

Van Buren Charter Township  
Downtown Development Authority  
Tuesday, January 24, 2012

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

**Roll Call:** Members present-Chairman Dolph, Secretary Zoller, Director Bird, Director Laginess, Director Richter, Director Suliman and Supervisor White. Absent: Vice Chair Atchinson (excused), Director Bechtel (excused), Director Blank (excused) and Director DeLibera (excused). Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson, Engineers David Nummer and Matt Stacey and an audience of one (1).

**Agenda:** Motion Laginess, Support Zoller to approve the DDA agenda of Tuesday, January 24, 2012 as presented. Motion Carried.

**Minutes:**

Motion Richter, Support Suliman to approve the DDA Minutes of Tuesday, November 22, 2011 as presented. Motion Carried.

Motion Laginess, Support Zoller to approve the DDA Minutes of Monday, December 5, 2011 as presented. Motion Carried.

**New Business:**

1.) **Consider approval and acceptance of the DDA Logo, Letterhead, Envelope and Business Card as submitted by Communication Associates:** Samples were provided in the Director's packets.

Motion Richter, Support Suliman to approve the DDA Logo, Letterhead, Envelope and Business Card as presented. Motion Carried.

2.) **Consider lighting for the street name signs as part of the Belleville Ecorse Intersection Project:** Matt Stacey, Wade Trim Engineer discussed (2) two separate items regarding the signals. The first issue is in regards to a necessary power supply for the street name signs. The County does not pay for this and since there can only be one electrical feed into each signal the power supply is metered once and then the County will back charge the Township. Another option would be to use a non-illuminated reflective version of the sign. The second issue is a recommended battery backup unit to power the signals if the power goes out. The cost for this would be roughly \$8,000. DDA members had questions regarding these two (2) issues and Wade Trim did not have answers readily available.

Motion Richter, Support Bird to postpone these (2) two separate items until next month's meeting in order to receive additional information requested by the DDA from Wade Trim. Motion Carried.

**REPORTS:**

**1). Belleville Road Intersection:** Wade-Trim Engineers David Nummer and Matt Stacey gave a report on the progress with the Belleville Road intersection project. Issues that were discussed at the last meeting have now been resolved and bids should go out in April with construction projected to begin in the summer of 2012.

**2). Communication Associates, Inc.:** DDA Executive Director Ireland discussed her recent meeting with Communication Associates. Items discussed were the development of the website, and opportunities for promotion along with social media promotion. DDA Director Ireland extended an invitation to any Director who may wish to attend the next scheduled meeting February 1 at 3:00 p.m.

**3). Director's Report:** DDA Executive Director Ireland reviewed her January 17, 2012 update with the Directors.

Motion Richter, Support Suliman to approve payment of one night of lodging for the three conferences to occur this year for DDA Executive Director Ireland at the Michigan Downtown Association. Motion Carried.

**Other:**

Supervisor White shared with the Directors that a meeting occurred today regarding the development of a Menards on the vacant parcels between the hotels and shopping center along the I-94 North Service Drive. This may also include part of the vacated commercial building (old Farmer Jack) on the parcel to the north. Should the development occur, Supervisor White suggested that the DDA may wish to become involved and assist with the demolition of the vacated commercial building. The project now looks very promising.

Motion Suliman, Support Laginess to adjourn the meeting at 6:55 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson  
Recording Secretary