

**Final**  
**CHARTER TOWNSHIP OF COMMERCE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Tuesday, April 15, 2025**  
**Commerce Township Hall**  
**2009 Township Drive**  
**Commerce Township, MI 48390**

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

**Downtown Development Authority:**

**Present:** Debbie Watson, DDA Director  
Steve Matta, Chairperson  
Larry Gray, Township Supervisor  
Brian Winkler, Member  
David Smith, Member  
Derek Tuck, Member  
Jose Mirkin, Member  
Susan Spelker, Member (*arrived 12:02*)  
Spencer Schafer, Member (*arrived 12:02*)  
Tim Hoy, Vice Chairperson (*arrived 12:06*)

**Absent:** Melissa Creech, DDA Secretary  
Dave Campbell, Township Planning Director

**Also Present:** Sandy Allard, DDA Assistant  
Molly Phillips, DDA Treasurer (*exited 1:24*)  
Chris Martella, Dawda Mann, DDA Attorney  
Jason Mayer, Township Engineer, Giffels-Webster  
Randy Thomas, Insite Commercial (*exited 1:11*)  
Lt. Wendy Reyes, OCSO Substation Commander  
Sgt. Matt Leggat, Oakland County Sheriff

**Item 1: Approval of Minutes**

**MOTION** by Mirkin, seconded by Tuck, to approve the DDA Meeting Minutes of March 18, 2025.  
**MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Ray Golota, 1595 Vanstone, Commerce Township – I don't have anything because I just came back yesterday from a 6-week vacation. I haven't had time to drive around the Township. Maybe next meeting.

**Item 3: OCSO Update**

Lt. Reyes – We had a homicide. It was two cousins who were very close and there was no intent. The two 21-year-olds were playing video games. The deceased had just bought a gun the day before. The other had picked up the gun and apparently pulled the trigger and hit him in the back of his head. The family is distraught of course.

Discussion continued regarding the investigation.

Chairperson Matta – That's too bad. That's really unfortunate for the family and for both boys' lives.

#### **Item 4: 5 & Main Update**

Bruce Aikens, of Robert B. Aikens, was present to provide an update to the Board.

Chairperson Matta – We have Bruce Aikens here with us today for the 5 & Main update. We appreciate that, Bruce, and we even have visual aids.

Director Watson – On that note, Bruce, a quick question for you before you start. On your website, you do have a link to this brochure for 5 & Main, but I believe some of these images are outdated.

Bruce Aikens – Yes, we have a brand new brochure. It was just done about a month ago. I'll have them put it on the web page.

Director Watson – Perfect, because I'll put that link on our website also.

Chairperson Matta – Okay. We did see some information on some of the architectural standards and materials standards, right?

Bruce Aikens – Yes, the Planning Commission wanted to have a sign ordinance and sign locations defined. Dort has four signs, and they didn't want that to set a precedent for all other tenants in the center to have four signs, because that is not the intent.

Chairperson Matta – Sure. Are you doing something different for outlots versus interior?

Bruce Aikens – We basically located all of the signs on the buildings. It could change and there's language of what the signs are, and the square footage relative to the building size, and things of that nature. I think Dave Campbell was pleased with the result.

Chairperson Matta – That's good news.

Bruce Aikens – At the Village of Rochester Hills, we don't have monument signs. The shopping center is trying to emulate what a downtown would be, so that is definitely our intent. However, when you look at the banks that surround the Village that we built on pads, they're independent and out of our control; they have more signage.

Chairperson Matta – It would make more sense to have more signs on the street than it would on the interior.

Bruce Aikens – The problem is that you're trying to create an internal street, so you're trying to address marketing the building to the existing Pontiac Trail and Martin Parkway, but more importantly, you're trying to create signage on the interior street so it looks like a street. The idea is that the front of the building is actually facing the interior street where you're creating a new area, and the backs of the buildings to some degree are facing out onto Pontiac Trail. The next building we're going to work on, the shoppette, that will be a challenge because it is double loaded. The stores are facing in, to the north, and the backs of the buildings are facing south to Pontiac Trail. There is a drive-through that goes behind that building to the endcap on the east side of it.

