

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, November 15, 2022
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390

CALL TO ORDER: The Meeting was called to order by Chairperson Gotts at 12:00pm.

Downtown Development Authority:

Present: Debbie Watson, DDA Director
James Gotts, Chairperson
Steve Matta, Vice Chairperson
Larry Gray, Township Supervisor
Brian Winkler, Member
David Smith, Member
Tim Hoy, Member
Susan Spelker, Member

Absent: Elizabeth Bulat, Member (excused)
Jose Mirkin, Member (excused)
Lt. Wendy Reyes, OCSO Substation Commander

Also Present: Molly Phillips, DDA Treasurer
Melissa Creech, DDA Secretary
Sandy Allard, DDA Assistant
Randy Thomas, Insite Commercial
Thomas Rauch, DDA Attorney
Chris Martella, DDA Co-Counsel
Matt Schwanitz, Giffels-Webster, DDA Engineer
Dave Campbell, Township Planning Director

Item 1a: Approval of Revised Agenda

MOTION by Spelker, supported by Hoy, to approve the revised agenda for the Tuesday, November 15, 2022, DDA Regular Meeting.

MOTION CARRIED UNANIMOUSLY

Item 1b: Approval of Minutes

MOTION by Spelker, seconded by Winkler, to approve the DDA Regular Meeting Minutes of October 18, 2022, as presented.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

None.

Item 3: OCSO Update

Director Watson – Lt. Reyes could not be with us today, but if anyone has any issues or questions, I'm happy to relay those to her.

Chairperson Gotts – Do we have a synopsis of where we're at right now with the new substation?

Director Watson – I would look to Larry for an update on the building, but I don't think anything has changed since the last update.

Supervisor Gray – We will be going out for bids in January. We'll have responses back in February and hopefully have a decision made in March.

Item 4: DDA Informational Meeting

A. Insite Commercial Report

Randy Thomas provided an overview of the Insite report submitted in the DDA Board's packet.

- Parcels A&H – Shapiro's Barrington development; Nothing new to report.
- Parcel B1, Phase I – Aikens, Five & Main;
 - Last week, I had a meeting with Bruce with the gourmet market. That took a step forward, moving toward the attorneys communicating today to finish up that lease. Bruce stated at that meeting that he is prepared to sign the lease.
 - There was also discussion that if the retail were to happen in phases, where the market is intended to go, which is in the old library spot, that would be the first part of the development to happen; although I think it's going to happen all together as that makes more sense from an economic standpoint.
- Parcel B1, Phase II – Aikens, Five & Main;
 - We were successful in the direction that the DDA Board gave. I can hand it over to Tom or Chris.

Attorney Martella – Is it the pleasure of the Board to cover it now, or under the Attorney's Report?

Attorney Rauch – It's the next item on the agenda, and perhaps it's not really part of the informational portion of the meeting. The reason we have informational meetings is primarily because they are required by law. Deb very efficiently has them a couple times a year – is it two per year, Deb?

Director Watson – Yes, and we are holding them in April and November going forward.

Attorney Rauch – So we will do that as a separate item.

Randy Thomas – That's fine. I'll push through here. That was a positive result with Phase II.

- Parcel B2 – Avalon; Nothing new to report.
- Parcel C – The hard corner of Pontiac Trail and Haggerty Road; Dave, would you like to brief us on the latest with LAG?

Dave Campbell – Sure. Lafontaine came to our Planning Commission meeting last night with a change in the scope of what they want to do. After having their engineers do a preliminary layout of Parcel C, aka Unit 3, they determined that it wasn't feasible to fit both a Genesis dealership and a Hyundai dealership on that property, so they have changed course. They want to keep the Genesis on the Parcel C property, but they want to move the Hyundai to the former Dick Morris property further south. They don't have a plan for what that all looks like yet. This has just evolved from their side recently.

I wanted to get it in front of my Planning Commission last night so that they had an opportunity to hear about it and ask questions, so that if and when this comes before the Planning Commission in a more formal submittal in January, they're not surprised by it. That is their scope as of right now. My understanding is that the Hyundai dealership would still have the service component to it. That's part of what they like about that Dick Morris building is that it still has the hydraulic lifts in it. The service for both Genesis and Hyundai would be at the former Dick Morris.

