

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
September 26, 2017**

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

ROLL CALL: Members present – Chairman Atchinson, Vice-Chair Bird, Secretary Brown, Director Foster, Director Delibera and Director Laginess. Members absent and excused – Director Baskin, Director Bechtel, Director Blank, Director Chappell and Supervisor McNamara. Others in Attendance: DDA Executive Director Ireland, Assistant Executive Director Lothringer, Planning and Economic Development Director Akers, Attorney Greco and an audience of three (3).

APPROVAL OF AGENDA: Foster moved, Bird seconded to approve the September 26, 2017 Agenda as presented. *Carried*

MINUTES: Laginess moved, Bird seconded to approve the DDA Meeting Minutes of August 22, 2017 as presented. *Carried*

REPORTS: DDA Executive Director Ireland announced that staff review for the placemaking project was held and revisions have been made to the plans so that it can go to the Planning Commission without the need for any variances. Demolition will occur in 2017 with construction starting in 2018. She informed the board that she and Deputy Director Lothringer have a meeting with DTE and Halophane later this week regarding the LED conversion and the pathway lighting. MDOT has scheduled the final meeting before the letting process for November 6. She reminded the board that the public hearing on the 2018 budget is scheduled for October 3 at 7 p.m. and invited the board to attend. She informed the board that detailed information on three sites was provided to Aerotropolis for inclusion in the bid for the Amazon HQ2 project. Lastly, she let the board know that she had been working closely with Attorney Greco regarding the Speedway, LLC purchase agreement and the item is on the agenda this evening.

Assistant Director Lothringer walked the board through the most recently completed monthly spotlight, monthly e-blast, press releases and advertisements and informed the board that she is currently working on the advertisement for the 2018 Metro Detroit Guest and Relocation Guide. She announced that the lighted elements for the Autumn decoration of the Quirk Road Triangle had arrived and everything should be in place by the end of the week. A recap of the very successful Public Safety Day event was provided which included plans already underway for the 2018 event. She shared that she received notice of successfully completing the coursework and exam is now a Michigan Certified Assessing Technician and reported on attending the Wayne County Economic Development Partners Forum. Lastly, she announced that she has been working with Communication Associates on moving our visual ads in a more “tech” direction and that they will be coming in to do a presentation at the October meeting in reference to the planned updates to the DDA Website.

NEW BUSINESS:

Motion by Laginess, support by Brown to approve the Land Purchase Agreement between the Charter Township of Van Buren Downtown Development Authority and Speedway, LLC and authorize the chair to execute the documents. *Carried*

COMMUNICATIONS: Letter of resignation from Director Bechtel read by Chairman Atchinson.

NON-AGENDA ITEMS: None

Delibera moved, Bird seconded to adjourn at 5:53 p.m.

Respectfully submitted,

Lisa M. Lothringer - Recording Secretary