

**Final**  
**CHARTER TOWNSHIP OF COMMERCE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Tuesday, June 20, 2023**  
**Commerce Township Hall**  
**2009 Township Drive**  
**Commerce Township, MI 48390**

**CALL TO ORDER:** The Meeting was called to order by Chairperson Gotts at 12:03pm.

**Downtown Development Authority:**

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

**Absent:** Derek Tuck, Member (excused)  
Jose Mirkin, Member (excused)  
Matt Schwanitz, Giffels-Webster, DDA Engineer  
Chris Martella, Dawda Mann, DDA Attorney  
Lt. Wendy Reyes, OCSO Substation Commander

**Also Present:** Molly Phillips, DDA Treasurer  
Melissa Creech, DDA Secretary  
Sandy Allard, DDA Assistant  
Dave Campbell, Township Planning Director  
Randy Thomas, Insite Commercial (exited 12:41pm)  
Bruce Aikens, Robert. B Aikens & Associates

**Item 1: Approval of Minutes**

**MOTION** by Spelker, seconded by Winkler, to approve the DDA Regular Meeting Minutes of May 16, 2023, as presented. **MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

No comments.

**Item 3: OCSO Update**

Chairperson Gotts – I note that Lt. Reyes is not in attendance.

Director Watson – I don't think she had anything urgent to update us on, but I will touch base with her soon and keep you posted.

**Item 4: 5 & Main Update**

Chairperson Gotts welcomed Bruce Aikens.

Dave Campbell had the 5 & Main project on the overhead screen for the DDA Board.

Bruce Aikens – We went to Vegas May 18<sup>th</sup>. We think we had our best show for the project than we've had in a long time. Back in the 90's and early 2000, when we built the Village of

Rochester Hills, we used to work with a group of what I call legacy tenants who were traditionally in regional malls. We had longstanding relationships with them. Since '08, those tenants have been closing stores, or doing renewals on existing stores they want to keep, and they were not opening any new stores.

In the last two years, coming out of covid, a lot of these tenants have just been killing it. Finally, these legacy tenants are going back into the business and they're opening new stores. These are tenants that we built the Village with, and they're friends of ours for many years. They work directly for the retailer, so you aren't dealing with brokers. We have populated our site plan with 15 of these tenants that really weren't on any of the site plans that you have seen.

In addition to that, we feel pretty comfortable after our meetings in Vegas, that this group of tenants will give us a lot of leverage because we're in a position to cut deals with them this summer. We are working on LOI's and redoing the plan. To us, it's a gamechanger. Over the last 10 years, it has been very difficult having relationships with brokers, but now we can go directly to the real estate people that work for the companies and cut out those layers.

We're more confident that we can lease this thing and make it happen. Some tenants on the plan have gone back to committee and been approved. When we add those tenants to the legacy tenants, it gives us a really robust site plan. We're in a great place leasing wise and we're very excited. On top of that, it's a much healthier environment for retail. Stores in the Detroit market have gone down, but the population has not gone down. Some sales are on the internet, but brick-and-mortar is rocking right now. The concept of the outdoor, experiential setting is still hot with apparel, wellness, beauty. We're extremely upbeat about leasing and prospects.

Additionally, as you probably all know, we're working with Continental Development of Menominee, Wisconsin, to get this project started. The first phase would involve construction of the multi-family, the building of the bank next to Pad A, the prepping of the pad for that shopette next to the bank, putting in the traffic signal and the new main entrance, putting in the entry road into the 5 & Main project and Walmart, and doing the gravity sewer all the way over to Martin Parkway. As to the timing of that, we can do that sewer line and connect it up to where the Township is going to bring it from Haggerty Road through the detention pond. We can just gravity feed off that sewer line for the multi-family, so it's not like you have to do your part first. Then we would build the road that connects on the west side of the multi-family, up to the road that would connect to Martin Parkway, and that road out to Martin Parkway would be put in. So, we're starting. I think it's very important for our leasing momentum. Our hope is to bring the retail vertical a year after the residential starts. We're trying to get the residential in a position to start construction this Fall, and retail would start a year later.