Director Watson – Dave, I would add to that, Genesis is saying that in about 2 years, they will be all electric, and that's changing the design of their building.

Dave Campbell – That's what we've heard from Lafontaine, is that Hyundai and Genesis are really going all in on the electrified vehicles. To Deb's point, that kind of changes what a service center looks like for an electric vehicle versus the good old combustible engine vehicles. I don't know that I understand what that means, and maybe Lafontaine is still trying to understand what that means. When we talk about service for electric vehicles, it may be a different animal.

Treasurer Phillips – That doesn't change our closing date, does it?

Director Watson – I'm hopeful it does not, but they're not coming in until January with their PUD request, and then they would need to go to the Township Board. I would love to see them immediately go to the Township Board in January, following the Planning Commission, and then site plan could be in February. However, it may not go that quickly and I'm sure they want their approvals in order before they close.

Treasurer Phillips – Approvals for both parcels, or just the new layout of C?

Director Watson – They don't need to have the approvals for Dick Morris; that will be straight site plan. They own that site and it's not a PUD, so that would be separate from it. Molly, as you and I discussed, both sites are capturable, and we would have been capturing on three buildings, but unfortunately we will now only be capturing on two. The Dick Morris site is capturable, but we don't have any authority over what happens with that.

Dave Campbell – Correct me if I'm wrong, but they said last night that they want both projects to be on a similar track as far as approvals, and they want to be doing construction at nearly the same time for both. There's less construction at Dick Morris because they want to repurpose an existing building. It's not as if they're starting from scratch. I think they want to get started on the Genesis dealership earlier than the Hyundai.

Director Watson – That's what I heard too. George Weber was adamant about making sure that they come back with the high-quality renderings that they showed us initially, which had us in favor of the PUD. He said, *high-quality design, landscaping and no asphalt. We don't want to see asphalt from the road and we don't want it to look like a typical dealership.* He was very firm on that and I was glad to hear his comments.

Vice Chairperson Matta – I don't know how you avoid that when you're moving a whole building.

Director Watson – Yes, it's difficult.

Dave Campbell – That was Mr. Weber’s point, the plan that we all liked was two buildings with all the inventory to the back and to a lesser degree, off to the sides. Now you’re taking one of those buildings away and opening up all that space. Are we now back to seeing what we consider a traditional dealership with all the inventory close to the road?

Elizabeth from Lafontaine was there last night, and that’s what George was pushing, that they now have to be creative if there is only going to be one building on the corner. They have to be creative with how they screen and orient the inventory to avoid the traditional dealership appearance.

Director Watson – And their building is beautiful.

Dave Campbell – Yes, it’s all glass and it’s a sharp building. They want it to be, of course. This is their premier brand.

Director Watson – But they’ll need to be very creative on the landscaping.

David Smith – Why?

Director Watson – We don’t want to see a sea of cars parked-

David Smith – I know, I get that, but why?

Director Watson – Why what?

David Smith – If I was in their position, why?

Director Watson – It’s a PUD. It’s a use that isn’t even typically permitted in this area. The Township is making an exception, and Commerce Towne Place is making an exception, but based upon the premise that it’s going to be high-quality.

David Smith – The way I look at it, it’s a buyer’s market. I would not allow the Township to dictate everything that they wanted if it was going to be my building and my design.

Director Watson – If it’s a conditional rezoning, they offer their benefits, and we can accept or reject. With a PUD, there’s a lot more negotiation between the Township and the buyer, and they have been agreeable all along. So they were told to come back with something like what they came in with before. We want it to be attractive and we don’t want to see a sea of asphalt and cars parked behind the building.

David Smith – I understand. I don’t want to see a sea of asphalt and cars either, but in this case I’m on the developer’s side. I’m obviously pro-DDA, but I have to sit down and look at their side. There’s a lot more being offered out there in the world than just what we have.

Director Watson – I think that is a very prominent corner though, coming into Commerce Township and into Commerce Towne Place, and I think it’s crucial that it be attractive.

Susan Spelker – It is a prominent corner, it’s crucial that it’s attractive-

David Smith – It's not a prominent corner, though.

Susan Spelker – It will be, but it's going to be extremely difficult to get them to adhere to what it is that we want to see versus what's going to sell cars.

David Smith – Just my opinion.

Susan Spelker – I have some trepidation on this, but overall, I think it can work out for everybody. We just have to be really ...

