



**BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, August 18, 2016**

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, August 18, 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, DiMilia, Goleniak, Khan, Linko, Skotanis, Smith and Vidusic.

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

EXCUSED: Ferguson

MINUTE APPROVAL: Motion by DiMilia, supported by Goleniak, to approve the Downtown Development Authority meeting minutes of June 16, 2016 as submitted. All present voting aye.

AGENDA APPROVAL: Motion by Linko, supported by Khan, to amend the August 18, 2016 agenda: Add item 5b.) Recreation Campus 5A Contract Award. Delete item 6c.) Recreation Campus Phase 5A Rebid Update. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS

Boutrous Closing Resolution

Assistant Director Gustafsson asked the DDA Board to approve 2016 Resolution appointing Ralph Vidusic to appear at the scheduled closing on behalf of the DDA and execute all documents relating to the closing as set forth in the Purchase Agreement.

Motion by Bielecki, supported by DiMilia, to approve 2016 Resolution Approving Sale of DDA Property, Authorizing Full Execution of All Closing Documents and Appointing Ralph Vidusic to Sign on Behalf of the DDA.

Roll Call Vote:

Ayes: Bielecki, DiMilia, Goleniak, Khan, Linko, Skotanis, Smith, Vidusic

Nays: None

Motion Carried.

Recreation Campus Phase 5A Contract Award

Assistant Director Gustafsson recommended the DDA Board to consider awarding the Recreation Campus 5A Improvements Project to Compeau Brothers, Inc. Compeau Brothers, Inc. plans to start the 12 week project in September 2016 and be completed in November 2016.

Motion by Smith, supported by DiMilia, to award Compeau Brothers, Inc. the Recreation Campus 5A Improvements Project in a lump sum fee of Five Hundred Ninety Thousand (\$590,000) Dollars. All voting aye.

Motion by Bielecki, supported by Khan, for the DDA to purchase the bike rack and trash and recycling receptacles in the amount not to exceed \$9,000. All voting aye.

REPORTS

Telegraph Road Corridor Market Analysis

Assistant Director Gustafsson gave an update on the data collected in the survey. This data includes recommendations for land uses and modifications for the Telegraph Corridor.

June 2016 Financial Reports

Motion by Bielecki, supported by Khan, to approve the June 2016 Check Disbursement Report for account 248 in the amount of \$30,527.61. All present voting aye.

Boutrous/Kroger Development Update

Assistant Director Gustafsson gave a Boutrous/Kroger update. Kroger had Phase 1 Site Plan and Special Land Use approved by the Planning Commission and Township Board. Also, Zoning Board of Appeals approved sign variance requests. Engineering plans are being finalized and we should have them Friday, August 19, 2016. MDEQ has issued a draft permit. There is a tentative closing date of September 15, 2016 and “shovel in the ground” on October 1, 2016.

Events Update

In Assistant Director Trussell’s absence, Assistant Director Gustafsson gave an update on the following events:

*Duchene Farmhouse Centennial Celebration – This event was held on July 26, 2016. Everyone enjoyed riding the trolley from the Farmers Market to/from the Event Center. Thank you to Trinity Transportation for donating the trolley.

*Family Fun Fair Sponsored by Henry Ford Health Center - Brownstown – This event was held on Saturday, July 30th, 2016 at the Henry Ford Health Center and was a huge success. Thank you to the DDA Members for their support.

*Farmers Market – There are two more Market Days left this season - August 23 and August 30. The vendors are very happy with the buying customers.

*Brownstown Business Expo and The Taste of the Town - A date will be determined.

Economic Development Update

Economic Development Director DiSanto gave the following update:

*CMAC is ready to begin the next phase of their industrial front.

*A hotel out of Chicago is interested in the Dix and Sibley area.

*Self storage units are going in next to Champions Bar and Grill.

*MacAllister Truck Rental (a Michigan CAT Co.) submitted their site plan for their new building.

*A new dental office is interested in the old PNC office at Allen and Vreeland.

*Prairie Creek Phase 3 construction started. Timber Creek 2nd phase has been split in to 2 phases.

*Peninsula Ridge Phase 2 started.

*Information to be presented on DDA Bond and Service Ratings and 2017 DDA Budget at a later date.

*Thank you to Assistant Director Vern Gustafsson and Attorney Rob Young on an excellent job on the Boutrous/Kroger project.

*Get well wishes to Assistant Director Trussell. We wish her a speedy recovery.

DDA ATTORNEY YOUNG

Motion by Khan, supported by Smith, to approve to pay DDA Attorney Young's bill for June 30, 2016 in the amount of \$4,518 and July 31, 2016 in the amount of \$4,284, for a total of payment of \$8,802. All present voting aye.

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

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