There are still headwinds here. Financing is very difficult. The Continental guys have a fund in place. This is the real deal and these guys have the horsepower to make it happen. Our focus over the next year – interest rates are going to calm down, costs are going to calm down, we're going to get into a more normal environment, and then financing becomes more available.

(Bruce approached the screen to review the project.)

We are thinking that building right there could be an Aqua Tots or a daycare center, both of which flex between the residential and the commercial. And, they located their dog park down here, which I love. It's adjacent to the commercial. Any way we can create as much connectivity between the two components is going to be best for the development. No fences. The plan I think everyone saw two weeks ago, we've worked really hard on this plan to make it more palatable, with more flow to the commercial. We moved the buildings right on the street so it's more of an urban look. These are 3-story buildings, so the elevations you saw for 5 & Main with the apartments behind it, they were more prominent. I looked at the revised elevations this morning and I thought maybe we should do a different angle so you can see them. They are hidden really well. Do you want me to explain the easement here?

Director Watson – Go right ahead.

Bruce Aikens – We made a mistake when we laid out this plan a long time ago. This road got aligned here and so, we aligned the road that runs up to the top around Phase II with it. The road doesn't want to run like this. It crimps this site and makes it too tight. So, there is an area right here, it's a half-acre of land that we're actually trying to get the sewer to come across and cut down here. So, this would be the sewer easement location that we could never build buildings on, regardless of what happens here. This area also really is not connected to any of our Phase II plans, as far as how Phase I connects to Phase II, so it's really a very terminus area that is kind of in no man's land. It really wants to be used by this part of the project. It's really this road alignment that forces that.

And if you drive the road down here ... Again, on all of our plans, this is all parking over here on every plan we've ever done on Phase II. So, we were just trying to accomplish that in a way that makes it easiest for us to get on this fast-track. We're hoping the DDA wants to work out ...

David Smith – So I think –

Bruce Aikens – Or I could pull off of that and not use it. I could put parking where that Aqua Tots building is, so the parking would service that building across the street; it's just not as ... To us, everybody loves this plan. It flows and it works well. The components have their own place to live, but they live together too. Our preference would be to do this, but we don't have to. We will look to the DDA for direction on what they want us to do.

Tim Hoy – What is the actual portion of acreage needed to do this?

Bruce Aikens - .44 acres.

David Smith – Half an acre.

Bruce Aikens – And it wants to be used by the stuff to the east.

David Smith – So in order to expedite this, as per our discussions with Mr. Campbell, we need to have a secondary meeting outside of this meeting to discuss our options.

Randy Thomas – I'm going to sit down with Bruce tomorrow and we will work it out. I'll bring something back to the Marketing Committee.

Director Watson – Yes, we need that in writing for everyone to review.

Randy Thomas – Yes, that's really what we need. We need an exhibit and we need to get something to the committee. I'll work on trying to get that done this week.

Director Watson – Thank you.

Randy Thomas – I'm getting a lot of pressure from Dave.

Dave Campbell – In my mind, if this isn't figured out, then the plan that goes in front of the Planning Commission in July seems confusing because there is a portion of it that lands on ...

Director Watson – DDA property.

Dave Campbell – Yes, DDA property.

Bruce Aikens – The property descriptions for Units 13 and 14 would have to be adjusted if we bought it. Our thought was to do an easement, particularly if we can get the sewer line to go on there because you can't build buildings on it anyway once that sewer gets on there. And then we would not have to change the descriptions. But, if you wanted us to take fee simple to it and adjust the property descriptions for 13 and 14, we're ready to do that also.

David Smith – We can make it work.

Dave Campbell – Randy's right, he is under pressure to get this figured out.

David Smith – That's why we have Randy.

Director Watson – It will be the fastest purchase agreement ever.

