

**MINUTES OF THE CLAY TOWNSHIP DOWNTOWN DEVELOPMENT
AUTHORITY MEETING HELD ON TUESDAY, MAY 12, 2009
IN THE CLAY TOWNSHIP BOARD ROOM, 4710 PTE. TREMBLE ROAD,
CLAY TOWNSHIP, MICHIGAN 48001 AT 7:30 P.M.**

Chairman Mark Thompson called the meeting to order at 7:30 p.m.

1. ROLL CALL / ESTABLISH QUORUM:

Chairman Mark Thompson called the meeting to order at 7:30 p.m.

Present: Thomas Bynum, Robert Johnson, Jay DeBoyer, Artie Bryson, William Seifert, Ann Horeftis, Chairman Mark Thompson

ABSENT & EXCUSED: Joseph Little; Richard Wagner

A quorum was established.

Also Present: Connie Turner, Township Treasurer; Dorothy DeBoyer, Township Deputy Clerk; Jeff Horner, Project Control Engineering, Inc.; David Gassen, Partners in Architecture, PLC

2. APPROVAL OF AGENDA / AMENDMENTS:

Chairman Thompson requested the addition of the 2009-2010 Budget to the agenda under (8) New Business.

Seifert: Questioned the status of the screen at the pumping stations?

Chairman Thompson: Stated that they had never gone any farther with it.

Seifert: Questioned whether this should be added to tonight's agenda?

Chairman Thompson: Stated that he will have it placed on the Agenda for the next DDA meeting.

Motion by Bryson, supported by Johnson to amend the Agenda as requested.

AYES: All NAYS: None ABSENT: Little; Wagner

MOTION CARRIED.

3. APPROVAL OF MINUTES OF APRIL 14, 2009:

Motion by Bryson, supported by Seifert to approve the Minutes of April 14, 2009 as presented.

AYES: All NAYS: None ABSENT: Little; Wagner

MOTION CARRIED.

4. TREASURER’S REPORT – APRIL 2009:

Motion by Seifert, supported by J. DeBoyer to approve the Treasurer’s Report of April 2009 as presented.

AYES: All NAYS: None ABSENT: Little;Wagner

5. BILLS PAYBLE:

Christine Holcomb	\$ 45.00
Project Control Engineering, Inc. – Taft Road Repair Inspection	725.00
Project Control Engineering, Inc. – Bridge permit	950.00
Project Control Engineering, Inc. – Grant application	<u>3,470.00</u>
TOTAL	\$ 5,190.00

Motion by Bryson, supported by Seifert to approve the Bills Payable as submitted.

AYES: All NAYS: None ABSENT: Little;Wagner

MOTION CARRIED.

6. COMMUNICATIONS :

None.

7. OLD BUSINESS:

a) Sidewalk Phase IV:

Horner: Presented the DDA with a packet for the remaining sidewalk projects, the bridge over the Pearl Beach Drain, the sidewalk along Ester Green to the park, ADA sidewalk ramps and walk repairs on Taft Road, and the Galley Bar ADA ramps and curb repairs along with estimated project budgets for each.

A discussion then occurred between DDA members and Mr. Horner regarding same.

Motion by Johnson, supported by Seifert to authorize Project Control Engineering, Inc. to put the sidewalk project Phase IV, the sidewalk along Ester Green to the park, ADA sidewalk ramps and walk repairs on Taft Road, and the Galley Bar ADA ramps and curb repairs out for bid.

AYES: All NAYS: None ABSENT: Little; Wagner

MOTION CARRIED.

b) Bridge Update:

Chairman Thompson: Stated that he believed the DDA approved up to \$88,000.00 for the bridge and questioned why it now appears that the cost has increased to \$96,000.00?

Horner: Stated that he believes the increase is under the layout and contract administration that wasn't included before. They have the DEQ and the Army Corps permits and everything is ready to go.

Chairman Thompson: Requested that the issue of increasing the budget for the bridge be placed on the Agenda for the next DDA meeting.

c) Report on Park Bids:

Gassen: Presented the DDA members with a packet regarding the Clay Township Park Plan Phase One construction bid recommendation. There were six bids received which ranged from \$308,000.00 to \$329,000.00 with alternative pricing for re-roofing the hospitality building and moving or re-top soiling each side of the path and reseeding. They conducted interviews with the two low bidders and attached the interview sheets. Cortis Brothers offered a savings of \$8,000.00 for using an alternative table of similar materials of galvanized steel with a powder coat finish and bench and table tops of a recycled polymer-type material. The low bidder, Bernco, Inc. also presented the alternative table in their bid. The recommendation of Partners in Architecture was to award the contract to Bernco, Inc.

