

VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, February 27, 2018 – 5:30 pm

CALL TO ORDER:

ROLL CALL:

Chairperson Atchinson	_____	Director DeLibera	_____
Vice Chair Bird	_____	Director Laginess	_____
Secretary Brown	_____	Director Rochowiak	_____
Director Baskin	_____	Director Willis	_____
Director Chappell	_____	Supervisor McNamara	_____
Director Chudzinski	_____	DDA Executive Director Ireland	_____

APPROVAL OF AGENDA:

MINUTES:

1. DDA Minutes of Tuesday, November 22, 2022
_____ approved _____ corrected
2. DDA Special Meeting Minutes of Tuesday, December 12, 2022
_____ approved _____ corrected

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Consider formal acceptance of the DDA Interview Subcommittee to approve a Personal Services Agreement.
2. Consider approval of a Consultant Management Agreement.
3. Consider partnership with Van Buren Township to approve a one (1) year Agreement and Budget Amendment.
4. Consider Public Safety Department request to partner with the DDA on a FUSUS Project.

REPORTS:

1. Director's Report

COMMUNICATIONS:

CLOSED SESSION: None

NON AGENDA ITEMS (including audience):

ADJOURNMENT:

**Van Buren Charter Township
Downtown Development Authority
Tuesday, November 22, 2022**

Chair Atchinson called the meeting to order at 5:31 pm.

Roll Call: Members present: Chair Atchinson, Vice Chair Bird, Director Chudzinski, Director Delibera, Director Laginess, Director Willis and Supervisor McNamara. Members absent and excused: Secretary Brown, Director Baskin, Director Chappell and Director Rochowiak. Others in attendance: DDA Executive Director Ireland and an audience of two (2).

Approval of Agenda: Laginess moved, Delibera seconded to approve the agenda as presented with the notation that the date of the meeting is November 22, 2022 not November 2, 2018. Carried.

Minutes: Laginess moved, Bird seconded to approve the DDA Minutes of Tuesday, August 23, 2022 as presented. Carried.

Reports: DDA Executive Director advised there was no change in the status of current MTT cases within the DDA District. The Township has officially been awarded a \$4,500,000 grant from Wayne County to assist with the funding of the Community Center. Relocation Gide Ad and 4th Quarter of Van Buren Today have been completed. Holiday lights were installed at the Quirk/Belleville triangle and at Harris Park. Winter banner swaps would be done on November 23 and the Board was provided with an Aerotropolis update.

On Thursday November 17, 2022 Supervisor McNamara, Director Akers and DDA Director Ireland met with Wayne County engineering to introduce ourselves and have a general conversation regarding current and potential road projects. One potential project that was discussed was the reconstruction of Belleville Road between Tyler Road and Ecorse Road to convert the roadway from a two (2) lane roadway to a three (3) lane roadway with a center turn lane. Wayne County engineering indicated that this was an area of road that was a known concern and this area is considered to be a "capacity issue." They indicated that the area is a bottleneck as Belleville road has four (4) lanes north of Ecorse Road and five (5) lanes south of Tyler Road. Wayne County indicated that the project would be eligible for MDOT TEDF (Transportation Economic Development Fund) Category C for congestion relief which is reserved for assistance with congestion in urban counties such as Wayne County. There are currently two (2) projects ahead of Belleville Road in the schedule and due to this the road project would occur sometime between 2024-2026. This type of grant does require a local match, but Wayne County indicated that the Township would be able to include our costs for design engineering as a part of our local match. Staff will be verifying if the DDA has acquired enough right-of-way along the corridor to include sidewalks and staff will be forwarding the pertinent information to Wayne County for their review. Supervisor McNamara requested that the DDA consider how many lanes that portion of road should be. Of the members present, it was their belief that three Lanes would allow for left turns and act as a way to calm traffic and research the possibility of sidewalk. The DDA Board may wish to allocate some funding to allow the engineer to begin working with Wayne County.

