

**CHARTER TOWNSHIP OF VAN BUREN
LOCAL DEVELOPMENT FINANCE AUTHORITY
MINUTES - DRAFT
May 10, 2016 - 2:00pm., Denton Room**

Chairman Dotson called the meeting to order at 2:03pm.

ROLL CALL:

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

Staff: Director Akers

Absent Excused: Dobriansky, Supervisor Combs, Hayes, Williams,

Audience Members: Seven (7) people in audience.

APPROVAL OF AGENDA: Motion Covington, Delaney seconded to approve May 10, 2016 Agenda. Motion Carried

APPROVAL OF MINUTES: Motion Covington, Delaney seconded to approve March 9, 2016 Minutes. Motion Carried

CORRESPONDENCE:

Director Akers presented a records request from Wayne County. The County is requesting a copy of the last six audited financial statements, the currently approved TIF or Development plan for which the Authority is collecting taxes, a summary sheet of any bonds that are outstanding, including amortization sheets for payments and the currently approved budget balance sheet. Akers reported that the Township is treating this as a FOIA request.

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

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

At the last meeting, the Board requested Staff look into changes to the by-laws specifically relating to teleconferencing. Director Akers presented the request changes to proposed section 7 in the by-laws in a memo dated May 9, 2016, 'Proposed Revisions to the By-Laws of the LDFA'. There was a discussion regarding the changes to the bylaws that would allow teleconferencing as long as there is a physical quorum at the meetings. The first two changes would eliminate the need for a teleconferencing member from having to post at his/her location a meeting notice as well as verification of said location's notice with a photograph. A third change would remove the need to have the teleconferencing member calling in on a speakerphone. Akers reported that the proposed changes have been reviewed and approved by the Township Attorney.

Delaney stated that 'Skype' would be an option. Akers stated that the by-laws currently allow for videoconferencing.

An audience member asked if the 48 hours notice for speakers is necessary (Section 6.2). Peters and Delaney expressed their belief that that portion of section 6 was previously removed.

Motion Barker, Peters seconded to approve the motion to amend the by-laws as outlined in Director Akers memo dated May 9, 2016, including the deletion of Section 6.2 (48 hours notice for speakers).

Motion Carried.

2. Ecorse Road Property Update (Parcel ID # 83-045-99-0004-702)

Director Akers presented a memorandum that outlined the rezoning process and projected timeline. Also included was the rezoning public hearing notice and a map of the parcel. All rezoning planning reviews will be done by staff to reduce costs. The projected date the rezoning would be in effect is July 20, 2016.

Motion Delaney, Covington seconded to approve the acceptance of the memorandum from Director Akers memo dated May 5, 2016.

Motion Carried.

3. Marketing/Community Outreach Update

Director Akers discussed the LDFA Budget, outlining that there is no budget allocated for marketing or public outreach. Akers discussed the role Detroit Region Aerotropolis (DRA) has in promoting/marketing the area, which includes the LDFA district. The DRA has expanded its marketing efforts. The Board briefly discussed the history of the DRA and whether or not Van Buren Township has a market budget.

Delaney discussed the possibility of having a LED Reader sign placed near Grace Lake Corporate Center along I-275 that promotes the LDFA District. Delaney stated that Sovereign Partners should pay for the sign.

Peters asked if a commercial realtor could be hired to market the properties within the LDFA. This would allow the Board to be proactive in the marketing of the outlets of the LDFA.

Covington discussed the possibility of having a billboard rented along I-94 that promotes the LDFA District and Van Buren Township. Covington stated that Sovereign Partners, Van Buren Township and the DDA could pay for the sign. Peters stated that our marketing campaign should also focus on assisting downtown Belleville with a concept like "Open for Business." Delaney stated Sovereign Partners should pay for a marquis or billboard sign.

Akers stated that Sovereign Partners applied for a new sign along I-275 in March. The sign requested did not meet the zoning requirements of the Township. Township Staff provided guidance on how Sovereign Partners can apply for a sign variance that would allow a sign in that location that meets their needs and is amenable to the Township. Akers brought up that the proposed DDA pedestrian bridge project at Belleville Road over I-94 would have signage that meets the goal of promoting the Township.

Chairman Dotson stated this item should be a standing item on the agenda. Dotson stated a subcommittee should be formed to discuss the issue of marketing the LDFA area. Delaney, Dotson and Covington volunteered to be members of the subcommittee.

**Motion Peters, Delaney seconded to approve the creation of a LDFA marketing subcommittee
Motion Carried.**

An audience member asked about who the Detroit Regional Aerotropolis executive director currently is.

Peters stated that if Sovereign Partners are good neighbors, they would disclose to the LDFA the purchase and lease agreements they have with Visteon for the Grace Lake Corporate Center. If the LDFA develops the parcels, Sovereign Partners can "come along for the ride."

NEW BUSINESS:

1. Consultant for LDFA Continuing Bond Disclosure

Covington thanked Director Akers for finding ways to save money for the LDFA. Director Akers presented a proposed change in the provider of the LDFA annual disclosure reports from Digital Assurance Certification to PFM, which would save the LDFA \$1000 for the same service.

**Motion Barker, Peters seconded to recommend the Township Board of Trustees approve the hiring of PFM as the consultant for the LDFA bond disclosure.
Motion Carried.**

NON AGENDA ITEMS:

1. Excessive Absences

Member Delaney stated that the excused absences are causing problems to the progress of the LDFA. Delaney called the extensive absences by Danylo Dobriansky, specifically missing the last three meetings, an issue. Delaney wants a phone call or a letter from Supervisor Combs to Sovereign Partners to call attention to the issue and try to get Mr. Dobriansky in attendance.

Peters stated we need someone who represents Sovereign Partners at the meeting and that Sovereign Partners should lose their seat on the LDFA if they do not attend. Covington agreed.

Dotson suggested that the Township Supervisor set up a meeting with Mr. Dobriansky to resolve the attendance issue. Covington disagreed and stated that he should meet with the full board in a public meeting. Karamoko stated that a meeting with the Township Supervisor and Chairman Dotson was the most appropriate option.

Peters expressed his displeasure with Sovereign Partners' performance. If Mr. Dobriansky does not attend, he should be removed from the LDFA. Peters drafted a letter to send to Mr. Dobriansky, inviting him to attend a meeting to discuss the issue. The Board Members discussed how to proceed. Delaney and Peters agreed that a letter be sent to Mr. Dobriansky and a Principal at Sovereign Partners to let them know that this is a serious issue that needs resolution.

Director Akers reminded the members that the Township Supervisor, with approval of the Township Board, is in charge of the appointment and removal of any LDFA Board Member.

Chairman Dotson and Director Akers agreed to send a communication to Sovereign Partners to set up a meeting to discuss the issue.

2. Visteon Discussion

Member Peters expressed his opinion that goals should be set regarding the "Visteon Issue." The goals should be outlined with associated action items so that in 2018 the LDFA Board is prepared. It was suggested to have a closed session meeting with LDFA attorney Kaveh Kashef from Clark Hill. Chairman Dotson agreed.

An audience member asked if the new bond payment schedule is online. Director Akers would look into whether or not it is and get back with the Board.

ADJOURNMENT:

Motion Delaney, Covington seconded to close the meeting at 3:21pm.

Motion Carried.

Respectfully Submitted,

**Matthew R. Best
Acting Recording Secretary**