



DOWNTOWN DEVELOPMENT AUTHORITY

**Brownstown Township Hall – Board Room
21313 Telegraph Road
Brownstown, Michigan 48183**

March 15, 2012 12:00 p.m.

AGENDA

PRESENT: Bielecki _____ DiMilia _____ Khan _____ Linko _____
Rybski _____ Skotanis _____ Varady _____ Vidusic _____ Willis _____

- 1.) Call to Order
- 2.) Minute Approval – February 1, 2012 and February 16, 2012
- 3.) Agenda Approval
- 4.) Public Comment
- 5.) New Business:
 - a.) Recreation Campus – card access software proposal
 - b.) Recreation Campus – underground infrastructure of dog park/tennis courts
 - c.) Recreation Campus Phase II – bid recommendation
 - d.) DTE street light proposal – Telegraph Rd; S of West Rd to Twp. border
 - e.) Phase II Bike Path and grant opportunities
 - f.) DDA By-laws
 - g.) DDA vision and mission statement
- 6.) Payment of Professional Services
 - a.) DDA Attorney Young – February Invoice



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

February 1, 2012

A Work Session of the Brownstown Township Downtown Development Authority was held on Wednesday, February 1, 2012, in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 4:05 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

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

ABSENT AND EXCUSED: Willis

DDA ASSISTANT DIRECTORS—POSITION RESPONSIBILITIES: Members had an opportunity to review given general position responsibilities for the two potential new DDA Assistant Directors. Both candidates were present. Each elaborated on how their past experiences and skills align with the stated responsibilities. Both had the opportunity to inform the Board of any other interests they would like to pursue or skills they can offer as DDA Assistant Directors. Members agreed that from the resume submittal and interview process, it appears these two individuals would successfully complement one another.

The Downtown Development Authority work session adjourned at 4:25 p.m.



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, FEBRUARY 16, 2012**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, February 16, 2012 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:05 p.m. by Chairperson Rybski.

ROLL CALL:

PRESENT: DiMilia, Skotanis, Varady, Rybski, Linko, Vidusic and Khan. Also in attendance were Economic Development Manager DiSanto, Downtown Development Authority Assistant Directors Campbell, Trussell, Gustafsson and DDA Attorney Young.

ABSENT AND EXCUSED: Bielecki and Willis

MINUTE APPROVAL: Motion of Vidusic supported by Varady, to approve the Downtown Development Authority meeting minutes of January 19, 2012 and corrected Special Work Session minutes of January 4, 2012 as submitted. All present voting aye.

AGENDA APPROVAL: Motion of Khan supported by DiMilia, to approve the Downtown Development Authority agenda for February 16, 2012 with the addition of item 5e.) Discussion of DDA Board Elections. All present voting aye.

PUBLIC COMMENT: No public comments.

NEW BUSINESS:

RECREATION CAMPUS – Electrical Design Proposal – Phase Two

Motion of Skotanis supported by Vidusic, to award the contract to Rauhorn Electric in an amount not to exceed \$26,000.00 from account number 248.729.975.91 (Phase II Recreational Plan). All present voting aye.

RECREATION CAMPUS – Dog Park Security: Motion of DiMilia supported by Varady, to table this item until the next DDA Work Session. All present voting aye.

MICHIGAN FARMERS MARKET ASSOCIATION CONFERENCE: Motion of Skotanis supported by Varady, to approve the Assistant DDA Director Trussell's attendance, conference cost to be paid from account 248.729.974.100 and travel expenses to be reimbursed from account 248.729.860. All present voting aye.

INITIAL VISIONING DISCUSSION: DDA Assistant Director Gustafsson held an interactive discussion amongst the board members covering two topics; 1.) Possibility of developing an updated mission statement for the Brownstown Township DDA and 2.) Defining the strengths of Brownstown Township's DDA, currently and five years into the future.

DISSCUSSION OF DDA BOARD ELECTIONS: Members discussed amending the by-laws to have a set time when election of officers is to be held. Attorney Young will email a draft to the board members for review by Monday, February 20, 2012.

PUBLIC COMMENT: Open at 1:06 p.m. closed at 1:13 p.m.

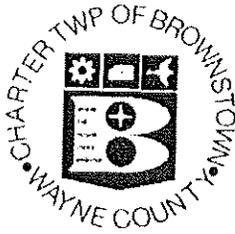
PUBLIC COMMENT: Open at 1:18 p.m. closed at 1:23 p.m.

DDA ATTORNEY YOUNG – JANUARY INVOICE: Motion of Varady, supported by DiMilia, to approve to pay DDA Attorney Young for January 2012 invoice in the amount of \$3,969.00 with funds to come from Account #248.729.810. All present voting aye.

Motion of DiMilia supported by Vidusic, to adjourn the Downtown Development Authority meeting at 1:42 p.m. All present voting aye.

DDA021612/tlb

CHARTER TOWNSHIP OF BROWNSTOWN



Community Services Department
21313 Telegraph Road
Brownstown, MI 48183-1399
734-676-7104 / FAX 734-675-7459

March 14, 2012

Mrs. Teri Rybski, Chair
Downtown Development Authority
21313 Telegraph Road
Brownstown Township, Michigan 48183

Re: Recreational Campus- Security / Card Access - Updated

Honorable Chair and Members,

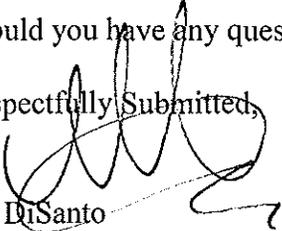
Below for your reconsideration are three proposals for the card access system to the dog park, tennis courts and future areas of the campus. The proposed system will allow for ability to tie in our buildings such as the future concessions, splash pad and event barn in to the system. In addition it will allow for security camera hosting for the campus. The revised card access software will upgrade the current system of the police department which will become the mainframe for the entire card access network. The proposals are as follows:

J&E Electric Warren, Michigan	\$52,320.00
Rauhorn Electric Macomb, Michigan	\$46,470.00
Peripheral Vision Livonia, Michigan	\$22,952.84 (Excludes underground)

At this time, the undersigned recommends that Rauhorn Electric be awarded the Recreational Campus – Security / Card Access underground work in an amount not to exceed \$21,150.00 and Peripheral Vision be awarded the Recreational Campus – Security / Card Access software system in an amount not to exceed \$22,952.84 said payment to come from account number 248.729.975.91(Phase Two, Bond proceeds).

Should you have any questions before hand please contact the undersigned.

Respectfully Submitted,


Joe DiSanto
Economic Development Manager

J&E ELECTRIC INC.

(586) 863-3561

February 10, 2012

ATTN: Joseph DiSanto
Township of Brownstown
21313 Telegraph
Brownstown, MI 48183

RE: Dog Park and Tennis Court Entry System

Dear Mr. DiSanto,

We at J/E Electric offer the following scope of work and pricing for the upcoming Dog Park / Tennis Court project. Our pricing is based upon all work being performed during standard business hours with permit fees being waived by the township.

