

**CHARTER TOWNSHIP OF BANGOR  
DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES**

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The regular November meeting of the Charter Township of Bangor Downtown Development Authority was held on November 7, 2011, commencing at 7:30 A.M., prevailing time at the offices of the Township pursuant to notice.

Present: K. Lange, L. Newton, J. Rivet, M. Rowley, T. Thelen, T. Watson and D. Zube  
Absent: B. Behmlander, D. Leitermann  
Also present: W. Darbee

The Chairman called the meeting to order at 7:30 A.M. after determining that a quorum was determined to be present by roll call of the Chairman.

The Chairman then asked if there was any person in attendance who wanted to address the Board. The Chairman noted that no one made a request and so he moved onto the next order of business.

The Chairman requested acceptance of the August 1, 2011 regular meeting minutes. Mr. Zube moved that the minutes of the August 1, 2011 regular meeting minutes be accepted as circulated with the agenda. Mr. Rowley seconded the motion. The Chairman called for questions on the motion and hearing none, the Chairman then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed seven votes in favor, zero votes against to accept the minutes of August 1, 2011 as circulated with the agenda.

In the absence of the Treasurer the Chairman reviewed her quarterly report. He noted that the Debt Retirement & Projects Fund has a balance as of this date of \$974,673.43 after pre approved payments of Civil Engineering Consultants invoices of \$1,900 and easements of \$2. He believed that all receipts are current. He then reported that the DDA Operating Fund has a cash balance as of November 7, 2011 of \$4,908.17 but after payments of the itemized statements of \$2,213.50 to Darbee, Bosco & Hammond, PC and \$140 for the sign permit for the Euclid Avenue sign, it will leave a balance of \$2,554.67 in the DDA Operating Fund. Mr. Lange moved to receive the Treasurer's report. Mr. Rivet seconded the motion. The Chairman called for questions on the motion and hearing none, he then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. Passed seven votes in favor, zero votes against to receive the report of the Treasurer.

Mr. Watson then moved to pay the itemized bills as recited by the Chairman in the Treasurer's report totaling \$2,353.50. Mr. Rivet seconded the motion. The Chairman called for questions on the motion and hearing none, he then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed seven votes in favor, zero votes against to pay the bills in the amount of \$2,353.50.

The Chairman then reviewed a proposed budget for 2012 for the Debt Retirement/Projects totaling \$290,872 and for the DDA Operating fund of \$30,025 on a line by line basis. Mr. Rivet moved to adopt the budget as proposed by the Treasurer and recommend same for adoption by the Township Board. Mr. Zube seconded the motion. The Chairman asked for questions on the motion and hearing none called for a vote on the motion. The motion passed seven votes in favor, zero votes against to adopt the proposed budget for 2012 and recommend same for adoption by the Township Board.

The Chairman noted that the meeting dates and times needed to be set for the year 2012. He noted that since the inception, that the first Mondays of the months of February, May, August and November have been the traditional dates commencing at 7:30 AM. Mr. Watson moved to again set the meetings for the first Monday in February, May, August and November for 2012 to commence at 7:30 AM at the meeting room of the Township Hall. Mr. Watson supported the motion. The Chairman called for questions on the motion and hearing none, he then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed seven votes in favor and no votes against to set the 2012 meetings for the first Monday in February, May, August and November commencing at 7:30 AM at the meeting room of the Township Hall.

The Chairman asked that the Supervisor give an update on the expansion status of the DDA and he indicated no action from the Township Board at this time. Mr. Darbee confirmed that the Township Board has to suggest language and area for it to proceed to public hearing.

The Chairman noted the receipt of the quarterly Bay Futures report. He handed out copies of the report to the members. Mr. Rivet moved to receive the report with a second of Mr. Lange. The Chairman called for questions on the motion and hearing none, the Chairman then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed eight votes in favor, zero votes against to receive the report of Bay Futures.

The Chairman read a notice of a meeting from Bay Futures which is to be held on November 10 with the main subject to be provided by Michael A. Finney which is entitled "Reinventing Michigan."

The Chairman asked Mr. Rowley to give a report on the status of the Bangor Township/Civic Arena signs at the commercial park, but first the Chairman gave a report on the status of the Sign Agreement between the County, DDA and the Township. The Chairman asked the attorney to read the relevant portions of the Agreement. Mr. Darbee then read the portions of the Agreement affecting the DDA as an entity. Mr. Rowley suggested language to be inserted which will maximize the use of the DDA to 15% if there is

a conflict with language usage of the County. There followed a discussion on the language of the Agreement as proposed. Mr. Rowley moved to approve the language of the Agreement but with additional language as stated about the 15% minimum/maximum. Mr. Thelen seconded the motion. The Chairman called for questions on the motion and hearing none, the Chairman then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed seven votes in favor, zero votes against to approve the Agreement as summarized with the new language.

Mr. Rivet asked to be excused from the meeting in order to meet with the DEQ Director.

Mr. Rowley stated that the Sign Committee did not meet since the last meeting. He requested that the Committee be forwarded all current ordinances and proposed ordinances in order to be in a position to request any necessary variances and to meet specifications of the ordinances. The Supervisor indicated that the ordinances should be coordinated so that no variance for the DDA will be required. The Chairman noted that all easements are secured for the revision of Shrestha Drive entrance from Wilder Road. Mr. Rowley reviewed the sign proposals he had secured through Empire Sign. A discussion followed on the sizing of the electronic portion of the sign. Several suggestions were offered on both the size and height of the sign. Mr. Thelen moved with support of Mr. Zube to order the electronic sign which has pixel spacing of 16mm and is 5'11" x 13'7" at a cost of \$70,430 without taxes and to approve the contract for the sign construction of \$48,688 but to eliminate the cost for removal of the sign as the Supervisor has worked out a deal with the County to coordinate the removal of the sign. The Chairman called for questions on the motion and hearing none, the Chairman then called for discussion on the motion. The Chairman hearing no request for discussion on the motion, called for a vote on the motion. The motion passed six votes in favor, zero votes to order the sign as indicated. Mr. Rowley then requested that the attorney be involved as the current contract language calls for almost 75% to be prepaid. The Chairman asked that Mr. Rowley work with Mr. Darbee on the language.

The Chairman brought the Board up to date on Civic Arena Improvements and Projects. He stated that all work is complete and only the last invoices, if any, need to be presented.

The Chairman indicated that the Streetscaping Committee which now consists of himself, Mr. Watson and Ms. Leitemann has been busy. The Chairman noted that construction is starting on the entrance road of the Shrestha Drive/Wilder Road intersection. Gordon's entrance is to stay the same as it is currently. The low contract was with Rehmus a cost of \$77,000 and construction will start today and be done in two weeks. Mr. Newton added that some preliminary work on the Newton site has been completed at this point. The

Chairman has also contracted with Esch to do landscaping work and the estimated cost will be about \$5-7,000 estimated.

The Chairman noted that there is a new business on Wilder being constructed next to the Car Wash just east of Euclid but they did not contact the DDA for any assistance.

The Chairman asked for a report from the attorney who advised that he had nothing to add at this point.

The Chairman asked for new business, and hearing none moved onto the next order of business.

The Chairman hearing no further business adjourned the meeting at 8:46 AM upon motion made and seconded.

Respectively submitted,



William H. Darbee  
Recording Secretary