

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, February 15, 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
James Gotts, Vice-Chairperson
Frank Marotta, 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
Thomas Zoner, Member
Daniel Lublin, Member

Also Present: Tom Rauch, DDA Attorney
Pat Parauch, DDA Attorney
Sandra Abrams, DDA Secretary
Sue Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Christina Michaels, Township Attorney
Deb Kirkwood, DDA Administrative Assistant

Approval of the Minutes: January 18, 2005, Regular Meeting and January 24, 2005, Joint Meeting

MOTION by Gotts, second by Thomas, to approve the minutes of the January 18, 2005, Regular Meeting and January 24, 2005, Joint Meeting with one correction as noted.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Jim Galbraith was present and stated his interest in obtaining residential property within the DDA project area should it become available.

Item 2: Consent Agenda

- a. Treasurer's Report for January 2005
- b. Approval of the Warrants and Add On Warrants

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

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Update

- A. JJR: The contract with JJR has been executed. The JJR agreement will require a number of joint meetings with the Township Board, Planning Commission and DDA.
- B. Environmental Assessment Progress: The environmental Assessment is moving forward and the Environmental Assessment Draft Report will be available at or before the next DDA meeting.
- C. Temporary Library: DDA has made ElDorado available for a temporary library facility. It is expected that construction on the temporary facility will begin within two weeks.
- D. Taubman negotiations in progress. Taubman would like to move forward at a faster pace, which will be accommodated as is possible.
- E. Sale of personal property at ElDorado is in progress. Bids will be available at the next DDA meeting for review and approval.

The Board discussed the practice of providing lunch at the monthly DDA meeting. After some discussion, it was decided by consensus that lunch will continue to be provided.

Director Berry informed the DDA Board that the current zoning in the DDA area is being reviewed. The DDA needs to provide an overall vision from 14 Mile Road north to Richardson relative to zoning needs. The DDA will be working toward a plan in the DDA area that will give overall continuity in the Township.

Item 4: Engineer's Update

The Haggerty Road ROW acquisition is almost complete. Welch Road alignment north of Maple Road is expected to be constructed in 2005.

Item 5: Attorneys Update

A. Amended Contracts for Director and Administrative Assistant

The contracts presented were changed as follows: Director's Agreement amended Section 9; The Administrative Assistant's Agreement amended relative to the status as independent contractor.

MOTION by Lanni, second by Marrotta to accept both Agreements as drafted and presented.

MOTION CARRIED UNANIMOUSLY

Discussion relative to construction at El Dorado Country Club for the temporary library facility and subsequent least agreement.

MOTION by Lanni, second by Gotts to grant temporary license to commence construction at El Dorado Country Club as necessary for the establishment of the temporary library facility.

MOTION CARRIED UNANIMOUSLY

Lease agreement for the temporary library facility to be presented at the next DDA meeting. The Township will lease the entire building and be reimbursed for utilities for concessionaire agreement.

Item 6: Executive Session

MOTION by Gotts, second by Kirkwood to enter into Executive Session for the purpose of discussing the purchase of property.

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session at 1:10 p.m.
Returned to Regular Session at 1:35 p.m.

MOTION by Gotts, second by Thomas to approve the Resolution of the Commerce Township Downtown Development Authority to acquire a certain Parcel of Land as discussed in Executive Session (Resolution attached).

MOTION CARRIED UNANIMOUSLY

Item 7: Other Matters

As there were no other matters, **MOTION** by Lanni, second by Bilopolska to adjourn. Motion carried unanimously. Meeting adjourned at 1:40 p.m.



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