

**CHARTER TOWNSHIP OF VAN BUREN
LOCAL DEVELOPMENT FINANCE AUTHORITY
MEETING MINUTES
September 13, 2016
Denton Room**

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

ROLL CALL:

Present: Dotson, Karamoko, Combs, Barker, Delaney, Dobriansky

Staff: Deputy Director Best, Secretary Halstead

Absent Excused: Armstrong, Covington, Peters, Williams

Audience Members: 7

APPROVAL OF AGENDA: Motion Delaney, Karamoko seconded to approve the September 13, 2016 Agenda. Motion Carried.

APPROVAL OF MINUTES: Motion Combs, Delaney seconded to approve the July 12, 2016 minutes with a correction to the number of audience members present. Motion Carried.

CORRESPONDENCE: None

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

1. **Proposed Revisions to the By-Laws of the LDFA:** Deputy Director Best went over the revision to the by-laws, specifically the teleconferencing section. The Board discussed the revisions and wording of said revisions. All were in favor to approve the by-laws with the revision of section 7.6 to read "The member of the board of directors telecommuting and compliant with these regulations shall not be authorized to vote on any items presented to the board of directors. When any members are teleconferencing all votes of the board of directors shall be made via roll call vote to ensure the accuracy of the vote".
2. **Ecorse Road Property RFP:** Deputy Director Best went over the RFP for the acquisition of the vacant property drafted by Director Akers. Members discussed deadlines, advertising and calculation of the weighted score for the RFP.

Motion Karamoko, Delaney Seconded to approve the RFP with corrections to the weighted score and proposal deadline. The corrections are as follows;

<u>Factor</u>	<u>Weight</u>
1. Price	35%
2. Economic Growth	25%
3. Compatibility	20%

- 4. Master Plan Consistency 15%
- 5. Other 5%,

and proposal deadline of Friday, November 18, 2016 at 2:00pm. Motion Carried.

- 3. **Marketing/Community Outreach Update:** The BZA will be hearing a variance request for a secondary monument sign on the property of Grace Lake on September 16, 2016 at 7:00pm. The board discussed size of the sign, and the messages that would be displayed on the scrolling text.

NEW BUSINESS:

- 1. **2017 Budget:** Deputy Treasurer Sean Bellingham answered questions the board members had regarding the proposed budget. Questions were asked regarding the attorney fees and how they were assessed and why there was a lowered tax capture amount.

NON AGENDA ITEMS: Grass cutting at the Ecorse property to display signs for the RFP will be taken care of by DPS.

The Supervisor will investigate any needed adjustments regarding Delaney's term.

ADJOURNMENT: Motion Delaney, Karamoko seconded to adjourn at 3:26pm.
Motion Carried.

Respectfully Submitted,

**Anna Halstead
Recording Secretary**