

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, September 22, 2020 – 5:30 pm**

This meeting was held in a webinar/video conference format using Zoom.

Chairman Atchinson called the meeting to order at 5:39 p.m.

Roll Call: Members Present by Video: Chairman Atchinson, Vice-Chair Bird, Director Foster, Director Rochowiak and Supervisor McNamara. Members Present by Phone: Director Baskin, Director Chudzinski and Director Laginess. Members Absent but Excused: Secretary Brown and Director Delibera. Members Absent: Director Chappell. Others in attendance: DDA Executive Director Ireland, Recording Secretary Lothringer, and an audience of three (3).

Approval of Agenda: Foster moved, Rochowiak seconded to approve the agenda as corrected to address an error in Vice-Chair Bird's title. Carried.

Minutes: Rochowiak moved, Vice-Chair Bird seconded to approve the DDA Minutes of Tuesday, July 28, 2020 as presented. Carried.

Reports: Executive Director Ireland updated the board on the status of a number of items, including the presentation of the DDA budget to the Township Board, the target date for the arrival of the additional cameras for Harris Park and the submission of the sidewalk repair and/or replacement drawings to Wayne County for review and comment. She informed the board that she has had preliminary discussion with the Township Assessor with regard to Michigan Tax Tribunal cases that have been submitted and may have an impact on future revenue. The Assessor is working to pull the information together to determine what the DDA's exposure could be and that information will be reported back to the DDA board.

Ireland commented on the continued increase in usage of Harris Park. In the last week, she noted, the park has seen concurrent use by a martial arts class, several dance classes and a performance by a local band. She informed the board that she participated in the R.E.A.L. program's "School Supply Give-A-Way" held at Harris Park on Saturday, September 19th.

Director Ireland provided an update on several recent actions by the Detroit Region Aerotropolis. The Aerotropolis Board approved a Resolution of Intent and called for a Public Hearing regarding the Amendment to the LDFA District. Additionally, she provided an update of project responses by the Aerotropolis Director and shared that the Airspace Link Test, an all-in-one FAA-certified, cloud-based platform for drones, has concluded.

DDA Assistant Executive Director Lothringer updated the board on email and social media outreach. She shared with the board the publicity pieces/projects that have been completed in the past month as well as those that are in process.

Lothringer explained to the board the "Restaurant Rally 48111" call to action, a partnership effort by the Belleville DDA, the Belleville Central Business Community and the VBT DDA. She stated that she hand-delivered the information packets to local eateries and the response was very positive. A number of social media posts have been prepped for sharing the 3-day event.

There may be some interest in making the call to action an annual event and expanding it in 2021.

Lastly, Lothringer reported on miscellaneous activities such as meetings with vendors, SEMCOG Task Force participation and meetings with members of the Harris family.

New Business: Foster moved, Rochowiak seconded to approve the purchase of additional site furnishings at a cost not to exceed \$12,000.00 to be expensed from line item 247-000-975-000 Pedestrian Bridge and allow Assistant Executive Director Lothringer to execute necessary agreements and contracts. Carried.

Rochowiak moved, Bird seconded to approve the transfer of funds to the contracted services line item 247-000-819-000 in an amount, not to exceed \$10,000, for holiday lights at Harris Park and the Quirk Road Triangle and allow Executive Director Ireland to maximize the value. Carried.

Communications: None

Non-Agenda Items: Conversation on COVID-19, schedule adjustments at Township hall and a request to look at other electronic meeting options beside Zoom.

Adjournment: Laginess moved, Bird seconded to adjourn at 6:21 p.m. Carried.

Respectfully submitted,

Lisa M. Lothringer
Recording Secretary