

**MINUTES OF THE CLAY TOWNSHIP DOWNTOWN DEVELOPMENT
AUTHORITY MEETING HELD ON TUESDAY, SEPTEMBER 15, 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: Ann Horeftis, William Seifert, Artie Bryson, Thomas Bynum, Robert Johnson, Joseph Little, Chairman Mark Thompson

ABSENT: Jay DeBoyer ABSENT & EXCUSED: 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

2. APPROVAL OF AGENDA / AMENDMENTS:

Chairman Thompson: Requested amending the Agenda under Bills Payable as follows:

Add Mowing Madness at a cost of \$730.00, and move Downtown Exchange Idea Renewal from Old Business to Bills Payable at the cost of \$236.50. This will make the total under Bills Payable \$7,627.75.

Motion by Seifert, supported by Bynum to approve the Agenda as amended.

AYES: All NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

3. APPROVAL OF MINUTES OF AUGUST 11, 2009:

Motion by Seifert, supported by Bynum to approve the Minutes of August 11, 2009 as presented.

Seifert: Requested correction at page 5, under No. 2, remove the words "speed bumps" from the sentence.

Chairman Thompson restated motion by Seifert, supported by Bynum to approve the Minutes of August 11, 2009 with requested correction.

AYES: All NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES – SEPTEMBER 15, 2009

Page 2

Artie Bryson arrived at 7:32 p.m.

Robert Johnson arrived at 7:33 p.m.

4. TREASURER’S REPORT – AUGUST 2009:

Motion by Horeftis, supported by Bynum to approve the Treasurer’s Report of August 2009 as presented.

AYES: All NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

5. BILLS PAYBLE:

Dorothy DeBoyer – Minutes of August 11, 2009	\$ 45.00
Township Park grass cutting – May, June & July	800.00
Relocating of Water Services on Pointe Tremble Road	4,330.00
Project Control Engineering – Pedestrian Bridge	490.00
Project Control Engineering – Phase IV Sidewalk Inspections	996.25
Mowing Madness	730.00
Downtown Idea Exchange Renewal	<u>236.50</u>
TOTAL	\$7,627.75

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

Chairman Thompson: Stated that for informational purposes, they moved six meter pits at a cost of \$866.00 per meter pit.

AYES: All NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

6. COMMUNICATIONS:

Chairman Thompson: Stated that the DDA had received the Downtown Promotion Reporter, Downtown Idea Exchange, Shopping Centers Today, and Carrot Top Industries publications and same are available for review.

7. OLD BUSINESS

a) Sidewalk Phase IV:

Horner: The work is approximately 75% complete. All the repairs except for along Taft have been made except for at Island Drive and Taft. There has to be a storm sewer repair completed at that location. The dimple warnings still have to be inserted. The new walkways are almost

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES – SEPTEMBER 15, 2009

Page 3

complete. They will try and finish it up by the end of the week. By next week, they should be down by the DNR property and that would probably take about another 1-2 weeks to complete.

Chairman Thompson: Questioned if they had received any information on the DNR property?

Horner: They called for an update and did not receive a return phone call. They called last week and again today. They are attempting to get some type of answer to see if they can proceed with that phase before the contractor leaves the area.

Seifert: Suggested putting in some construction stakes to get their attention.

Horner: Stated the person's attention they need is in Chicago. There are no wetland issues, however, a DEQ permit for the flood plain will still be needed.

Little: Questioned what agency he is referring to in Chicago?

Horner: Part of the federal government.

Chairman Thompson: Stated it was a federal grant that was applied for and received to purchase that property and that is why we need the permission of the federal government to do anything on that property.

Little: So, we have everything in Michigan, all the permits, just this federal issue.

Chairman Thompson: We possibly may need a DEQ permit.

Horner: Stated that they need to hear from the federal agency before we do any work so that we don't waste any money.

Seifert: Questioned what was the worst that could happen?

Chairman Thompson: They could say no.

Horner: They could say no and we don't have a sidewalk.