Bruce Aikens – It's summer ... We're very excited that this is really going to start and we hope you guys are excited too.

Director Watson – I thought Continental was impressive at the Planning Commission.

Bruce Aikens – I wish the retail was further along, but it's in a great place. If you look around the country at projects, this is what is done. Usually the multi-family is first; it's the easiest, least resistance. Then that usually accelerates the efforts of the retail component. It creates a lot of viability and I think we will get a lot of press once it's started, and we're going to manage that well. We're going to create a lot of excitement, which will lead into our leasing momentum.

Director Watson – Bruce, on the overhead, it shows Units 1, 2, and 3 along your frontage. Did you want to make additional comments about what you have going on with those sites?

Bruce Aikens – We have a bank deal (Unit 1), and we'd like them to go where we put in the entrance as we get some commercial going. The shoppette (Unit 2), we have deals where we can build that out with several tenants and we could start that in the spring. We're trying to lease that and get it going, but we would prep that pad ourselves. Just small steps.

Director Watson – Thank you.

Bruce Aikens – That way, we'll bring this road out through Unit 2 and then build the road up to the north and out to Martin Parkway at Library Drive.

Dave Campbell – So you're not selling Unit 2?

Bruce Aikens – We don't know. There are a lot of guys that do that, but we are owner-operators. We prefer to own and control projects like this, but if they're someone good and we can get it done and running, then we'd let someone run it.

Tim Hoy – On the parcel that the DDA owns (Pad A), you said there was a slight increase in the size of that based on the plan.

Bruce Aikens – Yes, one or two-tenths of an acre. That unit is designed for drive-throughs, because when we configured it, we did that work, Randy, to make sure it would fit.

Randy Thomas – If you have those test fits, I'll take a look at those and do a quick evaluation. I just want to make sure and circulate it so we can market it.

David Thomas – Yes, some exact acreages would be great.

Bruce Aikens – I think it's 1.09 acres.

Discussion regarding Pad A continued.

Bruce Aikens – Our plan with these legacy tenants is very much like the mix we have at the Village. It attracts a certain clientele.

Chairperson Gotts – Thank you, Bruce.

Bruce Aikens – Thanks, guys.

#### **Item 5: 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; Does anybody have any questions about what Bruce is doing on Phase I?

David Smith – In reference to the land he wants to buy, he's stated that he wants us to grant him an easement to facilitate the apartments. We have to discuss this.

Vice Chairperson Matta – It can't be an easement because we can't continue to own it in perpetuity. We're not going to do that.

Randy Thomas – And he said he would be willing buy it.

David Smith – We want closing costs.

Vice Chairperson Matta – Yes, we want him to pay for redoing the documents.

Randy Thomas – He's going to have to do that.

Director Watson – He's benefitting so he needs to do that.

Discussion continued regarding the price of the parcel, the cost of revising documents, and the DDA's ability to expand and contract units within Commerce Towne Place. Randy indicated that there really is no negative impact to the balance of the land. Vice Chairperson Matta and Randy both agreed with the road alignment, but David Smith noted that it is a self-created situation. Sewer easements were also discussed in relation to the project.

David Smith – We need to expedite this for Mr. Campbell.

Dave Campbell – It's so that Continental can break ground this Fall; that's the finish line we're trying to get to.

Randy Thomas – I will cut right to the chase and request an exhibit. If it's .44 acres, here's the math.

Director Watson – And skip the LOI, go right to the purchase agreement.

Randy Thomas – Right, and if everybody is okay with that, that's what I will do.

Discussion continued regarding the timeline of the project and the purchase agreement.

**MOTION** by Smith, supported by Spelker, to authorize Randy Thomas to work on a purchase agreement to sell the .44 acre parcel as discussed herein to Commerce Downtown II, LLC, which will contract from Unit 14, and expand Unit 13 of the Commerce Towne Place condominium.

