

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, August 17, 2004

2840 Fisher Avenue

Commerce Township, MI 48390

12:00 p.m.

CALL TO ORDER: Chairperson Shimmin called the meeting to order at 12:30 p.m.

Downtown Development Authority

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

Quorum of DDA Members determined

Absent: Frank Marotta, Member

Also Present: Tom Rauch, DDA Attorney
Pat Paruch, DDA Attorney
Sandra Abrams, DDA Secretary
Susan Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Chris Michaels, Township Attorney
Loren Crandell, Giffels Webster
Matt Schwantz, Giffels Webster
Deb Kirkwood, DDA Administrative Assistant

Approval of the Minutes:

MOTION by Zoner, second by Lublin, to approve the minutes of the July 20, 2004, Regular DDA Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Susan Averbuch inquired about procedural changes: Could the DDA meetings be scheduled at different times to accommodate the working schedules of residents who might wish to attend; Final copy of the warrants to be available eight working days following the meeting; Strive to change the image of the DDA versus the Homeowners via open communication.

Mark Stacy re-stated his opposition to any road that would extend M-5; Requested discussion of ethics and conflict of interest policy relative to the DDA.

Paul Robertson expressed interest in participating in any residential development in the area.

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

Dom Rocherie stated that he is a master plan developer and the need to integrate the public and private uses and that he would like an opportunity to work with the DDA in the project area.

Item 2: Consent Agenda

- A. MOTION by Zoner, second by Gotts to receive and file the Treasurer's Report.

MOTION CARRIED UNANIMOUSLY

- B. MOTION by Zoner, second by Gotts to approve the warrants as presented.

Discussion of specific warrants presented.

ROLL CALL VOTE:

Ayes: Zoner, Gotts, Kirkwood, Motz, Lanni, Bilopolska, Thomas, Shimmin

Nays: Lublin, Levine

Absent: Marotta

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Update

- A: Report on Amended Proposal for Overall Development Plan Consultants JJR
Director Berry stated he is working with JJR for the overall concept of the project

- B. Discussion of Upcoming Bond Proposal

Director Berry stated Tom Traciak will be present at the next DDA meeting to discuss the Upcoming Bond Proposal

- C. Newsletter Items for next issue of Commerce Voice

Director Berry stated he is looking for newsletter articles from the Board.

Following discussion of the content of the Commerce Voice, Director Berry stated that all factual and germane information submitted would be included in the newsletter.

Item 4: Engineers Update

- A. Update on Haggerty Road

A separate team is working on Haggerty Road based on the Reconstruction Schedule distributed at the last meeting. Loren Crandell of Giffels Webster re-stated the reconstruction schedule for Haggerty Road was an aggressive schedule and the right of way was the key element of the schedule as presented. Mr. Crandell also stated that updates to the Board's DDA Manual were distributed in this meetings agenda package.

Lublin requested a ROW line be shown on the plans for Haggerty Road for information purposes.

- B: Progress Report on Signs

Permit has been obtained to put signage at Maple Road. Board member Levine will coordinate with Giffels Webster on the sign for completion and placement. Also, Pontiac Trail and Haggerty Road will be investigated for an additional sign location.

Item 5: Traffic Improvement Association

A. Presentation by Robert DeCorte

Robert DeCorte was present from the Traffic Improvement Association. A history of the organization was given and the services that are available to the DDA. TIA is a non-profit organization that would be able to assist the DDA or refer to the appropriate agencies if not within their scope of services.

Item 6: Tentative Executive Session

MOTION by Gotts, second by Zoner, to enter into Executive Session for the purpose of property acquisition.

ROLL CALL VOTE:

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

Nays: None

Absent: Marotta

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session at 2:30 p.m.

Returned from Executive Session at 2:50 p.m.

MOTION by Gotts, second by Lublin to direct the DDA Director and Chairperson to proceed with acquisition of subject properties as discussed in executive session.

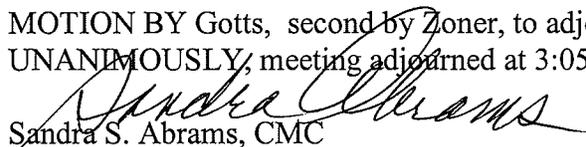
MOTION CARRIED UNANIMOUSLY

Item 7: Other Matters

Traffic Study is completed. Metro Transport has been asked for a proposal for analysis of the Traffic Study showing where the traffic is originating the destination of the traffic.

Board member Lanni has been asked to give the Planning Commission, of which he is also a member of the Board, to give verbal updates relative to the DDA. He will request the DDA minutes in the Planning Commission agenda packets as well.

MOTION BY Gotts, second by Zoner, to adjourn. MOTION CARRIED UNANIMOUSLY, meeting adjourned at 3:05 p.m.


Sandra S. Abrams, CMC

Clerk Charter Township of Commerce

DDA Secretary