

**DOWNRIVER COMMUNITY CONFERENCE**  
**REGULAR MEETING – April 7, 2011**

**Item #3**

Present:

Allen Park	Mayor Gary Burtka
Brownstown Twp.	Deputy Supervisor Greg Mahar
Dearborn	Mayor Jack O'Reilly
Dearborn Heights	
Ecorse	Mayor Pro-Tem Darcel Brown
Flat Rock	Mayor Jonathan Dropiewski
Gibraltar	Mayor James Gorris
Grosse Ile Twp.	Trustee Pamela Frucci
Huron Twp.	
Lincoln Park	
Melvindale	Mayor Valerie Cadez
River Rouge	
Riverview	Mayor Tim Durand
Rockwood	
Romulus	Tim Keyes, Economic Development Director
Southgate	
Taylor	Police Chief Dale Tamsen
Trenton	Councilman Terry Teifer
Woodhaven	Mayor Pro-Tem Jeffrey Harris
Wyandotte	

The meeting was opened by the Chair Mayor Valerie Cadez, at 6:33 p.m. with community roll call.

Agenda: Motion by Delegate Keyes, supported by Mayor Dropiewski, to accept the agenda as presented, with one addition (Creative Montessori Academy Purchase Agreement). The motion passed unanimously.

Minutes: Secretary Tim Keyes reported. Motion by Secretary Keyes, supported by Deputy Supervisor Mahar, to accept the minutes of 3/3/11 as written. The motion passed unanimously.

Finance Committee Report: Treasurer, Mayor Jack O'Reilly reported

Finance Committee Minutes: Motion by Councilman Teifer, supported by Deputy Supervisor Mahar, to accept the Finance Committee minutes of 3/3/11 and 4/6/11 (hand-out) as written. The motion passed unanimously.

2010 DCC Audit Presentation: Beth Bialy and Kristen Hunt, of Plante & Moran, distributed an audit summary for board review.

Kristen Hunt walked the board members through the DCC audit highlights:

- 1) Unqualified Opinion – highest possible audit opinion.
- 2) DCC's General Fund had a \$8,339 net increase in fund balance, bringing the fund balance to \$161,241.
- 3) The Economic Development special revenue fund had a fund deficit at year-end, mainly due to a GASB 33 timing difference. The ED fund had a "true" fund deficit of \$20,002. Funding was transferred in November 2010 to eliminate the deficit.
- 4) The Employment Programs (E&T), Transportation and Weatherization special revenue funds each had a fund balance of \$0.
- 5) The Building Fund had a net income of \$44,426.
- 6) The federal program audit had findings related to Work First and Weatherization (the programs tested were Work First, Brownfield Revolving Loans, Weatherization, and TAA/NAFTA).
- 7) Recommendation to ensure consistency and proper review when calculating eligibility for the Weatherization program.

2010 DCC Audit Presentation (continued):

Beth Bialy added that DCC's Federal and State funding increased from \$7.2 million to \$12 million over the past four years, some of which was ARAA funding. Beth commended DCC for the way they are administering grants, especially with the compliance rules involved, and only having two findings. Beth and Kristen thanked Jim Perry, Kim Donahey, Nicole Chavez and the Fiscal staff for helping with the audit. Discussion followed of funding projections. Motion by Mayor O'Reilly, supported by Mayor Pro-Tem Harris, to accept the 2010 DCC Audit Report as presented. Mayor Pro-Tem Harris commended DCC Staff for obtaining the extra grants and managing them well. The motion passed unanimously.

Beth Bialy announced that DCC is hosting a special informal discussion on Thursday, April 28<sup>th</sup> at 6:00 p.m. in Room 177, by Plante & Moran, to bring everyone up to date on what is happening at the State. Cari will send the notice via e-mail to the board, and she asked board members to forward the information onto their council/trustee members.

**NEW BUSINESS:**

CMA Purchase Agreement:

CMA Purchase Agreement and summary was handed out for board member reference (the agreement was also e-mailed to board members). Mayor Jack O'Reilly reported that the Finance Committee reviewed the agreement at their meeting held on 4-6-11. The next step is that CMA has to go to Wayne County RESA, their chartering agency, to get approval to move forward with the condominium type of purchase, for their portion of the DCC building. There are further details to be worked out once WCRESA gives permission to move forward. Basic purchase price, \$2.1 million, and terms are included in the agreement now, along with the basic concept. DCC legal counsel, Randall Pentiuik, said this commitment to purchase is key for CMA in order to get their financing in place; it solidifies terms, but is not the final document. He added that the real work starts after this to create the condominium documents once CMA gets their financing in place. This is an "as is" sale. He said we are asking the DCC Board to approve as presented. **Motion by Councilman Teifer, supported by Deputy Supervisor Mahar, to approve the agreement as presented.** Discussion followed of the three-year history of this effort and how it will benefit DCC. Mayor Cadez thanked Randy Pentiuik for preparing the purchase summary, and thanked the Finance Committee as well. **The motion passed unanimously.**

Keep Michigan Beautiful (KMB): Trustee Pam Frucci reported that KMB will be celebrating its 50<sup>th</sup> year in 2012. The group was initially appointed by the Governor as an "anti litter agency". Over the years, their focus has expanded to recognizing beautification projects, clean-up efforts, individuals who make a difference in communities, and historic preservation. She asked for DCC Board members to look at projects occurring in their communities, and submit a nomination form to KMB for the project/site/individual to be recognized (forms will be available in May, and due by the end of August), with the awards ceremony in October. Currently, their big project is "Michigan Clean-Up Days" – April 1<sup>st</sup> through May 31, 2011. They are also promoting children's awareness with a "Keep It Clean and Green" campaign. Pam had posters and brochures available for board members to take back to their communities. Mayor Cadez thanked Pam Frucci for the information and for her efforts with keeping communities clean.

Information Items:

- 1) A complimentary letter from a Weatherization customer was included in the packet.
- 2) Brownfield Recognition Award was presented to DCC for the advanced energy manufacturing Ventower project in Monroe; which will be hiring 150 people (hand-out). Jim added that DCC was one of six to receive this national award and our Brownfield Program is ranked number one in the country. He commended Paula Boase and her staff for a terrific job. Jim Perry also thanked Kim Donahey and all of the program directors, and the Board members too, for making things happen at DCC. Everyone applauded.

Motion by Mayor Durand, supported by Mayor Pro-Tem Harris, to adjourn at 7:00 p.m. The motion passed unanimously.

