

Van Buren Charter Township
Downtown Development Authority
Tuesday, July 26, 2011

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

Roll Call: Members present-Chairman Dolph, Vice Chair Atchinson, Secretary Zoller, Director Bechtel, Director Bird, Director Blank, Director Laginess, Director Richter, Director Suliman and Supervisor White. Absent: Director DeLibera (excused). Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson, David Nummer and Matt Stacey from Wade-Trim.

Agenda: Motion Atchinson, Support Blank to approve the DDA agenda of Tuesday, July 26, 2011 with the addition of Item #3 Financial Report dated December 31, 2010 and moving Reports to after the minutes. Carried.

Minutes: Motion Blank, Support Zoller to approve the DDA minutes of Tuesday, June 28, 2011 with the change under adjournment to Motion Blank instead of Motion Laginess. Carried.

REPORTS:

1). Belleville/Ecorse Rd. Intersection Progress Report

Wade-Trim Engineer David Nummer and Matt Stacey reviewed the July Monthly Progress report with the Directors.

2.) Sidewalks

Executive Director Ireland gave an update on the progress with the N. Service Drive sidewalk. The easement agreements are in and will be forwarded for signatures.

3). Financial Report

The Directors reviewed and discussed the Financial Report dated December 31, 2010.

NEW BUSINESS:

1). Marketing Plan Bid Analysis

Bob Bechtel gave a report on the 5 presentations that were given to him and Executive Director Ireland that day. All presentations were excellent and Director Bechtel and Executive Ireland will narrow it down to two finalists which will then come forth to the full Board at the August meeting. Director Bechtel asked if the meeting date can be changed to August 30th and each finalist will have 45 minutes for their presentation.

2). Full Time Executive Director

Motion Director Atchinson, Support Bechtel to approve the job description for the Full Time Downtown Development Authority Executive Director. Motion Carried.

Executive Director Ireland will facilitate a meeting with DDA Attorney Schwarz and the sub-committee members of Director Laginess, Director Atchinson and Director Blank to work on a compensation package.

COMMUNICATIONS: None

Motion Atchinson, Support Laginess to adjourn the meeting at 6:22 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson
Recording Secretary