

**MEETING MINUTES
KOCHVILLE TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
JANUARY 20, 2012 – 8:30 AM (Township Board Room)**

Board Members Present: Vern Weber (Vice-Chairman), Dave Abbs (Treasurer), Jim Loiacano (Township Supervisor), Tom Basil, Jr., Jon Howell, Don Jackson, Dave Maine

Board Members Absent: Lyle Davis, Jr.; Scott LaDouce

Others Present: Steve King (Director), Kevin Kilby, Rob Eggers, Brandon Rossi, Deputy Fausnaugh, Deputy Wehner

Proceedings

I. Opening of Meeting

Vern Weber opened the meeting with the pledge of allegiance at 8:30 a.m.

II. Approval of Agenda

- Moved by Basil, second by Maine, to approve the agenda as presented. MOTION CARRIED UNANIMOUSLY.

III. Public Comment - None

IV. Communications / Information

- a. Public Safety Newsletter
- b. DDA Update Newsletter (December)

Mr. King noted that two items were recently mailed out to the community: a public safety newsletter, written entirely by Deputies Wehner and Fausnaugh as well as Fire Inspector Rossi. The other item, the Kochville DDA Update newsletter, was mailed to the entire community before Christmas.

V. Reports

- a. Financials

Mr. Abbs said that the DDA would have a preliminary budget at its February meeting for consideration.

Mr. King noted that the DDA is a bit under where it expected to be in tax collections at this point in the fiscal year, but not all bills have been paid yet.

- b. Police Protection

Mr. Weber commented that the deputies have been busy catching some of the “bad guys” in the area recently.

Deputy Fausnaugh described a recent larceny that the officers are working on resolving.

VI. Consent Agenda

- a. Meeting Minutes of December 16, 2011
- b. Treasury Report / Payment of the Regular Bills
- c. Next DDA Meeting: Friday, February 17, 2012
- d. Board Member Absences (Excusal)

Mr. King said that both Mr. LaDouce and Mr. Davis had contacted him to inform him of their absences at the meeting.

- Moved by Jackson, second by Basil, to approve the Consent Agenda as amended. MOTION CARRIED UNANIMOUSLY.

VII. Projects and Updates

- a. Pierce Road – Update

January 20, 2012

Mr. Eggers said the project design work is moving along. The road will be a boulevard with one lane on each side with curb and gutter. The boulevard will be about 14 feet wide. Construction will begin this spring, probably in May, and be completed by August 1. Future sidewalks are being planned as part of the project, and crosswalks are being constructed during the project that will intersect with sections of boulevard. An alternate part of the project that may be completed if funds allow for it is to also resurface the section of Pierce Road between the university's south entrance and Davis Road. The Road Commission may be able to contribute above \$100,000 of grant funding to the project by incorporating an experimental asphalt product that utilizes recycled tire material.

b. Tittabawassee Road Streetlight Project - Update

Mr. Eggers noted that the decorative streetlights are now installed and operating on Tittabawassee Road, and the wooden Consumers Energy poles had been removed. A change order was requested by the contractor in excess of \$17,000 for work to locate buried utility lines in the project area – this is being negotiated. The question at hand was not the quality of the work by the contractor, but rather whether the DDA should be liable for the related expenses.

Mr. King said that per the DDA's purchasing policy, he has the ability to approve the negotiated change order as long as the project is under budget after it is approved.

VIII. Business

a. DDA Revenue Sharing Agreement with Kochville Township

Mr. Kilby introduced the proposed third addendum to the revenue sharing agreement with Kochville Township. Under the DDA Act, the DDA is allowed to share captured revenue back with a jurisdiction that the revenue is captured from. The agreement has evolved over the past several years to its present format. The proposed new amount of revenue to be shared with Kochville Township for projects and services benefitting the DDA is \$90,000 annually. This amount in the agreement would not change until 2026 – five years before the TIF district expires, at which point the revenue sharing agreement itself expires. A few provisions of the proposed addendum include a requirement that the Township provide the DDA director with office space at township hall in the event that the DDA closes its external office within the DDA district; and the Township is now responsible for the maintenance of public landscaping features in the DDA district, including the flags and banners displayed.

Mr. Maine commented that it seems the Township and DDA are working hand-in-hand and accomplishing great things together.

Mr. Kilby said the DDA should wait for the Township attorney's review of the proposed agreement before taking action.

IX. Board Member Comments

Mr. Howell asked about the status of clearing snow from the Bay Road walking path. He wants to make sure the issue is addressed as soon as possible.

Mr. Loiacano reviewed actions taken at the recent Township Board meeting. The Township Board approved the adult entertainment ordinance. The Township also adopted the double-K logo as its primary logo for official use. The February Township Board will take place on February 21, 2012.

Mr. Jackson noted that the Planning Commission would be considering a zoning ordinance amendment at its next meeting.

X. Adjournment

- Moved by Basil, second by Loiacano, to adjourn. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 9:02 am.

Minutes written by Steve King

Vern Weber, Vice- Chairman

Date

Stephen M. King, Director

Date