

**VAN BUREN CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
November 22, 2016**

Chairman Atchinson called the meeting to order at 5:33 p.m. and welcomed the newly sworn in Township Supervisor, Kevin McNamara, to the board.

**ROLL CALL:** Members present – Chairman Atchinson, Vice Chair Bird, Secretary Zoller, Director Delibera, Director Foster, Director Laginess and Supervisor McNamara. Members absent and excused – Director Baskin, Director Bechtel and Director Blank. Members absent - Director Brown. Others in Attendance: DDA Executive Director Ireland, Assistant Executive Director Lothringer and an audience of one (1).

**APPROVAL OF AGENDA:** Foster moved, Bird seconded to approve the November 22, 2016 Agenda as presented. *Carried*

**MINUTES:** Laginess moved, Bird seconded to approve the DDA Meeting Minutes of October 25, 2016 as presented. *Carried*

**REPORTS:** The DDA heard a presentation from Bill Wemer, representative of Wakely Associates, in reference to the Placemaking Project on Belleville Road. Mr. Weimer indicated that he will contact Director Ireland after the Thanksgiving holiday to set up a meeting to begin the process of picking materials to develop the building bid. Additionally, Director Ireland will reach out to Wayne County Engineering to clarify requirements.

DDA Executive provided a report on the Rights-of-Way Acquisition, updated the board on the November 7<sup>th</sup> meeting with Mdot, and informed the board that the replacement tree and two additional figurines have been ordered for the Quirk Road Triangle. Lastly, she provided some information in reference to a number of bills in the Senate at this time.

Assistant Director Lothringer reported on the most recent e-collateral and informed the board that she will be making some adjustments to the marketing outreach in 2017 to allow for additional effort to be put into both Facebook and LinkedIn.

**NEW BUSINESS:** None

**COMMUNICATIONS:** None

Laginess moved, Bird seconded to adjourn at 6:23 p.m.

Respectfully submitted,

Lisa M. Lothringer - Recording Secretary