



Downtown Development Authority

THOMAS TOWNSHIP - DOWNTOWN DEVELOPMENT AUTHORITY

8215 Shields Drive, Saginaw, MI 48609

Tuesday, November 22, 2016 - 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: Doyle, Martin ,Emeott, Gray, Weise and McCoy

ABSENT: Duclos and Ryder-Petre

ALSO PRESENT: Russ Taylor, Thomas Township Manager, Dan Sika, Community Development Director and Connie Watt, Planning Assistant/Code Enforcement Officer.
3. The Pledge of Allegiance was recited.
4. Motion was made by Weise, supported by Doyle to approve the agenda as presented. Motion carried unanimously.

AGENDA
 THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
 8215 Shields Drive, Saginaw, MI 48609
 Tuesday, November 22, 2016 – 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 September 27, 2016.
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. Approve the 2017 Banner Calendar
B. Approve the 2017 DDA Meeting Schedule
C. Accept the DDA Audit Letter by Smith & Klaczkiewicz
D. Discussion/Presentation Items:
1.) Pocket Park
2.) Roberts Park Trail Connection

- 3.) Gypsy Flea Market Event-May 13th
- 4.) Street Light Decorations
- 5.) Street Light Warranty

- 11. Reports
 - A. Chairperson
 - B. Vice-Chairperson
 - C. Secretary
 - D. Board Members
 - E. Staff

12. Adjournment

5. Consent Agenda

A. Motion by McCoy, supported by Doyle to approve the minutes of September 27, 2016 as presented. Motion carried unanimously.

6. Approval of Expenditures – Motion by Martin, supported by Emeott 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.-2017 Over-The-Road Banner Calendar

Emeott questioned if the dates for the display of the Shields Festival banner could be adjusted since at this time they do not have a definite date. He was advised that the dates listed are tentative and could be changed to accommodate the dates of the festival. He stated it would most likely fall into the areas which do not currently show any banners displayed. A motion was made by Weise, supported by Martin to approve the 2017 Over-The-Road Banner Calendar. Motion carried unanimously.

B-2017 Thomas Township Downtown Development Authority Meeting Schedule.

Radewahn questioned the members as to any conflicts they may have at this time with the schedule. none were apparent at this time. Motion was made by McCoy, supported by Martin to approve the 2017 Thomas Township Downtown Development Authority Meeting Schedule as presented. Motion carried unanimously.

C-DDA Audit Report by Smith & Klaczkiwicz

Taylor stated the audit was good with no substantial findings and no issues. He added that everything is projecting out as anticipated with the Financial Forecast. Once the bond is paid for the streetlights then there will be funds available for future projects. Weise mentioned that with this taking place in just three years time will go by quickly and consideration should be made for the DDA to begin looking at future projects they may want to see take place. It was agreed that a list of these future projects previously made will be presented at the next DDA meeting in January for discussion and review.

D-Discussion/Presentation Items

Pocket Park-Taylor explained the process of achieving an easement from Consumers in order to create a Pocket Park at the site located at 7888 Gratiot Road. He said he felt that since the business corridor has two such sites this would be a way of “beautifying” this site and give it some appeal. He explained that Consumers have installed the pillars and fencing and the Township Board has approved the remainder of the project which will include a drinking fountain, benches, trash receptacle, stone pavers and landscaping. The project was awarded to Bell Landscaping and is set to begin soon.

Roberts Park Trail Connection-Taylor explained that with an easement granted by the Kloha family, a trail is being constructed directly east from O’Hern Road that will connect to Roberts Park. Sika also explained the grant that is currently being sought for the “Safe Route to School” to install sidewalks on both sides of O’Hern to the Middle School on Van Wormer. All this beginning to tie in the sidewalks and trails in the Township.

Gypsy Flea Market Event-Taylor discussed an upcoming Parks & Recreation event that will be held on May 13th in conjunction with the new business located in the business corridor, Rebel Magnolia. He said the event will showcase vendors who sell repurposed items, along with organic products such as honey, clothing and more. He stated that the event could draw as many as 4,000 to 5, 000 people into the community that day.

Street Light Decorations-Taylor explained that last week the Christmas decorations had been placed on the streetlights. He also wanted to let the DDA members know that the MTA had approached him concerning the Christmas decorations and how they had been produced. He stated that an interview had been done and is to be a featured article in their December magazine.

Street Light Warranty-Sika stated he wanted to make the DDA aware that the warranty on the Gratiot Road streetlights expires on November 30, 2016. He explained that an inspection had been completed and an inventory of any burnt out panels taken. These have already been ordered from Standard Electric. He added that any replacements that may be done in the future can come from inventory that we currently have or if we don't have the part then it may have to be ordered.

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11. Reports

- A. Chairperson – None.
- B. Vice-Chairperson – None.
- C. Secretary – None.
- D. Board Member –None
- E. Staff – Gateway Sign-Taylor did inform the DDA that the final approval had been received from MDOT for the work to begin on the Gateway Sign located near Heritage Insurance. It will be going to the Board for a Resolution to be approved. He is still anticipating having the project completed this year.

12. It was moved by Weise, supported by Emeott to adjourn the meeting at 8:35 a.m. Motion carried unanimously.

David Duclos, Secretary