



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY  
THURSDAY, APRIL 21, 2011**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, April 21, 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, DiMilia, Khan, Linko, Varady, and Vidusic. Also in attendance were Economic Development Manager DiSanto, DDA Assistant Director Campbell, Attorney Young, and Township Assessor Iott.

**ABSENT AND EXCUSED:** Bielecki, Skotanis, and Willis

**MINUTE APPROVAL:**

Motion of Vidusic, supported by DiMilia, to approve the Downtown Development Authority meeting minutes of March 17, 2011 as submitted. All present voting aye.

**AGENDA APPROVAL:** Motion of Vidusic, supported by DiMilia, to approve the Downtown Development Authority agenda of April 21, 2011 as submitted. All present voting aye.

**PUBLIC COMMENT:** None

**PROJECT UPDATES**

**FARMERS MARKET:** Assistant Director Campbell informed the DDA that ten local vendors with a variety of fresh local goods have shown interest in participating in the Brownstown Farmers Market which will be held every Tuesday from 12:00 noon to 6:00 p.m. in the Historical House parking lot starting on June 14, 2011 through September 27th. Signs and wagons needed for the event will be ordered soon.

**NEW BUSINESS**

**BROWNSTOWN CROSSING REDEVELOPMENT BROWNFIELD PLAN-DDA INCENTIVE APPROVAL:**

Motion of DiMilia, supported by Varady, to approve and adopt Resolution providing Brownstown Crossing, LLC with proof of local support and incentive required to obtain certain reimbursement monies and determining the development of the Brownstown Crossing Project to be consistent with the goals and objectives of its DDA Development Plan as submitted. All present voting aye.

**TOWNSHIP CAMPUS PHASE I - BID AWARD:** Motion of Vidusic, supported by Khan, to approve the bid award for Township Campus Phase I Construction Services to Sole' Building Company, Westland, MI in an amount not to exceed \$846,207.40 with funds to come from Account #248.729.975.800. All present voting aye.

**TOWNSHIP CAMPUS PHASE I - PROFESSIONAL SERVICES FOR CONSTRUCTION**

**ADMIN:** Motion of Vidusic, supported by Varady, to approve the bid award for Township Campus Phase I Construction Administration Contract to Wade Trim Associates, Inc., Taylor, MI as submitted for an amount not to exceed \$30,250 with funds to come from Account #248.729.975.8. All present voting aye.

**ENERGY EFFICIENT RETROFIT AWARD:** Motion of DiMilia, supported by Varady, to approve the Energy Efficient Retrofit Bid Award to J. Ranck Electric in an amount not to exceed \$171,000 with funds to come from Account #248.729.980.300 with J. Ranck to be responsible for coordinating the DTE incentive prior to project commencement. Further, approve DDA Attorney Young be authorized to draft and approve necessary contracts for the project. All present voting aye.

**BIKE PATH AWARD - PAVING CONTRACT:** Motion of Vidusic, supported by DiMilia, to approve the Bike Path Paving Bid Award to Al's Asphalt Paving Co., Taylor, MI at a cost not to exceed \$524,965 with funds to come from Account #248.729.973.200 with budget adjustment returning for DDA approval. All present voting aye.

**BIKE PATH - STAKING/OBSERVATION CONTRACT:** Motion of DiMilia, supported by Vidusic, to approve Hennessy Engineering, Southgate, MI to provide the staking, observation, and construction administration for the Bike Path project at a cost not to exceed \$36,800 with funds to come from Account #248.729.973.200. All present voting aye.

**RECREATION MANAGEMENT HARDWARE/SOFTWARE APPROVAL:** Motion of DiMilia, supported by Vidusic, to postpone this item until after the Closed Session due to the Recreation Director being called away from the meeting unexpectedly. All present voting aye.

**BUILDING DEPARTMENT TABLET NOTEBOOKS AWARD:** Motion of DiMilia, supported by Khan, to approve the purchase of four (4) Motion Tablet Notebooks and supporting equipment for the Building Department as submitted from Cygnus Systems, Taylor, MI at a cost not to exceed \$16,940. All present voting aye.

**LOGO DESIGN BOND COMPENSATION:** Motion of DiMilia, supported by Varady, to approve the DDA Logo Design Competition Bond Compensation of a \$1,000 savings bond in payment for design/trademark rights of the winning logo and four honorable mentions receiving gift certificates from local donors. All present voting aye.

**DDA ATTORNEY YOUNG – MARCH INVOICE:** Motion of Varady, supported by Khan, to approve to pay DDA Attorney Young for March 2011 invoice in the amount of \$2,862 with funds to come from Account #248.729.810. All present voting aye.

**RECREATION MANAGEMENT HARDWARE/SOFTWARE APPROVAL:** Motion of Vidusic, supported by Varady, to concur with the recommendation of Recreation Director Maxe and approve to purchase ReCPro™ Parks & Recreation Management software from RC Systems, Inc., Clinton Township, MI, and required computer hardware from Cygnus Systems, Inc., Taylor, MI, as submitted for a total cost for not to exceed \$28,401.84, with future annual fees to be paid for by Recreation Department. All present voting aye.

DDA Chairperson Rybski thanked Township Assessor Iott for her service to the DDA and the Township and presented her with a recognition award and best wishes on her retirement.

Assessor Iott thanked the DDA and introduced her replacement as Township Assessor, Sharon Doom.

Motion of Vidusic, supported by Varady, to convene to a Closed Session at 12:57 p.m. for the purpose of Peters Road Litigation discussion. Roll call vote: DiMilia, aye; Khan, aye; Linko, aye; Rybski, aye; Varady, aye; and Vidusic, aye. Nays: None. Absent and excused: Bielecki, Skotanis, and Willis. Motion carried.

Motion of Vidusic, supported by DiMilia, to reconvene the regular DDA meeting from Closed Session at 1:18 p.m. All present voting aye.

Motion of Vidusic, supported by Varady, to direct DDA Attorney Young to pursue the course of action as discussed in closed session regarding Peters Road. All present voting aye.

Motion of Vidusic, supported by Varady, to adjourn the Downtown Development Authority meeting at 1:22 p.m. All present voting aye.

DDA0421/smk