CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, November 15, 2005
Commerce Township Hall
2840 Fisher Avenue
Commerce Township, Michigan 48390

CALL TO ORDER: Meeting was called to order by Robert Shimmin, Chairperson at 12:31 p.m.

Downtown Development Authority
Present: E. Wynn Berry, DDA Director
Robert Shimmin, Chairperson
James Gotts, Vice-Chairperson
Marina Bilopolska, Member
Daniel Lubin, Member
Randall Thomas, Member
Thomas Zoner, Member
Paul Kirkwood, Member
Frank Marotta, Member (Arrived at 12:40 p.m.)
Douglas Lanni, Member
Sandra Motz, Member

Absent: **None** (Frank Marotta arrived at 12:40 p.m.)

Quorum of DDA Members Determined

Also Present: Thomas Rauch, DDA Attorney
Patricia Paruch, DDA Attorney
Phillip Adkison, Township Attorney
Christina Michaels, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Loren Crandall, Giffels Webster Engineering
Jay James, Giffels Webster Engineering

APPROVAL OF MINUTES: Tuesday, October 18, 2005 Regular DDA Meeting

MOTION by Zoner, supported by Kirkwood, to approve the Minutes of the October 18, 2005 Regular Meeting as presented.
MOTION CARRIED UNANIMOUSLY

Item 1: **Public Comments**
None

Item 2: Consent Agenda

A. Treasurer's Report for October 2005
B. Warrants

MOTION by Zoner, supported by Gotts, to approve the Consent Agenda.

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

A. Master Storm Water Plan in Conjunction with completion of Floristic Study

Director Wynn Berry requested that Chuck Biegun, Giffels-Webster Engineering and Asti Environmental be allowed to complete the wetland study on Section 24 properties.
MOTION by Lublin, supported by Shimmin, that the Master Storm Water Plan study be completed by Giffels-Webster and Asti Environmental in the spring of 2006 for an amount not to exceed $5,000.00.

MOTION CARRIED UNANIMOUSLY

B. Metro Transport Origin & Destination Study

Director Wynn Berry explained that the purpose of this study was necessary to determine future road improvements and determine the transition of traffic movement through and out of the community to other destinations.
MOTION by Zoner, supported by Lublin, to approve the Metro Transport Study at the Director's recommendation for an amount not to exceed $31,000.00.

MOTION CARRIED UNANIMOUSLY

C. Links of Pinewood Residential Building

Director Wynn Berry stated that it was his recommendation that the DDA authorize Chairperson Shimmin and himself allowing them to pursue finding an occupant/caretaker for the vacated residential house on the Links of Pinewood property.
MOTION by Gotts, supported by Lublin to approve the Chairperson and the Director obtain an occupant/caretaker to lease and occupy the residential property located on the Links of Pinewood property.

MOTION CARRIED UNANIMOUSLY

Item 4: Engineer's Report

Loren Crandall, Giffels-Webster Engineering updated the DDA Board regarding the four round-a-bout projects as well as the Welch Road and Pontiac Trail projects that are under various stages of completion or design. He introduced Al Hargess, the Project Manager for Martin Road, Open Space and Storm Water Management in the DDA area.

Item 5: Attorney's Update

Thomas Rauch and Patricia Paruch had no report other than to state that the DDA 5th Amended Plan for expansion had been deferred to 2006.

5 Minute recess called by Chairperson Shimmin to be followed by an Executive Session.

Item 6: Executive Session
MOTION by Gotts, supported by Randall to enter into Executive Session for the purpose of discussing Property Acquisition.

ROLL CALL VOTE:
AYES: Gotts, Randall, Bilopolska, Lublin, Zoner, Kirkwood, Marotta, Lanni, Motz, Shimmin,
NAYS: None

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session at 12:56 p.m.
Returned to Regular Session at 1:38 p.m.

Item 7: Other Matters
Thomas Zoner, Township Supervisor, inquired if the signage was near completion. Chairperson Berry replied that the signage would be completed by the end of the year.

Adjournment
MOTION by Motz, supported by Gotts to adjourn the Meeting. The Meeting adjourned at 1:39 p.m.

MOTION CARRIED UNANIMOUSLY

Sharon McClelland, Deputy Clerk
Charter Township of Commerce