

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY**

**Tuesday, September 21, 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 12:20 p.m.

**Downtown Development Authority:**

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

A Quorum was determined

**Absent:** Jose Mirkin, Member  
Doug Lanni, Member  
Thomas Zoner, Member

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

**Item 1: Approval of Minutes**

**MOTION** by Lublin, second by Anderson, to approve the Regular Meeting Minutes of August 17, 2010 meeting as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Mark Stacy commented maintenance, cars on pathway, and dog signage.

**Item 3: Treasurer's Report for August 2010**

**MOTION** by Dohany, second by Lublin to receive and file the Treasurer's Report.

**MOTION CARRIED UNANIMOUSLY**

**Item 4: Director's Report**

- A. **Update of Activities** –Meetings with Marketing Committee regarding Letter of Intent and Sandy Hermanoff relative to marketing efforts. Tiger2 grant was complete and submitted on August 23, 2010; Millings have been distributed along the pathways and is included in the progress that continues on the preparations for the 5K run/walk to be held on September 26, 2010; A site visit was make to Levis Commons in Perrysburg Ohio which is a project similar to the DDA project area; Work was

completed on the 2008 Bonds and Letter of Credit for the 2003 bonds which was a primary focus

**Item 5: Attorney's Report** – Included in their monthly activities was the Weiner contract; Wal-Mart; Homedics; Sale of Class C DDA License; Township building site; and Kingstown.

**Item 6: Engineer's Report** – Giffels Webster gave a report relative to engineering activities including Pontiac Trail and M5 redesign for downsizing the round a bout; supplemental traffic counts; schedule for tracking the project to be presented at the next meeting; and, cost of \$75,000 to redesign the downsized plans for the round a bout.

Discussion of forming a committee to meet with the Road Commission for Oakland County. Chairperson Gotts to form said committee.

**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 which will be brought to the next DDA meeting to be recommended to the Township Board for approval.
- B. Public Relations Committee meeting with Optimist Club to discuss the event on September 26, 1020, to assist where possible.
- C. Marketing Committee and Core Group to meet with another proposed Letter of Intent.

**Item 8: Resolution Requesting Township Board Actions Regarding 2003 Taxable Adjustable Rate downtown Development Bonds (Comerica Bank Letter of Credit and Appointment of New Remarketing Agent).**

**MOTION** by Anderson, second by Dohany to approve by Roll Call vote the Resolution Requesting Township Board Actions Regarding 2003 Taxable Adjustable Rate Downtown Development bonds.

Roll Call

Ayes: Anderson, Smith, Gotts, Skikun, Dohany, Motz, Lublin.

Nays: None

Absent: Lanni, Mirkin, Zoner

**MOTION CARRIED UNANIMOUSLY**

**Item 9: Resolution Approving Township board Actions Regarding 2008 Taxable Adjustable Rate Downtown Development Refunding Bonds (RBS Citizens/Charter One Bank Letter of Credit Extension, FHIBB confirming letter of Credit and appointment of new Remarketing Agent).**

**MOTION** by Dohany, second by Motz to approve by Roll Call vote the Resolution Approving Township Board Actions Regarding 2008 Taxable Adjustable Rate downtown Development Refunding Bonds.

Roll Call

Ayes: Anderson, Smith, Gotts, Skikun, Dohany, Motz, Lublin.

Nays: None

Absent: Lanni, Mirkin, Zoner

**MOTION CARRIED UNANIMOUSLY**

**Item 10: Sale of DDA Owned Liquor License**

**MOTION** by Dohany, second by Skikun to approve the Resolution drafted by DDA counsel authorizing the sale of the DDA owned liquor license to Country club Holdings, LLC, for the sale price of \$55,000, subject to the approval of the Michigan Liquor Control Commission and authorizes the appropriate signatures.

**MOTION CARRIED UNANIMOUSLY**

**Item 11: Letter of Intent**

**MOTION** by Smith, second by Lublin to direct the Director and DDA counsel to finalize the Letter of Intent as revised by the DDA counsel and submit to Velmeir Acquisition Services, LLC for the parcel of property directly west of the existing WalMart parcel.

**MOTION CARRIED UNANIMOUSLY**

**Item 12: Hermanoff and Associates Marketing Proposal**

**MOTION** by Dohany, second by Smith to approve the Hermanoff and Associates proposal, funds to come from the Public Relations budget in an amount not to exceed \$5,103.00 subject to retaining intellectual ownership of the marketing materials.

**MOTION CARRIED UNANIMOUSLY**

**Item 13: Warrants and Finance Report**

Following discussion:

**MOTION** by Motz, second by Lublin to approve the Warrants as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 14: Pontiac Trail Sanitary Sewer Extension**

**MOTION** by Dohany, second by Lublin to approve the recommendation of Giffels Webster and award the contract for the Pontiac Trail Sanitary Sewer Extension to Pamar Exterprises, Inc. at the bid price of \$159480.00 and authorize the appropriate signatures.

**MOTION CARRIED UNANIMOUSLY**

**Item 15: Closed Session**

**MOTION** by Dohany, second by Smith to enter into Executive Session for the purpose of discussing the Acquisition of property and Pending Litigation.

Roll Call

Ayes: Anderson, Smith, Gotts, Skikun, Dohany, Motz, Lublin.

Nays: None

Absent: Lanni, Mirkin, Zoner

**MOTION CARRIED UNANIMOUSLY**

Entered Closed Session at 1:50 p.m.

Returned to Open Session at 2:05 p.m.

**MOTION** by Dohany, second by Lublin to approve the minutes of the Closed Session as written.

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Dohany, second by Lublin, to approve the Resolution drafted by DDA counsel for the Case Evaluation relative to Kingstown Manor and to take any such actions as are necessary and desirable to terminate the lawsuit and/or carry out and implement the intent and purpose of the Case Evaluation as presented.

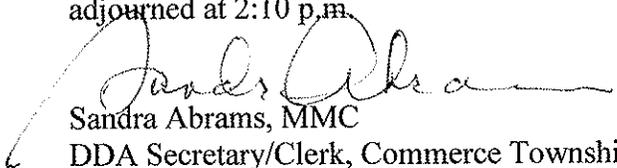
**MOTION CARRIED UNANIMOUSLY**

**Item 16: Other Matters**

Discussion of signage needed in the DDA project area relative to dogs.

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

**MOTION** by Motz, second by Anderson to adjourn. Motion carried unanimously. Meeting adjourned at 2:10 p.m.



Sandra Abrams, MMC  
DDA Secretary/Clerk, Commerce Township