Dave Campbell – I've heard the comment that we don't want it to look like Telegraph Road through Redford. I haven't been that way in a while, but I get the impression that it's a lot of dealerships.

Treasurer Phillips – And along 15 Mile in Troy, the Motor Mall, which is just lines of dealerships and lines of cars.

Susan Spelker – It just looks like one huge parking lot after another, like there should be an airport somewhere. It sells cars, but it's not the aesthetic that we're looking for here. So, they're going to have to be a little bit creative, and we're going to have to demand that they adhere to what they agreed to adhere to.

Director Watson – And I think that's not as difficult as it might be with some other dealers. Genesis is high-end and it's high-quality, so I think they're going to promote that image that we're hoping to see.

Discussions continued regarding car sales, dealerships, display pads, parking, and inventory. Dave Campbell noted that originally, the template we pointed LAG to was in the City of Novi at Grand River and Meadowbrook, where there is a Cadillac dealer on one corner, and on the other is the Land Rover / Jaguar dealership. Those buildings are at the hard corners and the inventory is located behind. Susan Spelker discussed the corner of Wixom and Grand River, where the Lincoln dealer has done a good job at the corner; however, it turns into a car lot next to that. That is her concern, that Parcel C might fall apart. She would like to see it more like Meadowbrook.

Director Watson – Back to Randy.

Randy Thomas –

- Parcels D&E – Pulte, Merrill Park; Nothing new to report.
- Parcel F – The 3.9 acres in front of the Township Hall; Nothing really happened in the last 30 days. This time of year, inquiries lighten up.
- Parcel G – Wyncliff; Nothing new to report.
- Parcel I – Gilden Woods; North of the Township Hall, Nothing new to report.
- Parcel J1 – 2.38 acres on the hard corner of Oakley and Haggerty; Last month, I reported to you that there was a group looking at doing a gas station at the site, minus liquor, beer and wine. They have since changed their minds and they don't think it's viable.
- Parcel J2 – Public Storage; Nothing new to report.
- Parcel K – The orphan piece; The Space Shop; Nothing new to report.

- Parcel L – 1.8 acres on Haggerty Road; Guidepost Montessori; We closed on that last month and they have started some site work.
- Parcel M&N – These are the two out-lots that are being retained by the DDA within the Five & Main development. Nothing new to report on those.

B. Asset & Liability Report

Finance Chairperson, Susan Spelker – As mentioned earlier, this is the second of two informational meetings required by State law. If you recall, previously one of our informational meetings had to be moved due to statutory noticing requirements, but as usual, Deb is on top of this and now we will be going to an April/November schedule. Our situation has not changed dramatically from what was expected. We're still in debt, but that amount is decreasing, slowly but surely. I'm sure everybody has looked this over. I don't think there's anything noteworthy or exceptional. Everything is going according to planned. When you look at the proposed budget and notes, there have been some minor amendments. Once again, as usual, Deb was more than efficient on this. In addition, Molly has done such a good job organizing the debt and restructuring things so that we're not paying ridiculous sums of interest every month. She is saving us all kinds of money and everything is decreasing as far as the principal.

At this point, I think everybody is most concerned about what our advances are. I know that is typically my concern, because Molly has reigned in the rest of it so well and it's not quite the worry it once was. It's something we live with until it's done. As part of the worksheet, we see that at the year end, our anticipated shortfall is \$1.5 million, and we're still projecting for the \$2 million. Once again, thank you Molly, for your conservative approach. My fervent hope is that tax captures will go according to planned, as well as sales of properties happening at the right times so we will be able to reduce that projected advance again. I think the intent is for us to continue to borrow less, so that at the end, the amount we owe won't be as significant.

C. Q & A

Tim Hoy inquired about the purchase prices for Phase II and Parcel C. He also asked about pricing for remaining parcels, including Parcel F, Parcel J1, and the outlots, M & N. Randy Thomas provided rough numbers for each.

David Smith inquired about interest rates on the debt and whether it was locked in. Treasurer Phillips explained that the rates are about as low as they're going to go, and they are locked in for the life of the loan. Susan Spelker noted that the refinancing saved the DDA close to \$60,000 per month, which was a relief to everyone, and especially Molly.

Treasurer Phillips – Just as an aside on our debt, Tom Traciak is retiring at the end of this year. He is the true guru behind all of these debt-related matters for the Township and the DDA.