A discussion then occurred amongst DDA members regarding the pros and cons of the contractors who have bid on this project.

A discussion amongst DDA members and Mr. Gassen occurred regarding maintenance on the pavilion.

Motion by Horeftis, supported by J. DeBoyer to approve the bid of Cortis Brothers and award them the contract for the Clay Township Park Plan Phase One.

R/C Vote:

AYES: Bynum; Johnson; J. DeBoyer; Seifert; Bryson; Horeftis; Chairman Thompson

NAYS: None

ABSENT: Little; Wagner

MOTION CARRIED.

A discussion then occurred amongst DDA members and Mr. Gassen regarding handling of construction issues that may arise.

Gassen: Presented Chairman Thompson with all formal bids that were submitted along with sealed plans and drawings. He stated he will forward the construction schedule and schedule values as soon as he receives same.

8. NEW BUSINESS

a) Façade Program:

Chairman Thompson requested that this issue be placed on the Agenda for the June meeting for discussion.

b) Chamber Business Incubator:

Chairman Thompson explained the Greater Algonac Chamber of Commerce is considering putting in a small business incubator at the Chamber offices. This would include about three or four desks, making the building WiFi accessible and would be available for individuals and companies that do not have offices, receptionists, places to have packages delivered to, etc. for a nominal fee. He then requested the Board's thoughts on this issue.

A discussion then occurred amongst Board members regarding same.

c) 2009-2010 Downtown Development Authority Budget:

A discussion amongst Board members and Treasurer Turner occurred regarding the 2009-2010 budget.

Motion by Johnson, supported by J. DeBoyer to approve the 2009-2010 Budget as discussed.

AYES: All NAYS: None ABSENT: Little; Wagner

MOTION CARRIED.

9. BOARD MEMBER COMMENTS:

J. DeBoyer: Proposed the possibility of approaching landscaping companies and nurseries within our community about purchasing/sponsoring areas of the park that they would be responsible for landscaping and maintaining and allow them to place a plaque

advertising their company. The DDA could also place plaques in areas stating that the areas would be available for rent and provide contact information for same.

A discussion then occurred amongst Board members.

Motion by Seifert, supported by Johnson to allow Jay DeBoyer to solicit proposals from landscaping companies for the Clay Township Park.

AYES: All NAYS: None ABSENT: Little;Wagner

MOTION CARRIED.

J. DeBoyer: Also stated that he felt they could develop an organization such as Friends of Clay Township Park that could raise money.

A discussion then occurred amongst Board members regarding this possibility.

Johnson: Questioned the status of the stop sign stenciling on the sidewalks?

Chairman Thompson: John Monte was going to check into this and get back to us.

A discussion then occurred amongst the Board members regarding the stenciling.

10. PUBLIC COMMENTS:

D. DeBoyer: Stated that Kroger has been looking at the possibility of putting in a gas station at the corner of M-29 and Nook Road. They have met with MDOT twice. There is also a rumor that an Arby's may possibly also go in there. She was invited to two of the meetings with MDOT. She has also received a Freedom of Information request from Kroger as to what has previously been located on that property.

A discussion then occurred amongst the Board and Deputy Clerk DeBoyer and Treasurer Turner regarding this proposed development and other possibilities for the community.

J. DeBoyer: Stated that we can try and encourage businesses to come here all we want but nothing is going to happen if they don't have customers. He suggests brainstorming ideas to bring people to our community that will make the businesses sustainable. He further stated that they need to think about the type of events they may want to have and what type of people that the events will draw.

A discussion then occurred amongst Board members regarding various possibilities and necessities.

11. ADJOURNMENT:

Motion by J. DeBoyer, supported Johnson to adjourn the meeting at 8:54 p.m.

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AYES: All NAYS: None ABSENT: Little; Wagner

MOTION CARRIED.

Respectfully submitted,

Christine J. Holcomb
Recording Secretary