

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

**Tuesday, June 10, 2008
Commerce Township Hall**

**2840 Fisher
Commerce, MI 48390, 11:00 a.m.**

CALL TO ORDER: Chairperson Shimmin called the meeting to order at 11:00 a.m.

Downtown Development Authority

Present: E. Wynn Berry, DDA Director
Robert Shimmin, Chairperson
Daniel Lublin, Member (Arrived 12:00 p.m.)
Thomas Zoner, Member
Randall Thomas, Member
Paul Kirkwood, Member
Herb Feinstein, Member
Frank Marotta, Member
James Gotts, Vice-Chairperson
Sandra Motz, Member

Quorum of DDA Members determined

Absent: Doug Lanni, Member
Also Present: Susan Gross, DDA Treasurer
Phillip Adkison, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Patricia Paruch, DDA Attorney
Ron Reynolds, Berry, Reynolds & Rogowski
Bowden Brown, Dykema Gossett
Tom Traciak, ACFI Finance
Sandra Abrams, DDA Secretary

Executive Session (out of order)

MOTION Zoner, second by Thomas to enter into Executive Session to discuss the acquisition of real property.

ROLL CALL VOTE:

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

NAYS: None

ABSENT: Lanni, Lublin

MOTION CARRIED UNANIMOUSLY

Entered Executive Session: 11:10 a.m.

Returned to Regular Session: 11:40 a.m.

MOTION by Gotts, second by Thomas, to approve the settlement outlined in the closed session held during the special meeting on June 10, 2008, including the compensation outlined for each property owner, and authorize the Director, the Chairman, the Vice Chairman, the Secretary, the Treasurer, or any one of the officers, to execute documents to implement the settlement and to

take any other such actions as are necessary or desirable to carry out and implement the Martin Parkway project.

ROLL CALL VOTE:

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

NAYS: None

ABSENT: Lanni, Lublin

Approval of the May 20, 2008 Minutes:

MOTION by Zoner, second by Gotts, to approve the minutes of the May 20, 2008 Regular Meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments

None

Item 2: Consent Agenda

A. Treasurer's Report for May 2008

B. Approval of Warrants

MOTION by Zoner, second by Thomas to approve the Consent Agenda, with the removal of Treasurer's Report for May 2008 due to unavailability, and with the add on for the NORR Group invoice, contingent on the Director's review and approval of the invoice.

MOTION CARRIED UNANIMOUSLY

Item 3: Director's Report

A. Bonding Resolutions

Tom Traciak and Bowden Brown discussed the refunding process for the 2004 taxable adjustable rate bonds.

MOTION by Gotts, second by Thomas to approve the Commerce Township Downtown Development Authority, Oakland County, Michigan "Resolution Requesting Issuance of Township Tax Increment Bonds, Pledging Tax Increment Revenues as Security Therefor, and Approving Related Matters" as provided in the attached Resolution.

ROLL CALL VOTE:

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

NAYS: None

ABSENT: Lanni, Lublin

MOTION CARRIED UNANIMOUSLY

B. Amendment to Tarr Contract for Clearing and Grubbing.

The Director explained the necessity to add clearing and grubbing of the 20 acre former Marotta parcel to the Tarr contract while workers were still on site.

MOTION by Marotta, second by Thomas to amend the Tarr contract for clearing and grubbing.

MOTION CARRIED UNANIMOUSLY

(Lublin Arrived)

C. McDowell & Associates Proposal.

The Director explained that the Road Commission of Oakland County required quick action on geotechnical work and testing of the Martin Parkway road right of way during the last month. Director executed a contract with McDowell & Associates for \$5300.

MOTION by Marotta, second by Thomas to confirm the Director's execution of the contract for geotechnical work and testing by McDowell and Associates.

MOTION CARRIED UNANIMOUSLY

D. Update on Construction:

Roadway – The RCOC has been asked to look at a cross-section for the road. Part concrete and part asphalt is a possibility for the road construction.

E. Update on Tree Moving:

Tree moving complete except for one cherry tree. 500 trees yarded. Joe Anderson has landscape plan out for pre-bid to shop for what is currently available. Parkway plans will be available at the next meeting.

F. Update on Critter Relocation:

A number of critters were found and relocated in DDA project area, including one Blanding's turtle. This species is not endangered, but is a "species of interest" to MDEQ and MDNR.

G. Presentation of Landscape Plan:

In response to an inquiry from a Kingstowne resident, the Director and GWE said that the landscape plan for this area will be available at the next meeting.

Item 4: Engineer's Update:

Pre-construction meeting for underground utilities was held on June 11, 2008 at the Township Library. Grading has gone well in the project area.

Item 5: Attorney's Update: No additional issues.

Item 6: Planning Director's Update:

The Planning Director has met with the NORR Group and other stake holders in the Township relative to the DDA project area.

The schedule for the Zoning Ordinance revisions has been finalized. Sonic has requested permits; Beaumont Hospital has requested permits for signage.

The Planning Director stated there has been an increase in interest in the DDA area in the last six weeks.

Item 7: Executive Session: Held at the beginning of the meeting

Item 8: Other Matters:

Other matters discussed:

Township Library expansion project discussed briefly;

DDA Director to look into informational signage for the Project area (north and south entrances).

MOTION by Zoner, supported by Gotts to adjourn.

MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 12:30 p.m.



Sandra S. Abrams, CMC

DDA Secretary

Clerk, Charter Township of Commerce