

**CHARTER TOWNSHIP OF COMMERCE  
DOWNTOWN DEVELOPMENT AUTHORITY**

**Tuesday, June 19, 2012  
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 12:00 p.m.

**Downtown Development Authority:**

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

**Absent:** Christin Skikun, Member

**Also Present:** Thomas Rauch, DDA Attorney  
Randy Thomas – InSite Commercial  
Daniel Munro, DDA Secretary  
Susan Gross, DDA Treasurer

**Item 1: Approval of Minutes**

**MOTION** by Zoner, second by Stacey, to approve the Regular Meeting Minutes of May 15, 2012 as presented.

**MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Craig Cappella, American Bad Ass Challenge, informed the DDA Board on their proposed event to be held on the DDA property. Mirkin recommended the group schedule a meeting with the DDA Public Relations Committee. Jackson reminded the group there will be a number of approval criteria, including: Planning Commission review and approval, Township Board review and approval for any temporary liquor license (in addition to MLCC approval), insurance requirements, appropriate bonding, the cost to lease the land from the DDA, the entire cost to utilize the Township Fire Department and the Oakland County Sherriff.

**Item 3: Director's Report**

**Update of Activities** – Jackson summarized an update of DDA activities including;

Prosper Magazine is once again asking if the D.D.A. is interested in advertising in the 2013 issue. The cost is \$1500 for a full page community profile, which includes layout, copy writing and distribution. Please consider whether or not the Board would like to be featured again this year.

Randy Thomas and I met with a representative from the Michigan Economic Development Corporation on May 16<sup>th</sup>. We toured the site and discussed potential users and opportunities.

The purpose of the meeting was to ensure that the M.E.D.C. keeps our project area on their radar, pitching the project when the opportunity arises.

Two businesses; an online order business located on Ridgeway and a fireworks business on Haggerty came into the D.D.A. in June.

**MOTION** by Mirkin, second by Winkler, to advertise in Prosper Magazine in 2013 at a cost of \$1500.

**MOTION CARRIED UNANIMOUSLY**

**Item 4: Attorney's Report**

Thomas Rauch discussed the past month activities including; work on proposed developer agreements and the condominium documents.

**Item 5: Engineer's Report**

Mike Polmear is working with the attorney on the condominium documentation.

**Item 6: Committee Reports**

- A. Finance Committee – Stacey reported the committee met by email this past month to review warrants.
- B. Public Relations Committee – No Update
- C. Marketing Committee – Smith reported the committee has been reviewing plans and discussing the changing marketplace and promising economic indicators.

**Item 7: Insite Commercial Report**

Randy Thomas reported he has continued communication regarding the southwest quadrant of the property. Developers are anxious for an answer to their existing offers.

Two offers have been received from Commercial buyers. Several additional residential developers have show interest including a national developer for senior living apartments and single family.

The Vegas convention was, as expected, lukewarm toward Michigan (although that seems to be changing based on entry price point).

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

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

**MOTION CARRIED UNANIMOUSLY**

**Item 9: Other Matters**

Director Jackson revisited a request by Mark Stacey regarding a request to purchase no motorized vehicle signage for the Welch Road area.

**MOTION** by Stacey, second by Lublin, to approve the purchase of signage for the Welch Road area.

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Smith, second by Dohany to enter into Closed Session to review the DDA Attorney's opinion.

**Roll Call Vote:**

**AYES:** David Smith, Pat Dohany, Dan Lublin, Mark Stacey, Brian Winkler, Jose Mirkin, Thomas Zoner, Jim Gotts

**NAYS:** None

**ABSENT:** Christin Skikun

**MOTION CARRIED UNANIMOUSLY**

**Adjourn to Closed Session at 12:50 p.m.**

**Return from Closed Session at 2:02 p.m.**

**MOTION** by Smith, second by Stacey, to approve the minutes of the Closed Session.

**MOTION** by Lublin, second by Stacey to adjourn at 2:03 p.m.

**MOTION CARRIED UNANIMOUSLY**

A handwritten signature in black ink, appearing to read 'Daniel Munro'. The signature is fluid and cursive, with a large initial 'D' and 'M'.

Daniel Munro, Commerce Township Clerk  
DDA Secretary