Our scope of work includes the following:

- 1) Provide and install all conduit wire and fittings necessary for a complete system.
- 2) Provide and install hand holes as necessary.
- 3) Provide and install door handles and locks as necessary.
- 4) Work will be by either open trenching or directionally boring as jobsite conditions dictate.
- 5) Provide and install card access system including the following features:
 - a. 1-Linear Emerge 50 Access Control
 - b. Battery back up
 - c. Badge package
 - d. Door strikes
 - e. Up to 1,000 prox cards

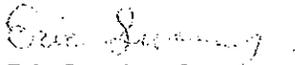
Our total price for this package is \$52,320.00. Our terms are net 30 with progress payments. 50% down payment required.

Our exclusions are as follows:

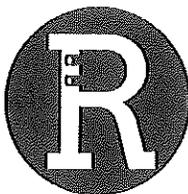
- 1) Full restoration is excluded. Our proposal reflects seed and straw restoration only.
- 2) Repair of any utilities not covered by the miss dig system.
- 3) Utility fees if any.
- 4) Asphalt or concrete replacement is by others.

We look forward to working with you on this upcoming project.

Sincerely,



Eric Swerbensky
President
J&E Electric Inc.



February 3, 2012

RAUHORN
ELECTRIC INC
An Equal Opportunity Employer

ATTN: Mr. Joe DiSanto
Township of Brownstown
21313 Telegraph
Brownstown, MI 48183

RE: Dog Park / Tennis Court

Dear Mr. DiSanto,

As per your request, we are pleased to offer you the following proposal to provide the dog park entry conduit and cable. Quotation is based upon jobsite visits with Anthony Rau from our office. We propose to perform the following scope of work for the base bid sum of Twenty One Thousand One Hundred Fifty Dollars and 00/100 ***** (\$ 21,150.00) as follows:

INCLUDED in our base bid quotation are the following items:

- Provide and install approximately 600' of 2" conduit.
- Provide and install handholes -- 36" round
- Provide and install approximately 2000' of 7 conductor #12 cable.
- Provide all necessary fabrication for door handles and gate locks.
- Provide and install all necessary conduit and junction box at fence.
- Provide basic restoration consisting of topsoil, seed and straw as needed.
- Trench through drive and add flowable fill, up to 150'

EXCLUDED from our base bid quotations are the following items:

- Our base proposal excludes card access system. Please see notes section.
- All permit fees are excluded.
- All utility fees or allowances
- Detroit Edison, Ameritech and SBC Costs
- Engineering, layout and bond costs
- QA/QC of any kind
- Disposal of Contaminated Spoils
- Owner's Protection Insurance Policy
- Sales and/or use tax on Owner provided materials
- Damage to any utility not part of the MISS DIG system (ie...sprinklers, etc...)
- Concrete/asphalt removal and or replacement
- Trenching through asphalt
- Completion guarantees of any kind
- DBE of any kind

CONTINUED...

Dog Park / Tennis Court

Page 2 of 2

Notes:

- Should you wish Rauhorn to provide a card access entry system for the dog park, please add \$25,230.00 to our proposal. This system includes the following features:
 - 1-Linear Emerge 50 Access Control Platform V3.3
 - 2-HID Thin-Line II Black Box Prox Readers (Rated for Outdoor Use).
 - 1-7AH Battery Back Up Unit
 - 4-EN400-Outdoor Electric Door Strikes
 - 2-Electric Lock Surge Suppressors
 - 1-Altronix 12/24 Volt 2.5amp Power Supplies (Door Locking Devices)
 - 1-FX-DTC ID Badge Package
 - 1000 ACL Prox Cards

Thank you for the opportunity to submit this quotation, should you have any questions or require any further information, please do not hesitate to contact the undersigned.

Sincerely,



Bruce Toward
Estimator

Brownstown Township
 Access Control Quote - Phase 1 - Police
 Department and Dog Park

Reuse Existing Strikes and cabling, where
 able to, existing readers, and replace cables
 and computers with web based system by
 S2 Systems - start with a 32 door license, 20
 doors are used at the PD existing system

	Quantity
S2-EXT-RM S2 Netbox Extreme rack mount CPU with 32 door license and web interface	1
Replace 3 existing panels -	
S2 10 door panel - S2-NN-E10R-WM	1
S2 8 door panel - S2-NN-E8R-WM	1
S2 4 door panel - S2-NN-E4R-WM	1
S2-NN-E2R-WM 2 door panel for Dog Park	1
HID Reader for Dog Park	1
Labor to install panel at Shelter, and wire reader and strike at Dog Park	8
** Assumes the electrician is supplying the mag lock and power supply for same at the dog park	
Three year Software Upgrade and Support Package for 32 door system	1
Three Year Hardware Warranty on Main Controller to bring warranty to 5 years on main computer controller unit	1
Data Drops for S2 System Panels to Main Network Controller - needs to be conduit run to panels	3
Remove Existing Panels and mount new panels - label inputs etc	24
Wire new panels using existing wiring from old system	24
Program Panels, Create Access Levels, enter users, assign card numbers, etc	40

Training of Police Dept and Township Clerical Staff on system	8	
Create System Map for Police Dept and Dog Park System	8	
Troubleshooting allowance to troubleshoot push buttons in Dispatch etc	7	
As Built Drawings	1	
Total Base Quote		\$22,952.84

*** - Before the fiber is in, to be able to have the new panel at the Police Dept and the remote panel at the Animal Shelter, it will require you to coordinate with the School District a Point to Point VPN Connection between the two locations over the internet -

Options - Replace existing power supplies for Access Control with new power supplies that allow fire alarm interconnect per new codes - labor and materials - includes battery back up for power outages	AL400ULACMCB	4	\$1,916.00
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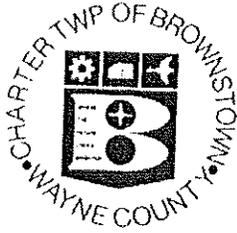
Twenty new Iclass Readers (smart card compatible) for Police Dept with installation		20	\$5,240.00
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Iclass Credentials - cards or fobs estimated, will come down with quantity purchases (based on min order of 100) \$5.00 each

Optional Badge and Print Station for PD and Township Hall - will allow you to print your own badges and employee cards that can be used for building access - will maintain photo record in system of all users - price including setup \$2,499.00

Does NOT include cost of badge printer or camera - there are multiple options for those

CHARTER TOWNSHIP OF BROWNSTOWN



Community Services Department
21313 Telegraph Road
Brownstown, MI 48183-1399
734-676-7104 / FAX 734-675-7459

March 14, 2012

Agenda Item

Mrs. Teri Rybski, Chairperson
Downtown Development Authority
21313 Telegraph Road
Brownstown Township, Michigan 48183

