

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, February 4, 2003, 12:00 p.m.
Commerce Township Hall
2840 Fisher Ave. Commerce Twp, MI 48390
(248) 624-0110

CALL TO ORDER: The Meeting was called to order at 12:00 p.m.

DOWNTOWN DEVELOPMENT AUTHORITY

PRESENT: Wynn Berry, Director
Robert Shimmin, Chairperson
Robert H. Long, Member
Daniel Lublin, Member
Thomas K. Zoner, Member
Jim Gotts, Member
Sandra Motz, Member
Frank Marotta, Vice Chairperson

ABSENT: Paul Kirkwood, Member
Norm Levine, Member
Dick Morris, Member

ALSO PRESENT: Deb Kirkwood, DDA Administrative Assistant
Sandra S. Abrams, Clerk/DDA Secretary
Chris Michaels, Adkison, Need
Phillip Adkison, Adkison, Need
Bob McGee, Planning Commission
Susan Gross, Township Treasurer
Ken Campbell, Building/Zoning Administrator
Jay James, Giffels, Webster
Kathy Pogarch, Assessing Director
Thomas Rauch, DDA Attorney
Pat Paruch, DDA Attorney
Leslie Boiseavue, Giffels Webster
Loren Crandell, Giffels Webster
Mark Stacey, Township Resident

Approval of the Minutes

MOTION by Zoner, second by Gotts to approve the minutes of December 17, 2002.

MOTION CARRIED UNANIMOUSLY

ITEM 1: Public Comment

Mark Stacey, Township Resident, inquired about the approval process relevant to the DDA and any project under consideration by the DDA. Process explained by the DDA Director, Wynn Berry.

ITEM 2: Consent Agenda

MOTION by Zoner, second by Gotts to approve for receipt and filing the Treasurer's Report for December 2002, and January 2003.

MOTION CARRIED UNANIMOUSLY

MOTION by Zoner, second by Gotts to approve the warrants with add-ons as presented.

MOTION CARRIED UNANIMOUSLY

ITEM 3: Attorney Update:

DDA Attorney Tom Rauch explained the process involved relative to preparing a Third Amended Plan for the Downtown Development Authority.

Item 4: Engineer's Update:

Loren Crandell, Giffels Webster, reviewed information regarding application for Category "C" funds. Subsequent to a meeting with the Oakland County Road Commission Mr. Crandell suggested that chances of receiving that type of funding were low.

Further information was given regarding funds that become available for certain improvement projects every six years through the Federal Government and that more information would be obtained on that funding and reported at future meeting.

Item 8: Other Matters (out of order)

Members who wished to contribute to the Flower Fund were requested to do so as the fund had become depleted.

Discussion of special sessions to be scheduled.

MOTION by Zoner, second by Shimmin to schedule a Special Joint Meeting with the DDA and the Township Board on February 12, 2003 at 6:00 p.m. and a Special Joint Meeting with the DDA and the Planning Commission on February 18th, 2003, (next regularly scheduled DDA Meeting) and to post in the manner prescribed by law.

MOTION CARRIED UNANIMOUSLY

Item 7: Executive Session

MOTION by Zoner, second by Gotts, to enter into executive session for the purpose of the discussion of the purchase of property.

ROLL CALL VOTE:

AYES: Shimmin, Gotts, Lublin, Zoner, Motz, Long, Marotta,

NAYS: None

ABSENT: Levine, Morris, Kirkwood

MOTION CARRIED UNANIMOUSLY

Entered Into Executive Session at 1:05 p.m.
Returned to Regular Session 2:30 p.m.

MOTION by Gotts, second by Lublin to approve the Downtown Development Authority's purchase of the HCMA property (east of Welch road) from the Charter Township of Commerce in the amount of \$10.2 Million and authorize Fuller Appraisal Services to proceed with an appraisal the HCMA property to be completed by February 17th, 2003.

ROLL CALL VOTE:

AYES: Shimmin, Gotts, Lublin, Zoner, Motz, Long, Marotta,

NAYS: None

ABSENT: Levine, Morris, Kirkwood

MOTION CARRIED UNANIMOUSLY

MOTION by Zoner, second by Gotts to authorize the DDA Attorney and the DDA Director to proceed with preparation of an amendment to the DDA District and DDA Development area.

ROLL CALL VOTE:

AYES: Shimmin, Gotts, Lublin, Zoner, Motz, Long, Marotta,

NAYS: None

ABSENT: Levine, Morris, Kirkwood

MOTION CARRIED UNANIMOUSLY

MOTION by Zoner, second by Lublin to adjourn. Motion carried unanimously. Meeting adjourned at 2:50 p.m.

Sandra S. Abrams, Clerk
Charter Township of Commerce