

**MEETING MINUTES
KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
JULY 19, 2013 – 8:30 AM**

Board Members Present: Lyle Davis, Jr. (Chairman), Vern Weber (Vice-Chairman); Dave Maine (Secretary); Jim Loiacano (Township Supervisor); Jon Howell, Don Jackson

Board Members Absent: Dave Abbs (Treasurer), Tom Basil, Jr., Scott Ellsworth

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

I. Opening of Meeting

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

II. Approval of Agenda

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

III. Public Comment - None

IV. Communications / Information – None

V. Reports

a. Financials

Mr. King noted that the DDA's fund balance is currently at about \$449,000, below the stated floor of \$500,000; however, summer tax bills were mailed out the week of July 2.

b. Police Protection

Mr. Weber noted that the contract is going well for the DDA.

Deputy Fausnaugh told the board that the Sheriff's Office recently apprehended a suspected high-end electronics thief that had been sought in the region for several months. The suspect is also believed to have stolen from Midland, Bay City, and Flint, among other areas.

VI. Consent Agenda

- a. Meeting Minutes of June 21, 2013
- b. Treasury Report / Payment of the Regular Bills
- c. Next DDA Meeting: Friday, August 16, 2013
- d. Board Member Absences Report

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

VII. Business

a. East / West Walking Path Connection Concept - Discussion

Mr. King said that Kochville Township was recently approached by Tittabawassee Township officials about potentially connecting the walking path to the west with Tittabawassee Township, which is also hoping to install new pathway. Kochville's priority connection, in Mr. King's view, is to connect eastward to Zilwaukee and the Bay/Saginaw pathway system in place there, which will require crossing I-675. A potential east/west path construction project would maximize the Township's financial leverage in order to accomplish this local and regional goal; however, local costs would likely exceed \$300,000 to accomplish both sides, and would be shared in part by the DDA with the Township. Mr. King told the board he wanted the board's clear interest in the project before proceeding with any planning toward the project idea.

The board declined to take a formal recommendation on the project, but asked Mr. King to research what the project scope and details might include and return for consideration.

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- Moved by Weber, second by Howell, to table discussion of the east/west walking path connection project. MOTION CARRIED UNANIMOUSLY.

b. Project Priorities in 2013/14 and 2014/15

Mr. King recalled that the board heard a presentation at its June meeting about potential projects during this year and next, and requested the board's confirmation that he is planning for the correct projects. He said the larger efforts he envisions for 2013/14 include working with Township and other representatives on facilitating the planning of a university district area south of SVSU, and planning toward at least one public space acquisition within the DDA district. In 2014/15, he envisions working with Saginaw Charter Township and the Saginaw County Road Commission on improvements to the Fashion Square / Tittabawassee intersection that would include installation of mast arm traffic light poles, as well as potentially moving forward with planning walking path construction.

Mr. King noted that he has discussed a potential land acquisition near Krossroads Park to enhance that area for future community use, but asked the board to affirm its interest in moving forward with the existing land owner on a potential deal. The details of this possible transaction are still being worked out and would be brought to the DDA as soon as possible.

- Moved by Weber, second by Maine, to approve a proposed letter of intent to purchase via land contract. MOTION CARRIED UNANIMOUSLY.

VIII. Projects and Updates

a. Proposed Resolution Between Kochville DDA and Kochville Township

Mr. Kilby discussed a drafted proposed resolution for consideration by both the DDA and Township boards that would authorize the DDA director to function as both DDA Director and Township Manager, based upon current negotiations on contract language that are expected to be in place before September 1. The resolution would expire on September 1, 2013 unless further action is taken by both boards.

- Moved by Maine, second by Howell, to approve the proposed resolution between the Kochville DDA and Kochville Township authorizing the DDA Director to act in the capacity of DDA Director and Township Manager until a formal agreement is executed between the Kochville Township Downtown Development Authority and Kochville Township, based on an annual salary of \$65,000 plus benefits. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Maine, Weber, Jackson, Davis
Nays: None
Abstention: Loiacano

IX. DDA Credit Card

Mr. King requested that the DDA authorize the necessary work to create a credit card policy and other required documentation to allow his use of a DDA credit card. The credit card would be used for regular day-to-day purchases, allowing Mr. King to not have track expenses on his personal credit card to the same degree. Moved by Maine, second by Howell, to direct the DDA attorney to draft necessary documentation related to establishing a DDA credit card account. MOTION CARRIED UNANIMOUSLY.

X. Board Member Comments

Mr. King introduced Sam Korson, the DDA's new intern.

Mr. Weber noted that he would not be able to make the August 16 DDA meeting date.

Mr. Jackson reviewed recent activity by the Planning Commission.

Mr. Davis commented that he's very happy that the DDA and Township seem to be "on the same page", a sentiment echoed by Mr. Weber as well.

XI. Adjournment

The meeting adjourned at 9:29 am.

Minutes written by Steve King

Lyle Davis, Jr., Chairman _____
Date

Stephen M. King, Director _____
Date