

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY  
Tuesday, March 19, 2013  
Commerce Township Hall  
2009 Township Drive  
Commerce Township, MI 48390  
12:00 p.m.**

**CALL TO ORDER:**

The Meeting was called to order by Vice Chairperson Lublin at 12:00 p.m.

**Downtown Development Authority:**

**Present:** Kathleen Jackson, DDA Director  
Dan Lublin, Vice Chairperson  
Mark Stacey, Member  
Brian Winkler, Member  
David Smith, Member  
Jose Mirkin, Member  
Thomas Zoner, Supervisor

**Absent:** Jim Gotts, Chairperson  
Christin Skikun, Member  
Pat Dohany, Member

**Also Present:** Randy Thomas – InSite Commercial  
Matt Schwanitz – Giffels Webster Engineers  
Vanessa Magner, DDA Secretary  
Susan Gross, DDA Treasurer

**Item 1: Approval of Minutes**

**MOTION** by Zoner, second by Stacey, to approve the Regular Meeting Minutes of February 19, 2013 as presented. **MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Susan Averbuch, 9005 Campbell Creek, questioned the trees that were supposed to be transplanted on the Martin Parkway. The residents that back up to the project area are hearing motorcycles at 4:00 a.m. She suggests the DDA to put in a buffer zone prior to the East / West Road put in.

**Item 3: Director's Report**

**Update of Activities:** The Township Board approved rezoning for the Hampton Inn parcel, as well as the parcel just north of the Hampton Inn. The zoning is now "HOS" (Hospitality). A joint meeting with the Township Board, D.D.A. Board and the Planning Commission has been set for April 23<sup>rd</sup> at 7:00. This is a regularly scheduled quarterly discussion meeting. All Board members are encouraged to attend.

The Township Board approved a resolution regarding the issuance of quota liquor licenses in the D.D.A. area. These are new licenses that the Township garnered as a result of the increase in population, as determined by the 2010 Census. Three of these licenses will be available.

There were three MTT judgments for January and February, which totaled \$8,803 in refunds.

Two new businesses (both medical marijuana facilities on Goldie St.) received occupancy permits in the months of January and February.

**Item 4: Attorney's Report**

No Report

**Item 5: Engineer's Report**

Matt Schwanitz stated the condo docs have been completed. The road project is at a closure point and considered a complete project. No other new updates.

**Item 6: Committee Reports**

A. Finance Committee – Stacey stated the DDA will need to request a cash advance in the amount of \$800,000.00 from the Township Board.

**MOTION** by Stacey, supported by Mirkin, to direct Kathleen Jackson to request a cash advance from the Township Board in the amount of \$800,000.00.

**MOTION CARRIED UNANIMOUSLY**

Stacey mentioned the DDA will be requesting close to 2 million dollars from the Township Board this year.

Zoner requests the DDA to come up with a master plan to present to the Township.

Stacey stated the master plan will change as the interest rates change.

B. Public Relations Committee – meeting is scheduled with Walled Lake Schools about having an art show at the Township Hall sometime in May or June. The Rotary Club will be having a carnival May 16-19<sup>th</sup> on the property next to the Library. There will be a petting zoo, talent show, tribute to Bob Segar, bands performing from local schools. Run with Attitude is scheduled for September 25<sup>th</sup> and Grace Church will be holding their run on November 5<sup>th</sup>.

C. Marketing Committee – No Update

**Item 7: Insite Commercial Report**

Randy Thomas provided an update of activities, including; Shapiro Development – Once the DDA attorney returns, the definitive contract can be signed and the \$250,000 deposit will be made. Director Jackson and Thomas met with a developer regarding the reduction of 1 bedroom units, developer is preparing a new plan and asking to meet with Director Jackson and Thomas for a pre-meeting before submitting a new offer. Receiving calls from fast food chains as to when they can expect to have a response regarding the offers they have sent. Thomas met with an interested party for the 3<sup>rd</sup> time, who is interested to if one of the parcels adjacent and to the west of Walmart can be sold. Thomas believes there can be 2 parcels out of approximately 1.5 acres, which would be east of the Walnut Lake Ct. entrance into Walmart. A developer will be

meeting with Director Jackson and Thomas who is interested in single family residential east of the township hall. Thomas met with a national developer and the DDA site was one of nine considered for a commercial development. They liked the real estate but the proximity is too close to Twelve Oaks. Property located at Pontiac Trail and Haggerty receiving increased interest.

**Item 8: Approval of Warrants and Finance Report**

**MOTION** by Stacey, second by Mirkin, to approve the Warrants and Finance Report.

**MOTION CARRIED UNANIMOUSLY**

**Item 9: Other Matters**

Mark Stacey stated there was an accident on Martin Parkway that damaged the property.

**MOTION** by Stacey, supported by Smith, to file a claim with our insurance company for this accident on Martin Parkway and all future accidents.

**MOTION CARRIED UNANIMOUSLY**

Susan Gross mentioned the Martin Parkway Adopt-A-Road will be held on April 13<sup>th</sup> at 8:00 a.m.

**MOTION** by Stacey, second by Mirkin to adjourn at 12:45 p.m.

**MOTION CARRIED UNANIMOUSLY**

  
Vanessa Wagner, Clerk  
DDA Secretary