Laginess moved, Bird seconded to approve an amount of \$30,000 from account 248-000-820-000 to begin preliminary engineering study designs (and updated costs) with Wayne County for three lanes of hard surface and continuation of sidewalk on Belleville between Ecorse and Tyler Roads. Carried

New Business: Bird moved, Chudzinski seconded to approve the purchase of six (6) sets of the Atlanta style light poles from Great Lakes Electric and Supply Co. for Belleville Road in an amount of \$64,660.08 to be expensed from DDA line item 248-000-926-000 Street Lighting. Carried.

Laginess moved, Willis seconded to approve Van Buren Township Downtown Development Authority Resolution – DDA22-001. Carried.

Laginess moved, Bird seconded to adjourn at 6:01 p.m. Carried

Respectfully submitted,

Susan Ireland, Executive Director

Unofficial

UNOFFICIAL

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING MINUTES – DECEMBER 6, 2022**

Vice-Chair Bird called the meeting to order at 5:15 p.m.

ROLL CALL: Members present: Vice Chair Bird, Secretary Brown, Director Baskin, Director Chappell (arrived 5:21 p.m.), Director Chudzinski, Director Delibera (arrived 5:20 p.m.), Director Laginess, Director Rochowiak, Director Willis (arrived 5:17 p.m.) and Supervisor McNamara. Members absent and excused: Chairman Atchinson and Secretary Brown. Others in attendance: DDA Legal Counsel Bartos, DDA Executive Director Ireland and an audience of one (1).

APPROVAL OF AGENDA: McNamara moved, Laginess seconded to approve the agenda as presented. Motion Carried.

CLOSED SESSION: McNamara moved, Rochowiak seconded to enter into closed session at 5:16 p.m. for the purpose of discussing legal matters with the DDA Attorney. **ROLL CALL VOTE:** Yeas: Bird, Baskin, Chudzinski, Laginess, Rochowiak, Willis and McNamara. Nays: None. Absent/Excused Atchinson, Brown, Chappell (arrived 5:21 p.m.) and Delibera (Arrived at 5:19 p.m.). Motion Carried.

McNamara moved, Delibera seconded to adjourn at Closed Session at 5:45 p.m. Motion Carried.

RETURN FROM CLOSED SESSION:

McNamara moved, Laginess seconded to reconvene to the Special DDA Meeting at 5:46 p.m. Motion Carried.

Willis moved, Rochowiak seconded to approve and accept Legal Counsel's opinion. Motion Carried.

Laginess moved, Chudzinski seconded to adjourn at 5:47 p.m. Motion Carried.

Respectfully submitted,

Susan Ireland, Executive Director
and Acting Recording Secretary



REQUEST FOR ACTION

Agenda Item: 1

MEETING DATE: JANUARY 24, 2023

X New Business

Unfinished Business

Public Hearing

ITEM (SUBJECT)	Consider formal acceptance of the DDA interview subcommittee to approve a personal service agreement
DEPARTMENT	
PRESENTER	
PHONE NUMBER	
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Merrie Colburn

Agenda topic

ACTION REQUESTED	
To concur with the Van Buren Township Board of Trustees and formerly accept the recommendation of the DDA interview subcommittee to approve a Personal Service Agreement with Merrie Coburn, authorize execution of the Agreement, amend and increase DDA line item 248-000-702-000 from fund balance by an amount of \$7,600.	
Background – (Supporting and reference Data, Include attachments)	
Current DDA Executive Director is retiring the end of February 2023. DDA advertised locally and statewide. Four candidates were interviewed by a DDA subcommittee. While all candidates were capable, the recommendation from the Township Board and DDA Interview Committee is to hire Ms. Merrie Coburn. She has long-standing background focused on Economic Development and Tax Increment Financing Authorities, their regulations and best practices.	

