

**VAN BUREN CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
October 24, 2017**

Chairman Atchinson called the meeting to order at 5:33 p.m.

**ROLL CALL:** Members present – Chairman Atchinson, Vice-Chair Bird, Secretary Brown, Director Baskin, Director Blank, Director Foster, Director Delibera (arrived at 5:35 p.m.), Director Laginess and Supervisor McNamara. Members absent and excused – Director Chappell (excused). Others in Attendance: DDA Executive Director Ireland, Acting Recording Secretary Karen Pecsénye and an audience of four (4).

**APPROVAL OF AGENDA:** Blank moved, Foster seconded to approve the October 24, 2017 Agenda as presented. *Carried*

**MINUTES:** Foster moved, Laginess seconded to approve the DDA Meeting Minutes of September 26, 2017 as presented. *Carried*

**REPORTS:** DDA Executive Director Ireland announced that the Belleville Road Placemaking project will go before the Planning Commission on Wednesday, October 25, 2017 @ 7 pm for preliminary approval. Demolition plans are being prepared to go out to bid and a walk-thru of the property revealed a small patch of Japanese Knotweed on the site. If left unattended, this very invasive plant spreads quickly penetrating cement, asphalt and building foundations. It will be appropriately addressed and removed as soon as possible.

Director Ireland provided materials costs from DTE for the Belleville Road streetlights and the pedestrian path and informed the board that DTE will be attending the November DDA meeting. November 6, 2017 is the next meeting with MDOT for the Pedestrian Overpass. At the October 17, 2017 Township board meeting the DDA Amended 2017 and Proposed 2018 budgets were approved.

Assistant Director Lothringer was absent/excused. Her report was provided in the meeting packet.

A presentation was provided by Communication Associates with regard to the planned updates to the DDA website.

**NEW BUSINESS:** None

**COMMUNICATIONS:** None

**NON-AGENDA ITEMS:** None

Blank moved, Baskin seconded to adjourn at 6:43 p.m.

Respectfully submitted,

Lisa M. Lothringer - Recording Secretary