

MEETING MINUTES
KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
AUGUST 18, 2016 – 8:30 AM

Board Members Present: Lyle Davis, Jr. (Chairman), Dave Abbs (Treasurer), Jim Loiacano (Township Supervisor), Tom Basil, Jr., Don Jackson, Scott Ellsworth

Board Members Absent: Jon Howell, Dave Maine (Secretary), Vern Weber (Vice-Chairman)

Others Present: Rob Eggers, Mark Norton, Deputy Fausnaugh, Deputy Gulascik, Sergeant Beyerlind, Brandon Rossi, Christopher Jacobs, Jr. (Director)

I. Opening of Meeting

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

II. Approval of Agenda and Roll Call

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

III. Public Comment – None

IV. Communication / Information

a. Farmers Market – Survey Results and Application for Free Machine

Mr. Jacobs discussed strong support from both vendors and customers as reflected by a recent two-week survey conducted at the Kochville Farmers Market which shows more than 75% of those polled would like to see EBT/SNAP benefits accepted and believe it would be good for business. Mr. Jacobs informed the board of approval through the Farmers Market Coalition to receive a free EBT machine and financial support to cover the costs for up to three years of use. The board discussed the three options presented by Mr. Jacobs and determined that he should make that decision promptly upon further research of the equipment used by neighboring markets.

- Moved by Abbs, second by Basil, to allow Mr. Jacobs to move forward with deciding a provider of the EBT benefits machine. Motion carried unanimously.

b. DDA Open House – Updates

Mr. Jacobs informed the DDA board of 21 reservations from local businesses to attend the annual open house event and his progress in visiting 132 different establishments to drum up support/attendance for the event. Mr. Jacobs committed to advertising the event through our weekly farmer's market and with the mailing of flyers to all township residents. Mr. Jacobs discussed the different yard games he would purchase to support the event and his decision to book the PBR Band.

c. Newsletter – Topics and Progress

Mr. Jacobs discussed developing a volunteer opportunities database on our website to support our local nonprofit communities after receiving an inquiry from a local resident. Mr. Jacobs indicated that this would be announced in the upcoming newsletter along with information concerning Redevelopment Liquor Licenses and the rules governing their issuance. Mr. Jacobs also discussed including sections from the Fire Department, Sheriff's Department, and updates regarding rental of the Kochville Veterans Hall.

V. Reports

a. Financials

Mr. Abbs reviewed the DDA's financial statements, which reflected total fund equity of \$879,655.01 as of July 31, 2016 and attested to our financially solvent position.

b. Police Protection

Deputy Fausnaugh introduced Deputy Gulascik to the DDA board and indicated he will receive training in the coming weeks to support the DDA business district with its various patrols. Deputy Fausnaugh indicated that shoplifters remain a high priority and

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expressed his commitment to help bring Deputy Gulascik up to speed with supporting Kochville Township. The board thanked them both and welcomed Deputy Gulascik to his first DDA meeting.

VI. Consent Agenda

- a. Meeting Minutes of July 21, 2016
- c. Treasury Report / Payment of the Regular Bills
- d. Next Regular DDA Meeting: Thursday, September 15, 2016

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

VII. Projects and Updates

a. McKenna Design Plans – Sarah Traxler

Mrs. Traxler provided the DDA board with two corridor master plans which outline design concepts for future land use along the Fashion Square Blvd extension and a new frontage road between Lowes and Hobby Lobby. The board expressed gratitude for the ambitious goals laid out and discussed how many of the concepts would provide a greater sense of place consistent with the most recent developments along Trautner Dr. and Fashion Square Blvd. The board particularly enjoyed the use of green space and mixed residential in the proposed design plans but had some concern about a property owner's willingness to divide their parcel in a way that would allow these plans to become realized. The board cited vast parking space as a priority among the current property owners between Lowes and Hobby Lobby. Mrs. Traxler acknowledged this and proposed some revised designs be presented at the next DDA board meeting.

b. FSB Extension to Kochville Rd

Mr. Norton and Mr. Eggers briefed the DDA board on the progress made thus far including the water lines and culverts. Mr. Norton explained that utilities were going to be installed next month as well as sanitary sewer followed by storm sewer. Mr. Norton confirmed the substantial completion date is still expected to be November 30, 2016. Mr. Eggers explained that flood plain paperwork has been submitted to FEMA and we are still awaiting a decision.

c. Easements- Wildfire, Hymmco, Gretchen Witherspoon

Mr. Jacobs discussed his efforts to contact these property owners to discuss easements for the next stretch of the Fashion Square Blvd. extension project and how the initial conversations were productive. Mr. Jacobs indicated that each parcel owner seems receptive to the idea but still need additional information before making decisions. Mr. Eggers expressed a willingness to work in tandem with Mr. Kilby and Mr. Jacobs to continue discussions with the property owners regarding their next steps.

VII. New Business

a. Radio Advertisement in 2017

Mr. Jacobs informed the board that our radio advertisement on FM Talk 100.5 is set to expire in September and that participation in their Smart Target renewal program would maximize the value of our investment in continued advertisement. Mr. Davis indicated he was pleased with the current radio advertisement and several other board members agreed that it was tastefully done and reached our target market audience.

- Moved by Loiacano, second by Jackson, to allocate up to \$6,000 for a renewal of our radio advertisement with Alpha Media on 100.5 Talk FM. Motion carried unanimously.

b. Huron Sign Company Quota for VA Wayfinding

Mr. Jacobs requests on behalf of the Saginaw Veterans Center that the DDA board allocate up to \$3,000 based on a quote from Huron Sign Company to install six wayfinding signs. Mr. Jacobs outlined the six places where we currently have defunct Davenport University wayfinding signs and a plan to update those with the Saginaw Veterans Center information.

- Moved by Jackson, second by Loiacano, to allocate up to \$3,000 for implementing the changes proposed by Mr. Jacobs.

