



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, MARCH 17, 2011**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Wednesday, March 17, 2011 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:10 p.m. by Chairperson Rybski.

PRESENT: Rybski, Bielecki, DiMilia, Khan, Linko, Skotanis, Varady, and Vidusic. Also in attendance were Economic Development Manager DiSanto, DDA Assistant Director Campbell, Attorney Young, and Township Assessor Iott.

ABSENT AND EXCUSED: Willis

MINUTE APPROVAL:

Motion of Vidusic, supported by Varady, to approve the Downtown Development Authority meeting minutes of February 23, 2011 as submitted. All present voting aye.

AGENDA APPROVAL: Motion of Vidusic, supported by Varady, to approve the Downtown Development Authority agenda of March 17, 2011 as submitted. All present voting aye.

PUBLIC COMMENT: Richard Sexton, 19155 Allen Road, 48183 submitted copies of the City of Woodhaven DDA minutes for information.

PROJECT UPDATES

FARMERS MARKET: Assistant Director Campbell explained that the Historical/Beautification Commission was also considering holding a Farmers Market. She attended their meeting on Tuesday, and reported that the Commissioners were very receptive to coordinating efforts with the DDA. The DDA would be responsible for marketing and financial aspects of the event; the Historical/Beautification Commission would assist with the marketing; and the Wayne Metro Community Action Agency would administer the event.

Motion of DiMilia, supported by Vidusic, to approve to send recommendation of the Farmers Market Program to the Township Board for final approval. All present voting aye.

ENERGY EFFICIENT RETROFIT: A recommendation and award should be ready at the next meeting. Both contractors will bring back revised numbers based on current conditions. The solar project will begin within the next two to three weeks.

BIKE PATH: Currently working on the 30 to 40 easements there are to obtain. Nine residents along the north side of King Road are opposed to granting the easement so changes are being made to the route. The contractor is resubmitting the changes to the County for approval.

NEW BUSINESS

LOGO DESIGN: Assistant Director Campbell reported that the schools are interested in participating and presenting the DDA Logo Design competition to their students. Members reviewed and discussed the competition guidelines and permission form. It was suggested that voting and judging for the contest could be at the Business-to-Business event being held May 24th. Award presentation could be at the June 1st Work Session while school is still in session.

Motion of DiMilia, supported by Khan, to approve to proceed with the DDA Logo Design Competition project as presented. All present voting aye.

BUSINESS SUPPORT PROGRAMS: Campbell reviewed the requested changes made to the Business Support Programs including requirement for insurance with 30-day notice of termination to be provided.

Motion of Vidusic, supported by Bielecki, to accept the Business Support Program guidelines as submitted and forward to Township Board for approval. All present voting aye.

TOWNSHIP GROUNDS MAINTENANCE EXTENSION: Motion of DiMilia, supported by Khan, to approve to waive the bid process and extend the Township Grounds Maintenance Contract to Louie's Landscaping for a cost not to exceed \$22,951 with funds to come from Account# 248.729.871. All present voting aye.

DDA ATTORNEY YOUNG – FEBRUARY INVOICE: Motion of Vidusic, supported by Varady, to approve to pay DDA Attorney Young for February 2011 invoice in the amount of \$2,844 with funds to come from Account #248.729.810. All present voting aye.

Motion of Vidusic, supported by DiMilia, to adjourn the Downtown Development Authority meeting at 12:34 p.m. All present voting aye.

DDA0317/smk