



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY  
THURSDAY, June 16, 2016**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, June 16, 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, DiMilia, Ferguson, Goleniak, Khan, Linko, and Smith.

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

**EXCUSED:** Skotanis and Vidusic

**MINUTE APPROVAL:** Motion by DiMilia, supported by Khan, to approve the Downtown Development Authority meeting minutes of April 21, 2016 as submitted. All present voting aye.

**AGENDA APPROVAL:** Motion by Linko, supported by Smith, to amend the June 16, 2016 agenda: Add item 5d.): Third Amendment to Purchase Agreement and Escrow Instructions. Add item 5e.) DDA Closing Costs – Boutrous/Kroger Retail Development Site. All present voting aye.

**PUBLIC COMMENT:** None

**NEW BUSINESS**

Telegraph Road Corridor Market Analysis

Assistant Director Gustafsson introduced Howard Kohn. Mr. Kohn presented the Telegraph Road Corridor Market Analysis. Approximately 450 residents completed the survey. There are two demographics: 1) the younger end of the spectrum – the Millennials and 2) the older end of the spectrum – the Baby Boomers. Mr. Kohn has been busy collecting and analyzing the data to formulate a strategy. There are lots of growth opportunities to create reasons for residents to stay and spend money in Brownstown.

Telegraph Road Wetland Preservation Site Purchase Agreement Approval

Assistant Director Gustafsson asked the DDA Board to consider approving the Purchase Agreement with Infinity-Brownstown LLC to purchase approximately 33 acre Telegraph Road site, which contains about 23 acres of wetlands.

Motion by DiMilia, supported by Smith, to authorize the DDA Chairperson to sign and execute the Purchase Agreement for Fair Market Value, not to exceed \$165,000, identified as parcels:

70-014-99-0004-700, 70-014-99-0005-000 and 70-014-99-0002-001.

Roll Call Vote: Ayes: Bielecki, DiMilia, Ferguson, Goleniak, Khan, Linko, Smith

Nays: None

Business Support Program Subcommittee Recommendations for Car City Complete

Motion by Khan, supported by Goleniak, to approve Car City Complete's request from the DDA as follows:

- 1) New Signage, \$2,000 Grant and \$7,500 Low Interest Loan
- 2) New Asphalt Parking Lot, \$8,000 Grant and \$6,000 Low Interest Loan

All present voting aye.

Third Amendment to Purchase Agreement and Escrow Instructions

Motion by DiMilia, supported by Smith, to approve the Third Amendment to the Purchase Agreement and Escrow Instructions. All present voting aye.

DDA Closing Costs

Motion by DiMilia, supported by Smith, to approve setting aside DDA money, not to exceed \$5,000.00, for any associated closing costs for the Boutrous/Kroger Retail Development Site. All voting aye.

**REPORTS**

April 2016 Financial Reports

Motion by DiMilia, supported by Ferguson, to approve the April 2016 Check Disbursement Report for account 248 in the amount of \$389,652.42. All present voting aye.

May 2016 Financial Reports

Motion by DiMilia, supported by Smith, to approve the May 2016 Check Disbursement Report for account 248 in the amount of \$36,556.64. All present voting aye.

Recreation Campus Phase 5A Update

Assistant Director Gustafsson gave an update on the Recreation Campus Phase 5A project. The project has been sent out for bid. The bids are due June 23, 2016. Bids will be evaluated with a recommendation to the DDA. Construction to begin the end of July with a 12 week project deadline.

Events Update

Assistant Director Trussell gave an update on the following events:

\*Breakfast before Business – Breakfast before Business was held at Advantage One Federal Credit Union the morning of June 8th, 2016. It was a full house and a very interesting panel of speakers. Thank you to: Supervisor Linko, Ed and Tom Boutrous, Ron Zimmers, Tracy Garland, Public Safety Director Jim Sclater and Jessica Workman. There are plans to make this an annual event.

\*Farmers Market – Opening Day/Ribbon Cutting – The Farmers Market opened on June 14<sup>th</sup>, 2016. A ribbon cutting ceremony was held to commemorate the grand opening. The new location, in front of the Township Hall, was a big hit. Traffic has increased from last year. Senior Citizen day will be on June 21<sup>st</sup>, 2016. The Senior Alliance will be signing up seniors for the Senior Project Fresh Program. This is a program that provides them with coupons, at no cost, to receive fresh fruits and vegetables from our Farmers Market vendors. Theme days will continue throughout the Market season.

Family Fun Fair Sponsored by Henry Ford Health Center - Brownstown – This event will be held on Saturday, July 30<sup>th</sup>, 2016 at the Henry Ford Health Center - Brownstown from 11a.m. to 2 p.m. There will be kids' activities, health screenings, back pack giveaway and more for the whole family to enjoy. Invitations will be sent out soon.

\*Brownstown Honor Guard Event and Fundraiser - The Brownstown Honor Guard is hosting a dedication ceremony on Thursday, June 23<sup>rd</sup>, 2016 from 5:00 p.m. to 8:30 p.m. to dedicate the statues of St. Michael, the patron Saint of Police Officers and St. Florian, the patron Saint of Firefighters. There will be a fundraiser dinner following the ceremony. Everyone is invited.

#### Economic Development Update

Economic Development Director DiSanto gave the following update:

\*Taco Bell is getting ready to start.

\*MacAllister Machinery bought Michigan CAT. They are planning a new 10,000 sq. ft building, hiring 30-40 employees and investing approximately \$10 million.

\*Sibley Road should be completed at the end of August.

#### **DDA ATTORNEY YOUNG**

Motion by Khan, supported by DiMilia, to approve to pay DDA Attorney Young's bill for April 30, 2016 in the amount of \$4,581 and May 31, 2016 in the amount of \$4,617. All present voting aye.

Motion by Khan, supported by DiMilia, to adjourn the Downtown Development Authority meeting at 1:20 p.m. All present voting aye.

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