

**CHARTER TOWNSHIP OF VAN BUREN
LOCAL DEVELOPMENT FINANCE AUTHORITY
MEETING MINUTES
TUESDAY, NOVEMBER 10, 2020**

To mitigate the spread of COVID-19, protect the public health, and provide essential protections to Van Buren Township residents; the meeting was called to order by Chairman Dotson at 2:08 p.m. via Virtual Meeting (ZOOM):

ROLL CALL:

Present: Michael Dotson (Chairman), J. Doug Peters (Vice Chairman), Sara Cortese, Charles Covington, John Delaney, Scott Medlen, James Williams, David Schreiber (Wayne County Rep) and Kevin McNamara (Township Supervisor)

Absent: Leonard Armstrong

Staff: Dan Selman (Executive Assistant), Deanna Murphy (Acting Recording Secretary) and Alysha Albrecht (Moderator/Communications Specialist) **Additional Present:** None

APPROVAL OF AGENDA:

Motion by Delaney, supported by Medlen to approve the Regular Meeting Agenda of November 10, 2020 as presented. Motion Carried.

APPROVAL OF SEPTEMBER 8, 2020 MEETING MINUTES:

Motion by Delaney, supported by Peters to approve the regular Meeting Minutes of September 8, 2020 as presented. Motion Carried.

CORRESPONDENCE:

None.

PUBLIC COMMENT:

None.

UNFINISHED BUSINESS:

1. Marketing/Community Outreach Update

Due to COVID-19, there has not been any community outreach. There was discussion of setting up a sub-committee and the Township's Communication Department would be happy to assist with their ZOOM meetings. The sub-committee originally consisted of Chairman Dotson, members Covington and Delaney; however, member Covington explained he would have to opt out at this time due to his schedule and location. Member Medlen and Supervisor McNamara were asked to take part in the sub-committee. This sub-committee's primary goal is to bring awareness and help market Grace Lakes and its amenities.

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Member Covington read that the Detroit Region Aerotropolis, which is a two-county public private economic development partnership, is looking to expand into Van Buren Twp. This may be an opportunity to piggy-back off of them.

Supervisor McNamara has asked them to consider an LDFA over Grace Lakes, which would capture Michigan's school tax of 6 mils and help Van Buren Twp. pay on the bond, but this idea was rejected.

Member Medlen explained that Grace Lakes' existing buildings are currently 100% leased even though there are a good number of floors currently vacant. The LDFA could help promote the subleases. Because of COVID-19, Grace Lakes went from 1,600-1,700 people to approximately 150-200 people..

Further discussion ensued on Sovereign Partners' properties in Van Buren Twp. It was asked that the Township reach out to Sovereign to discuss their future plans/ideas. Chairman Dotson said he would set-up a ZOOM meeting with the subcommittee within a week to develop strategies on moving forward.

NEW BUSINESS:

1. 2020 Amended/2021 Proposed LDFA Budget

Mr. Selman explained that the LDFA's tentative Budget was presented to the LDFA on September 8th. Van Buren Township's 2021 Annual Budget Report, which included LDFA's special revenue funds, was presented and approved at the October 20, 2020 Board of Trustees meeting. Mr. Selman referenced Deputy Treasurer's memorandum dated September 2, 2020, regarding LDFA's Loan Agreement Update. The Township loaned the LDFA \$900k in March 2020 and an additional \$800k in September 2020. These advances were necessary to meet the bond obligations due on April 1st and October 1st. The same advances will be made on these dates each year until the bond obligation is fulfilled.

Motion by Peters, supported by Delaney to approve the 2020 Amended and 2021 Proposed LDFA Budget. Motion Carried.

2. 2021 LDFA Meeting Schedule

Motion by Peters, supported by Covington to approve the 2021 LDFA Meeting Schedule. Motion Carried.

NON-AGENDA ITEMS:

Member Delaney requested that Director of Public Services, Matt Best, or his designee be invited to the next LDFA meeting to discuss odor control at the landfill. The odor is unbearable at times depending on the wind direction.

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Mr. Selman later informed Mr. Delaney that Director Best and/or his designee were in attendance at each LDFA meeting and he would contact Waste Management to notice them per the discussion.

ADJOURNMENT:

Motion by Peters, supported by Medlen to adjourn the meeting at 2:47 p.m. Motion Carried.

Respectfully submitted,

Deanna Murphy
Recording Secretary