

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday December 18, 2007

Links of Pinewood

8600 PGA Drive

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
Sandra Motz, Member
Thomas Zoner, Member
Randall Thomas, Member
Herb Feinstein, Member
Paul Kirkwood, Member
James Gotts, Vice-Chairperson

Quorum of DDA Members determined

Absent: Doug Lanni, Member
Daniel Lublin, Member
Frank Marotta, Member

Also Present:

Susan Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Patricia Paruch, DDA Attorney
Thomas Rauch, DDA Attorney
Sandra Abrams, DDA Secretary
Amy Grodin, DDA Administrative Assistant

Approval of the Minutes: November 13, 2007 Minutes as presented.

MOTION by Thomas, second by Gotts, to approve the minutes of the November 13, 2007, Regular Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Question regarding the Environmental Assessment.

Item 2: Consent Agenda

- A. Treasurer's Report for November, 2007
- B. Warrants

MOTION by Gotts, second by Zoner, to approve the Consent Agenda, which includes the Treasurer's Report for November 2007, and the Warrants as presented

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

- A. **Bids for Painting the Library** – It was determined that the Library painting should wait until spring at which time additional bids will be solicited. No action taken

- B. Bids for Tree Moving** – Tree moving can commence in 2007. DDA Director Berry recommends the low bidders, noting there may be some change in language in the contract.

MOTION by Zoner, second by Gotts, to approve ~~letting~~ contracts with Advanced Tree Moving Co. and Mark Murray for tree removal in the project area.

MOTION CARRIED UNANIMOUSLY

- C. Update on Carus Lake Restoration Plan** - The plan is being worked on by Asti. Two alternate plans possible, dredging or aeration.
- D. Update on New Township Hall** - Architectural drawings have been submitted to Director Berry for review and comment.
- E. Update on EA and Wetland Permits** Final submissions have been sent to MDEQ, Michigan Department of Transportation and Federal Highway Division.
- F. Budget Amendments** – Discussion

MOTION by Zoner, second by Kirkwood to approve the Budget Amendments as presented.

MOTION CARRIED UNANIMOUSLY

Item 4: Attorney's Update – Resolution for Remarketing Agent

MOTION by Zoner, second by Thomas to approve the Commerce Township Downtown Development Authority Resolution Requesting Township to appoint Replacement Remarketing Agent with Respect to 2003 and 2004 Downtown Development Bonds.

MOTION CARRIED UNANIMOUSLY

Item 5: Engineer's Update – Martin Parkway engineering is complete and has been submitted to the Road Commission for Oakland County. The Pontiac Trail Round About is in design phase at this time.

Planning Director - William Beaumont met with the Planning Department regarding proposed changes to their plans, and the Planning Commission has finished the text of the zoning ordinance.

Item 6 Executive Session

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

ROLL CALL VOTE:

AYES: Shimmin, Feinstein, Kirkwood, Gotts, Motz, Zoner, Thomas

NAYS: None

ABSENT: Lublin, Marotta, Lanni

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session at 1:00 p.m.

Returned from Executive Session at 1:30 p.m.

MOTION by Gotts, second by Kirkwood, to approve the acquisition of property as discussed in Executive Session subject to terms and conditions as discussed in Executive Session.

MOTION CARRIED UNANIMOUSLY

Item 7: Other Matters none.

Adjournment: As there were no other matters to come before the board,

MOTION by Kirkwood, second by Thomas, to adjourn. Motion carried unanimously, meeting adjourned at 2:00 p.m.

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

A handwritten signature in cursive script that reads "Sandra Abrams". The signature is written in black ink and is positioned to the right of the typed name and title.