

Van Buren Charter Township
Downtown Development Authority
Tuesday, July 27, 2010

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

Roll Call: Members present-Vice Chair Atchinson, Secretary Zoller, Director Bechtel, Director Bird, Director Blank, Director Laginess, Director Suliman and Supervisor White. Absent: Chairman Dolph (excused), Director Richter (excused) and Director DeLibera. Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson and Water & Sewer Director Todd Knepper.

Agenda: Motion Laginess, Support Zoller to approve the DDA agenda of Tuesday, July 27, 2010 as presented. Carried.

Minutes: Motion Suliman, Support Bechtel to approve the DDA minutes of Tuesday, June 22, 2010 with the correction of (total project not to exceed 6.3 million) in the motion pertaining to the Belleville-Ecorse Intersection Project. Carried.

OLD BUSINESS: None

NEW BUSINESS: None

REPORTS:

1). Belleville/Ecorse Rd. Intersection: DDA Executive Director Ireland reported on recent discussions with Wayne County regarding this project. The Directors discussed possible options with the issue regarding the area of the project (952 feet) that is outside of the DDA boundary. The federal grant money of 2.2 million will in actuality be around 1.8 million after federal government service fees are deducted. None of the grant funding can be used as a separate project for the area outside the DDA boundary because the funding has been specifically earmarked for the Belleville/Ecorse Rd. intersection. Until an engineering firm is selected, it cannot be determined what the actual length of the project will be along Ecorse Road east of the DDA boundary in order to remain compliant with the grant funding regulations. The RFQ has been submitted to Wayne County for additional comments.

Motion Blank, Support Bird to authorize DDA Executive Director Ireland to request that Wayne County Department of Public Services submit their final comments on the proposed Request for Qualification on the Belleville Road-Ecorse Road Intersection Improvements by Tuesday, August 3, 2010 and if no further comments are received to proceed with the RFQ as presented. Carried.

2). Media Placement Services: Director Bechtel distributed information regarding the bid plan that the City of Fenton used when they were seeking a marketing firm. Discussion was held regarding clarification on the path the DDA is looking for in a marketing plan. Director Bechtel volunteered to continue the work on a bid proposal adapting one to the specifications and needs of our area.

Motion Blank, Support Laginess to authorize Director Bechtel to design a Request for Proposal for the purpose of contracting with a marketing service to assist in the promotion, advertising and attraction of new business's to the area. Carried.

Motion Bechtel, Support Bird to adjourn the meeting at 6.15 p.m. Carried

Respectfully Submitted,

Linda M. Stevenson
Recording Secretary