



ROUGH DRAFT

Downtown Development Authority

THOMAS TOWNSHIP - DOWNTOWN DEVELOPMENT AUTHORITY

8215 Shields Drive, Saginaw, MI 48609

Tuesday, January 24, 2017 - 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: Emeott, Martin, Weise, Duclos, Gray, Ryder-Petre, Doyle, and McCoy.

ABSENT: None

ALSO PRESENT: 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 Martin to approve the agenda as presented. Motion carried unanimously.

AGENDA

THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

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Tuesday, January 24, 2017 – 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 November 22, 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. 2017 Over The Road Banner Calendar Additions/Changes.
B. Letter to Saginaw County Treasurer, Timothy Novak.
C. Roberts Park Trail Extension Update.
D. DDA Newsletter.
E. Proposed Street Light Project-VanWormer to Kennely)
11. Reports

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

12. Adjournment

5. Consent Agenda

A. Motion by Gray, supported by Doyle to approve the minutes of November 22, 2016 as presented. Motion carried unanimously.

6. Approval of Expenditures – Motion by Martin, supported by McCoy to approve the expenditures. Ryder-Petre questioned a date correction of the “Revenue & Expenditure” report which reflected period ending 3/31/17, however, after discussing with Deidre in Financial Services this date reflects the budget end date and should be 3/31/17. 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 Additional/Changes

Changes to the 2017 Over The Road Banner Calendar were discussed including the dates of the 2017 Shields Festival being adjusted to reflect the dates given to the Township as to when the festival will take place and the addition of the Gypsy Flea Market to be held May 13, 2017. Emeott did mention that the Shields Festival dates are still tentative at this time because only a verbal agreement has been made and no contract has been signed with the amusement company. Motion by Weise, supported by Doyle to accept the additions/changes to the 2017 Over The Road Banner Calendar as presented noting that the Shields Festival dates are subject to change. Motion passed unanimously.

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B-Letter to Saginaw County Treasurer, Timothy Novak

Radewahn stated that a copy of the letter sent annually to the county was presented. This is something which is done annually and notes that the DDA did not capture any millage in 2016.

C-Roberts Park Trail Extension Update

Sika explained that the copies of the power point provided regarding the Roberts Park Trail Extension were informational to let the DDA members know the status of the project, which is nearly completed.

D-DDA Newsletter/December 2016 Edition.

Radewahn explained that a copy of the most recent DDA Newsletter was being presented. He questioned when or if it had been mailed out yet. Watt answered that it had been sent out at the beginning of December. Sika informed the members that if anyone was interested in having additional copies to have available at their place of business these could be provided. Radewahn asked for any suggestions for additions to future newsletters. No suggestions were offered at this time.

E-Proposed Street Light Project (Van Wormer to Kennely)

Sika explained that a Power Point was being displayed outlining three possible options for a future street lighting project from Van Wormer road as far as Kennely Road. He added that all costs at this time were estimated. The three options were an example of what could be done and certainly was not limited to just these options. Option #1 would consist of placing 21 light poles in the center of the median on M-46 from the starting point of Van Wormer Road and going down to Kennely Road. An approximate cost would be \$193,677.24. Option #2 would provide staggered light poles along the outside edge. This would be approximately 25 light poles at an estimated cost of \$229,290.05. The third option offered would be to place 50 light poles along the outside edge, across from each other at an estimated cost of \$451,870.10.

The consensus of members preferred the lighting in the middle of the median and the appearance it had. Radewahn questioned if a cost had ever been sought to fill in the ditch and suggested that this be done to see if it could be included as part of the project. He felt that it would enhance the project. He added that maybe if the cost was high for doing the entire area it could be done in phases. Ryder-Petre felt that curbing of the median in addition to the lights would improve the appearance and make it more of a continuation of the business corridor. Duclos mentioned that at a prior time a welcome sign for those traveling east from M-52 had been discussed and felt maybe that could be revisited as well. Doyle added that she had been attempting contact regarding a welcome sign at the 7-11 on the corner of Miller and Gratiot. She had found out that the current owner was recently deceased but would try to see who she could make contact with. It was decided that information/costs on the following would be sought and provided for the next DDA meeting in March:

- The estimated cost to fill the ditch, including any tiles or drains, in the M-46 median from Van Wormer to Kennely.
- The estimated cost of curbing the median areas.
- An estimated cost per section for the lighting, filling in the ditch and cubing the median area from Van Wormer to Kennely.
- The possibility/ estimated cost of a welcome sign near 7-11.

11. Reports

- A. Chairperson – Radewahn mentioned that he had received an invitation to an event to be held January 31, 2017 from Tourism & Economic Development Planning. He noted that if any members had an interest in attending to contact him.
- B. Vice-Chairperson – None.
- C. Secretary – None.
- D. Board Member –None
- E. Staff – An update was given regarding the “Pocket Park” on Gratiot Road and the “Welcome Sign” on the Township property near Heritage Insurance. It was noted that both projects are set to begin as soon as the weather is conducive to begin.

- 12. It was moved by Ryder-Petre, supported by Martin to adjourn the meeting at 8:40 a.m. Motion carried unanimously.

David Duclos, Secretary