**MOTION CARRIED UNANIMOUSLY**

Randy Thomas –

- Parcel B1, Phase II – Aikens, Five & Main; - Nothing to report.
- Parcel B2 – Avalon; Nothing new to report.
- Parcel C – The hard corner of Pontiac Trail and Haggerty Road; Lafontaine Automotive Group (LAG) – As everybody is aware, LAG closed. I don't yet have the development schedule. As soon as I get that, I will circulate it. They're probably 60-90 days out.

Dave Campbell – They are working with the Township Engineer on their water and sewer permits, which have to go through the County and State. That takes time.

Randy Thomas –

- Parcels D&E – Pulte, Merrill Park; Nothing new to report.
- Parcel F – The 3.9 acres in front of the Township Hall; I get general inquiries now and then, but nothing solid to report.
- 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; We did receive an offer. The buyer proposed three different uses; first it was a gas station and I told him the challenges. Then a car wash was discussed and I said that's not going to happen either. He did put an offer in, but then went radio silent. I reached out and he withdrew.
- Parcel J2 – Public Storage; Nothing to report.
- Parcel K – The orphan piece; The Space Shop; Nothing to report.
- Parcel L – 1.8 acres on Haggerty Road; Guidepost Montessori; They are coming along. They finally got their approach put in. They're about 60 days away from opening.

Director Watson – Yes, they're looking great. I went by yesterday.

David Smith – Is Haggerty open now?

Director Watson – Traffic was routed through the center lane in that area.

Randy Thomas –

- Parcel M&N – These are the two out-lots that are being retained by the DDA within the Five & Main development. We need to start defining what these parcels look like as the site plan comes in for multi-family. I will follow-up to get a CAD for the one on Pontiac Trail to make sure we can lay it out, circulate and just do some test fits.

Director Watson – Yes, that's the tough one.

Randy Thomas – I'd like to see if you're okay with Matt's office working on that.

Director Watson – Definitely.

Discussion took place regarding the need to identify the boundaries of Parcels M & N (aka Pad A in Phase I, and Pad B in Phase II) within the 5 & Main project. Winkler discussed the access road from Walmart with Randy Thomas.

**MOTION** by Smith, supported by Spelker, to move forward with having Randy Thomas obtain the CAD files, and to have Giffels Webster Engineers work on defining the dimensions and acreages of the DDA Parcels M & N (aka Pad A in Phase I, and Pad B in Phase II) within the 5 & Main project.

Discussions took place regarding determining the layout of these sites, parking, circulation, and preparation of the pads by the developer, including utilities connections to be provided, to the benefit of the DDA, as defined in the project agreements. Randy Thomas also reviewed road alignments on the overhead.

**MOTION CARRIED UNANIMOUSLY**

#### **Item 6: Attorney's Report**

Director Watson shared the following report submitted by Attorney Martella:

*Dear Board Members:*

*As I informed Ms. Watson of last month, I will not be able to attend this week's meeting. In light of that, I submit this email as my report to be presented by Ms. Watson.*

*I have excellent news, the sale transaction to LAG Commerce Township, L.L.C. closed on Wednesday the 15th! The DDA received the funds, and all brokerage commissions were paid that day via wire transfer on the 15th. I will not steal Ms. Phillips's thunder and let her deliver the confirmation of proceeds (and amount) during her report. In addition to the transfer of the property to LAG, the 5th Amendment to the Master Deed and the sewer and pump station easements were also recorded. It has been a group effort to see this to closing and I want to personally thank the Board, Township, Mr. Campbell, Ms. Watson, the Insite Team, ATA Title, and the group at Giffels Webster for seeing this over the finish line. I hope you all share my excitement of this sale and look forward to seeing the development of this parcel.*

*As to other matters: The 6th Amendment to the Master Deed is currently being finalized by Kim Shierk related to the creation of Unit 16 for Jim Galbraith. I will keep the Board informed of its status as it finalized.*

*Respectfully Submitted,  
Chris Martella*

Treasurer Phillips reported \$2,435,429.80 net to the DDA for the sale of Parcel C to LAG.

