



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, April 21, 2016

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, April 21, 2016 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:00 p.m. by Interim Chairperson Bielecki and began with the Pledge of Allegiance.

ROLL CALL:

PRESENT: Bielecki, Ferguson, Goleniak, Linko, 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, Skotanis and Vidusic

MINUTE APPROVAL: Motion by Smith, supported by Linko, to approve the Downtown Development Authority meeting minutes of March 17, 2016 as submitted. All present voting aye.

AGENDA APPROVAL: Motion by Ferguson, supported by Linko, to amend the April 21, 2016 agenda: remove item 5(a): Election of Officers. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS

Cross Access Agreement Approval

Assistant Director Gustafsson discussed the Cross Access Agreement between the Brownstown DDA, the Charter Township of Brownstown and The Boutrous Companies LLC. The agreement requires Boutrous to provide an access point for vehicular and pedestrian egress and ingress to the north and south of the retail development parcel. This Cross Access Agreement is the same conditions as the Purchase Agreement.

Motion by Ferguson, supported by Goleniak, to approve the Cross Access Agreement, already reviewed by our DDA Attorney, as presented. All present voting aye.

Roadway Ingress Egress Easement Agreement Approval

Assistant Director Gustafsson asked the DDA Board to consider approving the Roadway Ingress Egress Easement Agreement between the Brownstown DDA, the Charter Township of Brownstown and The Boutrous Companies LLC. The Agreement allows Boutrous a perpetual easement to construct and maintain an access road between West Road and the retail development parcel on property owned by the Brownstown DDA and the Charter Township of Brownstown.

Motion by Ferguson, supported by Smith, to approve the Roadway Ingress Egress Easement Agreement. All present voting aye.

REPORTS

March 2016 Financial Reports

Motion by Smith, supported by Ferguson, to approve the March 2016 Check Disbursement Report for account 248 in the amount of \$63,164.87. All present voting aye.

Recreation Campus Phase 5A Update

Assistant Director Gustafsson gave an update on the Recreation Campus Phase 5A project. Once construction documents are finalized, the project will be sent out for bid. The construction budget includes some CDBG funds of approximately \$180,000. We will follow all federal and county CDBG requirements for bidding and construction administration. Construction will be completed this year.

Wetland Mitigation Update

Assistant Director Gustafsson gave an update on the process. The wetland permit application has been submitted to the MDEQ and EPA. The Boutrous Companies LLC proposes to impact 4 acres of wetlands for the proposed retail development. The Brownstown DDA is responsible to mitigate the wetland loss by dedicating other land as a wetland preservation area.

Events Update

Assistant Director Trussell gave an update on the following events:

*State of the Township – The State of the Township luncheon was sold out. Supervisor Linko spoke along with the Public Safety Director Sclater and Fire Chief Drouillard. The Rotary, along with the Township, gave Dr. Susan Abed the Business of the Year award for her generous donations to the community. Over \$1,000 was raised for the Woodhaven-Brownstown Rotary.

*Ribbon Cutting – There have been two ribbon cutting ceremonies. Welcome to: Luxy Nail and Spa at the Kroger Plaza at West and Telegraph and New Dimension Realty at the Kroger Plaza on Gibraltar Road.

*Farmers Market – The Farmers Market will be moved back to the Township Hall parking lot. The first day of the Market is Tuesday, June 14th. Applications are being accepted. Vendors can find the application on the DDA facebook page, the DDA website or by contacting Sue directly for an application. The calendar of events will be out soon.

*Breakfast before Business – This event will be held the morning of June 8th at Advantage One Federal Credit Union. The focus of the event is what's happening in Brownstown including the Town Center development. Invitations will be sent as soon as all the details are finalized.

*Henry Ford Health Center Brownstown – The 2nd Annual Family Fair will be Saturday, July 30th at their location on West Road from 11 am to 2 pm.

*Michigan Downtown Association Conference - Assistant Directors Gustafsson and Trussell attended the Conference on April 15th, 2016 in downtown Plymouth. The Michigan Legislature has been discussing DDAs and TIFs for the past couple of years. House Bill 5524 was introduced by representative Martin Hawrylak to repeal Section 10 of Public Act 19 eliminating Downtown Development Authority. Our attorney, Rob Young, encouraged the DDA Board and business owners to make phone calls and send emails that the DDA is very important to our community.

Economic Development Update

Economic Development Director DiSanto gave the following update:

*Supervisor Linko and Economic Development Director DiSanto attended the Wayne County Economic Development Forum held in Dearborn. Forty-three communities were represented. Wayne County is planning on holding quarterly meetings and will be putting sub-committees together.

*Taco Bell is getting ready to start.

*Red Hawk Landing construction is moving along.

*Marsh Creek, now being called Stoney Brook Village, has gone to the Planning Commission. Many other subdivisions are starting additional phases.

DDA ATTORNEY YOUNG

Motion by Ferguson, supported by Goleniak, to approve to pay DDA Attorney Young's bill for March 31, 2016 in the amount of \$4,527.00. All present voting aye.

Motion by Ferguson, supported by Linko, to adjourn the Downtown Development Authority meeting at 12:48 p.m. All present voting aye.

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