

Van Buren Charter Township -Downtown Development Authority
Tuesday, March 22, 2016 – 5:30 pm

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

ROLL CALL: Members present: Chairman Atchinson, Secretary Zoller, Director Blank, Director Foster, Director Laginess and Supervisor Combs. Members Absent / Excused: Vice Chair Bird, Director Baskin, Director Bechtel and Director Brown. Others in attendance: DDA Executive Director Ireland, Assistant Executive Director/Recording Secretary Lothringer, Dave Nummer, Matthew Stacey and Lori Pawlik of Wade Trim and an audience of one.

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

APPROVAL OF MINUTES: Motion by Blank, support by Foster to approve the DDA Meeting Minutes of Tuesday, February 23, 2016, as presented. Motion carried.

Director Laginess asked that the board observe a moment of silence in remembrance of Mr. Jere Dolph, former DDA Chairman who passed away.

REPORTS: DDA Executive Director Ireland reported that WH Canon will be asked to assist with replacing the two trees that were run over during the winter and provide a cost estimate for additional landscape on the south Ecorse Road Service Drive on the east side of Belleville Road at the hammer heads. Reported that Commonwealth is progressing on the Rights of Way project. Renovation on the developmental services office will begin shortly and the DDA has already set up temporary offices in the Otisville Room. Director Ireland and Deputy Director Lothringer will be attending the MDA conference on April 15, streetlight parts have been stored in Fire Station #3, and the spring banners have been put up. Director Ireland informed the board of an opportunity for the DDA to join the ICSC for 1 year at the government rate of \$100.

Motion by Blank, support by Laginess to approve a 1 year membership with the ICSC to be expensed from Membership and Dues, line item 247-000-810-000. Motion carried.

Assistant Director Lothringer updated the board on the most recent social media outreach items, reported that the A-Source Relocation Guide and Strawberry Festival ads are currently being worked on and that discussion is continuing regarding business workshops. Qdoba is open for business, the process of selecting the sculptures to be placed within the DDA will take place this week, and board members were offered opportunities to take part in some upcoming events.

Representatives from Wade Trim presented an update of the Pedestrian Bridge Feasibility Study. Discussion included the pedestrian / cyclist counts, grant opportunity, safe and unsafe pedestrian practices, driver expectation, and the DDA's continued commitment to walkability and providing a safe community. The board asked for additional input from public safety and examples of location treatments for crossings.

Motion by Blank, support by Combs to approve that Wade Trim prepare a grant application for potential funding [which has a May 2, 2016 deadline] toward a pedestrian overpass along Belleville Road over I-94, obtain comments from the Public Safety Department on traffic and safety issues, and provide locations of similar projects; bring that application to the April, 2016 meeting for review and final determination on grant submission by the DDA and at that time approve any budget adjustment if necessary. Motion carried.

NEW BUSINESS:

1. Motion by Laginess, support by Blank to approve the request for proposals for Architectural Design and Construction Management Services for the Van Buren DDA PlaceMaking Initiative on property owned by the Van Buren DDA at 10101 and 10151 Belleville Road and authorize the Executive Director to advertise and accept proposals for the project. Motion carried.

CLOSED SESSION: None

NON AGENDA ITEMS: None

ADJOURNMENT: Motion by Blank, support by Laginess. Motion carried. Meeting adjourned at 6:44 p.m.

Respectfully submitted,

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