

Van Buren Charter Township
Downtown Development Authority
Tuesday, September 25, 2012

Chairman Dolph called the meeting to order at 5:31 p.m.

Roll Call: Members present-Chairman Dolph, Vice Chair Atchinson, Secretary Zoller, Director Baskin, Director Bird, Director Laginess, Director Miller and Director Richter. Absent and Excused: Director Blank, Director Bechtel and Supervisor White. Others in attendance: DDA Executive Director Ireland, Recording Secretary Stevenson, Fire Chief Besson, Fire Captain McInally (arrived at 6:04 pm), David Nummer and Matt Stacey, Wade Trim Engineers, Sally Hodges and Jim Allen, McKenna and Associates and an audience of one.

Agenda: Motion Atchinson, Support Laginess to approve the DDA agenda of Tuesday, September 25, 2012 with the removal of New Business Item #1 Resolution 2012-04 (Authorizing Issuance of Tax Increment Revenue Bonds) and Item #2 Resolution 2012-05 (Authorizing Defeasance of Bonds). Motion Carried.

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

Communications:

Reports:

1. Communication Associates, Inc.

DDA Executive Director Ireland is trying to coordinate her schedule with Communication Associates to work on the brochure, this will probably occur towards the beginning the October and will possibly be presented to the Directors at the next meeting for review. She reported that the final costs for the Public Safety Day were just under \$10,000.

Director Richter questioned the ease of accessing the DDA website. He felt that when doing a Google Search it does not come up as it should with certain key words. He also stated that nothing had been updated on the website since August and felt that if Communication Associates is responsible for the updating it should be done on a possible monthly basis with continuing information on the Belleville/Ecorse Intersection project. DDA Executive Director Ireland will follow through with these issues.

1. Belleville/Ecorse Intersection (September 2012)

Matt Stacey, Wade-Trim reviewed the September progress report regarding the Belleville/Ecorse Intersection. There has been a lot of activity and it has been moving along very well. The sanitary sewer project is roughly 40% complete. DDA Executive Director Ireland brought forth one complaint she has received regarding the truck traffic on Robson Rd.

2. Directors Report:

DDA Executive Director Ireland reviewed her report for September. Director Atchinson requested that the landscaping and condition surrounding the poles that are in the process of being replaced be cleaned up. There also was discussion regarding the broken curbs and dead trees. DDA Executive Director Ireland will do a complete inventory of the trees and report back on an estimated cost to replace.

Unfinished Business: None.

New Business:

1). Belleville/Ecorse Landscape Concept:

Sally Hodges and Jim Allen from McKenna and Associates reviewed various concept images they had prepared regarding the Belleville/Ecorse Landscape project. There was discussion regarding the proper placement for a gateway concept along with plantings, focal points and image features.

Motion Atchinson, Support Miller to authorize McKenna and Associates to start the process to create preliminary drawings on the Belleville/Ecorse Landscape and to present a proposal for costs and fees related to this at the next meeting. Motion Carried.

2). Consider Request to purchase portable scoreboards to Quirk Park

DDA Executive Director Ireland and the Directors discussed issues with the Quirk Park soccer fields. It was decided to not take any action on this item until further information is brought forth from the Van Buren Township Recreation Department.

3). Consider Fire Station #2 Roof Repair

Fire Chief Dan Besson and Captain David McInally addressed the Directors in regards to the repair of the roof due to some storm damage at Fire Station #2. The Directors requested that they bring back several more quotes at the next meeting.

Other (non-agenda items):

Belleville Area Museum and Historical Society

Motion Richter, Support Laginess to purchase a sponsorship page at the cost of \$125.00 to appear in the 2013 Belleville Area Historical Society calendar. Motion Carried.

Motion Atchinson, Support Miller to adjourn the meeting at 6:40 p.m. Motion Carried.

Respectfully Submitted,

Linda M. Stevenson
Recording Secretary