

MEETING MINUTES (DRAFT)
KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
JUNE 21, 2013 – 8:30 AM

Board Members Present: Lyle Davis, Jr. (Chairman), Vern Weber (Vice-Chairman); Dave Abbs (Treasurer), Dave Maine (Secretary); Jim Loiacano (Township Supervisor); Tom Basil, Jr., Scott Ellsworth, Don Jackson

Board Members Absent: Jon Howell

Others Present: Steve King (Director), Kevin Kilby, Dpt. Fausnaugh, Dpt. Thomas, Steve Jonas, Heather Thomas

I. Opening of Meeting

Lyle Davis opened the meeting with the pledge of allegiance at 8:30 a.m.

II. Approval of Agenda

Mr. King asked to move items under VIII, "Business", ahead of "Projects and Updates" (VII) in the order of discussion.

Mr. Kilby asked to add an item 7c, "Attorney Update".

- Moved by Maine, second by Abbs, to approve the agenda as amended. MOTION CARRIED UNANIMOUSLY.

III. Public Comment - None

IV. Communications / Information

Mr. King told the board that the first farmers market went quite well on June 18.

V. Reports

a. Financials

Mr. Abbs said the DDA's fund balance reserve was getting close to the stated \$500,000 floor level.

Heather Thomas, the DDA's accountant, reviewed potential formats for the board's financial statements in response to requests and comments from the May board meeting. Ms. Thomas will provide a modified quarterly report showing more detail between original and amended budget figures as well as actual year-to-date figures.

b. Police Protection

Mr. Weber noted that the contract is going well for the DDA with the Saginaw County Sheriff's Office. He introduced Deputy Kelly Thomas, who will now be patrolling the DDA district with Deputy Steve Fausnaugh.

Deputy Thomas introduced herself to the board and noted that she grew up in Saginaw County and graduated from Saginaw Valley State University in 2009.

VI. Consent Agenda

- a. Meeting Minutes of May 17, 2013
- b. Treasury Report / Payment of the Regular Bills
- c. Next DDA Meeting: Friday, July 19, 2013
- d. Board Member Absences Report

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

VII. Business

a. Renewal of 3-Year Membership Commitment to Saginaw Future, Inc.

Mr. King noted that the DDA entered into a 3-year membership commitment to Saginaw Future, Inc., Saginaw County's economic development organization, in 2010 at a level of \$1,000 annually. The organization is seeking another 3-year commitment if possible. The Kochville DDA relies upon Saginaw Future for assistance at many levels, and particularly ties into the organization's internet real estate database, MiGreatLakesBaySites.com in order to provide information about available properties to potential investors.

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Steve Jonas, vice-president of Saginaw Future, discussed accomplishments and activities by Saginaw Future within the last year.

- Moved by Weber, second by Davis, to approve a 3-year membership commitment to Saginaw Future, Inc. for \$1,000.00 annually. MOTION CARRIED BY ROLL CALL VOTE.
Yeas: Ellsworth, Maine, Weber, Abbs, Basil, Jackson, Loiacano, Davis
Nays: None

b. Request to Hire Sam Korson as DDA Intern

Mr. King asked the DDA board for its approval to hire Mr. Sam Korson as a DDA intern through the end of December, 2013. Mr. Korson is a student at SVSU and previously interned for Tittabawassee Township, after which he received a very positive referral letter from the former township manager.

- Moved by Maine, second by Loiacano, to approve the hiring of Sam Korson as DDA intern effective July 1, 2013 through December 31, 2013. MOTION CARRIED UNANIMOUSLY.

c. Attorney Update

Mr. Kilby noted that he had met with the Township Board in closed session at that board's May meeting to discuss a legal opinion.

VIII. Projects and Updates

a. Presentation re Projects Proposal for FY 2013-14 and 2014-15

Mr. King gave a presentation to the board about potential projects to undertake in 2013-14 and/or 2014-15. The board's stated goal is to maintain a sound budget position; however, there appears to be some flexibility to consider one or more low-cost, high-impact projects. He told the board that the DDA needs to begin facilitating the Township's stated desire for a better-defined "university district", which would include working with the Township planning commission and board of trustees, affected land owners, and SVSU, among others.

Mr. Davis asked the DDA board to consider what it heard during the presentation and submit feedback to Mr. King before the next meeting, when Mr. King would follow up with the entire board on the DDA's direction for the next 12 to 24 months.

IX. Board Member Comments

Mr. Maine said he is excited with the direction of the DDA.

Mr. Kilby discussed recent legislative activity to exempt the Detroit Institute of Arts from DDA and TIF capture in Wayne County, and noted that a legislative committee would begin discussing other entities to exempt from capture this summer.

Mr. Jackson discussed recent actions by the planning commission, including developments or issues regarding Fast Finance and Hamilton R.V.

X. Adjournment

The meeting adjourned at 9:46am.

Minutes written by Steve King

Lyle Davis, Jr., Chairman

Date

Stephen M. King, Director

Date