

**MEETING MINUTES**  
**KOCHVILLE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**  
**MAY 18, 2017 – 8:30 AM**

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

**Board Members Absent:** None

**Others Present:** Mark Norton, Greg Witherspoon, Tyson McKinley, Mike McMann, Jaime Leyrer, Deputy Fausnaugh, Christopher Jacobs

**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**

- Addition to agenda “8. c. to fill Vice Chairman vacancy and to fill Secretary position”
- Moved by Abbs, second by Basil, to approve agenda as presented. Motion carried unanimously

**III. Public Comment**

No Public Comments.

**IV. Communication / Information**

**a. Annual Flower Pot Competition**

Mr. Jacobs announced that the annual Flower Pot Competition would be occurring again this year. It will operate in the same fashion with ten flower pots located at businesses within the DDA District, the businesses put together a team to decorate their flower pot via flowers, painting the pot, and anything else that they wish to decorate with, within the guidelines. The businesses are judged by the public, voting via MLive as was done in the past. The timeline will be later than previous to ensure the flower pots are looking their best for a longer period of time. Prizes for the winning team will be the same as last year; a billboard with a picture of their team and the flower pot on it, lunch for the team members, movie passes for the local cinema, and social media promotion via the Township Facebook page. Mr. Jacobs said that Mr. McKinley will be coordinating the competition and to contact him for more information.

**b. Dates and Showings for Movies in the Park**

Mr. Jacobs informed the board that the movies in the park project is going to happen as planned and will now be officially deemed the “Krossroads Park Summer Movie Series”. The planned dates and movies are as follows; June 29<sup>th</sup> – Jungle Book (2016 version), July 27<sup>th</sup> – The Secret Life of Pets, and August 24<sup>th</sup> – Fantastic Beasts and Where to Find Them. Jacobs explained that the movies are not set in stone, but sees no reason they will change. Mrs. Lupo asked about fliers, Jacobs said that Mr. McKinley will deliver them to businesses. Mr. Abbs questioned the movies as being meant for audiences that are likely not going to be staying out as late as the movies will be playing. Jacobs said he will consider other options, but other communities have had great success with the younger demographic and that SVSU students are largely not in the community during the summer season.

**c. Farmers Market Set to Open**

Mr. Jacobs informed the board that the Cardinal Square Farmers Market is set to open on May 23<sup>rd</sup> with a ribbon cutting ceremony. SVSU has been a great partner thus far, offering assistance with advertising, media relations, and more. The market is expected to grow as the season continues but it appears to be ready for a great start. Fliers have been distributed throughout the community and other advertising plans are ongoing as well.

**d. May Newsletter**

Mr. Jacobs informed the board that the May Newsletter is going to be distributed soon. The newsletter will be full of all of the happenings of the township, including the farmers market and movies in the park.

**V. Reports**  
**a. Financials**

Mr. Abbs said that the April Financials should be done shortly and will be ready to be approved at the next meeting. Also, he would like to see about getting Heather the ability to view statements.

- Moved by Ellsworth, second by Loiacano, to approve Heather Thomas to view Financial Statements. Motion carried unanimously.

**b. Police Protection**

Mr. Davis noted that Vern Weber is not present and that a new liaison will need to be determined between county police and the board. Mr. Fausnaugh said that he is in attendance for a later topic but can give a report. Many businesses in the area have been reporting shoplifters coming to steal from their stores on a regular basis. It is known that many of these individuals are heroin addicts coming from Midland to steal items which will be sold to buy heroin. Be on the lookout and report all theft, there are many warrants out for these individuals.

**VI. Consent Agenda**

- Meeting Minutes of April 20, 2017
- Treasury Report / Payment of the Regular Bills
- Next Regular DDA Meeting: Thursday, June 15th 2017

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

**VII. Projects and Updates**

**a. FSB Update**

Mr. Norton informed the board that the project is moving along well. Currently we are waiting on acceptance from the road commission. Final touches still need to be complete, these include; irrigation, lighting, clean-up, curb sweep, and the asphalt multi-use path. The project is expected to be finished by the second week of June.

**b. Sidewalk Update**

Mr. Jacobs informed the board that the sidewalk project had started Monday (May 15<sup>th</sup>) and that it had started near Applebee's. Concrete has already began being poured. Traffic control has been problematic due to proximity of I-675, but the congestion will be alleviated as sections are finished and traffic control moves westward. June 15<sup>th</sup> is the planned date for final concrete to be poured, and final touches are estimated to complete by June 30<sup>th</sup>. These dates are contingent on weather.

**VIII. New Business**

**a. Bill Gray – New DDA Board Member for Consideration**

Mr. Davis informed the board that Mr. Vern Weber recommended his successor at Standard Electric, Bill Gray, to be selected to fill the vacancy on the board. Mr. Davis spoke highly of Mr. Gray and said that he expects Gray to complement the board well.

- Moved by Basil, second by Ellsworth, to recommend Bill Gray as DDA Board Member to Township Board of Trustees. Motion carried unanimously.

**b. Anti – Shoplifting**

Mr. Fausnaugh spoke to the board regarding the shoplifting problem that has been occurring in the area, as stated in the police report above. Mr. Jacobs is suggesting a survey of businesses to verify and have proof showing that the businesses are facing this problem as a group, hoping to start the conversation of cooperation. The end goal will be to establish a radio system between businesses which will be used to communicate in real time when a shoplifter has been spotted, thus allowing other stores to not allow them to enter the premises. Mrs. Lupo suggested that if funds become a hindrance, an email chain or something similar could be utilized. Mr. Fausnaugh and Mr. Jacobs will be working on this project and hope to begin a survey soon.