BUDGET IMPLICATION	7,600+
IMPLEMENTATION NEXT STEP	Execute agreement and take the oath of office
DEPARTMENT RECOMMENDATION	
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Reviewed by legal counsel.
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	



REQUEST FOR ACTION

Agenda Item: 2

MEETING DATE: JANUARY 24, 2023

X New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Consider approval of a consultant Management Agreement	
DEPARTMENT		
PRESENTER		
PHONE NUMBER		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)		

Agenda topic

ACTION REQUESTED	
Approve the proposed Personal Services Contract between the Van Buren Township Downtown Development authority and Susan Ireland to provide Management Consultant services to the DDA on an as need basis, transfer funding from fund balance to the consultant line item 248-000-819-000 and authorize the Chair to sign the Agreement.	
Background – (Supporting and reference Data, Include attachments)	
This is to maintain support for the new DDA Executive Director to ensure a smooth transition process and provide additional assistance or guidance that may be required during calendar year 2023. Ms. Ireland will be paid at an hourly rate of \$100 per hour, not to exceed 10 hours per week or 40 hours per month.	

BUDGET IMPLICATION	\$24,000 - \$48,000
IMPLEMENTATION NEXT STEP	Execute the Agreement
DEPARTMENT RECOMMENDATION	
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	



REQUEST FOR ACTION

Agenda Item: 3

MEETING DATE: JANUARY 24, 2023

X New Business

Unfinished Business

Public Hearing

ITEM (SUBJECT)	Consider partnership with Van Buren Township to approve a one (1) year Agreement and Budget Amendment
DEPARTMENT	
PRESENTER	Supervisor McNamara
PHONE NUMBER	734-699-8910
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
Approve a one year 25% match and partnership with Van Buren Township to hire Daniel Consulting as a lobbying firm at a cost of \$12,000 with an amendment to DDA line item 248-000-819-000 (Contracted Services) from fund balance.	
Background – (Supporting and reference Data, Include attachments)	
Van Buren Board of Trustees approved hiring Daniel Consulting at their January 17, 2023 meeting. Please see attached documentation	

BUDGET IMPLICATION	DDA Budget \$12,000
IMPLEMENTATION NEXT STEP	
DEPARTMENT RECOMMENDATION	
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	



REQUEST FOR ACTION

Agenda Item: 4

MEETING DATE: JANUARY 24, 2023

X New Business

Unfinished Business

Public Hearing

ITEM (SUBJECT)	Consider Public Safety Department request to partner with the DDA on a FUSUS Project.
DEPARTMENT	
PRESENTER	Director Wright and Deputy Police Chief Monte
PHONE NUMBER	734-699-8912
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
Approve partnership with the Van Buren Township Public Safety Department in "FUSUSCONNECT" Program in an amount of \$35,000 and an additional \$25,000 for year two (2) and \$25,000 for year three (3) to be expensed from DDA Line Item 248-000-958-000 – Other.	
Background – (Supporting and reference Data, Include attachments)	
<p>The Van Buren Township Public Safety Department is requesting that the DDA partner with them on a relatively new program called "FUSUSCONNECT". An overview has been included providing general information. Public Safety will be making a presentation and answer questions you may have.</p> <p>The total cost of the project is \$75,000 of which the DDA is being asked to contribute \$25,000 a year for three years and potentially another \$10,000 for 20 video access devices (\$350 ea.) and the first year's subscription (\$150 ea.). The first 20 devices would then be offered to businesses within the DDA District.</p>	

BUDGET IMPLICATION	First year up to \$35,000, year two and three \$25,000 each year.		
IMPLEMENTATION NEXT STEP			
DEPARTMENT RECOMMENDATION			
COMMITTEE/COMMISSION RECOMMENDATION			
ATTORNEY RECOMMENDATION			
(May be subject to Attorney/Client Privilege and not available under FOIA)			
ADDITIONAL REMARKS			



To: Directors, Van Buren Township Downtown Development Authority
From: Susan Ireland, Executive Director
Date: January 24, 2023
Subject: Director's Update

