The regular meeting of the Brownstown Township Downtown Development Authority was held on Thursday, June 17, 2021 in the Township Hall, 21313 Telegraph Road, Brownstown, Michigan 48183. The meeting was called to order at 12:00 p.m. by Chairperson Smith, and began with the Pledge of Allegiance.

ROLL CALL:
PRESENT: Bielecki, Khan, Linko, Smith and Workman
Also in attendance were: Interim Downtown Development Authority Director Trussell, DDA Attorney Young and DDA Consultant Joe DiSanto, GMD Consulting

EXCUSED: Clanton, Dotson, Ferguson and Skotanis

MINUTE APPROVAL: Motion by Workman, supported by Bielecki, to approve the Downtown Development Authority meeting minutes of May 20, 2021 as submitted. All present voting aye.

AGENDA APPROVAL: Motion by Bielecki, supported by Linko, to approve the June 17, 2021 agenda as submitted. All present voting aye.

PUBLIC COMMENT: None

NEW BUSINESS
May 2021 Financials
Motion by Khan, supported by Workman, to approve to pay the May 2021 Check Disbursement Report in the amount of $14,641.81 from account 248. All present voting aye.

Henry Ford/West Road Traffic Signal
Motion by Bielecki, supported by Khan, to approve the proposal from Wade Trim to proceed with the traffic signal design services for the intersection of West Road and the Henry Ford Health Systems Driveway, in an amount not to exceed $36,000.00, from account 248.729.977.500. All present voting aye.

Bond Refinancing Resolution
Motion by Bielecki, supported by Khan, to approve the resolution requesting refunding and pledging of revenues of the 2012 DDA Campus Bonds. Motion carried.

Roll Call Vote:
Ayes: Bielecki, Khan, Linko, Smith and Workman
Nays: None

Motion by Linko, supported by Bielecki, to approve the retainer agreement for PFM Financial Advisors for services related to bond refinancing. Motion carried.

Roll Call Vote:
Ayes: Bielecki, Khan, Linko, Smith and Workman
Nays: None
Ballfield Custom Net Purchase
Motion by Bielecki, supported by Workman, to table this item for additional information. All present voting aye.

DIRECTOR’S REPORT
*SWCRC/DDA Event - The Chamber asked the DDA to host their first in-person After Business Hours Event. It is a chance to network and show off the Event Center. Hope to see everyone tonight at 5:30 pm.
*Job Fair with GM - Sue met with the site manager at General Motors Brownstown Battery Assembly Plant and the SWCRC about having a job fair at the Event Center for the Brownstown Plant. It is in the early stages of discussion. She will keep everyone updated.
*Sponsorships - Abed Orthodontics has agreed to sponsor Movies in the Park for three more years. Sue reached out to AOCU and they generously agreed to sponsor the Concerts in the Park this summer. She is also working on the Community Center banner program. Hopefully, she will have 12 sponsors set up soon.
*Kids Day – Kid’s day will probably be sometime in August. It will be different than we have had in previous years.

PROPERTY PURCHASE DISCUSSION
Attorney Young updated the DDA Board regarding the property located at West Road and Telegraph Road. Motion by Bielecki, supported by Linko, to direct staff to move forward with a letter of intent, non-binding agreement, with a purchase price of $1,000,000. All present voting aye.

CLOSED SESSION – PURPOSE TO DISCUSS S. TRUSSELL EMPLOYEE REVIEW
Motion by Bielecki, supported by Khan, to adjourn the regular meeting to convene to closed session discussion. Regular meeting adjourned at 12:47 pm. Motion carried.
Roll Call Vote:
Ayes: Bielecki, Khan, Linko, Smith and Workman
Nays: None

Motion by Workman, supported by Bielecki, to reconvene the regular meeting at 1:15 pm. Motion carried.
Roll Call Vote:
Ayes: Bielecki, Khan, Linko, Smith and Workman
Nays: None

PAYMENT OF GMD CONSULTING INVOICE
Motion by Khan, supported by Bielecki, to approve to pay GMD Consulting Invoice DDA 08-2021 for March, April and May 2021, for a total of $312.50. All present voting aye.

PAYMENT OF PROFESSIONAL SERVICES DDA ATTORNEY YOUNG
Motion by Khan, supported by Linko, to approve to pay DDA Attorney Young’s bill for May 31, 2021 for $3,275.00. All present voting aye.

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

DDA06172021/bmo
Ed Smith, Chairperson