



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, MAY 20, 2010**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, May 20, 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, DiMilia, Khan, Linko, Matrone, Varady, Vidusic, and Willis. Also in attendance were Economic Development Manager DiSanto, DDA Attorney Young, and Township Assessor Iott.

ABSENT & EXCUSED: None

MINUTE APPROVAL: Motion of Vidusic, supported by Bielecki, to approve the Downtown Development Authority minutes of April 15, 2010 as submitted. All voting aye.

Work Session minutes to be corrected to reflect that member Matrone was absent.

AGENDA APPROVAL: Motion of Rybski, supported by Matrone, to approve the Downtown Development Authority agenda of May 20, 2010 with an addendum of Item #8 – Closed Session: Discussion of Taylor / DeLozier property purchases. All voting aye.

PUBLIC COMMENT: No public comments were received.

OLD BUSINESS

DDA NEWSLETTER – APPROVAL OF DRAFT: Motion of Matrone, supported by Vidusic, to approve and authorize the Newsletter subcommittee to approve the final draft and determine the distribution method of the DDA Newsletter at an estimated cost not to exceed \$3,500 for mailing. All voting aye.

NEW BUSINESS

SOLAR ENERGY / AUDIT AUTHORIZATION: Motion of Vidusic, supported by Willis, to approve the Energy Audit and Solar Project concepts and authorize Economic Development Manager DiSanto to solicit bids for both and forward to the DDA Budget Subcommittee for review and return to the DDA for final consideration. All voting aye.

CAMPUS DESIGN

ENGINEERING PROPOSAL APPROVAL / ARCHITECTURAL APPROVAL: Motion of Matrone, supported by Vidusic, to accept and approve the Township Campus Redevelopment engineering proposal from Wade Trim Associates, Inc. for a cost of \$270,000 and architectural proposal from Sidcock Architects/Wilkie & Zanley for a cost of \$16,800 for a total amount not to exceed \$288,600. All voting aye.

LILLIAN STREET PROPERTY PURCHASE: Motion of Matrone, supported by Vidusic, to approve to continue discussion of the Lillian Street Property Purchase in Closed Session. All voting aye.

DDA PROJECT COORDINATOR: Motion of Matrone, supported by DiMilia, to extend an employment contract to Kaitlyn Campbell as DDA Project Coordinator at a rate of \$12.00 per hour, working up to 30 hours per week with no fringe benefits, effective until September 30, 2010. All voting aye.

CALL FOR PROJECTS

AUDIO/VISUAL EQUIPMENT: Motion of Vidusic, supported by Willis, to authorize DiSanto to solicit proposals for the replacement of the outdated Audio/Visual equipment in the Township Board room. All voting aye.

DDA ATTORNEY YOUNG – MARCH INVOICE: Motion of Willis, supported by Matrone, to approve payment to DDA Attorney Young for April 2010 invoice in the amount of \$3,447.00 with funds to come from Account #248.729.810. All voting aye.

Motion of Matone, supported by Vidusic, to adjourn the regular DDA meeting at 12:26 p.m. and convene in Closed Session for the purpose of Taylor property purchase discussion, DeLozier property purchase discussion, and Lillian St. property purchase discussion. Roll call vote: Rybski, aye; Vidusic, aye; Varady, aye; Willis, aye; Linko, aye; Bielecki, aye; DiMilia, aye; Khan, aye; and Matrone, aye. Motion carried.

Motion of Matrone, supported by Bielecki, to reconvene the Downtown Development Authority meeting at 12:34 p.m. All voting aye.

Motion of Matrone, supported by Bielecki, to purchase the Taylor and DeLozier properties separately for an amount of \$195,000 each and further authorize DDA Secretary Matrone to sign any and all necessary documents pertinent to the purchase of these properties. Roll call vote: Bielecki, aye; Vidusic, aye; Willis, aye; Linko, aye; Varady, aye; Rybski, aye; DiMilia, aye; Khan, aye; Matrone, aye. Motion carried.

Motion of Matrone, supported by Willis, to direct Economic Development Manager DiSanto and DDA Attorney Young to pursue the instructions regarding the Lillian Street property purchase as discussed in Closed Session. All voting aye.

Motion of Vidusic, supported by Bielecki, to adjourn the Downtown Development Authority meeting at 12:39 p.m. All voting aye.

DDA/smk