

**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, JANUARY 21, 2010**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, January 21, 2010 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:00 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

PRESENT: Rybski, Bielecki, Khan, Matrone, and Varady. Also in attendance were DDA Attorney Young and Township Assessor Iott.

ABSENT & EXCUSED: DiMilia, Vidusic, Willis, and Wright.

AGENDA APPROVAL: Motion of Matrone, supported by Bielecki, to approve the Downtown Development Authority agenda of January 21, 2010 with the addendums of Item #5d – Newsletter Discussion; Item #5e – Discussion of Urban Revitalization Grant; Closed Session Item #7b CoPart Discussion; and Closed Session Item #7c – Border Patrol Discussion. All present voting aye.

MINUTE APPROVAL: Motion of Matrone, supported by Khan, to approve the Downtown Development Authority minutes of December 17, 2009 and the Work Session notes of January 6, 2010 as submitted. All present voting aye.

PUBLIC COMMENT: Public comment was held from 12:04 until 12:07 p.m. Historical Society representative, Louella Machcinski, was in attendance to thank the DDA for their contribution of the new Brownstown History display case in the Township Hall lobby.

OLD BUSINESS:

FAÇADE GRANTS / LOANS – DISCUSSION: Rybski wanted members to consider if the loans would be available to everybody in the DDA district or just commercial businesses. Attorney Young explained it is up to the DDA to decide and create the criteria, or a list, of what types of project can be done. Rybski also asked if it would be beneficial to establish a design committee to set design criteria for these façade improvements. DiSanto believes the Zoning Ordinance should cover design concerns as it describes and encourages particular development styles like streetscapes, landscaping, and fencing with requirements for allowable building materials, colors, and sizes in effort to sustain the architectural content within a neighborhood.

TOWNSHIP CAMPUS – DISCUSSION UPDATE: Now that the Gerish property has been purchased, the Township Campus Design Sub-committee recently met with members of the Township Board and Recreation Commission to review the progress of the Township Campus plan. Direction was giving to the Planner to revise the plan and prepare new cost estimates and phasing plans for the development. Potential bond issuance could fund the project or the DDA could choose to pay for each phasing plan every year out of the DDA Budget until project completion. Project would be completed sooner if bond was issued. DiSanto to invite Stauder, Barch and Associates to a DDA Work Session to review funding options so a recommendation can be made to the Township Board for concurrence.

Motion of Matrone, supported by Khan, to approve and direct attorney to fast track the Township Campus Plan and begin the process to pursue Bond issuance to allow the DDA to present to the Township Board for consideration. All present voting aye.

TOWN CENTER – PARK PLANS/MARKET STUDY UPDATE: DiSanto met recently and toured Township sites with representatives from Partners for Economic Solutions and is waiting for their market analysis recommendations before the Town Center park plans are finalized.

NEWSLETTER – DISCUSSION: Project discussion for this project began in October 2008 and recently the subcommittee met and decided to proceed with the newsletter and use the services of HPR of Trenton, Michigan who has confirmed that the unit rates still hold that were outlined in the original proposal. They will submit a draft of the newsletter to the subcommittee for review then come before the DDA for final approval. Discussion of newsletter distribution methods will be held at the next work session.

Motion of Bielecki, supported by Khan, to approve HPR Media, Trenton, Michigan to produce the DDA newsletter at a cost not to exceed \$2,300 with funds to come from Account #248.729.905. All present voting aye.

URBAN REVITALIZATION GRANT: The MEDC Grant Urban Revitalization Grant offers various opportunities for funding certain types of projects. DiSanto suggested funding for the construction of our bike paths would be most beneficial. Hennessey can provide us with conceptual routes and probable costs. Application and can be prepared for the entire path from Pennsylvania to the Town Center.

Motion of Bielecki, supported by Khan, to approve DiSanto and DDA Assistant prepare application to MEDC for Urban Revitalization Grant for Township bike path project. All present voting aye.

DDA ATTORNEY YOUNG – DECEMBER INVOICE: Motion of Matrone, supported by Khan, to approve payment to DDA Attorney Young for December invoice in the amount of \$2,718.00 with funds to come from Account #248.729.810. All present voting aye.

CLOSED SESSION: The Closed Session was cancelled due to less than two-thirds of members in attendance to hold a closed session. Attorney Young updated members on CoPart; the eminent domain action to get the needed 17' easement on south side of Bredow Road has begun. At some time, the fence on the south side of the property will need to be moved to give the required 60' of road and right-of-way to Wayne County and a cost estimate to move the fence is being acquired. CoPart is asking for DDA funding assistance if they have to move fence in the future. Border Patrol property purchase has been negotiated with deposit to be tendered and papers signed on Monday.

Motion of Matrone, supported by Bielecki, to adjourn the Downtown Development Authority meeting at 12:54 p.m. All present voting aye.