

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

**Tuesday July 20, 2010
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390
12:00 p.m.**

Call TO ORDER:

The Meeting was called to order by Chairperson Gotts at 12:10 p.m.

Downtown Development Authority:

Present: Kathleen Jackson, DDA Director
Jim Gotts, Chairperson
Dan Lublin, Vice Chairperson
Sandra Motz, Member
Thomas Zoner, Member
Pat Dohany, Member
David Smith, Member
Jose Mirkin, Member
Wendy Anderson, Member
Christin Skikun, Member

A Quorum was determined

Absent:
Doug Lanni, Member

Also Present: Thomas Rauch, DDA Attorney
Susan Gross, DDA Treasurer
Sandra Abrams, DDA Secretary

Item 1: Approval of Minutes

MOTION by Dohany, second by Zoner to approve the Minutes of June 15, 2010, as presented.
MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

None

Item 3: Treasurer's Report for June 2010

MOTION by Dohany, second by Mirkin to receive and file the Treasurer's Report.
MOTION CARRIED UNANIMOUSLY

Item 4: Director's Report

- A. Update of Activities** – Meetings held with three prospective purchasers of property in DDA project area; working on marketing packet for DDA Project are and have requested bids from two consultants regarding their price to pull some demographic

and market information together; millings will be delivered soon and distributed along the pathways in the project area; meeting with Joe Heffernan and Tom Traciak helpful in understanding the overall project and the information can be used to see the impact of various scenarios for the project area.

- B. **Weiner and Associates Contract** – Spoke with Rick Weiner, our lobbyist. He is amenable to a reduced fee of \$1,250 per month, however at an hourly rate his charge is \$500.00 per hour. Direction from the Board is requested.

MOTION by Zoner, second by Dohany to approve a 6 month contract with lobbyist Rick Weiner, @ a rate of \$1250 per month.

Following discussion

MOTION AND SUPPORT WITHDRAWN

MOTION by Dohany, second by Skikun to approve a month to month contract with lobbyist Rick Weiner at a rate of \$1250.00 per month, and to direct the DDA Director to request Rick Weiner be present at the next available DDA meeting for a presentation relative to his duties as a lobbyist and the benefit to DDA for same.

ROLL CALL VOTE:

AYES: Gotts, Lublin, Motz, Zoner, Dohany, Smith, Anderson, Skikun

NAYS: Mirkin

ABSENT: Lanni

MOTION CARRIED

- C. Optimist Club has set the date for their walk/run as September 26, 2010. They have asked for a donation of two portable toilets; it is a minimal cost and they are doing everything else for the run/walk themselves. They will be using our parking lot and the Township Hall café, but need the portable toilets as well. They will be providing additional ones at their cost.

MOTION by Dohany, second by Anderson to approve the expenditure for two portable toilets for the walk run to be held on September 26, 2010.

MOTION CARRIED UNANIMOUSLY

- D. DDA Director Jackson request consensus on what the Board members availability is the first week in August for a joint meeting with the Township Board and the Planning Commission.

Following discussion it was decided that there would be a Joint meeting with the DDA Board, Township Board, and the Planning Commission to be held on August 5, 2010, at 7:00 p.m. at Township Hall, to be posted by the Clerk's office and Boards and Commissions to be notified.

Item 5: Attorney's Report – At this time there is minimal involvement. The issues at hand are the land division, covenants and restrictions, and other issues as they come up.

Item 6: Engineer's Report -- Additional discussion of the land split for the Library and Township Hall and how the land splits vs condominiums affect the sale of property, if at all. In addition, it was noted that when Martin Parkway is dedicated it will be created by easement, without necessitating the creation of separate parcels. As soon as is possible the road will be dedicated from Oakley Park to the Round a bout at the Township intersection. The remainder of the road will not be dedicated for approximately 1-1/2 year, or until the round-a-bout is completed at Pontiac Trail.

The Road Commission and Metro are still looking at the traffic counts to determine if the round-a-bout at Pontiac Trail can be made smaller. No determination at this time in that regard.

Item 7: Committee Reports

- A. Finance committee reviewed the warrants and final bills to be paid at this meeting, as well as the overall budget of the DDA. The committee will be meeting again on August 12, 2010.
- B. Public Relations Committee met with the coordinator of the Optimist Club to discuss the event on September 26, 1020 and will be meeting again immediately following today's DDA meeting.
- C. Marketing Committee is meeting with Realty Group to discuss marketing of the project area.

Item 8: Discussion re: Tiger 2 Grant Application -- Brian Blaesing reviewed the Tiger I application process and gave his impressions as to why the DDA did not receive an award under that grant application. In addition, he reviewed the Tiger II grant application process and why it was his opinion that the DDA had a better chance of receiving an award under this application process. Tiger II grant requires a 20% match and the DDA's local match will likely exceed 40%. Cost to submit the grant application for the Tiger Grant II would be approximately \$11,000, with August 23, 2010, the final date for submission.

MOTION by Mirkin, second by Lublin, to approve the submittal of a grant application for the Tiger Grant II and fee for same in the amount of \$12,000.00.

MOTION CARRIED UNANIMOUSLY

Item 9: Discussion re: construction of the Pontiac Trail pump station relief sewer --
Following Discussion:

MOTION by Zoner, second by Dohany to approve the construction of the sanitary sewer extension to Pontiac Trail Pump Station in the amount of \$300,000, and to amend the budget accordingly.

MOTION CARRIED UNANIMOUSLY

Item 10: Approval of Warrants and Finance Report

MOTION by Lublin, second by Dohany to approve the warrants and add ons as presented.

MOTION CARRIED UNANIMOUSLY

Item 11: Other Matters

Budget Amendment -- Budget amendment for refund of Michigan Tax Tribunal monies.

MOTION by Dohany, second by Zoner to approve the Budget Amendment and resolution for same as presented.

ROLL CALL VOTE

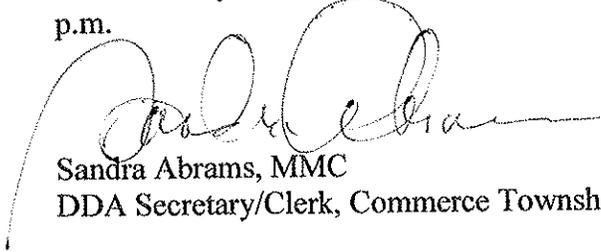
AYES: Gotts, Lublin, Motz, Zoner, Dohany, Smith, Mirkin, Anderson, Skikun

NAYS: None

ABSENT: Lanni

MOTION CARRIED UNANIMOUSLY

MOTION by Zoner, second by Dohany to adjourn. Motion carried. Meeting adjourned at 2:30 p.m.



Sandra Abrams, MMC
DDA Secretary/Clerk, Commerce Township