

**Van Buren Charter Township
Downtown Development Authority
Regular Meeting**

Tuesday, July 22, 2014 – 5:30 pm

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

ROLL CALL

Members Present: Chairperson Dolph, Vice Chair Atchinson, Director Bechtel, Director Blank, Director Laginess, Director Miller and Director Richter, Supervisor Combs and Director Baskin.

Members Absent and Excused: Secretary Zoller and Director Bird.

Others in Attendance: DDA Executive Director Ireland, Wade Trim Engineer Dave Nummer and an audience of one.

APPROVAL OF AGENDA

Motion Atchinson, support Combs to approve the agenda as presented.

Motion carried.

APPROVAL OF MINUTES

Motion Blank, support Atchinson to approve the DDA Meeting Minutes of Tuesday, May 27, 2014 as presented.

Motion carried.

REPORTS:

Director's Report: DDA Executive Director Ireland provided an update on the status of projects and issues including:

- Sidewalks along Belleville Road and I-94 North Service Drive: Plans are at Wayne County for permitting, and the Executive Director will be meeting with the new owners of the parcel at the north east corner of Quirk Road and the I-94 Service Drive to finalize the last easement.
- Status of the Belleville Road curbs outside of the project area
- Belleville/Ecorse Road Landscape
- The insurance settlement for the damage to the Belleville Road fence
- Streetlight banners
- 2014 bond issue
- Subcommittee to assist with the DDA Coordinator
- VantagePort
- Emergency sirens within the DDA District, and
- Unexpected request for approval of a claim submitted for four (4) trees in the DDA streetscape that were damaged due to the chemical Imprelis.

An update of the traffic signalization project was provided, and it is expected that the project will be completed on schedule. Engineer Nummer reported that the hydrology has been done, and he has received the as-builts for the feasibility of creating a regional detention pond.

Public Safety Day plans are underway; the event is scheduled for August 23, 2014. Kohls is again partnering with the Detroit Medical Center to fit children with free bike helmets. This was a very popular item at the 2013 Public Safety Day, and so there is not a shortage, Wal-Mart is also donating bike helmets.

Motion Bechtel, support Miller to approve expenditures in an amount not to exceed \$10,000 for the 2014 Public Safety Day to be expensed from DDA line item 247-000-822-000. Carried.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Audit Report – Executive Director Ireland reviewed the Audit for the Year Ending December 31, 2013. Motion Blank, support Bechtel, to accept the Fiscal Year 2013 Audit as presented.

The Van Buren Township DDA has been asked to partner with the Belleville DDA and the Belleville Central Business Community to launch “Project Booville”. This is expected to be a month long celebration of Halloween and Harvest. It was suggested that the DDA decorate the monument sign area at the intersection of Quirk and Belleville Road.

Motion Richter, support Atchinson to approve partnering with the Belleville DDA and Belleville Central Business Community in Booville during the month of October 2014 in an amount not to exceed \$2,000 to be expensed from Belleville Road Streetscape (247-000-979-000) line item. Motion Carried.

ADJOURNMENT:

Motion Blank, support Atchinson to adjourn at 6:21 p.m.

Respectfully Submitted,

Karen Smith
Acting Recording Secretary