If you look at the national coffee user we did at the Village, freestanding, it kind of sits the same way, down a bit, and there is a slight retention wall where the drive-through is and you see kind of the top half of the building.

Chairperson Matta – I see, so it's screened from the road is what you're saying.

Bruce Aikens – Yes, you have to screen your truck dock, your utility connections and lines, and the trash dumpster, and make it all fit. Architecturally, that would be where we first see 5 & Main.

Chairperson Matta – Will the shops in the shoppette be sharing a dumpster, or will there be multiple dumpsters there?

Bruce Aikens – They will be sharing. We have a deal with a fast casual restaurant, wellness users, along with a dog grooming group, and then hopefully, and the national coffee user on the endcap.

Chairperson Matta – So you're thinking five tenants in the shoppette?

Bruce Aikens – Yes, we like those tenants. They're what we want in the center; service, beauty, health, coffee. Can you imagine a national coffee user there? I can imagine how many people would utilize that on their way to M-5 in the morning because they come from so many different areas that really do not have coffee available.

Director Watson – I think Dort Credit Union really did a nice job and you worked well with them to create this elevation which you will see from Pontiac Trail. They internalized all of their utilities, their HVAC and so forth, so I think you will be following that lead with the shoppette, right, in kind of creating two fronts almost.

Bruce Aikens – Of course, and we didn't want to then have a dumpster visible where the shoppette is going to be. We worked on that architecture since October until February, and a lot of work went into it. The Planning Commission got it the weekend before and they were caught, I think, without enough time to give us feedback and to internalize that into the project. So, going forward, we will work harder to communicate with staff as to what's occurring and where we are with design to try to get their input beforehand so we are all on the same page.

Director Watson – Yes, and the Planning Commission was so pleased to see that all of the EIFS had been removed from the Dort elevations.

Bruce Aikens – It was in this instance, but we are going to have to get through this EIFS issue, because EIFS is pretty critical for us to build this thing with the look that we want at a cost that's doable. We aren't afraid of EIFS. We work with it all the time. The Village of Rochester Hills is 60% EIFS and the key is really maintaining it, cleaning it and fixing it. Any material, if it's not properly maintained, is going to go bad, so we are going to work with the Planning Department to try to figure out what are the materials that are acceptable because we really don't understand the issue with EIFS. We know there are some buildings that are the poster child for EIFS as a negative, but we think we can work together to get a group of materials that are acceptable to everybody.

Chairperson Matta – How are things looking for the start of your part of the project?

Bruce Aikens – Well, the shoppette is really the next phase.

Chairperson Matta – Is that going to be owned? Are you going to keep that?

Bruce Aikens – Yes, we will own it. The market, the hotel and the Martin Parkway frontage, running down to that free floating box, and then the drive-through restaurant; that frontage is our next target to move on. We're finalizing the lease with the market and we're working with banks right now and running full progress in our numbers on that component. Our goal is to really get everything going in the next year along the frontages that has a market and is easier to finance. We call the inner part of the center the park and that is where most of the lifestyle center components will be with the upscale retail tenants. We're continuing to lease, but it's difficult when it's a vacant, empty field, and if you're just selling a vision. We think once we get retailers in position and people actually doing business here, it will look very different, and it will give us a lot better traction from a leasing perspective.

Chairperson Matta – So you're starting on the perimeter and working your way inside.

Bruce Aikens – Yes, the inside would be last. And hypothetically, we can run that inside last with the second phase property. We are thinking about that. If we get the momentum we hope we're going to get, then we may have ... There's only about 15 tenants on that interior part, and those are very critical tenants. They will set the tone with the center on a national basis. So again, we could go up to the north into the second phase of the property.

Chairperson Matta – So in terms of negotiating with the grocer, when do you expect to get a lease?

