

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY**

*Tuesday June 17, 2003 12:00 p.m.*

2840 Fisher Avenue

Commerce Township, Michigan 48390

**CALL TO ORDER:** The Meeting was called to order at 12:30 p.m. by Robert Shimmin, Chairperson.

**DOWNTOWN DEVELOPMENT AUTHORITY MEMBERS**

**Present:** Wynn Berry, Director  
Frank Marotta, Vice-Chairperson  
James Gotts, Member  
Norm Levine, Member  
Doug Lanni, Member  
Sandra Motz, Member  
Paul Kirkwood, Member  
Robert Shimmin, Chairperson  
Thomas K. Zoner, Supervisor (Arrived at 1:45 p.m.)

**Absent:** Robert H. Long, Member  
Sandra S. Abrams, Clerk/DDA Secretary  
Susan L. Gross, DDA Treasurer  
Daniel Lublin, Member

**CITIZENS ADVISORY COUNCIL COMMITTEE MEMBERS PRESENT:**

Pat Cornellier  
Herb Feinstein

**ALSO PRESENT:** Matthew Schwanitz, Giffels-Webster Engineering  
Jay James, Giffels-Webster Engineering  
Robert McGee, Planning Commission  
Deb Kirkwood, DDA Administrative Assistant  
John Jackson, McKenna Associates  
David Berry, Attorney, Berry & Reynolds  
Ronald Reynolds, Attorney, Berry & Reynolds  
Christina Michaels, Attorney, Adkison-Need  
Patricia Paruch, DDA Attorney, Kemp, Klein  
Thomas Rauch, DDA Attorney, Kemp, Klein  
Phillip Adkison, Attorney, Adkison-Need-Arrived at 1:15 p.m.  
Sharon McClelland, Deputy Clerk

**RESIDENTS PRESENT:** Mark Stacey

**DETERMINATION OF QUORUM:** Quorum of DDA Members determined

**APPROVAL OF THE MINUTES:**

**MOTION** by Gotts, second by Shimmin, to approve the Minutes of Tuesday, May 20, 2003

**MOTION CARRIED**

**AMENDED MOTION** by Gotts, second by Shimmin, to approve the Minutes of Tuesday, May 20, 2003 subject to correction.

**MOTION CARRIED**

**ITEM 1: Public Comments**

Wynn Berry asked for Public Comments – There were no Public Comments

**ITEM 2: Consent Agenda**

A. Treasurer's Report

**MOTION** by Lanni, second by Gotts, to approve the receipt and filing of the Treasurer's Report for May, 2003.

**MOTION CARRIED**

B. Approval of Warrants

**MOTION** by Lanni, second by Gotts, to approve the Warrants with the add-ons.

**MOTION CARRIED**

**ITEM 3: Attorney's Update**

A. Third Amended Plan

Thomas Rauch distributed final copies of the Third Amended Plan including copies of the Ordinances and Publications of same.

**ITEM 4: Engineer's Update**

A. Status of Permit for Gateway Sign

Matt Schwanitz reported that the signage is ready however the location is presently on hold. Levine presented a change in the design of the sign and demonstrated the new concept. The sign is lengthened to 52 inches and the material will be molded cast glass.

**ITEM 5: McKenna & Associates**

A. Master Plan and PUD Update

John Jackson from McKenna & Associates presented a detailed concept plan of the new expansion area of the DDA boundary property. He used an overhead map of the area to be developed indicating the natural features and

preservation of the open space. The development will respect the surrounding residential area providing a transition area with actual physical separation using landscape buffers. There will be an access drive running parallel to Pontiac Trail to reduce traffic conflict on Pontiac Trail. The El Dorado Country Club may be preserved as a club house or community facility as an amenity to the area. There are areas for single family residential, office research, community commercial and multiple family. There were suggestions made regarding the range of appropriate land use and following a flexible plan predicting trends in future development to reflect market and economic needs in the community. PUD can be applied for all or a portion of the land.

**ITEM 6: Director's Update**

A. Discussion regarding Maintenance of Maple Road Medians

Wynn Berry called attention to the conditions of the medians on Maple Road in the DDA area and suggested to members that they do a drive-by inspection prior to the next meeting in preparation for an action plan of improvement.

B. Update of Status of State Audit

Wynn Berry reported that Plante-Moran is meeting with the State Treasurer's office with supportive documentation to assist them in the proper interpretation of the report the state received from the Oakland County Treasurer's office

Wynn Berry also on behalf of the DDA extended a thank you to the Citizens Advisory Council for their contribution and assistance with the process of adopting the Third Amended Plan.

**MOTION** by Lanni second by Shimmin to go into Executive Session

**ROLL CALL VOTE:**

**Ayes: Gotts, Shimmin, Lanni, Marotta, Levine, Motz, Kirkwood**

**Nays: None**

**Absent: Zoner, Long, Lublin**

***Chairperson Robert Shimmin called a 5 minute recess before going into Executive Session.***

Entered Executive Session at 1:35 p.m.

**ITEM 7: Executive Session**

A. Property Acquisition

Thomas Rauch, DDA Attorney, reminded all those present for Executive Session of the absolute privacy and confidentiality of issues discussed in Executive Session.

Executive Session ended at 2:15 p.m.

**MOTION** by Gotts, second by Lanni to present the following Resolutions regarding the subject property discussed in Executive Session.

**MOTION CARRIED**

To empower the Director and Chairperson to proceed with negotiations to purchase the subject property, sidwell number 17-24-401-043 and to allow the Director and Chairperson to institute formal condemnation proceedings should this become necessary prior to the next DDA meeting scheduled for July 15, 2003.

To empower the Director to enter the land contract purchase agreement for the Huron Clinton Metropolitan Authority property at a purchase price of \$10,000,000 subject to a \$1,000,000 down payment. The \$9,000,000 balance shall be payable quarterly at 6% annual interest amortized over a 15-year period. This is subject to all appropriate releases.

**ITEM 8: Other Matters**

Robert Shimmin asked if there were Other Matters to bring before the DDA. There were no Other Matters discussed.

Meeting Adjourned at 2:20 p.m.