Re: DDA Township Campus – Phase Two
Bid Award

Honorable Chair and Members,

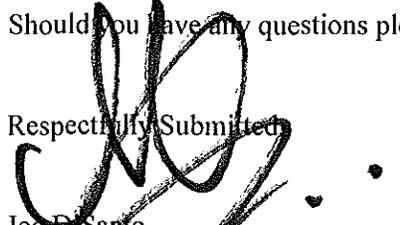
As you are aware, we have solicited bids for the construction of the campus plan which is known as Phase Two, which includes the proposed Event Barn, Gardens, Wall of Honor and other amenities. On Monday March 12, 2012 the following bids were opened and read aloud (see attached):

	<u>Bid Amount</u>
Sole Building Company Westland, Michigan	\$2,264,880.00
J.S. Vig Construction Taylor, Michigan	\$2,732,537.00
O'Neal Construction Ann Arbor, Michigan	\$2,979,500.00

At this time, the undersigned recommends that Sole Building Co. of Westland, Michigan be awarded the bid for Phase Two as being the best bid received. This award should be an extension of the current Phase One contract. In addition Attorney Young is also authorized to draft and approval all related contract extensions for said project. Said payment will be made from account number 248.729.975.91 (Phase Two, Bond proceeds).

Should you have any questions please contact the undersigned.

Respectfully Submitted,


Joe D. Santo
Economic Development Manager

Proposal

Charter Township of Brownstown
21313 Telegraph Road
Brownstown, MI 48183

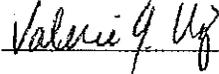
Re: DDA Township Campus
Site Improvements Phase 2 East

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Charter Township of Brownstown in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated 03 Feb 12 and Project Manual dated 03 Feb 12) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
<u>1</u>	<u>3/9/12</u>	<u></u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Construction of DDA Township Campus Site Improvements Phase 2 East, Complete	1	L.S.	@ <u>2,697,937.00</u>	\$ <u>2,697,937.00</u>
2.	Subgrade Undercut and 21AA Aggregate Backfill	300	Cyd	@ <u>\$ 32.00</u>	\$ <u>9,600.00</u>
3	Allowance for Unforeseen Site Conditions	1	L.S.	\$25,000.00	\$25,000.00
TOTAL CONTRACT PRICE (Items 1 thru 3)					\$ <u>2,732,537.00</u>

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be completed in accordance with the milestones and limits as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

PROPOSAL (Continued)

The following documents are attached to and made a condition of this Proposal:

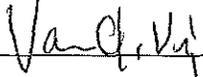
a) Required Bid security in the form checked below:

- Certified Check
- Cashier's Check
- Money Order
- Bid Bond

b) Legal Status of Bidder.

Bidder's Name JS Vig Construction

By



Valerie J. Vig
President

Address 16650 Racho Rd.
Taylor, MI 48180

Phone No. 734-283-3002

Fax No. 734-282-5320

email valvig@jsvig.com

Proposal

Charter Township of Brownstown
21313 Telegraph Road
Brownstown, MI 48183

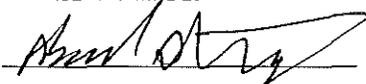
Re: DDA Township Campus
Site Improvements Phase 2 East

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Charter Township of Brownstown in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated 03 Feb 12 and Project Manual dated 03 Feb 12) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
<u>1</u>	<u>3-9-12</u>	
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
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b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Construction of DDA Township Campus Site Improvements Phase 2 East, Complete	1	L.S.	@ <u>2,232,380.⁰⁰</u>	<u>\$2,232,380.⁰⁰</u>
2.	Subgrade Undercut and 21AA Aggregate Backfill	300	Cyd	@ <u>25.⁰⁰</u>	<u>\$ 7500.⁰⁰</u>
3	Allowance for Unforeseen Site Conditions	1	L.S.	\$25,000.00	\$25,000.00
TOTAL CONTRACT PRICE (Items 1 thru 3)					<u>\$2,264,880.⁰⁰</u>

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be completed in accordance with the milestones and limits as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

PROPOSAL (Continued)

The following documents are attached to and made a condition of this Proposal:

a) Required Bid security in the form checked below:

- Certified Check
- Cashier's Check
- Money Order
- Bid Bond

b) Legal Status of Bidder.

Bidder's Name SOLE BUILDING CO.
By 

Address 5940 COMMENCE
WESTLAND,
MI 48185

Phone No. 734-326-5455

Fax. No. 734-326-5810

email SOLECONS@YAHOO.COM

Proposal

Charter Township of Brownstown
21313 Telegraph Road
Brownstown, MI 48183

Re: DDA Township Campus
Site Improvements Phase 2 East

Gentlemen:

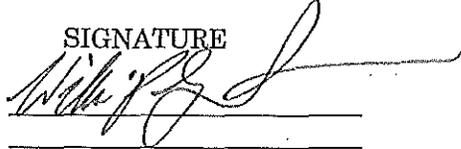
The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Charter Township of Brownstown in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Plans dated 03 Feb 12, and Project Manual dated 03 Feb 12) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.
<u>Add #1</u>

DATE OF RELEASE
<u>March 9, 2012</u>

SIGNATURE


b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

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2.	Subgrade Undercut and 21AA Aggregate Backfill	300	Cyd	@ <u>35.00</u>	\$ <u>10,500.00</u>
3	Allowance for Unforeseen Site Conditions	1	L.S.	\$25,000.00	\$25,000.00
TOTAL CONTRACT PRICE (Items 1 thru 3)					\$ <u>2,979,500.00</u>

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions and from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will be completed in accordance with the milestones and limits as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

All engineering and inspection costs incurred after the above final completion date shall be paid by the CONTRACTOR to the OWNER as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

PROPOSAL (Continued)

The following documents are attached to and made a condition of this Proposal:

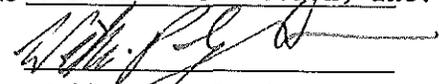
a) Required Bid security in the form checked below:

- Certified Check
 Cashier's Check
 Money Order
 Bid Bond

b) Legal Status of Bidder.

Bidder's Name O'Neal Construction, Inc.

By



William P. Gordon, President

Address 525 W. William

Ann Arbor, MI 48103

Phone No. 734-769-0770

Fax. No. 734-769-1736

email mmcsweeney@onealconstruction.com

March 14, 2012

Mr. Joe Disanto-Economic Development Manager
21313 Telegraph Road
Charter Township of Brownstown
Michigan 48183

Dear Mr. Disanto:

As a member in Detroit Edison's Community Lighting group, I would like to thank you for the opportunity to provide a street lighting proposal. It will remain in effect for 6 months from today's date.

This proposal is for Telegraph Road starting at West Road and continuing until the DTE Tower lead which is located just north of the Tangle Wood Village complex. It is a distance of 1.3 miles which includes both sides totaling 2.6 miles of roadway lighting.