- Director meetings continue to be held via Zoom with Van Buren Township, attend Township Board Meetings, meet with Developmental Services Department the morning following Township Board Meetings, when appropriate participate with planning staff review and attend Planning Commission.
- State of Michigan Tax Tribunal (MTT.) As of August, there are two parcels within the DDA that have filed petitions with the MTT for 2022. To date that has not changed.
- Community Center. The Van Buren Township Board approved a resolution authorizing the issuance of Capital Improvement Bonds at their January 17, 2023 meeting for the community center. There will be a "formal" ground breaking at 3:00 pm on January 31 at Township Hall.
- Belleville Road Streetlights: The DDA is finally starting to receive replacement parts.
- Marketing: Staff has completed the four pages for the February edition of the Van Buren Today Magazine.
- Grants: Directors Power and Akers and myself met with Wayne Hoffman on January 12, 2023 and will be meeting again on February 9, to meet the new Executive Director and discuss the status of all and future submittals.
- Holiday lights: The Holiday lights were very nice this past holiday season. They have now been taken down for the season.
- Banner swap: The winter banners for the streetlights are up, however, three banners have had to be repaired. The DDA may wish to think about replacing some of the banners in the near future.
- Belleville Road: Staff has been informed that Belleville Road from Tyler to Ecorse Rd has been placed on the Wayne County FAC, TEDF Category C Funding for an amount of \$2,111,000 for a 2025 funding year. When the new Executive Director is on board, we will be able to schedule a meeting with the engineers to determine actual needs. Additionally, staff will be looking for other funding sources. The DDA has finally been able to obtain contact information for the one house on the west side of Belleville Road. We will report back to you when we have more information.
- Aerotropolis: Executive Director Girdwood continues to work on marketing, business attraction and lead generation. He has provided a link [Homepage - Innovative Finance Playbook](#) which is a resource dedicated to helping small businesses and entrepreneurs understand funding. Additionally, included with this is a quick overview of the Inflation Reduction Act as it relates to green energy infrastructure.

HIGHLIGHTS OF THE INFLATION REDUCTION ACT

What it Is	Details	What it Means	Notes
Tax Credits for Solar Increased & Extended 10 Years	30% Investment Tax Credit	ITC was set to phase down to 22% next year and 10% in 2025	Prevailing wage and apprenticeship standards are now required for projects >1MW; this is a major change which evens the playing field for RLG to compete with low-cost open shop outfits from a labor standpoint
	10% Domestic Content Adder	10% added to the 30% ITC if the project utilizes domestic materials (steel, equipment, etc.)	
	10% Low-Income / Fossil Fuel Adder	10% adder for low-income or communities impacted by coal, bringing total potential tax credit to 50%	
	Direct-Pay	Non-profits (e.g. higher ed) can receive a treasury check in lieu of the ITC	Previously these entities could not take advantage of solar tax credits
	Transferability	Entities without passive tax appetite can now sell tax credits to any 3 rd party	This is a major change which allows pretty much any company to take advantage
Tax Credits for Standalone Battery Storage	Same Tax Credits as Solar	Battery Storage now qualifies by itself w/o solar	Previously batteries needed to be charged by renewables to qualify; prevailing wage and apprenticeship requirements apply
Clean Energy Manufacturing Tax Credits	30% ITC for eligible facility investments in clean energy	Significant projected increase in domestic manufacturing of clean energy equipment	First Solar now sold-out through 2027; foreign entities now announcing new manufacturing in US (e.g. Hanwha)
EV Charger Tax Credits	30% ITC up to \$100K per project	ITC was set to expire at end of 2022; only applies to certain locations (e.g., low income, fossil fuel production locations)	Prevailing wage and apprenticeship requirements apply
Ohio EV Charger Grants	Funding from Infrastructure Bill available through Drive Ohio	Accessible sites along highway corridors will be eligible for grants	RFP set for Q4 '22
Commercial EV Tax Credits	Lesser of 30% of sales price or the incremental cost of the vehicle (i.e. cost difference between EV and ICE)	Will expedite commercial fleet transition from ICEs to EVs	Capped at \$7,500 for vehicles < 14,000 lbs; \$40,000 for vehicles > 14,000 lbs
Personal EV Tax Credits	\$7,500 credit for new light duty EVs / \$4000 for used EVs	Tax credits for EVs manufactured in US	Vans and pickups must be < \$80K; other vehicles < \$55K; income eligibility at \$150K individual or \$300K jointly