



BROWNSTOWN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, September 15, 2016

The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, September 15, 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, Ferguson, 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, Goleniak, Skotanis

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

AGENDA APPROVAL: Motion by Khan, supported by Smith, to amend the September 15, 2016 agenda: Add item 5d.) Resolution Authorizing Purchase of Telegraph Road Property and Authorizing Full Execution of All Closing Documents for Wetland Mitigation/Preservation; and add item 5e.) Resolution Approving Sale of DDA Property and Authorizing Full Execution of All Closing Documents. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS

Fourth Amendment to Purchase Agreement and Escrow Instructions

Assistant Director Gustafsson asked the DDA Board to approve the Fourth Amendment to Purchase Agreement and Escrow Instructions extending the Due Diligence Period for The Boutrous Companies LLC by thirty days to October 7, 2016.

Motion by Ferguson, supported by Khan, to approve the Fourth Amendment to the Purchase Agreement and Escrow Instructions.

Roll Call Vote:

Ayes: Bielecki, Ferguson, Khan, Linko, Smith, Vidusic

Nays: None

Motion Carried

Reliance Letter – ESA Phase I & II

Assistant Director Gustafsson asked the DDA Board to approve the Environmental Documents protecting and limiting the DDA liability and the \$500 associated fee for Amec Foster Wheeler to prepare and execute Reliance Letter.

Motion by Bielecki, supported by Smith, to approve the Reliance Letter – Environmental Site Assessment (ESA) Phase I and II Prepared by Amec Foster Wheeler and the associated fee of \$500 for them to prepare and execute Reliance Letter. All present voting aye.

Boutrous/Kroger Site Plan

Assistant Director Gustafsson asked the DDA Board to approve the final site plan and waive the execution of a Development Agreement.

Motion by Khan, supported by Bielecki, to approve the Final Site Plan dated August 17, 2016, and waive the execution of a Development Agreement contingent on the Access Road Agreement and Post-Closing Agreement being satisfactory to staff. All present voting aye.

Resolution Authorizing Purchase of Property and Authorizing Full Execution of All Closing Documents

Assistant Director Gustafsson asked the DDA Board to approve the purchase of the Telegraph Road Wetland Mitigation Parcel and Authorize Full execution of all Closing Documents.

Motion by Khan, supported by Bielecki, to approve the Resolution Authorizing Purchase of Telegraph Road Wetland Mitigation Parcel and Authorize Full Execution of All Closing Documents and appointed Chairperson Ralph Vidusic to appear at the scheduled closing on behalf of the DDA and execute all documents relating to the closing.

Roll Call Vote:

Ayes: Bielecki, Ferguson, Khan, Linko, Smith, Vidusic

Nays: None

Motion Carried

Resolution Approving Sale of DDA Property and Authorizing Full Execution of All Closing Documents

Assistant Director Gustafsson asked the DDA Board to approve the Resolution Approving Sale of DDA Property to the Shoppes at Town Center, LLC and/or the Kroger Co. of Michigan and authorizing full execution of all closing documents.

Motion by Khan, supported by Ferguson, to approve Resolution Approving Sale of DDA Property, the Shoppes at Town Center and/or the Kroger Co. of Michigan, Authorizing Full Execution of All Closing Documents and Appoint Chairperson Ralph Vidusic to appear at the scheduled closing on behalf of the DDA and execute all documents relating to the closing.

Roll Call Vote:

Ayes: Bielecki, Ferguson, Khan, Linko, Smith, Vidusic

Nays: None

Motion Carried

REPORTS

July and August 2016 Financial Reports

Motion by Khan, supported by Smith, to approve the July 2016 Check Disbursement Report for account 248 in the amount of \$62,132.89 and August 2016 Check Disbursement Report for account 248 in the amount of \$79,714.55. All present voting aye.

Events Update

Assistant Director Trussell gave an update on the following events:

*Farmers Market – The last day of the Market was August 30th, 2016. The weather this year was great with only one cancellation. Kids Day was a huge hit. A big thank you to Mary Gregory and Home Depot for their generosity in supplying free kits for the kids to build. Also, thank you to the following sponsors: CMAC Transportation, Advantage One Credit Union, Rodgers Chevrolet, Henry Ford Health Center, Champions Sports Grill and Olympic Coney Island.

*Business Expo/Taste of Town – This event scheduled for September 20th, 2016 has been cancelled. It will be rescheduled sometime in 2017.

*Henry Ford Health Center – Brownstown - The Family Fun Fair held on July 30th, 2016 was a huge success. The DDA supplied refreshments for the event. Thank you to Brownstown Police and Fire Departments for participating and their support.

*Men's Health Fair & Car Show – Henry Ford Wyandotte Hospital in partnership with It's In Your Jeans is hosting a Time For a Tune Up on September 24, 2016 from 10 am til 1 pm at the Henry Ford Health Center – Brownstown.

*Trunk or Treat – This event will be on October 26th from 6 pm to 8 pm in the Event Center parking lot. Local businesses will be contacted to supply the vehicles and the candy. This is a great way to engage the businesses with our residents.

*ASource Magazine – The DDA again participated in the ASource Magazine for the Metro Detroit. Brownstown is featured on Page 34. The magazine is used for economic development, business acclimation and relocation.

Economic Development Update

Economic Development Director DiSanto gave the following update:

*The Planning Commission approved the site plans for MacAllister and the Self Storage Unit.

*An announcement of a large industrial project to be made soon.

DDA ATTORNEY YOUNG

Motion by Khan, supported by Smith, to approve to pay DDA Attorney Young's bill for August 31, 2016 in the amount of \$5,085.00. All present voting aye.

Motion by Khan, supported by Ferguson, to adjourn the Downtown Development Authority meeting at 12:42 p.m. All present voting aye.

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