



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

April 6, 2011

A Work Session of the Brownstown Township Downtown Development Authority was held on Wednesday, April 6, 2011 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 4:02 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

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

ABSENT AND EXCUSED: Khan, Linko, and Vidusic

Added Item #1a – Business-to-Business Subcommittee to agenda.

LOGO DESIGN COMPETITION SUBCOMMITTEE: Rybski explained her idea to form a three-member subcommittee who would receive the logo designs electronically for initial review then narrow the submittals down to five finalists that could be voted on at the June 1st DDA Work Session. Contest results would be announced in the DDA newsletter and the News Herald. Members agreed and decided the Logo Design Subcommittee would consist of Rybski, Bielecki, and Willis.

BUSINESS-TO-BUSINESS SUBCOMMITTEE: DiSanto asked for volunteers to form a subcommittee to offer input and ideas for the Business-to-Business event being held in August. One of the first things would be to develop a catchy name for the event. Members of the Business-to-Business subcommittee will be Vidusic, DiMilia, and Skotanis.

“GREENING THE DDA” PROGRAM: Campbell has been researching “green” programs in other communities and provided information about two programs for review and consideration for expanding the current business support programs to include a more energy efficient or “greener” focus. Bielecki suggested checking with DTE regarding the qualifications and limitations for receiving their free energy audits. Rybski would like to include small wind turbines like the one used on the theater in Woodhaven. DiSanto thinks this type of program would offer incentives and help attract businesses to Brownstown. He suggested creating a light bulb exchange program with local stores and will check with DTE about this also. It was asked to keep this on the agenda for future discussion.

RECREATION CAMPUS – PHASE I BID REVIEW: DiSanto reported that two bids were received from qualified bidders. Both of the bids came in under budget. One bid excluded particular work within the contract and the other bidder requested that bid to be thrown out because of the exclusions. DDA Attorney Young and the Township Attorney have been asked to supply a legal opinion which DiSanto will provide to members when he receives it. Everything else is ready to go for Phase I which is expected to start in May once the weather breaks.

UPDATES

RECREATION CAMPUS: Phase II of the Campus update is in finalization. We are still waiting for the drain relocation permit from the MDEQ. They have requested additional information which the consulting team has almost finished. Construction documents for the event barn are almost done.

PEDESTRIAN PATH: The MDEQ permit for the drain crossing has been received. The Wayne County permit and soil erosion are ready to go. The sidewalk has been switched from the north to the south side of King Road. DiSanto will obtain an amended approval and revised numbers from the contractors and will provide a recommendation at the next meeting. This project is also expected to start in May.

SOLAR ENERGY SYSTEMS: The solar energy system materials have been ordered. The contract documents and warranty are currently being reviewed by Attorney Young and the project will commence upon his approval.

ENERGY RETROFIT: A recommendation will be coming to hire J. Ranck & Associates for the Energy Retrofit in the amount of \$171,000 and the project should begin in early June. Both the Solar Energy and the Energy Retro fit projects came in well under budget.

FARMERS MARKET: The Township Board has concurred with the DDA recommendation to hold the Farmers Market event on Tuesdays. Banners announcing the event are already on order and an article will also be placed in the upcoming DDA newsletter.

On April 26 at 6:30 p.m., Wayne County will be hosting a meeting for the widening of West Road from Hall to Telegraph Road and notices have been sent to the business along the corridor so they can attend. A set of prints will be made available for viewing at the Township of the proposed project. Willis asked if there would be pedestrian access on both sides of West Road. DiSanto will let him know once he sees the plans. This project is expected to start in 2012.

Coming up at the next DDA meeting will be the Bid Award for the Audit, Bike Path, Draft DDA Newsletter, and Financing for Township Campus renovations. DiSanto has met with the banks and is waiting for the proposals to be reviewed and a recommendation received by our Bond Counsel. Currently the Township's Bond Rating is an A+ rating.

The Wayne County permit to widen Van Horn Road by the high school has finally been received and DiSanto will be meeting with the school next week to finalize the contract. The project will begin once school gets out for the summer.

Motion of Willis, supported by Bielecki, to adjourn the Downtown Development Authority Work Session at 4:49 p.m. All present voting aye.

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