The total amount of product supplied is 45 which include 4 spares for future use. It consists of the following components: Mongoose 250 watt High Pressure Sodium luminaire, operating voltage is 120, high tilt, 27 to 45 degrees, glass refractor, horizontal mounting arm, NEMA decal and black in color.

The pole is: 20 feet tall, round tapered aluminum, direct embedded breakaway with a 4 foot mast arm rated for 90 mph and painted black.

Once your community reviews this proposal and decides to move forward, we ask that you sign and return this letter as indication of your desire to proceed with the project. We will then return a detailed design, and a special order material contract agreement for your signature. Please allow approximately 4 weeks for the detailed design. Once the Special Order Agreement is signed and returned with the CIAC [out of pocket-Brownstown] payment, we move to forward.

Telegraph Phase 2 on Telegraph Road starting at West Road and ending at DTE Tower Lead

Total Job Cost	\$424, 237.92
Contribution in Aid of Construction [CIAC] Out of pocket	\$365,660.61
3 times the annual revenue	\$58,577.32
Total Annual Rate [current rate in effect]	\$19,577.32

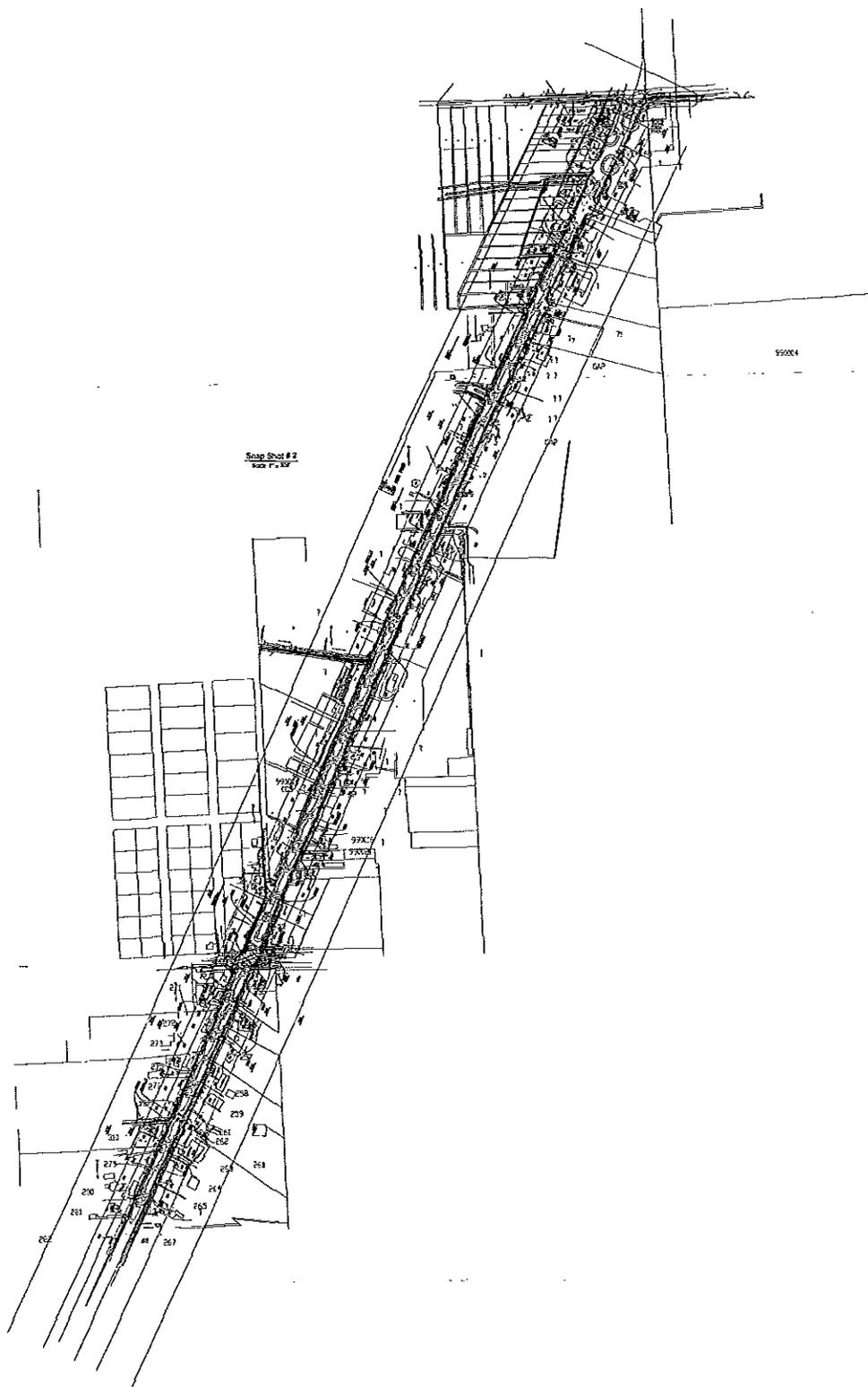
Any questions? My office number is: 734-397-4017 Cell is 313-402-0773
E-mail: millert@dteenergy.com

Account Representative
Community Lighting

Tim Miller

I agree to proceed to a Special Order Material Agreement based on the proposal, product drawing and photo metric drawing provided.

