

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, January 20, 2009

Commerce Township Hall

2840 Fisher

Commerce, MI 48390, 12:00 p.m.

CALL TO ORDER: Vice-Chairperson Thomas called the meeting to order at 12:30 p.m.

Downtown Development Authority

Present: E. Wynn Berry, DDA Director
Randall Thomas, Vice-Chairperson
Thomas Zoner, Member
Sandra Motz, Member
Herb Feinstein, Member
Paul Kirkwood, Member
Daniel Lublin, Member

Quorum of DDA Members determined

Absent: James Gotts, Chairperson
Doug Lanni, Member
Frank Marotta, Member

Also Present:

Susan Gross, DDA Treasurer
Hans Rentrop, Township Attorney
Deb Kirkwood, DDA Administrative Assistant
Thomas Rauch, DDA Attorney
Patricia Paruch, DDA Attorney
Sandy Hermanoff, Hermanoff & Associates
Peter Collins, ASTI Environmental
Kathleen Cassidy, CT Planning Dept.
Brian Blaesing
Matt Schwanitz, Giffels-Webster Engineers

MOTION by Zoner, second by Lublin to approve the minutes of the December 9, 2008 Special Board meeting and the December 16, 2009 Regular Board meeting as presented.

MOTION CARRIED UNANIMOUSLY

Item 1: Public Comments - None

Item 2: Consent Agenda

- A. Treasurer's Report for December 2008**
- B. Approval of Warrants with add-ons;**

MOTION by Zoner, second by Kirkwood to receive and file the Treasurer's Report from the Consent Agenda and to approve the warrants with add-ons with the removal of the George Burgoyne, Jr. and the Hoffman Management, Inc Invoices.

MOTION CARRIED UNANIMOUSLY

Director's Report

- A. Update on Township Hall Construction – Building proceeding well. The drywall in the building is now finishing up and a late April occupancy is still expected. Tom Zoner and Wynn Berry to set a meeting to talk about budget.
- B. Update on Bridge Construction – The change in foundation requirements is to handle Military Traffic. Soil Borings show stronger soils than expected, a second soil boring test is finishing today. Analysis to be taken to the RCOC by the end of the month for determination.
- C. Update on Roundabout at M-5/Pontiac Trail/Martin Road – Brian Blaesing, Consultant stated that the MDOT Breach has been delayed at the Federal level. However, it has now been approved and is due back to Lansing in February. Brian further stated that the Roundabout Project may qualify for the Federal Stimulus Package and could be a \$4 million savings. The DDA has put a number of Projects onto the RCOC list for these funds. At this time, the criteria for Projects looking at the Federal Stimulus Package has not been set, so qualifying for the Stimulus Funds is unknown.
- D. Update on Discussions with RCOC – Handled in Roundabout Update.
- E. Update on Commercial Site Sale – John Simon Group talking with Garrison Group after line of credit was pulled by the Insurance Company.
- F. Discussion of Environmental Assessments – To be held for Executive Session.
- G. The Contract with Brian Blaesing has not yet been finalized. It was stated that Brian can remain as a consultant at the \$100/hr rate.

MOTION by Zoner, second by Lublin to permit Brian Blaesing to continue as a consultant at the present \$100/hr rate. **MOTION CARRIED UNANIMOUSLY**

Item 4: Attorney's Update

- A. Update on Hospitality/Convention Center Site - There is significant interest in a possible Hospitality/Convention Center development on the NW corner of Martin Parkway, Pontiac Trail and M-5; approximately 4 - 4.5 acres; 170 room Hotel and 400 seat Convention Center. Negotiations are close and are continuing.

Item 5: Engineer's Update – No additional from above

Item 6: Planning Director's Report –Kathleen Cassidy stated that she has been in Lansing with HoMedics to work on their MEGA Tax Credit. She also stated that on January 12, 2009 the Commerce Township Planning Commission approved the HoMedics Building. She went on to say that the Public Hearing regarding changes in the Sign Ordinance is scheduled for February 2, 2009.

Item 7: Tentative Executive Session – Acquisition of Property

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

ROLL CALL VOTE:

AYES: Zoner, Motz, Kirkwood, Lublin, Thomas, Feinstein,

NAYS: None

ABSENT: Gotts, Lanni, Marotta

MOTION CARRIED UNANIMOUSLY

Entered into Executive Session at 1:35 p.m.
Returned from Executive Session at 2:23 p.m.

Item 8: Other Matters: Contract with Peter Collins

MOTION by Zoner, second by Lublin to direct the DDA Director to direct the DDA Director to investigate potential road projects that may qualify for funding from the federal stimulus package and to contract with ASTI Environmental to begin the necessary environmental work on any projects for which we may get funding.

MOTION CARRIED UNANIMOUSLY

MOTION by Lublin, second by Feinstein to adjourn. Motion carried unanimously. Meeting adjourned at 2:40 p.m.

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