



Downtown Development Authority

THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
May 22, 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, Gray, Martin and Streeter.

ABSENT: None.

ALSO PRESENT: Russ Taylor, Township Manager, Dan Sika, Director of Community Development, Susan Coggin, Planning Assistant/Code Enforcement Officer and Dave Hollis, Hollis Marketing.
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., May 22, 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 April 24, 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
 1. New Legislation Regarding Personal Property tax.
10. New Business
 1. DDA Business Search Committee – Community Infomercial Concept.
11. Discussion
 1. Update on Gratiot Road Banner Poles.
 2. Update on Vertical Banners.
 3. Update on Commercial Activity Within the DDA District.
12. Reports
 - A. Chairperson
 - B. Vice-Chairperson
 - C. Secretary
 - D. Board Members
 - E. Staff
13. Adjournment

5. Consent Agenda

A. Motion by Streeter, seconded by Martin to approve the minutes of April 24, 2012 as presented. Motion carried unanimously.

6. Approval of Expenditures – None.

7. Communications-Petitions-Citizen Comments – None.

8. Public Hearing – None.

9. Unfinished Business

1. New Legislation Regarding Personal Property Tax.

Taylor stated that the ongoing legislation being considered by the State legislature was brought up at the last meeting. The most recent version of the bills passed by the Senate requires the State to reimburse special millages up to 100%. The assumption is that this will include the DDA two (2) mill levy. It was also recently decided by the State legislature to table this matter until after the November, 2012 elections.

10. New Business

1. DDA Business Search Committee – Community Infomercial Concept.

Sika introduced Dave Hollis of Hollis Marketing to discuss the community infomercial concept. Hollis stated that on May 15, 2012, the DDA Business Search Committee held a meeting to discuss the idea of developing an infomercial for Thomas Township. The purpose of this infomercial would be to attract prospective businesses and developers but could also be edited for residential purposes. Hollis discussed different ideas that could be placed into a three minute infomercial such as recreation, schools/college, jobs, businesses and community just to name a few. Hollis further stated that his proposal is the production of a three minute infomercial including copywriting, storyboards, photography and videography, talent fees, studio time and a master DVD at a cost of \$3,000.00. Taylor asked that the proposal be more definitive on the timeline.

Motion by Ryder-Petre, supported by Burns to accept a proposal from Hollis Marketing of Saginaw, Michigan in the amount of \$3,000.00 to produce an infomercial for the Thomas Township DDA contingent upon a more definitive timeline, elements included in production of the DVD and cost breakdown are approved by the DDA Business Search Committee. Motion carried.

11. Discussion

A. Update on Gratiot Road Banner Poles.

Sika stated that he has been in contact with Mr. Nick Deal, the designer of the over the road banner system for US Flag and Flagpole Company. Last week MDOT responded to Mr. Deal's questions related to not using the breakaway bolts on the banner poles. MDOT is requiring that the bolts be breakaway. Mr. Deal also asked MDOT if a barrier could be used along Gratiot in that area of the base of the pole to protect the poles so breakaway bolts would not be necessary. MDOT's response is that no barrier can be used.

Mr. Mark Latsch who is an engineer and designer from Spicer Group has been reviewing the work of Mr. Deal to insure that everything is being done properly and safely which has been our concern from the beginning. Mr. Latsch has been in contact with Mr. Deal and has assisted him by answering some of his questions. Mr. Latsch has stated that given the situation, he feels that the process is moving along as fast as could be expected due to MDOT's involvement and the requirements that are in place for the use of breakaway bolt.

Taylor stated that basically there are three options: 1) Sell the banner poles to the newly developed Solar Park; 2) Put the banner poles up with the new modifications and guy wires; and 3) install telephone poles. Discussion followed on the timeline for receiving the review back from Spicer. The DDA Board decided to hold a Special Meeting on June 5, 2012 at 8:00 a.m. at the Public Safety Building regarding this matter.

B. Update on Vertical Banners.

Sika stated that a sample of the approved 4' x 2' vertical banners was ordered and installed for a visual inspection on one of the streetlights. After installing the sample, a second sample was ordered measuring 5' x 2' to see if the banner was more visible. The DDA Board agreed that the 5' x 2' banner was much easier to read along Gratiot. Sika further stated that the banners should be ordered this week.

C. Update on Commercial Activity Within the DDA District.

Sika stated that this spring has seen a lot of activity with the DDA district. The following are projects currently underway along Gratiot Road:

- Martin Chevrolet, 8800 Gratiot Road – Remodel of existing facility including pillars and fencing along Gratiot Road.
- Gratiot Animal Hospital, 8455 Gratiot Road – New parking including landscaping and pillars and fencing along Gratiot Road.
- Levity Spa and Salon, 7715 Gratiot Road – Remodel of existing facility including closure of west curb cut, landscaping, new signage and pillars and fencing along Gratiot Road.
- Sleep-ees Motel, 8125 Gratiot Road – New maintenance garage including pillars and fencing along Gratiot Road.

Taylor also reported that Culver's is in the process of purchasing the old Self Serve Lumber location on Gratiot Road just west of North Miller and anticipates bringing the site plan to the Planning Commission at their August meeting with an opening sometime in January/February of 2013.

12. Reports

- A. Chairperson – None.
- B. Vice-Chairperson – None.
- C. Secretary – None.
- D. Board Member – None.
- E. Staff – Taylor stated that a purchase agreement has been secured for the vacant parcel just east of Wash World on Gratiot Road. This property is the first step in developing a possible boat launch and nature preserve along the Tittabawassee River.

13. It was moved by Gray, supported by Weise to adjourn the meeting at 8:50 a.m. Motion carried unanimously.

David Duclos, Secretary