Chairperson Gotts – Any further questions or discussions? Hearing none, we will proceed.

Item 5: Commerce Downtown LLC II – Status update on Five & Main's Phase II purchase option

Attorney Rauch – I'm going to defer to Chris. I only have a couple more meetings to defer and then you've got to live with him.

Attorney Martella – Well, thank you for that great introduction, Tom. Last week, Randy had a discussion with Mr. Aikens about the Thirteenth Amendment, which was emailed to the Board for review. Mr. Aikens has tentatively agreed, subject to his counsel's review of the Amendment, to the terms that we discussed at a previous closed session. As part of that, we have given him the option to extend the closing on Phase II for two years, through October 31, 2024. This is still subject to his counsel's review, but we wanted to get it in front of the Board, given our timetable. If there are any questions about the Thirteenth Amendment, I'm happy to discuss that with you, and if there are any questions about the negotiations, I'm sure Randy can answer those.

David Smith – What are we doing with this? Are we approving it?

Attorney Martella – That's jumping the gun a bit, but my suggestion is that we approve the resolution, approving the presentment and execution of this Thirteenth Amendment as included in your packet.

MOTION by Spelker, supported by Hoy, to approve the Resolution, as presented by counsel, regarding Phase II of the Commerce Downtown LLC II project, that permits the presentment of the Thirteenth Amendment to Mr. Aikens, which extends the Option to close on Phase II to October 31, 2024, and to permit any one or more of the DDA Officers or Director to execute the Thirteenth Amendment on behalf of the DDA, and further, to allow modifications as to substance by the Director or Chairperson, and modifications as to form by DDA Counsel.

Discussion –

Tim Hoy discussed Item 2. of the Thirteenth Amendment.

Chairperson Gotts and Vice Chairperson Matta elaborated on the authority granted in the motion. Attorney Martella stated that anything substantive would be brought back to the Board. He reiterated the need for opposing counsel to review the Amendment.

Attorney Rauch explained that this item came up quickly. He added that routinely, this Board has entertained resolutions that permit changes to be made by the DDA parties as to substance, and by the DDA Attorney as to form.

MOTION CARRIED UNANIMOUSLY

Item 6: Attorney's Report

Attorney Rauch – There hasn't been a lot of other activity, although I did want to bring you up to date on some of the logistics that we have found in the sales of both Parcel K and Parcel L. The money is here, we've got it. The closing documents have been awful. They're all signed, somewhere, but the title company reported that FedEx apparently lost the documents for Parcel K. They were finally able to get copies properly recorded and we will have a closing binder to the Director within the next 30 days. So, that one finally got taken care of. You recall how I made the rather obnoxious comment that the Parcel K sale was probably the most expensive \$200,000, and the legal fees probably exceeded the value of the property. For that, I can only apologize that we did it the right way.

And with Parcel L, we've had similar issues, in that the title company in Chicago that closed the sale has gone dark and has been unable to forward the documents to us. We'll continue pushing that. Mayme D'Alessandro, Chris' Paralegal, is following up with help from buyer's counsel. We had more hiccups than necessary and I think I mentioned at a previous Board meeting that in both cases, we agreed to utilize the other parties' title companies. With Parcel K, they were buying the adjacent large parcel along with the driveway parcel, so we understood that they

wanted to use the same title company for both pieces. And with Parcel L, we agreed to them using their choice of title company that they have used a number of times. I certainly prefer the title company that we've been using that is familiar with the property, and hopefully we won't have that issue in the future.

David Smith – We're paying the title company.

Attorney Rauch – We pay the base premium for the policy, but I think it's a lot more important to the buyer, who has to then go find a lender who will get the title company to do things that title companies don't necessarily like to do, but do all the time in order to insure their loans. I understand that the buyers and developers want to control the title as much as possible, and we as a public body, and I would give you advice as to whether or not such desired title company is a problem. They're all major title companies and their agents all seem to be competent, but we've just had a problem with the last couple of closings. Hopefully, that's the end of that.

David Smith – Is it because of them that it has cost us more to close?

Attorney Rauch – It has cost the DDA increased legal fees which are necessary. We are a public body. We can't just drop the issue and say, *I don't know where this stuff is*. Yes, you've had some increased legal costs, but necessary I would think. Outside of that, I'm pleased to have Chris available to you now, and to make myself unavailable.

