

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY  
Tuesday August 17, 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 Vice Chairperson Lublin at 12:10 p.m.

**Downtown Development Authority:**

**Present:** Kathleen Jackson, DDA Director  
Dan Lublin, Vice Chairperson  
Sandra Motz, Member  
Thomas Zoner, Member  
Pat Dohany, Member  
Jose Mirkin, Member  
Christin Skikun, Member

A Quorum was determined

**Absent:**

Jim Gotts, Chairperson  
David Smith, Member  
Wendy Anderson, Member  
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 Regular Meeting Minutes of July 20, 2010, and the August 5, 2010 Joint Meeting as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Julie LaBlanc, West Bloomfield resident, requested the DDA look at installing a left turn light at Oakley Park and Haggerty.

Loren McKewen, West Bloomfield resident, confirmed the need for the light at Oakley Park and stated the current West Bloomfield resolutions in opposition to improvements on Haggerty Road did not include the installations of lights, and further were only in opposition to more than three lane improvements.

Peter Unick requested information on the status of the round a bout, Martin Parkway and the disposal of top soil in the project area.

Mark Stacy commented on the trees and the lack of irrigation that may have caused the stress currently showing on the transplanted trees; and, an ongoing problem of cars on the walkways.

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

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

**MOTION CARRIED UNANIMOUSLY**

**Item 4: Director's Report**

- A. **Update of Activities** –Meetings with the Marketing Committee with a potential brokerage firm who presented their proposal. Additional meetings will be held and a marketing brochure is in the works; Receipt of a letter of intent from a interested buyer has been reviewed by the attorneys and will be presented to the marketing committee and then the DDA Board with the marketing committee's recommendation; Millings have been delivered but not distributed yet. Distribution will take place within the next 30 days; Joint meeting with the Township Board update; Progress on the 5K run in the DDA project area; Update on the TIGER Grant progress; Letter of Credit for conservation easement amount reduction.

**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** –Update was included in the Director's report. Ongoing processes continue. 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.
- B. Public Relations Committee meeting with Optimist Club to discuss the event on September 26, 2010, to assist where possible.
- C. Marketing Committee is meeting with Realty Group to discuss marketing of the project area. Working on a brochure and will be advertising for additional marketing groups.

**Item 8: Discussion with Rick Weiner regarding contract needs:** Lobbyist Rick Weiner was present to advise the Board of his activities as they relate to the DDA project area and his expected future involvement and areas where his expertise can be helpful to the DDA.

**Item 9: Discussion regarding landscaping on martin Road and root wells.**

**MOTION** by Dohany, second by Zoner to approve the expenditure of funds not to exceed \$4800.00 and authorize Advanced Tree Moving to proceed with the installation of root wells and watering of trees as proposed.

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Dohany, second by Mirkin to approve the expenditure of \$1800 to mulch and re-mow the boulevard in the DDA project area.

**MOTION CARRIED UNANIMOUSLY**

**Item 10: Budget Amendments**

**MOTION** by Dohany, second by Mirkin to approve the Budget Amendments as presented for a budget amendment for attorney fees in the amount of \$35,500; and, budget amendment for the DDA Director's salary in the amount of \$8,000.

**MOTION CARRIED UNANIMOUSLY**

**Item 11: Warrants and Finance Report**

Following discussion:

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

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Motz, second by Mirkin to adjourn. Motion carried. Meeting adjourned at 1:30 p.m.



Sandra Abrams, MMC  
DDA Secretary/Clerk, Commerce Township