

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, November 16, 2004, 2004

Commerce Township Hall

2840 Fisher

Commerce Township, MI 48390

12:00 p.m.

CALL TO ORDER: Chairperson Shimmin called the meeting to order at 12:25 p.m.

Downtown Development Authority

Present: Robert Shimmin, Chairperson
Daniel Lublin, Member
James Gotts, Vice-Chairperson
Thomas Zoner, Member
Norman Levine, Member
Marina Bilopolska, Member
Randall Thomas, Member
Sandra Motz, Member
Paul Kirkwood, Member
Douglas Lanni, Member

Quorum of DDA Members determined

Absent: E. Wynn Berry, DDA Director
Frank Marotta, Member

Also Present: Tom Rauch, DDA Attorney
Sandra Abrams, DDA Secretary
Phillip Adkison, Township Attorney
Christina Michaels, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Kathleen Bartoluzzi, Township Planner
Tom Traciak, ACI Finance

Approval of the Minutes: October 19, 2004, Regular Meeting

MOTION by Zoner, second by Lanni, to approve the minutes of the October 19, 2004 Regular DDA Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Jim Galbraith expressed interest in residential property within the DDA project area.

Item 2: Consent Agenda

- A. Treasurer's Report for October 2004
- B. Approval of the Warrants

MOTION BY Zoner, second by Lublin to approve the Consent Agenda.

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Update

In the absence of the DDA Director, Chairperson Shimmin gave an update to the Authority

A. Amended Draft of JJR Proposal

The scope section of the proposal is being revised by Director Berry; the boilerplate contract language has been reviewed by DDA attorneys; when the review and negotiations with JJR are complete, it will be presented to the DDA Board.

B. Update on Taubman Agreement Progress

A meeting with the Taubman Corporation was held on November 14th, 2004. Following the discussion at that meeting, a tentative follow-up meeting will take place later this month.

Item 4: Bond Issue

Tom Traciak of ACI Finance was present. Documentation was distributed: Resolution pledging Tax Increment Revenues as Security for Township Tax Increment Revenue Bonds and Approving Related Matters; Proposed and Estimated cash flow will be Exhibit B of the resolution. Discussion and Explanation of Exhibit B followed the presentation.

MOTION by Zoner, second by Gotts, to approve the Resolution Pledging Tax Increment Revenues as Security for Township Tax Increment Revenue Bonds and Approving Related Matters.

ROLL CALL VOTE

AYES: Lanni, Kirkwood, Motz, Thomas, Bilopolska, Levine, Zoner, Gotts, Lublin, Shimmin

NAYS: None

ABSENT: Marotta

MOTION CARRIED UNANIMOUSLY

Item 5: Engineer's Update

A. Haggerty Road and Right of Way Acquisition

Loren Crandell of Giffels Webster stated that meetings would be held with West Bloomfield to discuss the process for right of way acquisition necessary to move utilities relative to Haggerty Road. In addition, as a part of the Environmental Assessment, Giffels-Webster will set up a meeting with Four Towns and Residential owners close to the Richardson/Martin Road intersection as a part of the public comment part of the Assessment. Giffels has already met with the Road Commission.

B. Progress Report on Signs

The Contractor for the installation of the signs has been approved and they are waiting for a price from the contractor for the installation. A site plan is needed from Giffels Webster.

MOTION by Lanni, second by Lublin to authorize the installation of the signage upon approval of Giffels Webster and DDA member Zoner of the cost of installation as provided by DDA member Levine.

MOTION CARRIED UNANIMOUSLY

Item 6: Attorneys Update

A. Resolution regarding Acquisition of Property

Acquisition of various properties will be completed in December. DDA attorneys will provide necessary resolutions for the December DDA meeting.

Item 7:

Executive Session

MOTION by Gotts, second by Motz to enter into Executive Session for the Purpose of Discussing Property Acquisition.

ROLL CALL VOTE

AYES: Lanni, Kirkwood, Motz, Thomas, Bilopolska, Levine, Zoner, Gotts, Lublin, Shimmin

NAYS: None

ABSENT: Marotta

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session 12:55 p.m.

Returned to Regular Session at 1:15 p.m.

MOTION BY Lanni, second by Zoner to authorize any one or all of the following: Wynn Berry, DDA Director, Robert Shimmin, DDA Chairperson, Sandra Abrams, DDA Secretary, and Susan Gross, DDA Treasurer, to consummate by signature, the closing documents as needed on the property known as MDOT.

MOTION CARRIED UNANIMOUSLY

MOTION by Lanni, second by Zoner, to authorize any one or all of the following: Wynn Berry, DDA Director, Robert Shimmin, DDA Chairperson, Sandra Abrams, DDA Secretary, and Susan Gross, DDA Treasurer as authorized signatures for the purpose of the Downtown Development Authority as needed.

MOTION CARRIED UNANIMOUSLY

Item 8: Other Matters

MOTION by Zoner, second by Lublin to authorize the change in date of the regularly scheduled DDA meeting from December 21, 2004, to December 14, 2004, and post as required.

MOTION CARRIED UNANIMOUSLY

Request by Lublin for Giffels Webster to put together an alternative drawing for the DDA project relative to the roads.

A joint meeting is being considered in January with the DDA, Township Board and Planning Commission.

MOTION BY Motz, second by Lublin to adjourn. Motion carried. Meeting adjourned at 1:30 p.m.


Sandra S. Abrams, CMC
Clerk Charter Township of Commerce
DDA Secretary