

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, May 24, 2022 - 5:30 pm**

Vice-Chair Bird called the meeting to order at 5:32 p.m.

Roll Call: Members Present: Vice-Chair Bird (left at 6:07 p.m.), Director Baskin, Director Chappell, Director Chudzinski, Director Delibera, Director Laginess, Director Rochowiak, Director Willis (arrived at 5:37 p.m.) and Supervisor McNamara. Members absent but excused: Chairman Atchinson and Secretary Brown. Also, in attendance: DDA Executive Director Ireland, Recording Secretary/Asst. Executive Director Lothringer and an audience of five (5).

Approval of Agenda: Rochowiak moved, Delibera second to approve the agenda as presented. Carried

Minutes: Laginess moved, Chappell seconded to approve the DDA Minutes of Tuesday, April 26, 2022 as presented. Carried.

Reports: Aerotropolis Director, Chris Girdwood, provided the DDA board with an annual recap of the Economic Development Strategy he has put in place. He shared with the board the industries that are being focused on, what he is working on for the future and how the marketing dollars, provided by the Wayne Co Airport Authority, are being spent. He provided the board with a number of hand-outs, including: a PowerPoint presentation, several marketing pieces and an invitation to a private showcase of real-world medical cargo drone delivery that will take place at Beaumont Taylor. The DDA board stated that they are very pleased with the things that have been accomplished in the time that Director Girdwood has been on-board.

Executive Director Ireland informed the board of the current status of MTT cases within the DDA district. She provided the latest update on the Township's Community Center project and noted that she had been involved in a meeting on Monday for furnishings. Additionally, she shared with the board that approximately 42 of the banner arms should be replaced as they have reached their life expectancy. Graybar is working out details on availability of parts and cost. Additionally, Graybar and Halophane have engineers working on determining what parts are comparable as replacement parts for the streetlight poles themselves. The DDA is out of replacement parts and with the age of the street lights (21 years), some of the parts are available but others are obsolete.

The DDA submitted a grant application, with the assistance of Wade Trim, to Congresswoman Dingell's office requesting \$4,000,000 to go towards installing a center turn lane on Belleville Road between Tyler and Ecorse roads.

Lastly, Ms. Ireland is waiting for a formal, multi-year proposal for the holiday lights at Harris Park and will bring it to the board for their consideration at a future meeting. Additionally, she will be out of the office for part of the week of May 30 to attend the Michigan Downtown Association summer workshop in Cheboygan.

DDA Assistant Executive Director Lothringer reported that the new website went live on Wednesday, May 11th. There is still content work to be completed but that will be an ongoing process. Lothringer also informed the board that the new sculptures were placed on Tuesday, May 10th with no issues on the day of installation. Invoice has been received from MSI, the VBT DDA portion has been submitted to

the bookkeeper for payment and the city of Belleville's portion has been submitted to their DDA director for payment directly to MSI.

Lastly, Lothringer mentioned the three (3) DOA articles in the most recent edition of the Van Buren Today magazine, that she will be attending the virtual option for the MDA summer workshop and that the Management's Discussion and Analysis for the 2021 audit was completed and Director Ireland has submitted it to Plante Moran.

Vice-Chair Bird excused herself from the meeting at 6:07 p.m. Supervisor McNamara presided over the remainder of the meeting.

New Business: Laginess moved, Rochowiak seconded to approve the proposal for FundingScout services through Wade Trim as outlined in the May 24, 2022 correspondence in the amount of \$20,000, to be expensed from the DDA budget line item 247-000-821-000, Consultant. Carried.

Non-Agenda Items: Director Rochowiak announced that the Rotary is looking for golfers for their annual event. A resident expressed their desire to have the township, through a vote of the people, change the name of Van Buren Township to Belleville Lake Township.

Adjournment: Baskin moved, Delibera seconded to adjourn at 6:27 pm. Carried.

Respectfully submitted,

Lisa M. Lothringer
Recording Secretary