Chairperson Gotts – Thank you once again, counselor, for a stellar report.

Item 7: Director's Report

Director Watson reviewed highlights of the report included in the Board's packet, which is included here in its entirety, along with updates.

I. Updates on Developments – Refer to the Insite Report for additional details.

- Aikens/Five & Main – We've covered the status update for the Phase II purchase option.
- Merrill Park – Their holiday lights looked amazing last night as I left the Township.
- The Avalon of Commerce Township – Nothing new to report.
- Shapiro/Barrington – Construction continues on their final phase. Jim Galbraith will work with Engineer Schwanitz, Giffels Webster, and Attorney, Kim Shierk, regarding splitting parcels and units in relation to Units 10 & 11, and he will cover costs.
- Wyncliff – Nothing new to report.
- Public Storage – Nothing new to report.
- The Space Shop, Self-Storage – Nothing new to report.
- Parcel L, Higher Ground, Guidepost Montessori –
 - Closing documents were signed after the last regular DDA meeting.
 - Funds were received Friday, October 21st.
 - The pathway stub at Merrill Park was removed after the closing.
 - Their pre-con was held on November 2nd and they are moving forward.
- Parcel C / Unit 3 – Lafontaine Automotive Group Dealership (LAG)
 - The PA was fully executed, and the deposit was received. In July, Zoning and Master Deed amendments were approved to allow for the use of a dealership.
 - Dave Campbell met with LAG in August to begin drafting the PUD agreement.

- We received LAG's request for an extension through December 5th, and their additional deposit was received.
- There was a preliminary review of LAG's PUD at the September 12th PC meeting.
- As discussed earlier, they have since made some revisions to their plans to build only the Genesis dealership on Unit 3, and to repurpose the former Dick Morris property (that they already own) for the Hyundai dealership.
- We anticipate they will return to the PC with a formal PUD request in January 2023, and if recommended, it then goes before the Township Board. If approved, they later present their site plan to the PC, hopefully in February.
- Projections are for closing to take place in the first quarter of 2023.
- Parcel J1, Haggerty & Oakley Park – Randy keeps me informed of the numerous gas station inquiries for this parcel.

II. **MTT Judgments** – Director Watson – The report was distributed to the Board members. There were reductions, primarily to Meijer, but also to the hotels, Bar Verona and a couple other businesses. I think the total loss for the year is close to \$12,000.

Treasurer Phillips – Yes.

Supervisor Gray – With Meijer, do we pick up having Jiffy Lube out there?

Treasurer Phillips – That is the Jiffy Lube property that went down.

Supervisor Gray – Oh, it went down so we're not capturing as much.

Treasurer Phillips – It's that parcel that went down that far.

Director Watson – Really, it was just built and it already went down.

Treasurer Phillips – Yes, and that's what they did with Avalon.

Director Watson – So that's why going forward, in a PUD, we're going to ask developers to not go to MTT for any adjustments on their property for the first 5 years, if they can agree to that as part of their public benefit they provide in the PUD. I think it's a great idea that Molly and I brainstormed, and we need to prevent them from getting these reductions right away. We've seen it happen with Beyond Self-Storage and Avalon. As soon as it's built, they go to MTT and get a huge reduction, and that's counterproductive to our capture.

David Smith – Who are their attorneys?

Director Watson – I've wondered the same.

Treasurer Phillips – To the same point, I think when Lowe's, Home Depot or Meijer get an MTT judgment for a year, and maybe they take it back a year, quite often there's something that says, *This is good for the next 3 years*. We don't want to see them back in court every single year, trying to reduce their taxes. We reduce it for last year, this year, and now they're stuck with it for 3 years. In the 4th year, they can return.

David Smith – The theaters over by Costco, they did that. Are they in business still?

Treasurer Phillips – Their parent company filed bankruptcy in the State of Texas. They have paid their summer property taxes. The Township Attorney has contacted a bankruptcy attorney that we had used in the past, prior to my time, who is going to file a motion with the bankruptcy court saying they're encumbered for property taxes on this piece of property. Theoretically, we should be okay because the property is secured by a mortgage also. If it goes to tax sale, and the mortgage lapses, then we get all of our taxes in the tax sale. But, Hans seems to think it's worth the Township spending a few thousand dollars to make sure that we're on the register as far as property taxes from now until we sell it.

