

**MEETING MINUTES  
KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)  
JUNE 16, 2016 – 8:30 AM**

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

**Board Members Absent:** Jon Howell, Don Jackson, Dave Maine

**Others Present:** Steve King (Director), Rob Eggers, Kevin Kilby, Brandon Rossi, Deputy Meissner, Michelle Kullick

**I. Opening of Meeting**

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

**II. Approval of Agenda**

- Moved by Loiacano, second by Basil, to approve the agenda as presented. Motion carried unanimously.

**III. Public Comment - None**

**IV. Communications / Information**

Mr. King noted that the Kochille Farmers Market begins for the season on July 5, running Tuesday afternoons through September in front of the Home Depot store on Bay Road.

**V. Reports**

**a. Financials**

Mr. Abbs reviewed the DDA's May 2016 financial statements, which reflected total current assets of \$1,284,462.

**b. Police Protection**

Mr. Weber and Deputy Meissner described recent activity by the DDA's sheriff deputies.

**VI. Consent Agenda**

- a. Meeting Minutes of May 19, 2016
- b. Treasury Report / Payment of the Regular Bills
- c. Next Regular DDA Meeting: Thursday, July 21, 2016

- Moved by Basil, second by Ellsworth, to approve the Consent Agenda as presented. Motion carried unanimously.

**VII. Projects and Updates**

**a. Fashion Square Boulevard Extension to Kochville Road**

**i. Development Agreement with SSP Associates, Kochville Township**

Mr. Eggers discussed progress in planning the extension of Fashion Square Boulevard. Spicer Group is working with the Department of Environmental Quality (DEQ) on receiving necessary permits for a culvert and floodplain exemption/removal. Work cannot commence without the DEQ floodplain permit. Project deadlines may need to be adjusted if that permit is not received soon.

**b. Tittabawassee Road Sidewalk Plan**

Mr. Eggers noted that of the 19 parcels within the project area, four already have sidewalk, meaning 15 would be included in a potential special assessment district project. Work on this special assessment district and project will commence after the Fashion Square Boulevard extension project is underway.

**VIII. Business**

**a. DDA Director Hiring**

Mr. Davis discussed recent steps to hire a new DDA Director. Negotiations are underway, with one or two top candidates already identified but contract terms still being determined.

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**b. DDA Budget Amendments (FY 2016-17)**

Mr. King introduced proposed budget amendments to the board for consideration, better reflecting actual expected spending and revenues better than the adopted budget introduced in January and adopted in February. The board received these for future consideration.

**IX. Board Member Comments**

The DDA board presented Mr. King with a plaque showing its appreciation for his service. Mr. King is eternally grateful to the DDA board and Kochville community for everything that they've given him for nearly seven years. He particularly wishes to thank Chairman Davis, Vice-Chairman Weber, and Supervisor Loiacano for their support during that time and wishes the Kochville DDA all the best on its future successes.

**X. Adjournment**

The meeting adjourned at 9:46am.

*Minutes written by Steve King*

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Lyle Davis, Jr. – Chairman                      Date

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Stephen M. King, Director                      Date