



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, March 17, 2016

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, March 17, 2016 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:00 p.m. by Chairperson Vidusic and began with the Pledge of Allegiance.

ROLL CALL:

PRESENT: Bielecki, Goleniak, Khan, Linko, Smith and Vidusic.

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

EXCUSED: DiMilia, Ferguson and Skotanis

MINUTE APPROVAL: Motion by Bielecki, supported by Goleniak, to approve the Downtown Development Authority meeting minutes of February 18, 2016 as submitted. All present voting aye.

AGENDA APPROVAL: Motion by Linko, supported by Smith, to amend the March 17, 2016 agenda: add item 5(b): 2nd Amendment to Boutrous-Township Purchase Agreement. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS

2016 Municipal/Recreation Campus – Grounds Maintenance Services Contract Approval

Assistant Director Gustafsson discussed the four Bid Proposals received for the 2016 Lawn Care/Landscape Maintenance and Turf Fertilization/Weed Control services at the Municipal Facilities (Township Office, Community Center, Police Station on King Road, and Fire Station on Sibley Road and the Recreation Campus).

Motion by Smith, supported by Goleniak, to award the 2016 Lawn Care/Landscape Maintenance and Turf Fertilization/Weed Control Services contract to Denny's Maintenance and Outdoor Services, Inc., a total Lump Sum Fee in the amount of \$48,086.95 with payment from account number 248.729.871.000-Grounds Maintenance. All present voting aye.

Second Amendment to Boutrous-Township Purchase Agreement

Assistant Director Gustafsson asked the DDA Board to consider approving the amendment which extends the time period for the Seller to acquire mitigation parcel and the Buyer's due diligence approval period.

Motion by Bielecki, supported by Khan to approve the Second Amendment to Purchase Agreement and Escrow Instructions. All present voting aye.

REPORTS

February 2016 Financial Reports

Motion by Khan, supported by Goleniak, to approve the February 2016 Check Disbursement Report for account 248 in the amount of \$21,198.52. All present voting aye.

Events Update

Assistant Director Trussell gave an update on the following events:

*Antique Appraisal Clinic – The DDA and the Rotary co-sponsored this event on Saturday, March 5th at the Event Center. The event was a great success and was sold out. Over \$1,700 was raised for the Rotary's local programs, which was about \$700 more than was raised at the last appraisal event.

*Brownstown Business Celebrations – On March 7th, there was a ribbon-cutting ceremony for Top Notch Salon at 23776 West Road. Also, an award was presented to Henry Ford Health Center – Brownstown , 23050 West Road, for their 10th anniversary.

*Student Photography Show – This event was held on March 16, 2016 at the Event Center. Photography students from Gabriel Richard High School took photos based on this year's theme – America. The total raised was \$1,693. The money will be split between three Brownstown charities: Brownstown Honor Guard, Brownstown Animal Shelter and Victory Veterans Gym.

*State of the Township Luncheon – This event is being sponsored by the Rotary and will be held on Wednesday, April 6th at 12:30 p.m. at the Event Center. Money raised from the luncheon will be used to fund the Rotary's local programs. Following the luncheon, from 2 p.m. to 5 p.m., residents will be able to meet Township Department Managers. Each Township Department will set up a table to answer resident questions and dispense valuable information. Meet Township Departments is free to attend.

*Charity Shred Day – The Woodhaven-Brownstown Rotary will be holding a shred day at the Greater Detroit Auto Auction on Saturday, April 9th from 11 a.m. to 2 p.m. There is a \$5 per box donation; limit 5 boxes per person.

Economic Development Update

No immediate updates were presented.

DDA ATTORNEY YOUNG

Motion by Bielecki, supported by Smith, to approve to pay DDA Attorney Young's bill for February 29, 2016 in the amount of \$4,419.00. All present voting aye.

Motion by Khan, supported by Goleniak, to adjourn the Downtown Development Authority meeting at 12:20 p.m. All present voting aye.

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