

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday April 15, 2008

Commerce Township Hall

2840 Fisher

Commerce Township, MI 48390

12:00 p.m.

Call TO ORDER:

The Meeting was called to order by Chairperson Shimmin at 12:30 p.m.

Downtown Development Authority:

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

A Quorum was determined

Absent: Doug Lanni, Member

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

Approval of Minutes:

Motion Zoner, second by Thomas to approve the Minutes of March 18, 2008 as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

Mark Stacey, Resident
Kingstowne Manor Association Residents
Doug Taylor, Title Insurance Services

Item 2: Consent Agenda

A. Treasurer's Report March, 2008;
B. Warrants with Add-Ons as presented

MOTION by Zoner, Second by Gotts, to approve the Consent Agenda as presented including Add-Ons to the Warrants.

ROLL CALL VOTE:

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

NAYS: None

ABSENT: Lanni,

MOTION CARRIED UNANIMOUSLY

Item 3:

Director's Report

A. Tree Clearing and Grubbing – Commencing currently and should be done by the end of the week.

B. Tree Moving Update – Obtained a better price to move large oak trees that need to be moved before construction; and, large boulders are also being moved.

C. Township Hall Construction - Working on the interior demolition which should be done by the end of the week; and upon completion of the demo they will move into the next phase of construction.

Hobbs & Black has submitted an engineering design work proposal in the amount of \$13,960.

MOTION by Zoner, second by Lublin to approve the change order for the engineering design work by Hobbs and Black in the amount of \$13,900, and authorize the appropriate signatures.

D. NORR Group – PSI Geothermal Analysis – Design work for Geo Thermal – It has been determined that the design work for Geo Thermal is part of Hobbs & Black's obligation in their original contract. This matter is under review.

E. Building Demolitions – All demolitions are completed except one.

F. Update on Earth Moving – Earth moving should start in two weeks; water table is still too high at this time.

G. Signage for Commerce Commons – Signs have been placed at the Township Library with diagrams of the entire project and explanations of where the project is at this time and where it is going.

Item 4: Attorneys Update - None

Item 5: Engineers Update – Bid opening was held for the DDA project Utilities, results given to DDA Director and Chairperson for review; and the Engineers are working on Haggerty Road as is possible.

Item 6: Planning director's Update –The Planning Commission has approved the Sonic Restaurant/Drive In and will be looking at proposed Senior Housing at their next meeting. The

Zoning Ordinance should be at the next Planning Commission meeting in May for final review. Also, a Quick Oil Change and Gas Station has been submitted for Pontiac Trail and Welch.

Item 7: Tentative Executive Session - None

Item 8: Other Matters – Flower fund is depleted. Donations gratefully accepted to renew the flower fund.

MOTION by Motz, second by Zoner, to adjourn. Motion carried unanimously, meeting adjourned at 12:55 p.m.



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