



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, February 18, 2016

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, February 18, 2016. The meeting location changed to the Brownstown Sports Center at 21902 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:10 p.m. by Chairperson Vidusic and began with the Pledge of Allegiance.

The DDA thanks the Brownstown Sports Center for hosting the DDA Meeting. Following lunch, Ron Zimmers will give a tour of their facility to show current renovations and discuss future expansion plans and improvements.

ROLL CALL:

PRESENT: Bielecki, Ferguson, Khan, Linko, Skotanis, Smith and Vidusic.

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

EXCUSED: DiMilia, Goleniak

MINUTE APPROVAL: Motion by Bielecki, supported by Khan, to approve the Downtown Development Authority meeting minutes of January 6, 2016 as submitted. All present voting aye.

AGENDA APPROVAL: Motion by Skotanis, supported by Linko, to amend the February 18, 2016 agenda. Add item: 6 e) Update on Recreation Campus Phase 5A, also add item 6 f) Retail and Kroger Update. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS

2016 Brownstown DDA Budget Adjustment

Assistant Director Gustafsson presented to the DDA Board the 2016 Brownstown DDA Budget Amendment. Motion by Bielecki, supported by Ferguson, to increase the 2016 Budget of \$31,500 and \$168,500 for DDA Assistant Advisors and Facade Grants respectively and decrease \$200,000 for Community Center Update-Campus. The Amendment will be presented to the Township Board for review and approval.

2016 Municipal/Recreation Campus – Grounds Maintenance Services

Motion by Bielecki, supported by Ferguson, to send out the Request for Proposal (RFP) for 2016 Lawn Care /Landscape Maintenance and Turf Fertilization/Weed Control Services at the Municipal/Recreation Campus to qualified bidders.

REPORTS

December 2015 and January 2016 Financial Reports

Motion by Ferguson, supported by Khan, to approve the December 2015 Check Disbursement Report for account 248 in the amount of \$280,877.69 and the January 2016 Check Disbursement Report for account 248 in the amount of \$603,366.27. All present voting aye.

REPORTS (CONTINUED)

Telegraph Road Corridor Project Update

Assistant Director Gustafsson gave a Telegraph Road Corridor Project Update. Mr. Howard Kohn, President of The Chesapeake Group, Inc., conducted two days of interviews with stake holders. He met with approximately 30 individuals/groups to find out their ambition and what they expect to see. The residential survey is on-line. There are currently 144 completed surveys. The expected goal is for 600-700 surveys. A business survey is to follow the residential survey. Mr. Kohn will then do a comparative assessment as part of the market analysis.

Events Update

Assistant Director Trussell gave an update on the following events:

*Wine & Canvas – This event was held on February 11th, 2016. It was sold out and everyone had a great time. There was painting and wine tasting along with raffles. It raised \$880. This event was jointly supported by the DDA and the Woodhaven Brownstown Rotary.

*Antique Appraisal Clinic – This event is also being jointly sponsored with the Woodhaven Brownstown Rotary. It will be held on Saturday, March 5th, 2016 from 9am to 3pm at the Event Center. DuMochelle's will again be doing the appraisals. The cost is \$7 per item with a 3 item limit.

*Student Photography Show – This event will be held on Wednesday, March 16, 2016 from 6pm to 8pm at the Event Center. All the money raised from the student photographs will be donated to a local charity.

*Event Featuring the Entire Township – This event will be on Wednesday, April 6th, 2016 and is being co-sponsored with the Woodhaven Brownstown Rotary. It will be at 12:30 pm at the Event Center. Following the luncheon, will be a Meet Your Department Session. Each Township Department will be setting up a table to answer resident's questions and dispense valuable information.

Redwood Update

*Redhawk Landing – As of the end of this week, five buildings will be completed. Totaling 35 apartments of which 23 are rented and 8 other tenants have given deposits. Which is a total of 31 apartments rented. When finished, there will be 115 units with 2 floor plans.

*Peninsula Ridge – Four apartments will be available to rent by the first week of March. There is one with a deposit. When finished, there will be 138 units with six floor plans. Their Community Manager wanted to thank everyone and they are very happy to be in Brownstown.

Economic Development Update

No Report

Update on Recreation Campus Phase 5A

Assistant Director Gustafsson and Mark Johnson worked together to design and engineer the best solution for the optimum use of the soccer field. The plan should be completed in March, bids going out after that, with construction in the Spring. The original budget of \$268,500 will be increased to \$382,000, which was a result of securing 2016 Community Development Block Grant Funds.

Retail and Kroger Update

The Site Plan Sub-Committee met on January 26, 2016. The primary purpose of the meeting was to bring the Downtown Development Authority, Township Board and the Planning Commission with the Kroger Representatives together to hear about the project and ask questions and/or comments. The EPA is concerned about the Indiana Bats, that are an endangered species, arriving April 1. Developer and Kroger are preparing plans for Planning Commission review and Special Land use approval. To mitigate MDEQ and EPA concerns, the DDA will be cutting down approximately 40 trees to detour Indiana Bats from roosting in the Town Center site.

Motion by Bielecki, supported by Smith, to approve the 1st Amendment to the DDA, Township and Boutrous purchase agreement. All present voting aye.

DDA ATTORNEY YOUNG

Motion by Khan, supported by Ferguson, to approve to pay DDA Attorney Young's bill for December 31, 2015 in the amount of \$4,734.00 and January 31, 2016 in the amount of \$4,815.00. All present voting aye.

Motion by Khan, supported by Skotanis, to adjourn the Downtown Development Authority meeting at 12:50 p.m. All present voting aye.

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