Director Watson noted that Jim Galbraith's 6<sup>th</sup> Amendment is anticipated to be before the Planning Commission, the Township Board and the DDA at their respective July meetings. Dave Campbell confirmed and added that the Amendment and the B-docs are pretty straightforward. The order of the approvals was also discussed and will be confirmed with counsel.

**Item 7: Director's Report –**

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

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

- Aikens/Five & Main – Bruce Aikens provided his update today.
- Merrill Park – Nothing new to report.
- The Avalon of Commerce Township – Nothing new to report.
- Shapiro/Barrington – Jim Galbraith's 6<sup>th</sup> Amendment to the Master Deed, along with replat/B-doc revisions, will be reviewed in July by the PC, Township Board and the DDA.
- Wynclyff – 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 – They hope to be done with construction this summer for a Fall 2023 Grand Opening.
- Parcel C / Unit 3 – Lafontaine Automotive Group Dealership (LAG) – Closing took place and funds were received June 15<sup>th</sup>.
- Parcel F / Unit 7, in front of the Township Hall – Nothing new to report.
- Parcel J1, Haggerty & Oakley Park – A draft LOI was reviewed recently, but has already been withdrawn.

**II. MTT Judgments – As updates are available, a report will be distributed at the DDA meeting.**

**III. Commerce Towne Place HOA Items –**

- A. **Budget** – Nothing new to report.
- B. **Dues** – All annual payments are current.
- C. **Tax Forms & Reports** – The 2022 tax return was filed.
- D. **Lighting/Electrical – Shaw Elec., Mark Feters, Adam Dornton, Eric Peterson**
  - Minor repairs are being scheduled.
  - Our lighting inventory is verified and sufficient.
  - We are reviewing the DTE alternative management plan for our lighting system and we will be scheduling a meeting with a representative to discuss options and costs.
- E. **Landscaping & Maintenance – United Lawnscape, Angela Munroe; Bob Rousseaux's Excavating, Mark Rousseaux**
  - We follow-up regularly with United Lawnscape regarding maintenance, weed treatments, et cetera.



- The Martin Parkway planting project, including trees, shrubs and perennials is underway as of June 14<sup>th</sup>. Delays have occurred until the paving project is complete.
- We have had flooding issues on the trail, located on the east side near the tunnel and footbridges. Mark Rousseaux is correcting the issues and working on drainage solutions.

**F. Irrigation – Michigan Automatic Sprinkler, Mike Rennie**

- On May 23<sup>rd</sup>, the irrigation system was turned on. However, someone had turned it off recently. I'm working with Mike to ensure that the panel stays locked going forward to prevent access by anyone other than authorized users. This is crucial with our upcoming plantings and with the hot, dry spell we've seen lately.
- Minor irrigation repairs are necessary and are being scheduled.

**IV. Other –**

- The RCOC and their contractor, Cadillac Asphalt, are resurfacing Martin Parkway/Martin Road, from Pontiac Trail to Richardson Road, on Monday, June 19<sup>th</sup> (date subject to change). Milling is being done daily during the project, with one lane open for traffic. Paving, which is weather-dependent, is being done during nighttime hours, 6pm to 6am, and one lane will remain open for traffic. Work is expected to be completed by late June. Expect long traffic delays. For more information, visit the RCOC website: <https://www.rcocweb.org/418/Simple-Resurfacing-Preservation-Overlays>.
- Sandy is looking at solutions for cleaning crosswalks and stamped concrete areas along Martin Parkway, as the RCOC stops their work at the curb, and their street sweepers don't address these areas. Curbs also need repair and replacement in some areas due to damage by salt trucks, et cetera, which would be the responsibility of the RCOC. We will pursue these items further once the resurfacing project is complete.
- As previously mentioned, signage will be updated on the CTP trails sometime this year. Once the Township attorney approves new language for Township Parks signage, we will incorporate it accordingly into our new signs.

