

**CHARTER TOWNSHIP OF VAN BUREN
LOCAL DEVELOPMENT FINANCE AUTHORITY
MINUTES**

March 9, 2016-2:00pm., Denton Room

Chairman Dotson called the meeting to order at 2:02pm.

ROLL CALL:

Present: Dotson, Armstrong, Hayes, Peters, Williams, Karomoko, Delaney, Barker, Covington

Staff: Director Akers

Absent Excused: Dobriansky, Supervisor Combs

Audience Members: (3) people in audience.

APPROVAL OF AGENDA: Motion Covington, Peters seconded to approve March 9, 2016 Agenda. Motion Carried

APPROVAL OF MINUTES:

1. Regular Meeting Minutes: January 12, 2016
2. Closed Session: January 12, 2016
3. Special Meeting: February 23, 2016
4. Closed Session: February 23, 2016

**Motion Delaney, Williams seconded to approve all Meeting Minutes.
Motion Carried.**

CORRESPONDENCE: None

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

1. Proposed Revisions to the By-Laws of the LDFA:

At the last meeting there was a discussion to amend the bylaws to allow teleconferencing as long as there is a physical quorum at the meetings. One of the provisions added in the bylaws for this meeting per the Township Attorney's recommendation is to require a Roll Call Vote when teleconferencing. A roll call vote for all motions is not mandatory and the reason why this was recommended is that it would make it easier for the recording secretary to understand how they vote. If the LDFA moves to accept the by-laws and that motion was approved, it would go to the Board of Trustees for final approval. Covington inquired would it be appropriate to approve and second the motion to be able to discuss item before a vote.

**Motion Covington, Peters seconded to approve the motion to discuss item before a vote.
Motion Carried.**

The by-law changes require that a quorum be physically present in order to conduct a meeting. Director Akers indicated that there is a series of guidelines in the Open Meetings Act that list what needs to be done to make an area a public location. One requirement would be it must be posted at that location as well as the township hall. Director Akers will check with the attorney about items: #2 and #3 to have them removed or modified at the request of the board of directors. Number #4 would need confirmation whether the attorney is comfortable with doing

it. The board discussed placing limitations on how many times a member could attend via teleconferencing per year.

Motion Covington, Peters seconded to hold further discussion at the next meeting.

Motion Carried

NEW BUSINESS:

Item No: 1: RFP for the sale of Ecorse Road Property (Parcel ID # 83-045-99-0004-702)

The LDFA wants a public bidding process for the sale of LDFA property on Ecorse Rd. Director Akers put together an RFP for the board to receive proposals for parties to acquire the property. The RFP establishes rules as to how the proposals are to be considered, reviewed, and selected. Director Akers discussed it is important to have a RFP to ensure that we are consistent providing information to the applicant and that the bidding process is truly fair. The board discussed the process on the dates and times to be able to answer questions and to schedule a final recommendation. The motivation behind this motion is to maximize returns on the sale of assets for the LDFA. The board of directors discussed the zoning of the property and indicated that prior to moving forward with the RFP, they would like to request the property be rezoned from AG to C-1.

Motion Peters, Covington seconded to approve not to move forward RFP until more information is given.

Motion Delaney, Peters seconded to direct staff to move forward to rezone the property in question from AG to C-1.

Motion Carried.

Item No: 2: Marketing/Community outreach LDFA board members

There was a lengthy discussion whether having business cards for the LDFA members to be able to identify themselves. Board members indicated that the board needs to be pro-active with our community. The board discussed what steps could be taken in the promotion of the Grace Lake property. The board wants to expand the vision & purpose of the LDFA. The board requested that staff and members of the board look at options for the next meeting as to how the board of directors can better promote the LDFA.

NON AGENDA ITEMS:

Member Delaney suggested the LDFA should go back to 12 meetings a year. At this time there are (6) meetings a year the By-Laws state if additional meetings need to be scheduled per basis the can hold a special meeting.

The grounds & trails over the Grace Lake Corporate Center are in terrible condition, which should be addressed with the Sovereign Partners that they need to be maintained.

ADJOURNMENT:

Motion Karamoko, Covington seconded to close the meeting at 3:37pm.

Motion Carried.

Respectfully Submitted,

**Tina Grishaber
Recording Secretary**