



Downtown Development Authority

THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
March 27, 2012
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, Ryder-Petre, Duclos, Doyle, Weise, Burns, Martin and Streeter.
ABSENT: Gray.
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., March 27, 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 February 29, 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. Amend the Number of Streetlights to be Purchased.
B. Potential Streetlight Base Solution.
C. Terrorism Insurance Coverage.
10. New Business
A. Form Committee to Attract New Businesses.
B. Form Committee to Develop DDA Vertical Banners.
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 Weise to approve the minutes of February 29, 2012 as presented. Motion carried unanimously.

6. Approval of Expenditures

Motion by Martin, supported by Weise to approve the expenditures as presented. Motion carried unanimously.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business

A. Amend the Number of Streetlights to be Purchased.

Sika stated that at the January DDA meeting the Board approved the purchase of ten (10) extra streetlights using funds leftover for the streetlight bond. Due to an error over estimating the available leftover bond amount, it is recommended that the DDA Board amend the amount of streetlights to be purchased from ten (10) to only two (2) streetlights at this time. The two streetlights that will be replaced are those that were hit by cars, and the purchase will take place only as the car owners insurance reimburses the Township for the cost of those streetlights. We have received one insurance reimbursement, so one streetlight will be purchased now, and when the second insurance reimbursement is received, a second streetlight will be purchased.

Sika further stated that we have been able to reuse many of the parts off the streetlights that have been hit by cars, so as funds become available in the future we may propose the purchase of the most commonly damaged parts only. This practice seems to be a good use of available supplies and of funding. Some of the parts that we currently have stored for re-use include banner arms, two poles, fins, several LED lights and drivers, and many of the smaller assembly components. These extra parts will be stored in the Township barn along with the complete streetlights that the insurance reimbursement will purchase.

Motion by Streeter, supported by Martin to amend the original order of ten (10) streetlights to the purchase of two (2) replacement streetlights as reimbursements are received from the insurance companies. Motion carried unanimously.

B. Streetlight Base Solution Testing.

Sika stated that after the streetlights were installed in late December, we noticed that the bases on some of the streetlights were pushed to the side. It became apparent that when MDOT plowed the highway

the snow was moving the bases. By working with our rep from Standard Electric, a potential solution to the problem was developed and is currently being tested on a number of the streetlights. It is simply a 13.5 inch piece of wolmanized lumber placed under the decorative base cover in the direction the plow travels. Sika stated that he will keep the DDA informed on the progress of this solution.

C. Terrorism Insurance Coverage.

Taylor stated that our office was recently contacted by our insurance company, Bamberger Insurance Agency, regarding a possible addition to the DDA insurance coverage. The proposed addition is for terrorism insurance and would cost the DDA an additional \$100 per year. The DDA members were presented with the policyholder disclosure explaining the Terrorism Risk Insurance Act and what this addition to the policy would cover.

Motion by Weise, supported by Duclos to decline the proposed addition of terrorism insurance to the current DDA policy. Motion carried unanimously.

10. New Business

A. Form Committee to Attract New Businesses.

Sika stated that at the January, 2012 DDA meeting, Chairman Radewahn discussed the possibility of forming a committee of DDA members regarding attracting new businesses to Thomas Township. The committee's function would be to discuss potential types of businesses the DDA would like to see in Thomas Township and a plan to attract these types of businesses.

Doyle, Radewahn and Martin volunteered for the committee. It was also suggested that a representative of Saginaw Future, the Thomas Township Business Association and the Saginaw Chamber of Commerce be invited to the first scheduled meeting. Sika stated that his office will coordinate the first meeting with the committee members.

B. Form Committee to Develop DDA Vertical Banners.

Sika stated that when the streetlights were ordered, vertical banner arms were included. Staff was requested to start the design and planning of the banners for the 2012 budget year. With the help of Pam Keith, a graphic designer from Thomas Township, seven (7) banners have been created and will be purchased by Thomas Township. The DDA members were presented with the revised renditions of the vertical banners.

The DDA will also be purchasing a set of banners, and we would like to form a committee to discuss potential design ideas for the DDA's vertical banners. Doyle and Ryder-Petre volunteered for the committee. Sika stated that his office will coordinate the first meeting with the committee members.

11. Discussion – None.

12. Reports

- A. Chairperson – Radewahn read a letter from the Michigan Department of Transportation stating that the no parking signs along Gratiot Road from Gaslight to the west are scheduled to be removed.
- B. Vice-Chairperson – None.
- C. Secretary – None.
- D. Board Members
 - 1. Weise reminded the DDA members of the Shields Festival which will be held from June 21 through June 24, 2012. He further stated that the next committee meeting is scheduled for March 27th at 6:30 p.m. and would like a representative of the DDA to attend this meeting.
 - 2. Weise asked if the Saginaw Sports Hall of Fame has submitted their application for the banner? Sika stated that as of today, they had not heard from them.
 - 3. Weise asked if a solution had been determined for the medians along Gratiot Road regarding the planting of wild flowers? Sika stated that a test plot is going to be planted along Gratiot Road near Roethke Park. This work will be completed by the Township and if successful, it may be implemented in other areas along Gratiot Road.
- E. Staff – None.

13. It was moved by Ryder-Petre, supported by Duclos to adjourn the meeting at 8:36 a.m. Motion carried unanimously.

David Duclos, Secretary