Seifert: Questioned what would happen if they went ahead and built a sidewalk before this is signed? Would they make us tear it up?

Horner: Stated he didn't know but assumed violations, maybe some fines. Also, if he was the contractor, he wouldn't be willing to take that risk. He further stated that everything else seems to be right on track and is going very well. He also feels they are doing a good job and are good to work with.

b) Bridge Update:

Horner: They have cleaned everything up. They have put an additional piece of steel in the gap and filled it in. They replaced the concrete walks. They completed the work that MDOT requested on the guardrail. He believes their final billing will be in before the next meeting.

Chairman Thompson: Questioned the type of paint that was used on the bridge since there are some scratches that need to be covered?

Horner: He will check with Mr. Rockwood and find out what type of paint it is.

c) Report on Park:

Gassen: There are still a few things outstanding that should be completed within about two weeks. There are a couple of items with the pavilion that need to be completed. For the most part most of the playground equipment is functional but there is some work that needs to be completed at the playground.

Horeftis: Stated that on Sunday there were people playing volleyball, biking, walking dogs, some older people with lawn chairs and blankets, children on the playground and people under the pavilion at the same time.

Chairman Thompson: Stated that someone had also used the barbeque since there are ashes in one of the barbeque pits.

Johnson: Questioned what they could do about the location of the volleyball court being so close to the road, and whether they could plant some bushes there to prevent the ball and/or someone running out into the road after a ball?

Gassen: Stated as a precaution they will need to plant something there to keep the ball from rolling out into the road and children following the ball into the road. He was thinking of something shorter so that the view would not be blocked, possibly shrubs or bushes. There are some other site issues that need to be completed including top soil, hydro seeding. He anticipates the work being completed within the next two weeks. They received the new billing and will have that ready for consideration at the next meeting. They will then go right into the as-built warranty process of closing the project out and hopefully will get all that information together for the next meeting.

Bryson: Questioned the status of grants for the water park.

Chairman Thompson: Stated that they wouldn't hear until December and even if they get a grant, would still have to wait until Spring to see if they get funding.

Horner: They did receive some correspondence and have to answer some of their questions. They have received our grant information and it is in the process.

Chairman Thompson: At least it sounds like somebody in Lansing has read the grant and is asking some questions.

Gassen: Stated that he just learned of a \$19 million grant from federal to state for municipal-type projects in the energy conservation / green building technology arena of construction. That might be something that could be tapped into as far as the pavilion since they had originally discussed the pavilion being a self-sustaining building. There are certainly easy ad-

ons that could use solar to provide new lighting for the underside of it. There are also a couple other options or opportunities to be looked at in terms of grants. He thinks these types of grants will continually happen for a couple of years. He will research this grant and bring back information to the next meeting.

8. NEW BUSINESS:

a. Façade Program:

Chairman Thompson: Requested moving this item to the next meeting's agenda.

b. Resolution Setting Meeting dates for 2009/2010 Fiscal Year:

The Clay Township Downtown Development Authority meetings for the fiscal year 2009-2010 shall be held on the following Tuesdays:

July 14, 2009	January 12, 2010
August 11, 2009	February 9, 2010
September 15, 2009 (3 rd Tuesday)	March 9, 2010
October 13, 2009	April 13, 2010
November 10, 2009	May 11, 2010
December 8, 2009	June 8, 2010

Motion by Seifert, supported by Johnson to approve the Resolution to Set the Clay Township Downtown Development Authority 2009-2010 Meeting Dates as presented.

