



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
May 5, 2010

A Work Session of the Brownstown Township Downtown Development Authority was held on Wednesday, May 5, 2010 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 4:05 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

PRESENT: Rybski, Bielecki, DiMilia, Varady, Vidusic, Willis, and Economic Development Manager DiSanto.

ABSENT AND EXCUSED: Matrone, Khan, and Wright

Agenda addition of item #2D – Resume: Caitlyn Campbell.

PROJECT UPDATES:

TOWNSHIP CAMPUS PLAN – INTRODUCTION: Members reviewed the completed Township Campus Plan rendering. The Recreation Commission will consider the plan at their meeting tomorrow then it will be placed on the DDA and Township Board agendas for final approval. Currently, research is being conducted to find financing and bonding options for the project. DiSanto expects construction to commence by August and be completed within two years at an estimated cost of 4 ½ million dollars. Green technology is being used where able and some long-term maintenance and care issues are still being considered. DiSanto requested members to e-mail any comments or concerns to him so they can be addressed.

BIKE PATH UPDATE: The Bike Path design is complete and the remaining easements are being acquired. Meetings are scheduled with MDOT and Wayne County. DiSanto just received notice that we did not receive the grant for this project.

FAÇADE GRANT UPDATE / NEW INFO PACK: The revised façade grant information based on previous discussions by DDA members was presented. Rybski would like to make the building owner a second secured party on the loan and also add a personal guarantee by the lessor. Attorney Young is creating the appropriate language and will make minor corrections noted and return with final copy for approval. A decision still needs to be made if these grant/loans offered will be for exterior facades only or will other types of improvements be allowed and what percentage of the project cost would be granted/loaned. Members requested a bank representative be present to answer questions relating to loan programs.

HISTORICAL HOUSE GARAGE SALE: The Historical Museum held an open house last weekend to show the recent house renovations. Fine Finishings is about 90% complete with the project and are doing a wonderful job; the Society members are pleased. A garage sale to benefit the Society is being held at the museum on May 7 and 8, 2010. Anyone wishing to donate items can leave them on the museum porch or contact Richard Smith to make arrangements.

NEWSLETTER UPDATE: The draft layout of the DDA Newsletter was distributed for review. The 1st issue should be ready and presented at the next meeting for final approval. DiSanto is still working on postage details.

NEW PROJECTS:

SOLAR / ENERGY AUDIT: At the Township Board's request, an Energy Auditing firm came through and evaluated the Township buildings for their energy usage. Making changes to the types of light bulbs used and adding automatic light sensors and outside LED lighting can reduce the amount of electricity used at a substantial savings to the Township. Some of the initial costs may be eligible for reimbursement or credit through certain DTE programs where they pay 1/3 of the costs to install solar panels and put this energy back into the system and the Township can receive and sell the credits received. The Township Board is asking for endorsement of the project and financial support to pick up the costs to implement the plan in all Township buildings located within the DDA district. Estimated total cost of \$113,000 to be shared by Township 1/3; tax credit 1/3; and DTE 1/3, for a savings of about \$23,000 per year. Project will go out to bid for actual cost and return for final approval to the DDA so they can decide the amount they wish to contribute.

BEECH DALY / PETERS ROAD PAVING: The Wayne County permits have been received. DiSanto would like permission to solicit sealed bids to save on advertising and bonding costs from Nagle and Al's Asphalt Paving, who are local firms that we have lots of experience working with. The Tanglewood developer is to participate in the Peters Road paving. Once these two roads are complete all the gravel roads within the DDA district will be paved.

LILLIAN STREET – VACANT PROPERTY DISCUSSION: The owner of three vacant lots on the east end of Lillian Street would like to offer the land for sale to the Township. These parcels are directly across from the Animal Shelter and adjacent to the Township campus. DiSanto to obtain the current SEV of the properties and contact the owner to tell them the DDA will consider the purchase at their next meeting.

RESUME – CAITLYN CAMPBELL: DDA Intern Caitlyn Campbell submitted her resume for consideration by the DDA to be hired for the summer as a DDA Project Coordinator. DiSanto said she has been doing a great job during her internship and follows through on the fine details that he lacks. He is in discussion with the Township Attorney and will provide a job description, hours, salary, and such at the next DDA meeting for consideration.

Motion of DiMilia, supported by Vidusic, to adjourn the Downtown Development Authority Work Session at 4:53 p.m. All present voting aye.

smk/DDAws