



Downtown Development Authority

THOMAS TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
8215 Shields Drive, Saginaw, MI 48609
October 23, 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, Gray, Weise, Streeter, Ryder-Petre, Doyle and Martin.

ABSENT: Duclos, Burns.

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 Gray 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., October 23, 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 September 25, 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 - None
10. New Business
 - A. Update of Downtown Development Authority Financial Forecast.
11. Discussion
 - A. Presentation – Dave Hollis – DDA Infomercial – Final Draft of Script and Progress Update.
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 September 25, 2012 as presented. Motion carried unanimously.

6. Approval of Expenditures – Motion by Ryder-Petre, supported by Doyle 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. Update of Downtown Development Authority Financial Forecast.

Taylor stated that the DDA Board previously approved the financial forecast; however, a number of changes and updates to the entire document including the DDA's page needed to be completed. Consequently, Taylor wanted to review the changes with the DDA Board before we proceed with presenting it to the Township Board again. Taylor highlighted the changes including property taxes which are estimated to increase 3% over the next five years, personal property taxes which are assumed to be recovered once the recent legislation goes fully into effect based upon comments that we have read and eliminate the second set of banners.

Motion by Martin, supported by Gray to approve the amended financial forecast as presented. Motion carried unanimously.

11. Discussion

A. Presentation – Dave Hollis – DDA Infomercial – Final Draft of Script and Discussion.

Mr. Hollis presented the DDA Board with a revised rough draft of the script for the DDA infomercial. Discussion followed regarding some potential changes that need to be made to the script. Mr. Hollis stated that he would revise the script and send a copy to the Community Development staff to be forwarded to the committee for their final review. Once he has received all comments and changes, he will get with the voice talent to produce a rough edit of the infomercial including the voice and music. This will be presented at the November DDA meeting.

12. Reports

A. Chairperson – None.

B. Vice-Chairperson – Gray stated that a representative of the Thomas Township Business Association was going to present the 2nd of three checks to the DDA; however, he did not attend this meeting.

Gray did state that he did not see the Thomas Township Business Association contributions listed on the budget. Taylor acknowledged that their contribution were missing from the budget and would adjust the budget accordingly.

C. Secretary – None.

D. Board Member – None

E. Staff – None

13. It was moved by Weise, supported by Martin to adjourn the meeting at 8:28 a.m. Motion carried unanimously.

David Duclos, Secretary