Signed _____
Print name _____
Title _____
Date _____



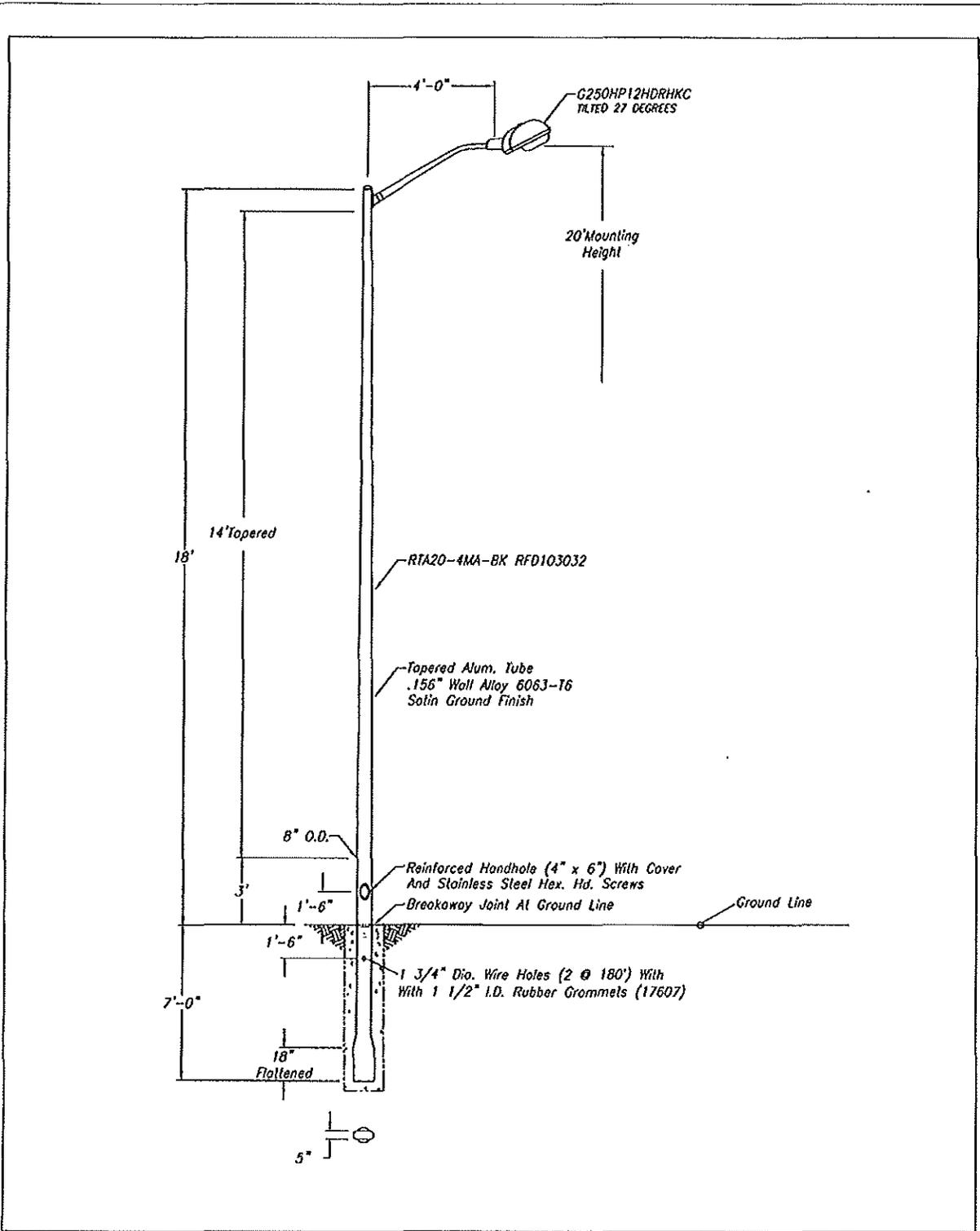
Brownstown Township
 Telegraph Road - Phase 2
 250w HPS Mongoose Pole Assemblies

NOTES
 1. Mongoose Luminaire are listed in 22 degrees.

STATISTICS						
Description	Symbol	AVG	MIN	MAX	Max/Min	Adj. Max
Telegraph Post	+	1.8 ft	1.8 ft	4.1 ft	20.1	18.1

LUMINAIRE SCHEDULE									
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Mounting	ULF	Watts
●	A	6	ER-150-P2014	Existing Electrical Pole Assembly	250W CLEAR HPS	ER-150-P2014	2500	0.88	83
■	B	41	6255-Pole-HPS-MONGOOSE	250W CLEAR HPS	250W CLEAR HPS	6255-Pole-HPS-MONGOOSE	2500	0.88	270

Designer
 T. Malar
 Date
 March 11th, 2012
 Scale
 Drawing No.



Telegraph Road -Mongoose Assembly

Brownstown Township, Michigan

ORDER #:	TYPE:	DRAWING #:
REVISION:	REVISION DATE:	TSG
DRAWN: BGW	ORIGIN DATE: 2/13/12	PAGE: 1

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A LIMIT OF 5% MAX. DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERS AN AND/OR SOFT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH AND/OR SOFT ORDER TO MATCH THE POLE PROVIDED. THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS COGNITION THAT IT WILL NOT BE REUSED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.

Bikepath Funding Sources

The following is a list of potential funding sources for the Phase II Bikepath.

Charles Stewart Mott Foundation – Environment, Special Initiatives

Under this grant making objective The CS Mott Foundation target growth management and urban revitalization issues in Michigan. They seek a human-built environment in Michigan's urban areas and surrounding older communities that is designed to promote environmental health, economic prosperity, and social equity. They provide grants:

- National and/or statewide organizations to engage in state-level transportation policy reform efforts and to coordinate with, and provide technical assistance to, regional and local organizations
- Regional and local organizations to help develop and implement model transportation projects at the metropolitan and/or local levels and to connect their leaders with one another

Application Process

- Letters of Inquiry – initial grant requests should be made through letters of inquiry. The letter should describe the purpose and objectives, general methodology and total cost of the project. The letter enables the Foundation program staff to determine the relevance of the proposed project to the Foundation's programs and to provide advice on whether to submit a full proposal. **In our conversation with Samuel Passmore, Program Director, he was "intrigued" with the project and requested us to prepare a letter of inquiry**
- Full, Formal Proposals – if the letter receives a favorable response, the proposal should include: cover letter; project description; expense and revenue budget; plan for financial and programmatic sustainability of the project; a plan for evaluating project results, and; information about the Township and its partners.

When to apply

Proposals should be submitted at least four months before the start of the proposed grant period. Staff must finalize all grant recommendations for any calendar year by August 31 of that year. Applications are accepted year-round, but those received between September 1 and December 31 will be considered for the following calendar year.

Community Foundation for Southeast Michigan – Greenways Initiative

The Initiative was developed to create opportunities for collaboration and shared environmental awareness and appreciation by the residents of the seven county southeast Michigan region served by the Foundation. The Initiative began as a five year grant program – 2001 to 2006 – as a comprehensive effort to expand and enhance the region's natural landscape. Even though the grant program of the Initiative ended, the initiative continues today linking communities together and promoting the health of communities.

- High-level of overmatch (40% and higher) is preferred. A minimum match of 20% is required. 35-40% has been the average match on past projects.
- Public Input:
 - Project received high levels of public input from multiple partners
- Coordinated Efforts:
 - Project supports the County's Complete Street Policy
 - Connected to existing regional or statewide non-motorized systems
 - Paired with other infrastructure work
 - Part of an economic development or community improvement initiatives
- Maintenance:
 - A maintenance program throughout its useful (design) life
- Previous Enhancement Funding:
 - Previous MDOT Enhancement investment

Items ineligible for Transportation Enhancement Funding

- Design/construction engineering
- Project/construction administration
- Environmental clearance and mitigation
- Construction extras and cost overruns

Safe Routes to School

A worldwide movement – and now a federal program – to make it safe, convenient and fun for children to bike and walk to school. A K-8 school must complete the Michigan Safe Routes to School Action Plan before applying for infrastructure and noninfrastructure funding. Wayne County's Department of Public Services would need to apply for infrastructure funding, since they receive Act 51 monies from the state. There is no application deadline, funding is awarded quarterly.

