

Van Buren Charter Township -Downtown Development Authority
Tuesday, February 23, 2016 – 5:30 pm

Chairman Atchinson called the meeting to order at 5:30 p.m.

ROLL CALL: Members present: Chairman Atchinson, Vice Chair Bird, Secretary Zoller, Director Baskin, Director Blank, Director Brown, and Director Foster. Members Absent / Excused: Director Bechtel, Director Laginess and Supervisor Combs. Members Absent: Director Miller. Others in attendance: DDA Executive Director Ireland, Assistant Executive Director/Recording Secretary Lothringer, Director Ron Akers and Deputy Director Matthew Best of the Van Buren Township Planning Department, Paul Sander of Commonwealth Associates and an audience of one.

APPROVAL OF AGENDA: Motion by Foster, support by Zoller to approve the agenda as presented. Motion carried.

APPROVAL OF MINUTES: Motion by Blank, support by Bird to approve the DDA Meeting Minutes of Tuesday, January 26, 2016, as presented. Motion carried.

REPORTS: DDA Executive Director Ireland reported that payment #3 has been submitted for WH Canon for the Belleville/Ecorse Road intersection landscaping project. We had our first tree casualty on Ecorse Road, east of Belleville Road. Replacement will be done in the spring. A second revision of the RFP for 10101 and 10151 Belleville Road is currently being reviewed by the attorney and will be sent out to the board prior to the March meeting. The office renovation project is on the agenda for the township board on March 1, 2016. Wade Trim is in the process of conducting the needs assessment portion of their proposal and will have a presentation at the March meeting. Standard and Poor's has affirmed their A- rating with a stable outlook. The Michigan Downtown Association and the Van Buren Civic Fund Play Ball – Tigers Alumni Charity Event are both requesting continued sponsorship for 2016.

Motion by Blank, support by Foster to approve 2016 sponsorship of the Michigan Downtown Association which includes full registration to each educational workshop and conference as outlined in the MDA memorandum of request to be expensed from line item 247-000-861-000 Training. Motion carried.

Motion by Bird, support by Blank to honor the request of Chairman Atchinson to abstain from voting on the sponsorship for the Van Buren Civic League Tiger Alumni Charity Event. Motion carried.

Motion by Blank, support by Bird to approve funding a sponsorship in the event program for the May 21, 2016 Van Buren Civic Fund – Play Ball, Detroit Tigers Alumni Event to be expensed from line item 247-000-900-000 Printing and Publishing. Motion carried.

Executive Director Ireland closed her report by providing information on DTE's recent underground work on the streetlights along Belleville Road. Due to this activity we have had to reorder a supply of parts to replenish stock.

Assistant Director Lothringer shared that the DDA took part in the SWCRC Business to Business Expo. Planning Director Akers accompanied her to this event where they met a number of business owners and community leaders. The February Spotlight is The Lube Stop and they are tracking the number of coupon redemptions for us. The March Spotlight will be Angel Food Catering and the February e-News went out on the 16th with a link for subscribers to provide input as to the types of business workshops they would like to see provided via the partnership with SCORE. The full page ads have been completed for the Belleville Area Chamber of Commerce Directory and the Ann Arbor Guest Guide. Lastly, she stated that the contract has

been executed for the combined ad with the Belleville DDA in the A-Source relocation guide and ad design will begin shortly.

NEW BUSINESS:

1. Motion by Foster, support by Bird to honor the request of Director Blank to abstain from voting on the approval of the proposal from RS Thomas and Associates, Inc. to provide appraisal services for the rights-of-way acquisition on Belleville Road. Motion carried.
2. Motion by Foster, support by Baskin to approve the proposal from RS Thomas and Associates, Inc. for appraisal reports as outlined in the correspondence dated February 3, 2016 in an amount not to exceed \$17,600 and transfer \$17,600 from Fund Balance "Designated Ecorse to Tyler Rd" to the 2016 DDA Budget, line item 247-000-977-002 Rights-of-Way (Consultant) and after completion of the appraisals if additional funding is required, a request will be brought to the DDA Board for approval. Motion carried.

CLOSED SESSION:

Motion by Blank, support by Baskin to enter into executive session at 5:55 p.m. for the purpose of discussing the purchase of real property.

ROLL CALL:

Yeas: Atchinson, Bird, Zoller, Baskin, Blank, Brown, and Foster

Nays: None

Absent/Excused: Bechtel, Laginess, Miller and Combs

Motion Carried

Motion by Blank, support by Baskin to adjourn Executive Session. Motion carried.

RETURN FROM CLOSED SESSION:

The regular DDA meeting was reconvened at 6:50 p.m.

Motion by Blank, support by Zoller to honor the request of Vice Chair Bird to abstain from voting on offer to purchase real property. Motion carried.

Motion by Blank, support by Baskin to approve a new offer on real property located at 10065 Belleville Road and 10145 Belleville Road pursuant to discussion in closed session. Motion carried.

NON AGENDA ITEMS: Executive Director Ireland informed the board that two director seats were up for reappointment. Director Baskin has agreed to remain on the board but Director Miller has asked for a replacement to be found for his seat as he is unable to continue to be involved at this time.

Director Blank inquired about legislative issues that could prove detrimental to all DDAs in Michigan. Executive Director Ireland spoke to the current status of the legislation and informed the board that she and Deputy Director Lothringer would be attending the MDA Legislative event in Lansing the next day.

ADJOURNMENT: Motion by Blank, support by Baskin. Motion carried. Meeting adjourned at 6:58 p.m.

Respectfully submitted,

Lisa M. Lothringer - Assistant Exec. Director / Recording Secretary