



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY**  
**WEDNESDAY, September 2, 2015**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Wednesday, September 2, 2015 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:13 p.m. by Vice Chairperson Skotanis and began with the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Bielecki, Ferguson, Goleniak, Skotanis and Smith.

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

**EXCUSED:** DiMilia, Khan, Linko and Vidusic.

**MINUTE APPROVAL:** Motion by Bielecki, supported by Smith, to approve the Downtown Development Authority meeting minutes of August 5, 2015 as submitted. All present voting aye.

**AGENDA APPROVAL:** Motion by Ferguson, supported by Smith, to approve the Downtown Development Authority agenda for September 2, 2015 as submitted. All present voting aye.

**PUBLIC COMMENT:** None

**ENVIRONMENTAL ASSESSMENT PROPOSAL**

Assistant Director Gustafsson presented the service agreement dated August 17, 2015 from Amec Foster Wheeler Environment & Infrastructure, Inc. to prepare a Phase 1 Environmental Site Assessment and an Asbestos Hazard Survey on the 1.5 acre parcel at 22020 Telegraph Road. Motion by Bielecki, supported by Goleniak to approve the Services Agreement for an amount not to exceed seven thousand (\$7,000.00) dollars and waive the bid process since Amec Foster Wheeler is a preferred vendor of the retail anchor and developer. All present voting aye.

**REPORTS**

Events Update

Assistant Director Trussell gave an update on the following events:

\*Farmers Market – PAWS, the Detroit Tiger Mascot, made an appearance at the Market on August 18<sup>th</sup>, 2015. Photos were taken by the fountain at the Event Center. Everyone who came for a photo will have them emailed to them this week.

There are only 2 market days left. On Tuesday, September 8<sup>th</sup> there will be a pot luck dinner for Vendor Appreciation Day. It is a nice way to have some time together before the Market season is over.

\*Business Expo and Taste of Brownstown – The annual Business Expo will be held on Tuesday, September 15<sup>th</sup>, 2015. The Farmers Market, Business Expo and Taste of Brownstown will be combined in one event. The regular Farmers Market will be on the lawn of the Event Center from noon to 6 p.m., the Business Expo will be inside the Event Center from noon to 5 p.m. and the Taste of Brownstown will be on the back stage from noon to 4 p.m.

**REPORTS**  
**(Continued)**

\*Media - Brownstown was a special section in the September 2015 The Trenton Trib. There is an ad promoting the Business Expo and other articles about Brownstown developments and businesses. There will also be a spread featuring Brownstown in an upcoming Downriver Profile Magazine.

July 2015 Financial Reports

Motion by Bielecki, supported by Ferguson, to approve the July 2015 Check Disbursement Report which includes \$60,916.65 from account 248 and \$6,888.00 from account 469, which totals \$67,804.65. All present voting aye.

Economic Development Update

Economic Development Manager DiSanto gave the following updates:

\*Ashley Capital has leased approximately 760,000 square feet to Keystone Automotive, Canada which is a large aftermarket recreational vehicle producer and an Amazon Sortation center for Metro Detroit.

\*Dr. R. Haladjian's new 10,000 sq. ft. medical office building is under construction.

\*Children's Montessori on Allen Road has a tentative opening date after Labor Day.

\*Karnak Child Care on Telegraph will be going to the Planning Commission next month to remove the house and construct an addition to the Child Care Center.

Assistant Director Gustafsson answered several questions and concerns on the Recreation Campus Phase 5A Improvement project and the status of Community Center Plaza Improvements fronting Telegraph Road.

**DDA ATTORNEY YOUNG**

Motion by Ferguson, supported by Smith, to approve to pay DDA Attorney Young's bill for July 31, 2015 in the amount of \$5,580.00. All present voting aye.

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

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