

**VAN BUREN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, July 28, 2020 – 5:30 pm**

This meeting was held in a webinar/video conference format using Zoom.

Vice-Chair Bird called the meeting to order at 5:43 p.m.

Roll Call: Members Present: Vice-Chair Bird, Director Chudzinski, Director Delibera (exited at 5:50 and re-entered at 6:15), Director Foster, Director Laginess, Director Rochowiak and Supervisor McNamara. Members absent/excused: Chairman Atchinson, Secretary Brown, Director Baskin. Members absent: Director Chappell. Others in attendance: DDA Executive Director Ireland, Recording Secretary Lothringer, Carmelle Tremblay of Wade Trim and an audience of one (1).

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

Minutes: Rochowiak moved, Chudzinski seconded to approve the DDA Minutes of Tuesday, June 23, 2020 as presented. Carried.

Reports: Executive Director Ireland updated the board on the current work schedule for staff of 50% in office and 50% remote. She commented on the continued increase in usage of Harris Park. She informed the board that the trades used for the construction of the Placemaking project have been on site to complete warranty work on the floors, doors, HVAC system and landscape plantings.

She updated the board on the status of Wayne County's Huron River Bridge Project between N. Haggerty and S. Haggerty is out for bid with repairs beginning in August or September. Additional confirmation was received from Wayne County that Belleville Road has been designated as the alternate route when Huron River Drive is closed for bridge restoration. Staff have been advised that when the resurfacing of the road proper begins, Huron River Drive will then be open on one side.

Director Ireland brought to the board's attention that a request has been put in with the landscape contractor to have the overgrowth along the Harmony Lane fence trimmed back. Lastly she updated the board on several meetings she has been involved with for Aerotropolis.

DDA Assistant Executive Director Lothringer updated the board on email and social media outreach; noting she spends time daily on local social media pages to monitor that information being posted is accurate and replying to those who may have questions about DDA business.

Lothringer shared with the board that the DDA, the Township and the BACC had collaborated on a publicity piece for the VBT Today Q3. This piece provided advertisement for many of the local businesses as well as feature articles on four local business owners. Three of those four have their businesses located within the DDA boundaries.

Lastly, she noted that she is continuing to make slides for the electronic reader board, preparing for the public informational meeting later this week, assisted with the budget process, is working with the Harris sisters to help create the legacy story and continuing to take part in a number of online meetings and web-conferences.

New Business: Foster moved, Laginess seconded to approve the Amended 2020 DDA Budget and Proposed 2021 DDA Budget and recommend approval to the Van Buren Township Board as presented. Carried.

Laginess moved, Foster seconded to authorize Wade Trim to proceed with sidewalk repair including ADA compliance for areas noted in the DDA District and allocate funding in the 2021 Budget line item 247-000-976-000 – Sidewalks. Carried.

Laginess moved, Foster seconded to advertise as a gold sponsor in Business View Magazine for the American Sustainability Issue: Best of Michigan Series, DDA Line Item 247-000-900-000. Carried.

Communications: None

Non-Agenda Items: Vice-Chair Bird said that her Corvette Club utilized the park a few weeks ago for their monthly meeting/car show. The members of the club were very pleased with the amenities of the park and are looking forward to coming back soon.

Director Delibera said that he has heard nothing but positive comments from people he has spoken with about Harris Park.

Deputy Director Lothringer mentioned that there is a small 4-piece band that has been talking about doing a free concert in Harris Park on August 11th, observing all the MiSafeStart guidelines, of course.

Lastly, Supervisor McNamara complemented the DDA for putting in the Splash Pad at Quirk Park. He said it was a job well done and that is reinforced for him each day when he walks in or out of township hall and can hear the laughter of the kids from the Splash Pad.

Adjournment: Rochowiak moved, Bird seconded to adjourn at 6:29 p.m. Carried.

Respectfully submitted,

Lisa M. Lothringer
Recording Secretary