**Township Board Update**

Supervisor Gray shared the following:

- Our meeting last week was pretty uneventful.
- We passed an ordinance to have smoke shops as a Special Land Use if 51% or more of their sales are from smoke products. They cannot be any closer than a mile to other smoke shops. They have to be 500 feet away from any residential or schools, and if they're open past 9:00pm, they have to be 750 feet away.
- We passed all of the fireworks permits.
- We gave special recognition to the Friends of the Library for the jobs they did, and also special recognition to Janet Bushey, whose last day is this Thursday.
- We discussed our ARPA funds.
- We updated our Richardson Center alcohol policy. When the Center reopened, the Township Board required use of vendors for food and alcohol. Over the last couple years, we removed the vendor requirement for food, but you still had to use an alcohol vendor. Now it has been changed again where you can bring your own food and alcohol. If you bring your own alcohol, we will ask for a special permit to cover the insurance liability policy that we need.

*Randy Thomas exited the meeting at 12:41pm.*

**Item 8: Engineer's Report**

Chairperson Gotts noted that Engineer Schwanitz was absent and asked if anyone had any questions or comments to be forwarded on. Hearing none, he proceeded to Item 9.

**Item 9: Planning Director's Report**

Dave Campbell, Township Planning Director, had provided his report in the Board's packet.

- The Planning Commission's meeting on July 10<sup>th</sup> is going to have several DDA items.
  - Taking the existing Unit 11, which is a portion of the Barrington project, and splitting it to create Unit 15 and Unit 16.
  - With the 5 & Main project, there are three procedural components to that.
    - The 5 & Main PUD has to be amended
    - The 5 & Main condominium has to be created to create the 5 units Bruce has described
    - Depending on what happens with the half acre, it sounds like the route we're going is that Unit 14 would be contracted, and Unit 13 would have to be expanded, which would then be an amendment to the Commerce Towne Place Master Condominium, which again would have to go to the Planning Commission and the Township Board.
    - I sure hope all of this dovetails together in time for the July 10<sup>th</sup> Planning Commission meeting.

David Smith initiated further discussions regarding identifying the boundaries and sizes of Pad A and Pad B, or Parcels M and N, within the 5 & Main project on the plans, along with the DDA's ownership of those parcels. Dave Campbell noted that the outlot, Pad A, has not been defined as a condominium unit. Vice Chairperson Matta felt that Pad A should not be part of the 5 & Main condominium; it should be hashed marked and labeled separately, and Pad B should be treated the same way. David Smith reflected upon the connection to the Walmart access road. Susan Spelker noted that it would be appropriate to wait for the requested documents.

Chairperson Gotts – Anything further for Planning?

David Smith – Tree ordinance?

Director Watson – That's a discussion item.

Dave Campbell – Correct, there was a first draft by the Township Attorney that the Planning Commission took a look at back in April. They had some comments which the Attorney then incorporated into a second draft. The Township Board then decided to have a discussion on this topic at the joint meeting with the Planning Commission which is scheduled for July 25<sup>th</sup>.

David Smith – Roughly, when would that take effect if it gets approved?

Dave Campbell – On July 25<sup>th</sup>, if the Board says they're in agreement and they want to move ahead, I suppose the Planning Commission could hold a public hearing as soon as their August meeting, and the Township Board could adopt it in September.

Discussion continued regarding how the ordinance could impact developments in the DDA area, along with the parameters outlined in the potential ordinance.

### Item 10: Committee Reports

- A. Finance Committee – Susan Spelker – Everybody knows the big news and number with the closing of LAG. We have roughly \$2.5 million of excitement circulating now. Molly, do you have anything to add?

