-the-Road Banner Calendar
  - C. Hometown Decoration and Display letter.
  - D. Explanation of the DDA Base Value
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 Martin, seconded by Gray to approve the minutes of January 20, 2014 as presented. Motion carried unanimously.

6. Approval of Expenditures – Motion by Martin, seconded by Gray to approve the expenditures as presented. Motion carried unanimously.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business – None.

10. New Business

**A.-Thomas Township annual report to the Saginaw County Treasurer.**

Dan Sika, Director of Community Development explained to the DDA board that this is a formality with no action required by the DDA Board. His attached letter to the county fulfills the yearly requirement for reporting any capture to them.

**B.-2014 Over-the-Road Banner Calendar.**

Mr. Sika explained to the Board that the calendar represented listed all the banners for display on the over-the-road banner poles. The calendar shows them an update of exactly when each banner will be displayed. Sika also stated that there has been a lot of outside interest in using the banner poles and wanted to make the DDA aware of it. It was suggested by Russ Taylor, Township Manager that the board take a vote on the approval of the calendar. Motion by Ryder-Petre, second by Duclos to approve the 2014 Over-the-Road Banner Calendar as it is presented. Motion carried unanimously.

**C-Hometown Decoration and Display Letter.**

Township Manager, Russ Taylor said a meeting was held with Kenmark, the company from whom our Christmas decorations are rented each year. He noted that they were significantly dysfunctional with five (5) of the ninety-eight (98) staying lit on a couple of occasions. A meeting was held with Kenmark to discuss the situation and possible solutions. Mr. Taylor noted that Kenmark is going to provide the township with twenty (20) decorations with LED lights. This will be displayed for ten (10) days. Taking place in the spring, April or May, during a time when we will be having rain. to see if the LED lights continue working and are the solution. Mr. Taylor added that it is thought the problem that took place with the 2013 Christmas decorations was due to one of three things, the sensitivity of the GFI's, splicing of lights by Kenmark or the seals on the lights themselves.

## **D-Explanation of DDA Base Value**

Mr. Sika stated that a meeting had been held on March 6, 2014 with Rob Eggers to discuss the options available for either resetting the base value or to rewrite the contract with Saginaw County regarding the base value. A meeting then took place on Monday, March 24, 2014 with Bridget Smith and Rob Grose of Saginaw Township to discuss their Corridor Improvement Plan. Mr. Taylor explained that the DDA Base Value has dropped and currently there is no capture taking place. Options are being looked at including resetting the base value or possibly a plan similar to that which Saginaw Township is using which is based on a larger capture at the beginning of the collection period which decreases over time. There are no specifics at this time but information will be discussed and available at the next DDA meeting. An agreement to amend the base value will be drafted and the numbers it will show.

11. Discussion – Township Manager, Russ Taylor updated the board regarding restrooms to be constructed for the Thomas Township Trail .
12. Reports
  - A. Chairperson – Radewahn suggested that some sort of plaque/certificate for recognition of the service by Mr. Allen Streeter on the DDA was needed. He also stated he thought it would be a good idea to have the Township View and/or Township Times present.
  - B. Vice-Chairperson – None.
  - C. Secretary – None.
  - D. Board Member – Weise suggested updating the DDA letterhead to reflect the addition of Don Emeott.
  - E. Staff – None.
13. It was moved by Weise, supported by Emeott to adjourn the meeting at 8:30 a.m. Motion carried unanimously.

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David Duclos, Secretary