



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
TUESDAY, MAY 21, 2013**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Tuesday, May 21, 2013 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:00 p.m. by Chairperson Rybski and began with the Pledge of Allegiance.

ROLL CALL:

PRESENT: Bielecki, Khan, Rybski, Skotanis, Varady, and Vidusic.

Also in attendance were Economic Development Manager DiSanto, Downtown Development Authority Assistant Directors Trussell and Gustafsson and DDA Attorney Young.

EXCUSED: DiMilia, Linko

ABSENT: Willis.

MINUTE APPROVAL: Motion of Vidusic, supported by Varady, to approve the Downtown Development Authority meeting minutes of April 18, 2013 as submitted. All present voting aye.

AGENDA APPROVAL: Motion of Vidusic, supported by Skotanis, to approve the Downtown Development Authority agenda for May 21, 2013. All present voting aye.

PUBLIC COMMENT:

ADVERTISEMENT FOR METRO DETROIT ASOURCE – A RELOCATION PUBLICATION:

Larry Ribit, representing Metro Detroit ASource, gave a presentation of the publication and the benefits and options available for advertising.

Motion of Bielecki, supported by Vidusic, to purchase a one page advertisement in the Metro Detroit ASource at a total cost not to exceed \$1,250.00. All present voting aye.

CLOSED SESSION - PURCHASE AND SALE OF PROPERTY: Motion of Bielecki, supported by Varady, to adjourn the regular meeting to convene closed session discussion. All voting aye. Regular meeting adjourned at 12:30 p.m.

Motion of Skotanis, supported by Khan, to reconvene the regular meeting at 12:55 p.m. Motion of Skotanis, support by Bielecki, to request Young and DiSanto take direction as discussed in closed session. All present voting aye.

TOWNSHIP PURCHASING AND BID POLICY:

Motion of Bielecki, supported by Vidusic, to adopt the Township's recently amended Purchasing and Bid Policy. All present voting aye.

UTILITY BUILDING AND SPLASH PAD STRUCTURE – FEE PROPOSAL:

Gustafsson explained that the utility building and splash pad structure was not included in the DDA approval for Sole to do the Phase 2 West site improvements.

Motion of Vidusic, supported by Khan, to waive the bid process and amend the previously approved contract to include the utility building and splash pad structure for an amount not to exceed \$230,731.52. All present voting aye.

TELEGRAPH MONUMENT SIGN AND CLOCK TOWER SIGN:

Trussell presented the bid from Townsend Sign for the Telegraph Monument and Clock Tower signs. Motion of Bielecki, supported by Vidusic to table this item in order to obtain additional bids. All present voting aye.

ELECTION OF OFFICERS: Motion of Bielecki, supported by Khan, to retain the existing officers until January, 2014. All present voting aye.

DDA ATTORNEY YOUNG – INVOICE: Motion of Vidusic, supported by Varady, to approve to pay DDA Attorney Young's April 2013 invoice in the amount of \$4,959.00, including expenses of \$100.00 with funds from account number 248.729.810. All present voting aye. Motion carried.

Motion of Vidusic, supported by Khan, to adjourn the Downtown Development Authority meeting at 1:30 p.m. All present voting aye.

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