

Van Buren Charter Township -Downtown Development Authority
July, 26, 2016 – 5:30 pm

Chairman Atchinson called the meeting to order at 5:30 p.m. and asked that we observe a moment of silence in honor of the recent losses that several involved with the DDA have experienced.

ROLL CALL: Members present: Chairman Atchinson, Vice Chair Bird, Secretary Zoller, Director Baskin, Director Bechtel, Director Brown, Director Foster, Director Delibera and Supervisor Combs. Members Absent/Excused: Director Blank and Director Laginess. Others in attendance: DDA Executive Director Ireland, Assistant Executive Director/Recording Secretary Lothringer and an audience of three.

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

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

REPORTS: DDA Executive Director Ireland introduced representatives of Wakely and Associates who made a presentation to the board regarding the Placemaking Project at the DDA owned property on Belleville Road. The architect provided explanation on the three drawings that represented the interior/exterior of the main house and garage, the out buildings and the overall site. Board members asked a variety of questions which were addressed by both representatives. The board expressed interest in having Executive Director Ireland look in to bonding for this project.

DDA Executive Director Ireland reported that Canon has removed the questionable plantings and installed replacements at the Belleville / Ecorse Road Landscape project. The additional work requested by Wayne County has been completed and keys have been provided to the DPW for meter reading regarding the irrigation system. The Rights of Way process is continuing and will be addressed in closed session. Wade Trim is in the process of doing the site survey and topo on the Belleville Road property. The office reconfiguration is now complete and everyone has moved back in. She stated that she has been in conversation with MDOT regarding the Pedestrian Bridge project and with the board's input we will move forward. She closed by letting the board know that the Belleville Road Overlay District is available in draft format to the board for review and comment.

Assistant Director Lothringer shared information about recent e-mail distributions including the Monthly Spotlight and e-News. She presented the Sculpture brochure that was designed and printed in partnership with the Belleville DDA. The brochure is being used to promote the Sculpture display within the community. She reported that she has sourced and placed the orders for Public Safety Day and plans to feature the event in both a press release and the September Monthly Spotlight.

At 6:15 p.m. Director Baskin stated that he had to leave and asked to be excused for the remainder of the meeting.

NEW BUSINESS:

1. Motion by Foster, support by Bird to accept the Downtown Development Authority 2015 Year End Audit as prepared by Plante and Moran. Motion carried.

COMMUNICATIONS: None

CLOSED SESSION:

Motion by Bechtel, support by Bird to enter into executive session at 6:20 p.m. for the purpose of discussing the purchase of real property.

ROLL CALL:

Yeas: Atchinson, Bird, Zoller, Bechtel, Brown, Delibera, Foster and Combs

Nays: None

Absent/Excused: Baskin, Blank, and Laginess

Motion Carried

Motion by Combs, support by Bechtel to adjourn Executive Session. Motion carried.

RETURN FROM CLOSED SESSION:

The regular DDA meeting was reconvened at 6:35 p.m.

Motion by Bechtel, support by Brown to approve Option Contract for parcels 6, 14 and 17 and approve the purchase of parcels 2, 3, 6, 14 and 17 as recommended by Commonwealth Associates to be expensed from Property Acquisition line item 247-000-980-000 and authorize the Executive Director to execute the Option Contracts and complete purchase with the understanding that the DDA will pay for recording the Warranty Deed and the seller pays the revenue stamps which will be deducted from the total purchase price. Motion carried.

NON AGENDA ITEMS: Assistant Executive Director Lothringer shared with the board information on the "Street Eats" event that will be taking place at Quirk Park.

ADJOURNMENT: Motion by Bechtel, support by Bird. Motion carried. Meeting adjourned at 6:41 p.m.

Respectfully submitted,

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