

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, November 14, 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

Quorum of DDA Members determined.

Absent: James Gotts, Vice-Chairperson
Frank Marotta, Member
Marina Bilopolska, Member
Douglas Lanni, Member

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

Approval of the Minutes.

MOTION by Thomas, second by Zoner, to approve the minutes of the October 17, 2006, Regular DDA Board Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments
None

Item 2: Consent Agenda
A. Treasurer's Report for October, 2006
B. Warrants with changes

MOTION by Thomas, second by Zoner, to approve the Consent Agenda, which includes the Treasurer's Report for October, 2006 and the Warrants with changes.

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

A. Election of Officers

MOTION by Thomas, second by Zoner, to elect the following:

Robert Shimmin – Chairman	Susan Gross – Treasurer
James Gotts – Vice Chairman	Sandra Abrams – Secretary

MOTION CARRIED UNANIMOUSLY

B. Approval of 2007 Regular Board Meeting Schedule.

MOTION by Thomas, second by Zoner to approve the 2007 Regular Meeting Schedule for the DDA Board for the third Tuesday of each month as noted on the Schedule, except for the November meeting which will be held on November 13, 2007, and the February meeting which will be held on February 13, 2007.

MOTION CARRIED UNANIMOUSLY

C. Update on Meeting with Pinewood Industrial Subdivision Association

Director Wynn Berry and Chairman Shimmin met with the Pinewood Association at their Annual Meeting on November 8 regarding the Martin Road Extension project. At this point the DDA is waiting to hear back from the Association as to their proposal.

D. Painting Fire Hydrants

Director Berry is still waiting for comments from the Drain Commission. This project will occur in 2007 with paint purchased from Drain Commission and the work accomplished by summer workers hired by the DDA/Township.

E. Progress on Origin and Destination Study

Metro Traffic expects to complete the data analysis for the Origin and Destination Survey by December.

F. Closing on Beaumont Property and Easement for Release Main

Closing occurred on the Beaumont property in late October. The DDA/Township retained an easement for a new sewer relief main on the Beaumont property. Loren Crandell explained the necessity of the new sewer line and possible locations.

G. Marina Bilopolska's Resignation; Recommendation for Member Appointment.

Member Marina Bilopolska has relocated out of Commerce Township and has submitted her resignation from the DDA Board. DDA members hold office until their successor is

appointed. Supervisor Zoner is recommending that his appointment of Herb Feinstein to the DDA Board be approved at the next Township Board Meeting.

MOTION by Thomas, second by Zoner, to accept the resignation of Marina Bilopolska and to recommend that the appointment of Herb Feinstein be approved by the Township Board.

MOTION CARRIED UNANIMOUSLY

H. Wal-Mart Property Swap and Easements

Update on the Wal-Mart project. Work is complete on the detention basin and sewers.

I. The Floristic Study of the DDA area is complete and will be available on the DDA web site next week.

Item 4: Engineers Update

Matt Schwanitz, Giffels Webster, gave an update on Section 24, Martin Road design, Pontiac Trail, Haggerty Road and status of the round-a-bout designs.

Item 5: Attorney's Update

No items to report.

Item 6: Planning Director's Update

The Planning Director gave a brief update concerning zoning over-lays for the DDA area. Beaumont Hospital has submitted concept plans for its site on Maple Road.

Item 7: Tentative Executive Session

None

Item 8: Other Matters

Hans Rentrop, Esq. of the Adkison, Need & Allen law firm was introduced. Mr. Rentrop replaces Christina Michaels, who has left the firm.

Treasurer Susan Gross asked about debris on a portion of the El Dorado Golf Course site. Director Berry will look into it and see that it is removed.

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

Motion by Lublin, second by Motz to adjourn. Motion carried unanimously. Meeting adjourned at 1:00 p.m.


Thomas K. Zoner, Supervisor
Acting for
Sandra S. Abrams, DDA Secretary
#537333