An infrastructure project includes:

- Sidewalks
- Traffic calming
- Pedestrian/bicycle crossings
- On-street and off-street bicycle facilities
- Off-street pedestrian facilities

Funding awards are approximately \$200,000 per school for infrastructure and noninfrastructure projects/activities combined. Noninfrastructure activities are typically \$8,000 or less.

Bikes Belong

The Bikes Belong grant program strives to put more people on bicycles more often by funding important and influential projects that leverage federal funding and build momentum for bicycling in communities. \$10,000 maximum grant, no match required, but look at leverage and funding partnerships. Next funding cycle – fall of 2012.

DALMAC Fund, Tri-County Bicycle Association

The fund was established to promote bicycling in Michigan. The revenue source comes from the DALMAC (Dick Allen Lansing to Mackinaw) bicycle tour. Since 1973, DALMAC has been sponsored by the Tri-County Bicycle Association. The 2012 application is closed. The fund expects to award a minimum of \$70,000 in 2012. Next funding cycle will be in 2013.

Fund Goals

- Improve the bicycling environment in Michigan
- Expand bicycling in Michigan
- Promote good will towards bicycling in the community
- Increase bicycling safety

Grant funded projects include:

- Construction and design of bicycle facilities
- Bicycle education programs
- Bicycle promotion activities
- Purchase of bicycles and related equipment
- Develop bicycle routes and maps (not facilities)

Charter Township of Brownstown
DOWNTOWN DEVELOPMENT AUTHORITY
&
Brownfield Redevelopment Authority
By Laws
and Rules of Procedure

As adopted by the Charter Township of Brownstown Downtown Development Authority and Brownfield Redevelopment Authority

1. AUTHORITY.

These By-Laws and Rules of Procedure are adopted by the Charter Township of Brownstown Downtown Development Authority ("DDA") and Brownfield Redevelopment Authority("BRA"). Meetings of the DDA Board of Directors and the BRA Board shall be in accordance with the provisions of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended.

2. POWERS

The DDA shall possess all powers identified by Public Act 197 of 1975, as amended, the Downtown Development Authority Act, being more particularly described but not limited to the following:

- 2.1 Prepare an analysis of economic changes taking place within the DDA District.
- 2.2 Plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the Board of Directors, aids in the economic growth of the DDA District.
- 2.3 Plan, propose, and implement an improvement to a public facility within the DDA District to comply with the state construction code.
- 2.4 Develop long-range plans designed to halt the deterioration of property values within the DDA District and to promote the economic growth of the DDA District, and take such steps as necessary to persuade property owners to implement the plans adopted by the DDA to the fullest extent possible.
- 2.5 Implement any plan of development in the DDA District necessary to achieve the purposes of the DDA Act and to promote economic development and growth within the DDA District.
- 2.6 Enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties as identified with the DDA Act and as adopted by the DDA Board, including contracts to enhance police, fire and other emergency services within the downtown district.

- 2.7 Acquire by purchase or otherwise, property which the DDA determines is reasonably necessary to achieve the purposes of the DDA Act, and to grant or acquire licenses, easements, and options with respect to that property.
- 2.8 Improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multi-family dwellings, and any necessary or desirable appurtenances to that property within the DDA District for the use, in whole or in part, of any public or private person or corporation or a combination thereof.
- 2.9 Fix, alter, charge, and collect fees, rents, and charges for the use of any building or property under the control of the DDA Board , , and to pledge the fees, rents, and charges for the payment of revenue bonds issued by the DDA or other expenses.
- 2.10 Lease any building or property under DDA Board control.
- 2.11 Accept grants and donations of property, labor, or other items of value from a public or private source.
- 2.12 Acquire and construct public facilities.
- 2.13 Create, operate, and fund marketing initiatives that benefit the marketing of the DDA District.
- 2.14 Contract for broadband service and wireless technology service in the DDA District.
- 2.15 Create, operate, and fund a loan and grant program to fund improvements for existing dilapidated buildings located in the DDA District or the purpose of restoring the buildings for occupancy. The DDA may make such loans at market or below market interest rates as determined by the DDA.
- 2.16 Create, operate, and fund retail business incubators in the DDA District.

3. MEMBERSHIP

- 3.1 Members: The DDA Board of Directors shall be comprised of the Supervisor and no less than eight (8) or no more than (12) twelve members appointed by the Supervisor, subject to confirmation by the Township board of Trustees. At least five (5) of the members shall be persons having an interest in property located within the DDA District. At least one (1) of the members shall be a resident of the DDA District should the DDA District have one hundred (100) or more persons residing within the District. Each member shall serve a term of four (4) years and the Supervisor's term shall coincide with his or her term as Supervisor. An appointment to fill a vacancy shall be made by the Supervisor with confirmation of such appointment by the Township Board of Trustees, for the remainder of the unexpired term. Members of the Board shall serve without compensation but shall be reimbursed for actual and necessary expenses.
- 3.2 Attendance. If any member of the Board of Directors has six (6) unexcused absences from either the regularly scheduled meetings or work sessions collectively, during any twelve (12) month period, then that member shall be considered a delinquent member. Delinquency, nonperformance of duty, or misconduct, shall be grounds for the Township Board upon recommendation of the

Board of Directors of the DDA to remove a member from the DDA Board of Directors. The Board Secretary shall keep attendance records and shall notify the Township Board of Trustees whenever a member of the Board of Directors has six (6) unexcused absences from either the regularly scheduled meetings or work sessions collectively, during any twelve (12) month period. The Board of Directors reserves the right to excuse absences for a just cause.

- 3.3 Incompatibility of Office and Conflicts of Interest. Each member of the Board of Directors shall avoid conflicts of interest and/or incompatibility of office. If there is a question whether a conflict of interest exists, the question shall be put before the Board of Directors. Whether a conflict of interest exists and the member is excused from voting on that issue shall be determined by a majority vote of the remaining members of the Board of Directors or as determined by Township Ordinance number 301 adopted July 5th, 2005.

When a conflict of interest exists, the member of the Board of Directors shall do all of the following immediately, upon first knowledge of the case and determining that a conflict exists:

- a. Declare a conflict exists at the next meeting of the Board of Directors;
- b. Cease to participate at the Board of Directors' meetings during deliberation of the agenda item and refrain from voting on the agenda item upon being excused by the a majority vote of the Board of directors;
- c. If excused from voting, leave the meeting until that agenda item is concluded.

- 3.4 Selection. As needed, the Board of Directors shall select from its membership a Chairperson, Vice-Chairperson, Treasurer, and Secretary. The Township Supervisor shall not be eligible to serve as Chairperson or Vice-Chairperson.

- 3.5 Tenure. Elections shall be held by the Board of Directors at the first meeting in January of each year and the officers elected shall take office immediately. In the event that an officer does not finish the term, a special election may be held by the Board of Directors to fill the vacancy for the balance of the term. Any board member nominated for a certain position shall be considered and the position shall be determined by a majority vote of the entire Board of Directors present at the meeting.