Director Watson – And they're not open for business? I thought I recalled someone saying that the theater reopened.

Treasurer Phillips – I think they started to do post-pandemic gatherings, meetings and events, but it didn't go over so well.

Director Watson – Okay. If there are no other questions on MTT or for Molly, I'll return to my report.

III. Commerce Towne Place HOA Items –

- A. **Budget** – We will soon circulate the 2023 CTP budget to the Directors.
- B. **Dues** – All 2022 dues have been paid.
- C. **Tax Forms & Reports** – Nothing new to report.
- D. **Lighting/Electrical – CJ's, Chris Niestroy; Shaw Elec., Mark Feters, Adam Dornton**
 - It is with great sadness I report that Chris Niestroy passed away on October 16th. He was such a pleasure to work with for the past 8 years, and Martin Parkway was one of his favorite projects. Chris will be dearly missed. He was always so responsive to any our lighting needs and emergencies.
 - Chris' family and subcontractor have taken over finishing remaining tasks, and they have reassured us that they will continue to service our lighting system. Light poles have been painted and renumbered. One pole at Pontiac Trail remains to be reinstalled.
- E. **Landscaping & Maintenance – United Lawnscape, Jim Parkinson; Mark Rousseaux**
 - Landscaping services are done for the season.
 - The trails were in good shape for the 5K race.
 - Footbridge maintenance was recently completed to secure the top rails, guard rails, posts and deck boards.
 - We applied for grant funding, through the DNR, Urban & Community Forestry, in September. If received, this would supplement the project for tree replacements along Martin Parkway. Notifications will be made in November. We continue to review the budget and anticipate tree planting could take place in Spring 2023.

F. Irrigation – Michigan Automatic Sprinkler, Mike Rennie

- The irrigation system was scheduled to be shut down on November 2nd. Shut down was delayed a few days as they were working to connect the Barrington frontage irrigation, but Mike confirmed that the system has been winterized.

IV. Other –

- Chris Martella is working as co-counsel with Tom Rauch during the transition, until 2023 when Tom retires. The Letter of Engagement with Dawda Mann was executed, and files transfers have been requested.
- Hans Rentrop, Township Attorney, did a thorough review of staking costs for CTP private utilities and a potential escrow for these expenses. He recommends I work with Attorney, Kim Shierk, on a Master Deed amendment to establish a CTP escrow, separate from the Township escrow. I will put this on our schedule.
- The 12th Annual Outrun Hunger 5K was held this past Saturday, November 12th.
 - They had 319 registered participants, 115 new participants, 51 volunteers and 6 onsite sponsors.
 - It was another record year, raising \$27,106 feeding 903 families. Their goal was \$25,000 and 833. The number of families fed went down because to feed a family of four has increased by 50% due to food rising costs. Including this year, Outrun Hunger has raised \$203,965, feeding 9754 families.
 - They are just the most organized group when it comes to staging here at the Township. Their setup and cleanup is done in such a short window of time. It's amazing, and every year, they faithfully leave the Township Hall cleaner than it was when they arrived.
- The Master Plan Open House was held yesterday, Monday, November 14th, here at the Township Hall. I'll let Dave elaborate on that when we get to his report.

Director Watson deferred to Supervisor Gray for a recap of the Township Board meeting.

Township Board Update

Supervisor Gray –

- We have not had a regular Township Board meeting since our last DDA meeting. We did have our quarterly discussion session, which was a joint meeting with you folks.
- We do have a meeting tonight and there is nothing really earthshattering on the agenda.
- The Outrun Hunger 5K race went well.
- Dave did a great job last night with the Open House, both for the public and for the landowners. The Master Plan update is coming to fruition.
- If anybody knows anyone interested in pathways, please direct them to our survey. It has been posted for a couple months now. We're looking to keep it up until the end of the year. As of yesterday, we've had 875 respondents, and they were primarily positive. We're looking to find out if the residents are in favor of pathways throughout the Township, and if so, are they interested in entertaining a millage to pay for those.
- For all of you that went out and voted on Tuesday, thank you so much. Missy did a great job with the elections.
- On Saturday, December 3rd, at the Richardson Center, from 4:00pm to 8:00pm we are going to have the First Annual Christmas Tree Lighting event for Commerce Township.

