

Van Buren Charter Township
Downtown Development Authority
Tuesday, February 28, 2012

Chairman Dolph called the meeting to order at 5:34 p.m.

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

There was discussion regarding Director DeLibera's employment situation and his resignation along with upcoming reappointments.

Agenda: Motion Blank, Support Bird to approve the DDA agenda of Tuesday, February 28, 2012 with the addition of the Wade Trim letter dated February 23, 2012. Motion Carried.

Minutes: Motion Laginess, Support Suliman to approve the DDA Minutes of Tuesday, January 24, 2012 as presented. Motion Carried.

Unfinished Business:

1. Consider lighting for the street name signs and back-up generator as part of the Belleville Ecorse Intersection Project.

DDA Directors were informed that the lighted street name signs used 62 watts and the back-up battery generally lasts up to four hours to maintain traffic signalization. Until such time as Van Buren has its own electric source and meter to run through, the electric usage billing will be sent by Wayne County.

Motion Richter, Support Bird to include lighted street name signs and a battery back-up for signalization as part of the Belleville Ecorse Intersection Project. Motion Carried.

New Business:

- 1. Consider:**
 - a. Approval of Vision Statement**
 - b. Approval of Mission Statement**

DDA Directors reviewed preliminary proposed language for a Mission Statement and Vision Statement. When all discussion was concluded, consensus was reached for a Mission and Vision Statement.

Mission Statement: "Van Buren Township Downtown Development Authority will stimulate, promote, enhance and revitalize economic growth development and social well-being within the District to maintain and improve property values using the powers granted to the DDA in accordance with PA 197 of 1975 as amended."

Motion Laginess, Support Blank to approve the DDA Mission Statement. Motion Carried.

Vision Statement: "The District will be a thriving well-balanced mix of businesses, residents and civic spaces that enhance the tax base and combine living, working and playing. The District will include public amenities that improve quality of life, walkability and community well-being. The District will attract unique local business, national business and anchoring institutions to ensure long-term economic self-sufficiency."

Motion Laginess, Support Blank to approve the DDA Vision Statement. Motion Carried.

REPORTS:

1). Communication Associates, Inc.

Executive Director Ireland discussed that the draft in the packet was a work in progress and after the Directors have a chance to review they should send her their comments and ideas. Executive Director Ireland also stated that once she receives the information on emails regarding the accessibility and business incentives she will forward to them for review.

1). Belleville Road Intersection:

Wade-Trim Engineers Matt Stacey gave a report on the progress with the Belleville Road intersection project. The plans had been submitted to the Michigan Department of Transportation and the project is still planned to begin in 2012.

2). Wade Trim Letter Dated February 23, 2012:

The Directors discussed the letter submitted from Wade Trim regarding the additional costs for unexpected services for the design budget as a result of changing the design to use MDOT's new 2012 Standard Specification. During the course of the design Wade-Trim received three major changes which occurred after the plans were mostly complete.

Motion Laginess, Support Suliman to approve the increase of the design budget for Wade-Trim from \$232,900 [Engineering] and \$13,000 [environmental] to \$360,000. Motion Carried.

3). Director's Report: DDA Executive Director Ireland reviewed her February 28, 2012 update with the Directors.

Motion Richter, support White to adjourn the meeting at 7:31 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson
Recording Secretary