- 3.6 Duties.

A. The Chairperson shall:

1. Be the chief executive of the Board of Directors and shall preside at all meetings;
2. Appoint all members to advisory committees established with the approval of the entire Board of Directors;
3. Sign all contracts or legal documents authorized by the Board of Directors;
4. Call special meetings pursuant to these By-Laws and Rules of Procedure;
5. Perform such other duties as may be directed by the Board of Directors.

B. The Vice-Chairperson shall:

1. In the event of the absence of the Chairperson or his or her inability to discharge the duties of the office of Chairperson, such duties shall, for the time being, be performed by the Vice-Chairperson; In the event that the office of the Chairperson becomes vacant, the Vice-Chairperson shall serve as Chairperson until a new Chairperson is elected;
2. Perform such other duties as may be ordered by the Board of Directors.

C. The Secretary shall:

1. Be responsible for overseeing the activities of the Recording Secretary;
2. Perform such other duties as may be ordered by the Board of Directors.
3. Sign all contracts or legal documents authorized by the Board of Directors.

D. The Treasurer shall:

1. Assist the DDA Director in managing the accounts and funds of the DDA;
2. Provide such reports on the DDA's finances as requested.

4. MEETINGS

- 4.1 Meeting Notices. Notice of all meetings shall be posted at Township Hall according to the Open Meetings Act. The notice shall include the date and time of the meeting.
- 4.2 Regular Meetings. Regular meetings of the Board of Directors shall be held at Township Hall on the third Thursday of each month at 12:00 p.m. unless scheduled otherwise. Work sessions will be held on the first Wednesday of the month at 4:00 p.m. unless scheduled otherwise. The dates and times shall be posted at the Township Hall in accordance with the Open Meetings Act. Any changes in the date or time of the regular meetings or work session shall be posted and noticed in the same manner as originally established.
- 4.3 Special Meetings. A special meeting may be called by the Chairperson or shall be called by the Chairperson upon written request for such special meeting along with a proposed agenda by two members of the DDA Board of Directors, said written request and agenda being submitted to the Secretary. The business which the Board of Directors may conduct shall be conducted at a public meeting held in compliance with the Open Meetings Act and limited to the agenda submitted. There shall be no agenda modifications at the special meeting unless all Board of Directors members are present. Public notice of the time, date, and place of the special meeting shall be given in a manner as required by the Open Meetings Act, and the Recording Secretary shall send written notice of a special meeting to each Director not less than forty-eight (48) hours in advance of the meeting.
- 4.4 Quorum. Five (5) members of the Board of Directors shall constitute a quorum. In order for the Board of Directors to conduct business or take any official action, a quorum shall be present. When a quorum is not present, no official action, except for closing the meeting may take place. The Board may discuss matters of interest, but can take no action until the next regular or special meeting.

- 4.5 Public Participation. All regular and special meetings shall be open to the public and the public shall be provided a period to address the DDA Board as determined by the DDA Board from time to time. The Board may impose a time limit on each member of the public providing comments.
- 4.6 Motions. Motions may be restated by the Chairperson before a vote is taken. The name of the maker and supporter of the motions shall be recorded.
- 4.7 Voting. An affirmative vote of the majority of the members of the Board of Directors present at a meeting shall be required for the approval of any requested action item unless applicable law shall require otherwise. Voting shall ordinarily be by voice vote provided however, that a roll call vote shall be utilized if requested by any Board member or directed by the Chairperson.

All members of the Board including the Chairperson shall vote on all matters. Any member may be excused from voting but only if that person has a bonafide conflict of interest as set forth in Section 3.3 herein.

- 4.8 Order of Business. A written agenda for all regular meetings shall be prepared.
- 4.9 Rules of Order. All meetings of the Board of Directors and any committees shall be conducted in accordance with generally accepted parliamentary procedure, as governed by "Robert's Rules of Order".

5. MINUTES

Meeting minutes shall contain a synopsis of the meeting, including a complete restatement of all motions and recording of votes; complete statement of the conditions or recommendations made on any action; and a recording of attendance. The official records shall be deposited with and kept by the Township Clerk.

6. AMENDMENTS

The Board of Directors may amend these rules by a majority vote at any Board of Directors' meeting provided that all members have received an advance copy of the proposed amendments prior to the meeting at which such amendments are to be considered.

7. ADOPTION

These Downtown Development Authority Board of Directors By-Laws and Rules of Procedure were adopted at a regular meeting of the Board of Directors held on;

Dated: _____

Visioning Session...

Responses received at the Brownstown Downtown Development Authority
Tuesday, February 16, 2012, 12:00pm Meeting

Visioning Questions

- 1. What new economically significant activities/events mark a new vitality for Brownstown DDA in five years? (promotions, special events, cultural/social activities, business development programs, marketing projects, neighborhood spirit)**
 - a. *Business retention and recruitment program-review and enhance*
 - b. *Façade improvement program-review and enhance*
 - c. *Establish business to business events with local or state recognized speaker(s)*
 - d. *Program winter activities or events*
 - e. *Coordinate a career day – college and post college*
 - f. *Establish a neighborhood pride program*
 - g. *Create a Brownstown T-shirt....to show community pride*
 - h. *Foster a brand/marketing program*
 - i. *Showcase projects, i.e., bikepath, recreation campus, etc. thru tours, events, maps/publications*

- 2. What strengths define Brownstown DDA currently and five years in the future? (physical, economic, social, and institutional assets)**
 - a. *Progressive/aggressive DDA*
 - b. *Create opportunities*
 - c. *We have the financial, development area, commitment to grow bigger and better*
 - d. *Metro park and shopping district in the southern and central areas of the Township, respectively*
 - e. *Unique Features*
 - f. *Diversification of culture*
 - g. *Multi-generational*
 - h. *Established infrastructure*
 - i. *Quality storm and water systems*
 - j. *Financially sound*
 - k. *Henry Ford Health Center and Ashley Capital*
 - l. *Great DDA Board*

Ten Descriptive Words

List ten separate words to describe the future Brownstown DDA. This is meant to see which words confirm what was mentioned in the previous two questions.

Opportunity

Green (2)

People-Orientated (2)

Advancement

Community (3)
Excitement
Vision
Business
Better
Tomorrow
Diversification (2)
Targeted Growth
Strength in Residential Values
3 Unique Areas
Number of Citizens with Bachelors Degree
Events-Business to Business
Internet Site, Social Media
Marketing
Financial Strength, Standard & Poor's
Long-Term Growth
Strategic
Admired
Safe
Fun
Vibrant
Connected
Unique (2)
Evolving
Innovative (2)
Attentive
Engaged
Progressive
Focused
Green Technology
Fresh
Creative
Cultural
Expanding
Heartfelt
Family
Faith
Home
Peaceful
Future
Original
Technological
Educational
Marketable
Possibilities
Successful
Direction

Existing Mission Statement... *To actively pursue, support, facilitate, and welcome initiatives that aid and encourage private development, as well as promote and coordinate public development within the Downtown Development District of Brownstown Township. We exist to help Downtown Development Authority District business owners, residents and visitors have the best experience possible in Brownstown Township.*

The draft tag line and vision/mission statements are based on key words that the DDA believed were important to describing the future Brownstown DDA. Words in **Bold** are key descriptive words.

