

**CHARTER TOWNSHIP OF COMMERCE**  
**DOWNTOWN DEVELOPMENT AUTHORITY MEETING**  
**Tuesday, January 20, 2004**  
**2840 Fisher**  
**Commerce Township, Mi 48390**  
**12:00 p.m.**

**CALL TO ORDER:** Chairperson, Robert Shimmin, called the meeting to order at 12:45 p.m.

**DETERMINATION OF QUORUM:**

Present: Wynn Berry, Director  
Robert Shimmin, Chairperson  
Daniel Lublin, Member  
Frank Marotta, Member (arrived 12:45 p.m.)  
Sandra Motz, Member  
James Gotts, Vice-Chairperson  
Thomas Zoner, Member

**Quorum of DDA Members determined**

Absent: Robert H. Long, Member  
Paul Kirkwood, Member  
Norman Levine, Member  
Herbert Feinstein, Member  
Sandra S. Abrams, DDA Secretary  
Susan Gross, DDA Treasurer

Also Present: Phillip Adkison, Township Attorney  
Chris Michaels, Township Attorney  
Loren Crandell, Giffels-Webster Engineers  
Thomas Rauch, DDA Attorney, Kemp Klein  
Patricia Paruch, DDA Attorney, Kemp Klein  
Deb Kirkwood, DDA Administrative Assistant  
Kathleen Pogarch, Assessing Director  
Susan Averbuch, Campbell Creek Assoc. President  
Mark Stacey, Resident  
Dan Price, Resident  
Earl Whitlock, Resident  
Larry Parker, Visitor  
James Geisler, Walled Lake Consolidated Schools  
Bud Engelhart, Engelhart Realty  
Robert McGee, Commerce Planning Commission  
Jay James, Giffels Webster  
Sharon McClelland, Deputy Clerk  
James Galbraith, Developer

Randall Yankey, Spinal Column Newspaper  
Joseph Schornack, Fire Chief  
Daniel Minkus, Attorney for the Walled Lake Schools

**APPROVAL OF MINUTES:** Tuesday, December 16, 2003, Regular DDA Meeting

**MOTION** by Zoner, second by Gotts, to approve the Minutes of Tuesday, December 16, 2003.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 1:** Public Comments

There were no Public Comments, however, there were members of the community and guests present.

**ITEM 2:** Consent Agenda

- A. Treasurer's Report for August 2003
- B. Approval of Warrants

**MOTION** by Zoner, second by Gotts, to receive and file the Treasurer's Report and approve the Warrants with the following additions presented by Director, Wynn Berry:

Plante Moran Invoice, Laneson's Catering Invoice, Carl Wisniewski, Maintenance Personnel

**MOTION CARRIED UNANIMOUSLY**

**ITEM 3:** Engineer's Update

- A. Progress Report on Haggerty Road

Loren Crandall, Giffels-Webster, reports that the professional Traffic Report from Metro Transportation is due to be distributed this week and will include an intersection design. It will then be given to Oakland County and until that time, there is no new information.

- B. Update of Traffic Studies

Loren Crandall, Giffels-Webster, reports that this Traffic Report will determine roadway improvements for existing and long-range traffic flow.

- C. Update of Sign Permit & Location

Loren Crandall, Giffels-Webster reports that the easement description is finished and that the signage will be installed in the Spring of 2004.

**ITEM 4:** Attorney's Update

- A. Review and Comments on Offer to Purchase

Thomas Rauch, DDA Attorney, stated he had a preliminary proposal of interest for property in the DDA of approximately 75 acres and his office was evaluating it to provide future comments and opinions. He stated further that it was an unsolicited offer and competently drafted document.

**ITEM 5:** Director's Update

A. El Dorado Golf Course Management, Building Maintenance and Operations

Wynn Berry stated a concession agreement is being addressed by the DDA Attorney. Discussion followed regarding issues to complete the agreement. Loren Crandall stated that an engineering concept for a Martin Road extension is being reviewed by the Road Commission of Oakland County. Mr. Berry stated that due to the arrangements to maintain the quality of land within the DDA area, some amendments to the budget will be necessary. A budget and maintenance schedule for El Dorado will be presented at the next meeting. Wade Lorang is willing to operate the Golf Course and Restaurant during the April through September 2004 golf season. There would be no banquet or catering use. This would mean that the Golf Course would be maintained for that period of time without expense to the DDA. It fulfills economic considerations as well as the liquor license requirements for operations.

**ITEM 6: Tentative Executive Session**

The DDA Board did not go into Executive Session

**ITEM 7: Other Matters**

- A. Discussion regarding request from Commerce Township Fire Chief regarding placement of Fire Station and/or access to the DDA Property for fire services as Welch Road becomes traffic congested during peak hours during the day. None of the Fire Stations have direct access to the M-5 corridor
- B. DDA Membership  
Due to difficulty in obtaining a quorum of members in order to conduct the DDA Meetings, it has been suggested that the DDA be looking for replacements. Thomas Zoner, Supervisor, stated that at this time, he has no letters on file to join the DDA.

**MOTION** by Lublin, supported by Gotts, to direct the DDA Director to write a letter to the Commerce Township Board of Trustees to reduce the DDA membership from eleven members to nine members.

**MOTION CARRIED UNANIMOUSLY**

- C. Discussion of the Sale of Property to the Walled Lake Consolidated Schools. James Geisler, Superintendent of Schools, wanted to know if any decision had been made regarding the school's offer to purchase property in the DDA district and if not, when a decision would be made as the school has received no written response to their pending offer. Robert Shimmin responded that he did not have a definite answer at this time. Sandra Motz requested that a meeting between the schools and the DDA be set in order to discuss the offer. Mr. Shimmin stated that they would be willing to meet at any time.
- D. Phillip Adkison, Township Attorney, requested that the DDA consider an additional traffic study in addition to the current study being undertaken.

**MOTION** by Lublin, supported by Gotts, to authorize the DDA engineers to expand the scope of the Traffic Study to review access to the DDA district, cost not to exceed \$2000.00 and to amend the DDA budget accordingly.

**MOTION CARRIED UNANIMOUSLY**

E. Mr. Dan Price, Golf Academy, requested that he be allowed to continue his present business at El Dorado Golf Club. He was directed to contact Wade Lorang.

**MOTION** by Motz, supported by Gotts, to Adjourn.

**MOTION CARRIED UNANIMOUSLY**

The Meeting Adjourned at 2:50 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon McClelland".

Sharon McClelland, Deputy Clerk  
Charter Township of Commerce