

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
January 24, 2017**

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

ROLL CALL: Members present – Chairman Atchinson, Secretary Zoller, Director Baskin, Director Brown, Director Delibera, Director Laginess and Supervisor McNamara. Members absent and excused – Vice Chair Bird, Director Bechtel, Director Blank and Director Foster. Others in Attendance: DDA Executive Director Ireland, Assistant Executive Director Lothringer, VBT Trustee Kevin Martin, Executive Assistant Dan Selman, Bill Weimer of Wakley and Associates and an audience of two (2).

APPROVAL OF AGENDA: Zoller moved, Laginess seconded to approve the January 24, 2017 Agenda as presented. *Carried*

MINUTES: Laginess moved, Zoller seconded to approve the DDA Meeting Minutes of November 22, 2016 as presented. *Carried*

REPORTS: The DDA heard from Bill Weimer, representative of Wakely Associates, regarding the current status of the Placemaking Project on Belleville Road and renderings for the pedestrian bridge signage.

DDA Executive Director Ireland reported that the Rights-of-Way Acquisition project is continuing to move forward and stated that Mdot that the preliminary design phase for the pedestrian overpass has begun. Lastly, she informed the board that PA206 of 2016 will be a topic of conversation at the MDA Executive Committee conference she will be attending later this week.

Assistant Director Lothringer reported on the most recent e-collateral and social media postings. Additionally, she presented the board with several marketing opportunities for 2017. The board discussed the merits of each and asked for additional information to be presented at a future meeting.

Laginess moved, DeLibera seconded to approve funding for continuation of annual A-Source advertising partnership with the Belleville DDA at a cost of \$1,550 to be expensed from line item 247-000-900-000 Printing and Publishing and allow Assistant Executive Director Lothringer to execute necessary agreement and contracts. *Carried*

NEW BUSINESS: None

COMMUNICATIONS: None

Laginess moved, McNamara seconded to adjourn at 6:31 p.m.

Respectfully submitted,

Lisa M. Lothringer - Recording Secretary