

**MEETING MINUTES
KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
FEBRUARY 19, 2015 – 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, Jon Howell, Don Jackson

Board Members Absent:

Others Present: Steve King (Director), Deputy Fausnaugh, Brandon Rossi, three from the Saginaw County Sheriff's Office

I. Opening of Meeting

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

II. Approval of Agenda

Mr. Loiacano requested that discussion of the Township Manager / DDA Director be added as 8d.

- Moved by Jackson, second by Loiacano, to approve the agenda as amended. Motion carried unanimously.

III. Public Comment - None

IV. Communications / Information

Mr. King noted that sculptures will be selected for 2015-16 on March 6. Also, the Sheriff's Office and DDA will be hosting a public safety seminar (to be determined) on either April 29 or April 30.

V. Reports

a. Financials

Mr. King reviewed the DDA's financial statements, which reflected total fund equity of \$809,448.

b. Police Protection

Sheriff Federspiel thanked the DDA for a strong relationship between the Authority and the Saginaw County Sheriff's Office. The DDA expressed its appreciation to the Sheriff.

Deputy Fausnaugh discussed recent activity by the DDA sheriff deputies within the district.

VI. Consent Agenda

- a. Meeting Minutes of January 15, 2015
- b. Treasury Report / Payment of the Regular Bills
- c. Next DDA Meeting: Thursday, March 19, 2015
 - i. Note: Meeting date moved to March 12, 2015 per Consent Agenda amendment.

Mr. Weber noted that he cannot attend the March 19 meeting date. Mr. Davis asked the board to move the March meeting date to March 12, 2015.

- Moved by Maine, second by Loiacano, to approve the Consent Agenda as amended. Motion carried unanimously.

VII. Projects and Updates

a. Fashion Square Boulevard Extension to Kochville Road (Update)

Mr. King told the DDA board that the soonest any construction work would possibly begin on the extension of Fashion Square Boulevard to Kochville Road would almost certainly be 2016 at this point.

b. 2015 Projects (Presentation)

Mr. King reviewed projects that he expects the DDA will accomplish in 2015, as well as several he would like to begin investigating for possible activity in 2015 or beyond, including additional artistic displays, project planning efforts, and pedestrian improvements.

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Mr. King said he would propose at the next meeting hiring Sam Korson as a summer intern to illustrate projects in the DDA / TIF Plan.

VIII. Business

a. Request to Re-Hire Jesus Castillo as Farmers Market Manager

Mr. King asked the board to hire Mr. Castillo to run the farmers market in 2015.

- Moved by Maine, second by Howell, to approve a proposed employment contract with Jesus Castillo to serve as Cardinal Square Farmers Market Manager through October 8, 2015. MOTION CARRIED UNANIMOUSLY.

b. FY 2014-15 DDA Budget Amendments

Mr. King presented the board with proposed amendments to the FY 2014-15 budget, better reflecting actual expenditures through the fiscal year to date.

- Moved by Weber, second by Loiacano, to approve FY 2014-15 DDA budget amendments. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Abbs, Maine, Weber, Basil, Ellsworth, Jackson, Loiacano, Davis
Nays: None

c. FY 2015-16 DDA Budget Proposal

Mr. King presented the board with a proposed FY 2015-16 budget, which ultimately must be approved by the Township Board of Trustees. This budget expects total revenues of \$811,924 and total expenditures of \$935,003, leaving the DDA with a fund balance as of March 31, 2016 of \$765,391.

- Moved by Howell, second by Abbs, to recommend approval of the FY 2015-16 DDA budget proposal to the Kochville Township Board of Trustees. MOTION CARRIED UNANIMOUSLY VIA ROLL CALL VOTE.
Yeas: Howell, Abbs, Maine, Weber, Basil, Ellsworth, Jackson, Loiacano, Davis
Nays: None

d. Discussion of Township Manager / DDA Director Employment Agreement

Mr. King requested to be excused from the room.

The board discussed concerns and ideas in proposing a new employment contract to Mr. King to serve as a joint Township Manager / DDA Director role.

IX. Board Member Comments

Mr. Jackson recalled activity by the Planning Commission. That commission will hold a special meeting on February 23, 2015 to consider recommending approval of master plan amendments to the township board.

X. Adjournment

The meeting adjourned at 10:15am.

Minutes written by Steve King

Lyle Davis, Jr., Chairman

Date

Stephen M. King, Director

Date