

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY**

Tuesday, October 23, 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 12:05 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
Thomas Zoner, Supervisor
Jose Mirkin, Member
David Smith, Member

Absent: Christin Skikun, Member

Also Present: Thomas Rauch, DDA Attorney
Randy Thomas – InSite Commercial
Mike Polmear – Giffels Webster Engineers
Daniel Munro, DDA Secretary
Susan Gross, DDA Treasurer

Item 1: Approval of Minutes

MOTION by Lublin, second by Stacey, to approve the Regular Meeting Minutes of September 25, 2012 as presented.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments – Susan Averbuck, Campbell Creek Homeowners Association present to make a statement regarding the livability of the proposed developments.

Members of the Rotary Club were present to discuss a Carnival event for 2013

Item 3: Director's Report

Update of Activities – Jackson referred to her written update of DDA activities with no questions.

Item 4: Attorney's Report

Thomas Rauch discussed the past month activities including; work on the Condominium By-laws, Planned Unit Development (PUD) agreement and the Master Deed. Rauch also met with the DDA Director, Insight Commercial and potential developers.

Item 5: Engineer's Report

Mike Polmear provided updates on the final construction work on the Parkway

Item 6: Committee Reports

A. Finance Committee – Stacey reported the committee continues to work on tax capture issues with Oakland County and monthly review of the Warrants.

B. Public Relations Committee – Mirkin provided the DDA with a written summary of their activities including a potential calendar of events for 2013. Discussion about the events and partnerships took place.

C. Marketing Committee – No Update

Item 7: Insite Commercial Report

Randy Thomas provided an update of activities, including; several inquiries in outlot development, property west of Wal-Mart, and the corner of Pontiac Trail. Mixed-use project development will likely receive a letter of intent within the next few weeks. Residential developers continue their interest in a 14 acre parcel.

Thomas also presented information regarding two purchase offers that have been presented. He informed the DDA that even though one of the offers was presented over a year ago, he was unable to begin serious negotiations until the condominium documents were prepared.

Chairman Gotts asked for advice from Attorney Rauch on the ability to discuss the offers in the public meeting. Rauch stated, on the record, there has been no written or verbal request for confidentiality by the developers.

Thomas then reviewed and compared the two offers in detail.

MOTION by Smith, second by Lublin, to indicate the DDA Marketing Committee strongly recommends the proposal made by M. Shapiro Development (represented by Jim Galbraith) and authorizes the DDA subcommittee to negotiate the final terms and agreement and to make the Commerce Township Board of Trustees aware of the status of these negotiations.

MOTION CARRIED UNANIMOUSLY

Item 8: Approval of Warrants and Finance Report

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

MOTION CARRIED UNANIMOUSLY

Item 9: Other Matters

MOTION by Lublin, second by Dohany to adjourn at 1:38 p.m.

MOTION CARRIED UNANIMOUSLY

A handwritten signature in black ink, appearing to read 'D. Munro', with a large, sweeping initial 'D'.

Daniel Munro, Commerce Township Clerk
DDA Secretary