

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, July 24, 2018 – 5:30 pm**

Chairman Atchinson called the meeting to order at 5:39 p.m.

Roll Call: Members Present: Chairman Atchinson, Vice Chair Bird, Director Baskin, Director DeLibera, Director Foster and Director Rochowiak. Members absent/excused: Secretary Brown, Director Blank, Director Chappell, Director Laginess and Supervisor McNamara. Others in attendance: DDA Executive Director Ireland, Recording Secretary Lothringer, DDA Intern Melissa Kalnasy and an audience of one (1).

Approval of Agenda: Foster moved, DeLibera seconded to approve the DDA agenda as presented. Carried.

Minutes: DeLibera moved, Rochowiak seconded to approve the DDA Minutes of Tuesday, June 26, 2018 as presented. Carried.

Reports: DDA Executive Director Ireland provided an update on the Belleville Road Placemaking project stating that the revised plans have been submitted to Wayne County for their final approval. She reported that the buildings on the parcels have been removed and as soon as all requirements have been met, construction will begin. She stated the MDOT has placed signs to make motorists aware that the pedestrian overpass project will start on July 30. Director Ireland informed the board that the bond issue went smoothly and the parties involved complimented the DDA for their visioning and follow-thru. She notified the board that Corby has completed the LED conversion and addressed all issues. Lastly she updated the board on the status of the electrical installation at Belleville Road and Ecorse Road.

DDA Assistant Director Lothringer updated the board on the most recent e-mail and social media outreach. She shared with the board the publicity pieces/advertisements that have been completed since the last meeting and provided an update on the status of the Public Safety Day planning.

New Business: A meeting of the finance committee was held on June 26th to go over the budget line by line. All the recommendations of the finance committee have been incorporated into the budget. DDA Intern Kalnasy shared with the DDA board information she gathered on a potential Splash Pad project. She provided a comparison of area communities which included square footage, day/time operation, fees charged, initial cost, annual operating cost and staffing. Discussion amongst the board members included safety features of a splash pad versus a pool, ease of ADA compliance, differences between water systems (flow through, recirculating and repurposing) and possible features.

Foster moved, Rochowiak seconded to approve the 2018 Amended DDA Budget Package and 2019 Proposed DDA Budget Package and recommend approval by the Van Buren Charter Township Board of Trustees with revenue and expenditures in their entirety as presented. Carried.

Communications: None

Adjournment: DeLibera moved, Bird seconded to adjourn at 6:14 p.m.

Respectfully submitted,

Lisa M. Lothringer - Recording Secretary