

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY**

**Tuesday, January 18, 2005**

**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:** E. Wynn Berry, DDA Director  
Robert Shimmin, Chairperson  
Daniel Lublin, Member  
James Gotts, Vice-Chairperson  
Thomas Zoner, Member  
Marina Bilopolska, Member  
Randall Thomas, Member  
Sandra Motz, Member  
Paul Kirkwood, Member  
Douglas Lanni, Member

**Quorum of DDA Members determined**

**Absent:** Norman Levine, Member  
Frank Marotta, Member

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

Approval of the Minutes: December 14, 2005, Regular Meeting

**MOTION** by Lublin, second by Zoner, to approve the minutes of the December 14, 2004 Regular DDA Meeting as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 1: Public Comments**

Earl Whitlock addressed the DDA authority with the following comments: that the title of the DDA newsletter "The Commerce Township Voice" does not reflect that it is a DDA publication; that the experts quoted in the last issue of the "Voice do not listen to the voice of the people"; and that the right questions were not asked of Brian Blazing to obtain all the information.

Mark Stacey commented that according to his information, MDOT has stated a road connecting to M-5 would not be allowed and questioned why funds are being expended if a road cannot be connected to M-5; and, also stated that the newsletter should be named the "DDA Voice" and that it doesn't contain comments from residents.

**Item 2: Consent Agenda**

- a. Treasurer's Report for December 2004
- b. Approval of the Warrants

**MOTION** by Lublin, second by Zoner, to approve the Consent Agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 3: Director's Update**

A. JJR Proposal: Proposal has been reviewed by DDA counsel. Additional meetings with the Township Board and Planning Commission have been included in the scope of services that will be provided by JJR and all concerns discussed by the DDA have been addressed and are within budget.

**MOTION** by Zoner, second by Gotts to approve the Proposal for Professional Services by JJR and authorize the appropriate signatures.

**MOTION CARRIED UNANIMOUSLY**

- B. Environmental Assessment Progress: The environmental Assessment is moving forward. Consultant has everything needed and is writing the report and will be finished mid to the end of February
- C. Temporary Library: DDA has made the El Dorado clubhouse and parking areas available for a temporary library facility which is projected to be open by May 1, 2005. All of the furniture and equipment which is being purchased will be used in the permanent library. Approximately \$250,000 which will be spent to renovate the building to accommodate the library will not be recoupable.
- D. Driving Range: The El Dorado driving range will probably continue to operate during the 2005 season. The driving range is near the temporary driveway for the library. Discussion of changing the direction of the driving range or putting up protective nets. The insurance company has been notified of a potential hazard. A firm cost proposal for the nets and poles will be brought back to the DDA at the next meeting.
- E. Taubman Agreement Progress: Negotiations concerning the development agreement are still in progress and will likely not conclude until the Martin road terminus is decided.

- F. Response to the "The Voice": Director Berry stated that 13 written responses were received regarding the DDA newsletter with only one negative response; in addition, 14 mostly positive telephone calls were received.

**Item 4: Engineer's Update**

The Haggerty Road widening project is progressing significantly. The RCOC reviewed the plans and agrees with the Haggerty Road Alignment with one exception: the RCOC would prefer roundabouts at both the Richardson/Union Lake Road and Richardson/Martin Road intersections. A project record form will be forwarded to the RCOC for them to confirm their agreement with the alignment.

Pertaining to the Resolution of the West Bloomfield Board of Trustees objecting to the widening of Haggerty Road, once the DDA and Commerce Twp. have an agreement with the RCOC relative to the proposed alignment, they will request that West Bloomfield reconsider the Resolution at a future meeting.

Vantagepoint Technologies was discussed for use in modeling and presentation of the Commerce DDA project area, in conjunction with JJR.

**MOTION** by Lanni, second by Zoner to approve a contract with Vantagepoint Technologies for modeling and presentation services for the Commerce Township DDA project area at a total estimated cost range of \$55,000 to \$65,000.

**MOTION CARRIED UNANIMOUSLY**

A budget Amendment is necessitated by the sale of bonds.

**MOTION** by Zoner, second by Thomas to approve the budget Amendment as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 5: Hermanoff & Associates**

- A. Website Update: Discussion of the DDA website projected improvement and updates, including a link to the Township website. It was noted that there will be a photographer present at the February 14, 2005, DDA meeting to take photographs of the DDA Board for the website.

**Item 6: Attorney Update**

- A. Updated Contracts for Director and Administrative Assistant: This item will return to the DDA agenda in February.
- B. Changes to the zoning ordinance were discussed. The changes are to be initiated by the Township Planning Director as are necessary for the development of the DDA project area and to coincide with the Master Plan. DDA funding for

this effort is not to exceed \$15,000. The Planning Dept. will contact McKenna and Associates to draft appropriate amendments to the Zoning Ordinance.

**MOTION** by Thomas, second the Zoner to authorize McKenna and Associates to draft zoning ordinance amendments as discussed at a cost not to exceed \$15,000 to be paid for by the DDA.

**MOTION CARRIED UNANIMOUSLY**

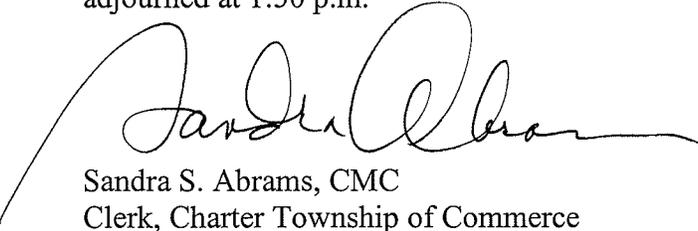
C. Occupancy of one of the El Dorado homes was discussed. A Notice to Quit has been served on the occupant.

D. License to continue encroachment on Links of Pinewood Property by four adjacent homeowners was discussed. Letters granting a temporary license to continue the encroachments will be prepared and mailed to three homeowners relative to a fence and a fourth homeowner relative to a garden.

**Item 8: Tentative Executive Session**

No executive session is necessary

MOTION by Lublin, second by Zoner to adjourn. Motion carried unanimously. Meeting adjourned at 1:50 p.m.



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