NEW TAG LINE

BROWNSTOWN DDA...*Moving Towards a **Better Tomorrow!***
or
BROWNSTOWN DDA...*Visit us Today, Because we Believe in **Tomorrow***

NEW VISION STATEMENT

The **vision** of Brownstown DDA will be a **progressive and targeted** area with a **vibrant, connected**, and pleasing environments and a **diverse** and vital economy that services its residents and visitors.

NEW MISSION STATEMENT

The Brownstown DDA development areas will be maintained, enhanced, and **expanded** for current and new uses through its retention/recruitment program. Existing storefronts/facades will also be rehabilitated with designs that reflect the **diversity and creative** quality of the businesses through its façade improvement program. There will be additional open **people-orientated** spaces or public plazas, with pedestrian pathway facilities into the surrounding neighborhoods; and an enhanced streetscape, with new landscaping, lighting, street furniture, and public amenities that will attract pedestrians and neighborhood activities to the district. The public realm will also be routinely maintained and **families** will feel **safe** and secure. There will be **opportunities** for **unique and exciting** developments in Brownstown DDA occurring at **strategic, targeted-growth** sites/districts that will be designed similar to the architectural style/materials and **green technology** features of the Township Recreation Campus' facilities and site amenities.

Brownstown DDA will support an **evolving** mixture of uses from small independent specialty stores, restaurants, expanded entertainment venues, to enterprises that reflect the **cultural diversity** of the **community and opportunities** for mixed-use

developments. There will be a **focused** comprehensive program of economically significant promotions, social activities, and **educational business-to-business events** that enhance the quality of life for all people, whether children or adults. Undertaking promotion, social activity, and **business-to-business events** efforts will be achieved by a strong partnership between the **businesses**, property owners, the Brownstown DDA, and other community organizations and entities with the use of effective **marketing, the DDA internet site, and social media.**

Brownstown DDA has a vast number of **admired** strengths and assets. These strengths will translate into **innovative** values that the Brownstown **community** hold as important for guiding principles in future **successful and marketable** developments. The **community** values the **uniqueness and diversity** in Brownstown DDA's sustainable development, natural (**green** and blue) landscape, and the **financial strength** of the DDA; and the tremendous **attentive and engaged community** on part of all stakeholders and neighborhood residents to **better** shape Brownstown's future... that we call **home.**

Brownstown DDA will also support its neighborhoods with volunteers participating from all neighborhoods. The Brownstown DDA will continue to develop strong partnerships with adjacent communities, Southern Wayne County Regional Chamber, and other community-based organizations to accomplish the **advancement** of the Brownstown DDA.

THE LAW OFFICES OF
ROBERT P. YOUNG, P.C.
400 MONROE, SUITE 480
DETROIT, MI 48226
(313) 963-3357

DOWNTOWN DEVELOPMENT AUTHORITY
C/O JOE DISANTO
21313 TELEGRAPH ROAD
BROWNSTOWN, MI 48193-1399

PAGE 1 OF 2
BILLING DATE: 02/29/2012
ACCT NO: RPY-DDA

PREVIOUS BALANCE: \$7,542.00

DATE	PROFESSIONAL SERVICES RENDERED	TIME	AMOUNT
01/31/12	Review of proposed County agreement, conference calls and meeting with J. DiSanto and conference call with P. Berardo	1.60	
01/31/12	Review of proposed employment contracts and conference calls	1.00	
02/01/12	Work on County settlement agreement, conference calls and research and preparation for meeting	2.30	
02/02/12	Review of Standard and Poors documents, conference calls	1.00	
02/02/12	Conference calls re: County meeting and review of documents	0.70	
02/06/12	Review of documents, review of County proposal, research and conference calls	2.40	
02/06/12	Review of employment contracts	0.40	
02/07/12	Review of documents, conference calls and preparation for County meeting	2.00	
02/08/12	Meeting with client and meeting with County representatives, review of documents and follow-up review	4.00	
02/09/12	Follow-up to County meeting, conference calls and research	2.20	
02/10/12	Work on DDA agenda issues and conference calls	0.70	
02/10/12	Review of closing documents on Sibley Road	0.50	
02/10/12	Conference calls on status of County issues and plans	0.70	
02/10/12	Review of employment contracts	0.30	
02/13/12	Review of Campus project bonds, studied complaint by County and reviewed statue	1.30	
02/13/12	Work on board agenda issues	0.60	

PAGE 2 OF 2

ACCT NO: RPY-DDA

DATE	PROFESSIONAL SERVICES RENDERED	TIME	AMOUNT
02/14/12	Review of Campus project documents and Lloyd's park documents	1.00	
02/14/12	Conference calls and review of documents, re: election of officers	0.50	
02/14/12	Review of employment contract and issues re: liability	0.70	
02/15/12	Work on legislation changes, research and conference calls	3.00	
02/16/12	Attended DDA meeting and follow-up meeting	2.20	
02/17/12	Review of By-laws and conference calls	1.00	
02/17/12	Review of Border Patrol certification documents	0.60	
02/17/12	Conference calls on status of County audit	0.30	
02/20/12	Research, review of documents and drafted proposed amendments to DDA Act	2.00	
02/21/12	Work on amendment to DDA Act and conference calls	1.00	
02/22/12	Work on legislation changes and research, conference calls	1.50	
02/22/12	Review of façade documents and notes	0.50	
02/23/12	Review of County documents and audit documents, research and conference calls	2.00	
02/24/12	Review of By-laws and research	1.00	
02/24/12	Conference calls with T. Rybiski and J. DiSanto	0.40	
02/24/12	Review of Commissioner Basham documents	0.70	
02/27/12	Work on County issues	1.00	
02/27/12	Review of Campus Bond issue documents and conference calls on funding, research on County issues	1.00	
02/28/12	Conference calls with J. DiSanto and P. Berardo	0.70	
02/28/12	Review of By-laws and research on changes, conference calls	0.60	
02/28/12	Review of County issues	0.60	
Total of New Services		44.00	\$3,960.00

ACCOUNT SUMMARY

PREVIOUS BALANCE:	\$7,542.00
PAYMENTS RECEIVED:	\$3,555.00
REMAINING BALANCE:	\$3,987.00
NEW SERVICES:	\$3,960.00
CURRENT BALANCE:	\$7,947.00