

Van Buren Charter Township
Downtown Development Authority
Tuesday, March 27, 2012

Chairman Dolph called the meeting to order at 5:32 p.m.

Roll Call: Members present-Chairman Dolph, Director Baskin, Director Bird, Director Blank, Director Miller, Director Richter, and Supervisor White. Absent: Vice Chair Atchinson (excused), Secretary Zoller (excused), Director Bechtel (excused), and Director Laginess (excused). Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson, Matt Stacey and David Nummer, Wade-Trim, Sally Hodges, McKenna and Associates, Tom Traciak, Umbaugh and Associates and an audience of one.

Agenda: Motion Blank, Support White to approve the DDA agenda of Tuesday, March 27, 2012. Motion Carried.

Minutes: Motion Bird, Support Blank to approve the DDA Minutes of Tuesday, February 28, 2012 as presented. Motion Carried.

Reports:

1. Communication Associates, Inc.

A report from Communication Associates dates March 23, 2012 was reviewed by Executive Director Ireland. The Van Buren Township DDA's Facebook page has been completed and is live.

2. Belleville/Ecorse Intersection (February 2012):

The February and March Progress Report regarding the Belleville/Ecorse Intersection was reviewed by Matt Stacey and David Nummer from Wade-Trim.

3. Directors Report:

Various items in the Director's Report for March were discussed with particular attention given to the Belleville/Ecorse Road Intersection Project and the various scenarios for payment or bonding. After discussion with Mr. Traciak and at the suggestion of Sally Hodges, a report will be prepared for the April meeting regarding how the different scenarios will work with respect to cash flow when applied to existing and future projects. Mr. Traciak, Ms. Hodges and Ms. Ireland will meet to work on this project. In addition it was explained that by approving DDA Resolution DDA 2012-01 it does not obligate the DDA to move forward with a bond issue, it merely allows the DDA to include expenditures made prior to bonding if that is the direction chosen.

Motion Blank, Support Bird to approve DDA Resolution #2012-01 authorizing reimbursement of expenditures from bond proceeds. Motion Carried.

New Business:

1. Consider Request for Capital Improvement Funding by Public Works Department

Discussion ensued regarding the request made by Tom MacDonald, Director of Public Works regarding Township Hall Roof and Parking Lot repairs. Board members requested that Mr. MacDonald return to an upcoming meeting with actual cost estimates in order to determine and consider how, when or if the funding request impacts the near future plans of the DDA Projects.

2. Election of Officers:

Motion Blank, Support Bird to reappoint Jere Dolph as Chairperson, Kurt Atchinson as Vice-Chair and Sophie Zoller as Secretary; close nominations and elect by acclamation. Motion Carried.

Motion Blank, Support Richter to adjourn the meeting at 7:25 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson
Recording Secretary