

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, October 17, 2006

Commerce Township Hall

2840 Fisher

Commerce Township, MI 48390

12:00 p.m.

CALL TO ORDER: Chairperson Shimmin called the meeting to order at 12:35 p.m.

Downtown Development Authority

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

Quorum of DDA Members determined

Absent:

Frank Marotta, Member
Marina Bilopolska, Member
Douglas Lanni, Member

Also Present: Sandra Abrams, DDA Secretary
Susan Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Chris Michaels, Township Attorney
Patricia Paruch, DDA Attorney
Thomas Rauch, DDA Attorney

Approval of the Minutes: September 19, 2006, Minutes

MOTION by Thomas, second by Lublin, to approve the minutes of the September 19, 2006, Regular Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments
None

Item 2: Consent Agenda
A. Treasurer's Report for September 2006
B. Warrants with Add Ons

MOTION by Zoner, second by Lublin, to approve the Consent Agenda, which includes the Treasurer's Report for September 2006 and the Warrants with Add-ons, the removal of vendor

invoice # 0264444 in the amount of \$685.35 and the verification of Oakland County Treasurer Invoice in the amount of \$84,302.02

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

Director Berry reported the following:

- The easements required for the Pontiac Trail improvement project are in progress;
- The environmental Assessment has been completed and turned into MDOT for review. Questions and comments relative to the Assessment are communicated between the DDA and MDOT;
- The floristic study is completed and copies will be available at the next meeting;
- Giffels Webster is working on the Martin Road project in relation to the development plan and the Township Hall to be located at the Links Clubhouse. The Township Board has chosen an architect and a contract with the architect is being prepared; A transfer of the clubhouse and property to the Township from the DDA has not been made due to the Martin Road Extension project and the exact location of the road that is still to be determined;
- The DDA Director will attend the pinewood Industrial Association annual meeting on November 8, 2006, as a member of the Association;
- 2006 Budget Amendments will be presented at the next meeting;
- The DDA 2007 proposed budget was presented to the Board

MOTION by Zoner, second by Gotts, to recommend approval of the DDA 2007 budget as presented to the Township Board for approval.

MOTION CARRIED UNANIMOUSLY

Item 4: Engineers Update

Loren Crandell of Giffels Webster stated that their focus has been on the Martin Road project and Section 24. It is anticipated that the project could get under way spring 2007. Documents are being submitted for permitting. Detailed engineering plans are in progress. Storm water construction plans will be submitted simultaneously.

Engineering plans for Haggerty Road are not completed. Work is progressing on the proposed round-a-bouts at Haggerty and Oakley Park, Haggerty and Richardson Road, Union Lake Road and Richardson, Richardson and Martin Road and Haggerty Road and Pontiac Trail. Haggerty Road plans could be completed in a six month period of time, then submitted to the Road Commission for Oakland County. Construction would not be possible until 2008.

Item 5: Attorney's Update

Attorney Rauch reviewed the proposed Resolution of the Commerce Township Downtown Development Authority Regarding a Reimbursement Agreement with Wal-Mart for increased detention pond infrastructure, at a cost to the DDA not to exceed \$20,000.

MOTION by Gotts, second by Thomas to approve and authorize the appropriate signatures of the Resolution of the Commerce Township Downtown Development Authority Regarding Exchange of Land.

MOTION CARRIED UNANIMOUSLY

Item 6: Planning Director's Update

The Planning Commission continues to work on the Zoning Ordinance. In addition, Randy Thomas, DDA member, has been appointed to the Planning Commission.

Item 7: Tenative Executive Session

None

Item 8: Other Matters

None

As there were no other matters to come before the Board,

Motion by Lublin, second by Zoner to adjourn. Motion carried unanimously. Meeting adjourned at 1:05 p.m.



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