

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, September 20, 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 12:30 p.m.

Downtown Development Authority

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

Quorum of DDA Members determined

Absent: Frank Marotta, Member

Also Present Patricia Paruch, DDA Attorney
Thomas Rauch, DDA Attorney
Sandra Abrams, DDA Secretary
Susan Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Christina Michaels, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Loren Crandell, Giffels Webster

Approval of the Minutes: August 16, 2005, Regular DDA Meeting

MOTION by Lublin, second by Thomas, to approve the minutes of the August 16, 2005, Regular Meeting, as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Marc Stacey, Concerned Citizens of Commerce Township, made a statement regarding the current issue of the "Commerce Township Voice" and the impact of the expansion of the DDA area.

Julie LaBlanc, Four Towns Action Committee, made a statement regarding Federal Funding for Haggerty Road Improvement Project.

Item 2: Consent Agenda

MOTION by Zoner, second by Gotts, to approve the Consent Agenda

MOTION CARRIED UNANIMOUSLY

MOTION by Zoner, second by Lublin to approve the DDA Budget Amendment as presented.

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

- A. Web Page Update – Director Berry gave an update of the progress of the DDA Web page.
- B. New Issue of the Voice – The new issue of the DDA Voice has been distributed. Copies are available at the Township or on request of the DDA.
- C. Welcome Signs – The Commerce Township welcome signs are complete and coordination of installation is in progress. The first sign will be up soon on Maple Road west of Haggerty. Cost for installation was distributed. It was discussed that whenever possible a local contractor will be used.
- D. DDA Brochure-Sample brochures were presented that could be used to promote and inform the public of the activity in the DDA project area. Discussion of the contents of the brochure, uses and method of distribution of the brochure. Cost figures were presented by Hermanoff and Associates. It was also determined that a draft copy of a brochure be beneficial prior to authorization to print.

MOTION by Zoner, second by Gotts, to authorize Director Berry to proceed with development of a mock-up of an informational brochure with the low bidder (SF) at minimal cost.

MOTION CARRIED UNANIMOUSLY

- E. Director Berry stated that Joe Hefferman is currently working on the DDA 2006 Budget documents;
- F. Director Berry stated that meetings with both Taubman and Walmart representatives are ongoing.
- G. Contract with Economic Research Associates for economic analysis of the DDA area is in process.

Item 4: Engineers Update

Haggerty Road traffic report has not been received to date. Giffels Webster will review and obtain comments from the Road Commission for Oakland County before proceeding further with the project. Giffels Webster is also studying roundabouts at alternative locations along Haggerty Road.

A contract for the Welch Road/Maple Road intersection was awarded and the project is under construction. The project should be completed by the end of the year

Item 5 – Attorney’s Update

A Resolution requesting Township actions with respect to 2003 and 2004 Downtown Development Authority Bonds was presented to the DDA Board. Chairperson Shimmin explained the process and reason for the Resolution including the following:

- New Liquidity Facility Provider for the 2003 bonds
- Appointment of New Remarketing Agent
- Modification of 2003 Bonds Debt Retirement Schedule, and
- Execution and Delivery of Required Documents.

Following Discussion:

MOTION by Gotts, second by Zoner, to authorize the Secretary of the DDA to sign the Resolution requesting the Township to take certain actions with respect to 2003 and 2004 Downtown Development Authority Bonds.

Roll Call Vote:

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

Nays: None

Absent: Marotta

MOTION CARRIED UNANIMOUSLY

Item 6 – Tentative Executive Session

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

Roll Call Vote:

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

Nays: None

Absent: Marotta

MOTION CARRIED UNANIMOUSLY

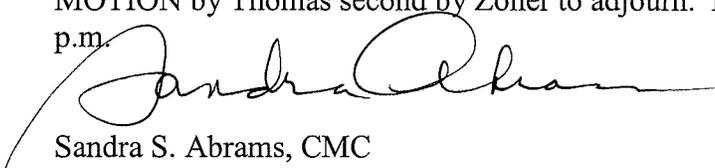
Entered Into Executive Session 1:40 p.m.

Returned to Regular Session 2:15 p.m.

Item 7 - Other Matters

As there were no other matters:

MOTION by Thomas second by Zoner to adjourn. Motion carried. Meeting adjourned at 2:20 p.m.


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

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