Treasurer Phillips – Deb and I went back and forth with the State of Michigan regarding some annual filings that were done incorrectly by Plante Moran in the past. We got approval to go back and amend the TIF Annual Report on Status for the DDA for 2019-2021. We resubmitted those, as-filed and as-amended, so they would see where we made changes. They had never included the DDA's debt to the Township as unbonded debt, which would have meant that as soon as our bonded debt was paid off, they would have a reason to say, *you're done*. So, we got those amended, along with completing the 2022 report and our Qualifying Statement.

We did not do a Qualifying Statement for the Township or the DDA in 2022, for 2021, because we were working on closing a State Revolving Fund loan for the Lystek system. Therefore, we skipped a year, but the Qualifying Statements on our debt issuance were both filed yesterday, which were due June 30<sup>th</sup>.

Director Watson – The State told us that we only had to amend the annual reports going back to 2019 because Michigan Public Act 57 of 2018 for DDA's went into effect in 2019. Therefore, we don't have to go back any further with amended reports.

Finance Chair Spelker – So in English, the previous year's reports filed in error have been rectified, allowing the situation to exist now so that when the debt is paid off, it will provide for the dissolution of the DDA.

Treasurer Phillips – But it now includes the debt to the Township, whereas before it was not being reported.

Discussions continued regarding the bonded and non-bonded debts of the DDA.

- B. Public Relations Committee – Public Relations Chairperson, Jose Mirkin was not in attendance.

Director Watson – Jose did not submit a report, so he did not have anything new to update. I did attend the Art Exhibit at the Library in May and I had the opportunity to visit with Jose in his element. The event was very successful and enjoyable.

In addition, I spoke with Jose a few weeks ago, prior to the Art Exhibit, regarding the Public Relations budget of \$1000. I know he has prided himself for many years on not utilizing those funds, however I encouraged him to use it if he needed it. He purchased gift cards as awards for winners of the art contests, and he purchased frames for artwork. His expenses are reflected in our warrants report today.

Discussion took place regarding the DIA art reproductions in front of the Township Hall.

Chairperson Gotts – For the record, we will show that we have great appreciation for Jose's efforts.

- C. Marketing Committee – Marketing Chairperson, David Smith – What more can I say? Bruce gave us a very positive dissertation. He’s uplifting on how the economy has changed, and brick-and-mortar is coming back. He mentioned a lot of prominent, upscale tenants for the project, which I think will be a big draw. Having construction start on the apartments will also be a draw.

Director Watson – Yes, it’s a catalyst. One of the things I noticed at the June Planning Commission, and also today in Marketing is that Bruce was really thankful for what the Township has done to help with the project. Larry, I know you’ve been in that work group, along with Dave and Randy. It’s fantastic to see the milestones you have conquered since you started that group. The traffic signal is covered 75% by the Road Commission. DTE has upgraded the power grid as far as we know; it’s not in writing yet, but they will get some data from Bruce and it sounds like there is enough power for the 5 & Main development. In addition, the sanitary sewer is moving forward. It’s all great progress.

David Smith – We need to nail some of those things down. We can’t put the traffic signal in until we know where the road is going to be.

Susan Spelker – We’re back to the drawings.

Director Watson – Yes, we’re back to the Engineers. We will get it into their hands. And, Dave is on the case too. We rely upon you a lot.

**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**

Treasurer Phillips and Director Watson discussed tracking of Commerce Towne Place directors with regard to ownership changes and dues. Director Watson works with Mayme D’Alessandro on tracking these updates.