R/C VOTE:

AYES: Horeftis, Seifert, Bryson, Bynum, Johnson, Little, Chairperson Thompson

NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

c. Discover the Blue for 2010:

Chairman Thompson: He has provided a packet regarding this statewide tourism campaign to all members. He has called Marcie and they are trying to include Townships in this next program. The Pure Michigan campaign is probably one of the most successful ad campaigns that the State of Michigan has ever done. The number of visitors to the website have increased 759% from 2008 to 2009. Discover the Blue campaign is third in the State right now. They are going to be checking with us to see if we want to sign up for next year's program. Last year they just did cities. He and Dorothy DeBoyer were both at a meeting and inquired as to including Clay Township since Algonac was included and Clay Township encircles Algonac. This year they are trying to get townships included. It goes from Point Aux Barques in the tip of the Thumb to Algonac. This would include the ad campaign, the visitor's brochure that goes out to everybody. They have talked about cutting the ad budget from \$30 million to \$5 million, but he has been hearing that they anticipate getting the \$30 million back this year because of

the success. They figure that every dollar they spend in this advertising program, they are getting between \$2.50 to \$3 back in taxes. That does not include businesses, just taxes alone.

D. DeBoyer: Stated that when she was coming back from northern Michigan a week ago, on I-75 between Bay City and Flint, there is a Discover the Blue billboard.

Bryson: Stated that he believes there is also an electronic billboard on westbound I-94 coming down from Port Huron.

Horeftis: Questioned what the cost would be?

Chairman Thompson: Stated that last year the cost to the Algonac DDA was approximately \$4,600.00. He anticipates the cost would probably be in the area of \$5,000.00. He feels it is well worth it. You can advertise hotels, restaurants, stores, etc. There is a full-color brochure that goes out.

Bryson: They will have a page of the area. You can advertise in it, but he felt the price for advertising cost was a little pricey. They list all the events going on, things to do, places to see.

9. BOARD MEMBER COMMENTS:

Seifert: Stated that he stopped at the park and everyone was enthusiastic and thought it was great. No one said that anything was missing and there was everything there that they could think of. The only thing that was mentioned was that something needed to be done about parental supervision.

Chairman Thompson: That is something that will have to be addressed in park rules.

Bynum: Questioned if a sign was posted requiring supervision of children, does that relieve the Township of any liability?

Chairman Thompson: No.

Little: Stated that parents are responsible for their children to a certain age. They are supposed to know where their child is, that's a parent's responsibility. At least he thought that was a law in Michigan.

Seifert: The only other comment he got was that he understands that yesterday there was an incident on Taft Road where a child ran out into the street and almost got hit, which comes back to what he said at the last meeting. He feels there should be a reduced speed limit around the park.

Little: States that he still feels it's the parents' responsibility to watch their children.

Bryson: Stated that his wife walks their dog on the trail behind the State Park. There are some red condemned little buildings back there that she is convinced that people are living in because something changes every time she goes by.

Little: Questioned whether this was in Clay Township?

Chairman Thompson: Stated that this was located in Cottrellville Township. You would have to contact Cottrellville Township.

10. PUBLIC COMMENTS:

Turner: Questioned whether there were any plans to put up a bulletin board for the Township Park. She has already begun receiving telephone calls regarding reserving the pavilion. They could put up a calendar that would show available dates.

Chairman Thompson: Stated that he doesn't think they even talked about it, but it is a good point.

Bryson: Also suggested posting park rules and hours.

Little: Stated that eventually they will have to have someone organize this.

Chairman Thompson: He will Dave Gassen tomorrow and see what he can come up with.

Bryson: Also suggested posting it on the Township website.

Turner: Also stated they need to put up the surveillance cameras to prevent vandalism.

Chairman Thompson: We did talk about putting one on the police department building.

Horner: Stated that he understands that they are going to install one.

D. DeBoyer: Stated that she wanted to remind everyone that according to the DDA By-Laws any member who consecutively misses three meetings without calling or writing and saying that they will be absent shall be automatically removed. That means you have no choice in it if anyone misses three consecutive meetings without providing notification. So, if you're going to miss a meeting you should contact the Chairman or call her at the office.

11. ADJOURNMENT

Motion by Horeftis, supported by Bryson to adjourn the meeting at 8:02 p.m.

AYES: All NAYS: None ABSENT: J. DeBoyer; Wagner

MOTION CARRIED.

Respectfully submitted,

Christine J. Holcomb
Recording Secretary