



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
September 1, 2010

A Work Session of the Brownstown Township Downtown Development Authority was held on Wednesday, September 1, 2010 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 4:00 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

PRESENT: Rybski, Bielecki, Khan, Skotanis, Varady, and Vidusic. Also in attendance were Economic Development Manager DiSanto, and DDA Project Coordinator Campbell.

ABSENT AND EXCUSED: DiMilia, Linko, and Willis

2011 DDA BUDGET DISCUSSION / UPDATE: DDA Attorney Young and the Township Attorney are working on the agreement and also still waiting for the appraisal to come back on the Town Center properties from Don Treadwell which will dictate how we are going to fund the 2011 Budget. Township Assessor is expecting \$4.972 million in DDA revenue. DiSanto hopes to have the numbers by the next DDA meeting.

BANNER AD DISCUSSION: DDA Project Coordinator Campbell explained the proposed Telegraph Corridor Banner Splice Program, the application and locations where the banners would be placed. A 12" banner splice with one or 2 lines would be printed with the business's name and attached to the bottom of the new banners being placed on Telegraph Road, with locations available on a first-come, first-serve basis for a proposed cost of \$85. The return on investment is expected to come within 4 years. Members agreed to proceed with the project as submitted and place the information and application on the Township website and cable channel.

NEWSLETTER – 2ND EDITION DISCUSSION: Members reviewed the proposed ideas for the 2nd edition of the DDA Newsletter that Project Coordinator Campbell is working on with Joe Hoshaw. DiSanto anticipates it to be ready in October for distribution in late November. Members requested that a larger font be used for the articles.

BUSINESS SUPPORT PROGRAM DISCUSSION: The Business Support Program is a new project being proposed to offer grants and assistance to encourage businesses to stay, expand, or move to the Township or DDA District. Other communities have similar programs and Rybski would like to offer this to businesses in Brownstown. A survey would be conducted online and by mail to determine what businesses' current needs are so the DDA can create and provide the best support program. It was suggested to hold a workshop to bring business people together and gather ideas.

FAÇADE IMPROVEMENT DISCUSSION: A final copy of the Façade Improvement Program has been e-mailed to members. Some changes include the property owner being a secured party and dollar amounts being set for grants and loans. If members agree, approval for this program can be at the next meeting.

WOLFE DRAIN CLEANING DISCUSSION: The DDA has received a request from Fritz Enterprises for financial assistance in the cleaning of about a mile of the Wolfe Drain. The approximate cost for the project is expected to be \$230,000 with the Township portion to be 20% or about \$46,000. Wayne County would pay a small amount but the rest would be charged to about 30 property owners. Members asked DiSanto to provide a map of the drain and a list of property owners and their costs and bring to the next DDA meeting.

STREET REPAIR DISCUSSION: C & L has started the concrete repair and joint sealing of the subdivision streets. After re-marking and measuring the streets, the final cost for the project came in about \$40,000 over budget.

DDA PROJECT COORDINATOR – MICHIGAN DOWNTOWN CONFERENCE: Project Coordinator Campbell is requesting to attend the Michigan Downtown Conference in Bay City, Michigan on September 13-14, 2010 for a total cost of \$200.

DDA PROJECT COORDINATOR – CONTRACT EXTENSION: DiSanto wanted to give members advance notice of his request for a six-month contract extension for DDA Project Coordinator Campbell and will place it on the next DDA meeting agenda.

Motion of Bielecki, supported by Vidusic, to adjourn the Downtown Development Authority Work Session at 4:45 p.m. All present voting aye.

smk/DDAws