**The next regularly scheduled DDA meeting is Tuesday, July 18, 2023, at 12:00pm.**

**Item 13: Adjournment**

**MOTION** by Spelker, seconded by Hoy, to adjourn the meeting at 1:00pm.

**MOTION CARRIED UNANIMOUSLY**



Melissa Creech  
DDA Secretary

| Vendor Code                                    | Vendor Name                         | Description                                | Amount    |
|--|-------------------------------------|--|-----------|
| DAWDA  | DAWDA MANN COUNSELORS AT LAW        |  |           |
|  | 579800                              | PROFESSIONAL SERVICES THROUGH MAY 31, 2023 | 11,670.00 |
| TOTAL FOR: DAWDA MANN COUNSELORS AT LAW        |                                     |  | 11,670.00 |
| WATSON   | DEBORAH WATSON                      |  |           |
|  | MAY/ JUNE 2023                      | DDA DIRECTOR 05/11/23 - 06/13/23           | 4,875.00  |
| TOTAL FOR: DEBORAH WATSON                      |                                     |  | 4,875.00  |
| GIFFELS  | GIFFELS-WEBSTER ENGINEERS           |  |           |
|  | 128812                              | COMMERCE DDA GENERAL ENGINEERING           | 1,085.00  |
| TOTAL FOR: GIFFELS-WEBSTER ENGINEERS           |                                     |  | 1,085.00  |
| MISC   | JOSE MIRKIN                         |  |           |
|  | MAY 2023                            | K-12 ART EXHIBITION, MAY 2023              | 515.83    |
| TOTAL FOR: JOSE MIRKIN                         |                                     |  | 515.83    |
| KEMP   | KEMP, KLEIN, UMPHREY & ENDLEMAN, PC |  |           |
|  | 217687                              | PROFSSIONAL SERVICES THROUGH MAY 31, 2023  | 133.90    |
| TOTAL FOR: KEMP, KLEIN, UMPHREY & ENDLEMAN, PC |                                     |  | 133.90    |
| SANDYB   | SANDY ALLARD                        |  |           |
|  | MAY/JUNE                            | DDA ASSISTANT 5/11/23 - 6/13/23            | 624.00    |
| TOTAL FOR: SANDY ALLARD                        |                                     |  | 624.00    |
| WILLIAMSWI                                     | WILLIAMS, WILLIAMS, RATTNER&PLUNKET |  |           |
|  | 108419                              | PROFESSIONAL SERVICES THROUGH MAY 31 2023  | 481.25    |
| TOTAL FOR: WILLIAMS, WILLIAMS, RATTNER&PLUNKET |                                     |  | 481.25    |
| TOTAL - ALL VENDORS                            |                                     |  | 19,384.98 |

EXP CHECK RUN DATES 05/24/2023 - 05/24/2023  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: DDA  
DDA CARRY OVER REPORT  
JUNE 20, 20223

| Vendor Code               | Vendor Name    | Description         | Amount |
|---------------------------|----------------|---------------------|--------|
|                           | Invoice        |                     |        |
| DTE                       | DETROIT EDISON |                     |        |
|                           | 9100007710866  | 2581 LIBRARY        | 492.29 |
|                           | 9100077106500  | 2660 E OAKLEY       | 97.53  |
|                           | 910007710767   | 3106 MARTIN PARKWAY | 113.65 |
|                           | 910007711005   | 2579 LIBRARY        | 43.42  |
| TOTAL FOR: DETROIT EDISON |                |                     | 746.89 |
| TOTAL - ALL VENDORS       |                |                     | 746.89 |

06/19/2023 11:42 AM INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE  
User: kmassey  
DB: Commerce

Page: 1/1

INVOICE ENTRY DATES 06/19/2023 - 06/19/2023  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: DDA  
DDA WARRANT ADD ON REPORT  
JUNE 20, 2023

| Vendor Code               | Vendor Name    | Description         | Amount   |
|---------------------------|----------------|---------------------|----------|
|                           | Invoice        |                     |          |
| DTE                       | DETROIT EDISON |                     |          |
|                           | 910007710650   | 2660 E OAKLEY       | 98.53    |
|                           | 910007710767   | 3106 MARTIN PARKWAY | 118.92   |
|                           | 910007710866   | 2581 LIBRARY        | 822.24   |
|                           | 910007711005   | 2579 LIBRARY        | 214.19   |
| TOTAL FOR: DETROIT EDISON |                |                     | 1,253.88 |
| TOTAL - ALL VENDORS       |                |                     | 1,253.88 |