- We're going to have the Police and Fire Departments onsite, along with Santa, and the Walled Lake Central Choir will be there singing carols.
- We will have glow golf from Oakland County.
- We'll be accepting unwrapped gifts for Toys-for-Tots.
- There will be a food truck and a hot chocolate bar
- We will have kids activities and an ornament decorating area.
- We plan to light the tree at 5:30pm.

Discussion took place regarding the Oakland County Transit Millage, which was approved.

Item 8: Engineer's Report

Engineer Schwanitz – We're helping Jim Galbraith, as Deb had mentioned, on getting his parcel split through the condo. That will be contracted through the master association so that we, as your consultant, are not directly contracted with Jim. It's better to do it that way.

Director Watson – Yes, I agree.

Engineer Schwanitz – Jim wasn't in a big hurry, and our surveyors are slammed, so we will probably have that ready in 4-5 weeks. He's just basically dividing two parcels at the pond. For the obsessive compulsives though, if you look at the tax plats later, there might be 4 parcels and tax I.D.'s, because each of those has a capture line in it, so the Assessor will bifurcate those, but the actual land division will be two pieces.

The only other thing was doing some briefing and background for some of the discussions with Bruce. That has really been it. It has been quiet.

Item 9: Planning Director's Report

Dave Campbell, Township Planning Director, shared the following with the Board members:

- I think the most significant item for the DDA is what we already covered with the updates to Lafontaine and what they want to do on Parcel C.
- As was mentioned, the Planning Commission, yesterday evening, prior to their regular meeting at 7:00pm, held two Open Houses as part of the effort to update our Master Plan.
 - The earlier Open House was dedicated to some of the larger properties, or a collection of properties throughout the Township that have development potential. So when we talk about the Beaumont property at M-5 and Maple, or the Bay Pointe Golf Course, some of those larger properties, we invited the owners and/or stakeholders in those properties to come to the earlier Open House to gain their perspectives.
 - Then there was a public Open House that Mr. Golota attended, because of course he did.
 - I felt both Open Houses were well-attended, and I think some good discussions were had among the Planning Commission members. Supervisor Gray was there, so a lot of folks wanted to bend his ear. I think it was a productive event that is helping my Planning Commission and our planning consultants at Giffels Webster in these efforts to update the Master Plan.
- We do have a meeting later today with Mr. Aikens. When I say we, it's myself, Supervisor Gray, Trustee Weber, Trustee Sovel, and Randy Thomas. It's an opportunity for Bruce to update the Subcommittee of the Township Board on where he is with the Five & Main development.

- Mr. Mirkin is not here to ask me about my bridge ... our bridge. When it's a problem, it's my bridge; when it looks good, it's everybody's bridge.
 - Hopefully everybody has seen that they have made some very significant progress, and more so on the south side of the bridge.
 - They have all the wave panels up on the south side, and all the letters, along with the Township logo.
 - They have started on the north side of the bridge with the wave panels. They tell me they will be done with the north side by this weekend.
 - In the meantime, the Township's electrician, Shaw Electric, is working on the south side on the color-changing lighting system. They had to wait for the wave panels to be done on the south side before they could come in and fix the lights.
 - So, hopefully they will be getting that done and by the time we get to Christmas and Hannukah, we will be able to have the color-change lighting functional so we can do the scenes we have for the holiday season.

Director Watson, Dave Campbell and Engineer Schwanitz discussed the boards that were on display at the Master Plan Open House, and how that information is preserved and summarized.

Item 10: Committee Reports

A. Finance Committee – Finance Chairperson, Susan Spelker

1. 2023 DDA Admin Budget Proposal Revision

Finance Chairperson Spelker and Director Watson discussed the revised 2023 Administrative budget proposal.

MOTION by Gray, supported by Matta, to approve the 2023 DDA Budget as presented.
MOTION CARRIED UNANIMOUSLY

2. 2022 DDA Budget Amendment

Treasurer Phillips – I would suggest you wait until the December Board meeting to do the 2022 Amendment, because we just cut a check for \$26,000 back to Meijer for their summer property taxes. We only capture part of that, but we based it on our full year with the DDA capture, and we're not going to get it.

Director Watson – Our DDA and Township Board meetings are on the same day in December. My question would be, is that acceptable if we get the motion on December 13th from this Board?

Treasurer Phillips – We can put it on the Township Board agenda. We will have better information after it goes on the books for November and the reconciliation is done.

Director Watson – Okay, great.

Chairperson Gotts – Thank you, Molly.

Supervisor Gray – Why isn't the meeting on the 3rd Tuesday?

Director Watson – It's moved up for the holiday. We do that quite often for December, depending upon how it falls. For 2023, it actually is on the 3rd Tuesday. The meeting schedule is in our packet today. Depending on how the holidays fall, I don't want to disrupt anyone's schedules if they're going out of town.

- B. Public Relations Committee – Director Watson – Jose did not have a report to submit at this time. He did provide a detailed update last month that we will be seeing the Walled Lake Schools K-12 Art Exhibition again in May of 2023 at the Library. He also has the DIA staging masterpiece reproductions in the Township in 2023.
- C. Marketing Committee – Marketing Chairperson, David Smith – Good afternoon. I have nothing to add.

Item 11: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure
MOTION by Spelker, seconded by Hoy, to approve the Warrants and/or Carryovers, Add-ons and the Revenue & Expenditure Report. **MOTION CARRIED UNANIMOUSLY**

Item 12: Other Matters – 2023 DDA Meeting Schedule


Director Watson – All meetings should fall on the 3rd Tuesday of the month, with the exception of November. That November meeting was moved up one week, due to Thanksgiving. My rationale there was that it is an Informational Meeting, and a lot of people might be going out of town around Thanksgiving, so I think the 2nd Tuesday will be more convenient for everyone. The two required Informational Meetings are scheduled in April and in November. Sandy and I also cross referenced the meeting dates with Jewish High Holidays and we didn't find any conflicts. If we had moved the December meeting up one week, it would have interfered with a holiday. Susan, if you find any conflicts, please advise. We just need a motion and we can forward the schedule onto the Township Board.

MOTION by Spelker, supported by Matta, to approve the 2023 DDA Meeting Schedule.
MOTION CARRIED UNANIMOUSLY

The next regularly scheduled DDA meeting is Tuesday, December 13, 2022, at 12:00pm.

Item 13: Adjournment

MOTION by Hoy, seconded by Spelker, to adjourn the meeting at 12:58pm.
MOTION CARRIED UNANIMOUSLY


Melissa Creech
DDA Secretary

11/09/2022 09:37 AM
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
INVOICE ENTRY DATES 11/09/2022 - 11/09/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA WARRANT ADD-ON REPORT
NOVEMBER 15, 2022

Vendor Name	Invoice Date	Description	Amount	Check #
1. ADKISON, NEED & ALLEN	10/31/2022	PROFESSIONAL SERVICES MONTH OF OCTOBER 2022	4,592.00	
2. BOB ROUSSEAU'S EXCAVATING, INC.	10/31/2022	PARCEL L REMOVAL OF PATHWAY	3,450.00	
3. DEBORAH WATSON	11/09/2022	DDA DIRECTOR 10/13 - 11/9/22	5,200.00	
4. KEMP, KLEIN, UMPHREY & ENDLEMAN, PC	11/03/2022	PROFESSIONAL SERVICES THROUGH OCTOBER, 31, 2022	8,353.31	
5. SANDY ALLARD	11/09/2022	DDA ASSISTANT 10/13 - 11/9/22	968.75	
6. WILLIAMS, WILLIAMS, RATTNER&PLUNKET	10/01/2022	PROFESSIONAL SERVICES THROUGH SEPTEMBER 30, 2022	577.50	
TOTAL - ALL VENDORS			23,141.56	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			23,141.56	

11/15/2022 11:33 AM
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
INVOICE ENTRY DATES 11/15/2022 - 11/15/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA WARRANT ADD-ON REPORT
NOVEMBER 15, 2022

Vendor Name	Invoice Date	Description	Amount	Check #
DETROIT EDISON				
	11/12/2022	2581 LIBRARY DRIVE	786.24	
	11/12/2022	2660 E. OAKLEY PARK	113.26	
	11/12/2022	2579 LIBRARY DRI	38.83	
	11/12/2022	3106 MARTIN PARKWAY	121.22	
		TOTAL	<u>1,059.55</u>	
TOTAL - ALL VENDORS:			1,059.55	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			1,059.55	