Bruce Aikens – We were pushing to get another grocer there, and they have basically said that the numbers don't work. So, we are now going forward with a more local grocer and that lease is pretty much in a position to get signed quickly. We are re-running the numbers because last time we did the numbers was 2020. So obviously, costs have gone up. There was a restaurant component in that market. That's not going to get done. It's still going to have a restaurant component, but it's different. If you get sushi, or if you get a hamburger at the butcher, you can sit down and eat in the store. You're going to have food positions set up where you can still eat in the store, but it's not an actual restaurant. Obviously, we're working on design and thinking of the store, but we're getting the new numbers to see where we are.

We are also working on another market that would go with that one, a smaller market, but a specialty one that is a national chain. We expect to get that deal approved, or not, within the next few weeks. That could change again too. It's a moving target. We're working constantly with different tenants and different angles. Until they land, our direction is a little unsure because we're hopeful that this second market will land on the site.

David Smith – Other than the main infrastructure, which is going in now, which is probably the service road from Martin Parkway to the apartments, when do you plan on putting some of the interior roads in?

Bruce Aikens – As part of the Dort Credit Union deal, we're going to have to cut down the trees and we will rough grade the site. We may put in Main Street which runs from the shoppette west out to Martin Parkway. That will still be done. There's another potential sale of the restaurant with the drive-through, and then we're working on a daycare center, a swim school operator kind of thing, up on the northeast corner. So, those would both be sales and again, using that money to rough grade, put in roads, put in more infrastructure and keep working. It's going to look good, and we hope to be in by late May to start the site work; the trees come down, rough grading and moving dirt.

Chairperson Matta – And the credit union going up.

Bruce Aikens – I've got my fingers crossed.

Chairperson Matta – We do too.

Bruce Aikens – Mr. Long told me I was getting too old.

Discussion continued regarding getting the project done.

Bruce Aikens – No, we're excited. It's going to be a lot of hard work, and it will be fun to work with the architecture. We look forward to the partnership on that. As I said to Rob Long, it's a big responsibility and you don't want to make a mistake. The intent is that this will be here for many years, and so it's not about being in a hurry. It's making sure you take the right steps and move the project along in a proper way, and grow it a little more organically. Before we were talking about building it all at once, but because of the Continental deal, it has allowed us to think more in phases. Over \$5 million was spent to put in all of the infrastructure, and that now allows us to do these phases. You couldn't just put a bank in and afford to spend \$5 million on Library Drive and Stacey Lane, and entrances and roads. Because of that transaction, we're able to do this in pieces which is much easier to finance and get leased. It gives us an easier route to get there.

Spencer Schafer – Bruce, can you talk about the timing a little bit. I had the benefit of being at the Planning Commission meeting and you were talking about the bank and the shoppette, but you're now mentioning two markets. I know the swim school and the hotel, that's probably in the early stages now, but from a 300-foot view, what do you think is going to happen this year and what do you think is possible for next?

Bruce Aikens – This is one of our issues. We're going full speed ahead on the shoppette and we can start that. We're working on where steel is, ordering steel and the reality of building there. We're doing that right now. Our hope is to start that this year and open it with the bank. The bank is supposed to start July 1<sup>st</sup>. We'd like the shoppette to start fairly quickly, like in early fall. I don't mean to confuse things, but the second market would go in the shoppette location. That makes us then move the retail that was in the shoppette into spaces that surround that specialty market.

Spencer Schafer – How big is the shoppette? I thought it was like 15,000 square feet.

Bruce Aikens – It's 12,000, so the market would be 12,000. We were going faster and we've had to slow down and wait quite a while, going on three months, to get the approval for this second market. It is a very important tenant.

David Smith – Off the roundabout here, this main road to the north, that's going to be curbed and guttered this year?

Bruce Aikens – Yes.

Spencer Schafer – The curbs were going in when I passed it.

Bruce Aikens – They're not going to final paving.

David Smith – They'll put a base coat in.

Bruce Aikens – Yes, a base coat. My understanding is that they're going to have people moving in there in the summer.

David Smith – It's a fire requirement to have two points of ingress/egress.

Bruce Aikens – Those roads, when complete, will be Stacey Lane and the entrance into the site. I don't know why we didn't just move the Walmart drive to where they just moved it.

Director Watson – That will be removed when construction is complete.

Discussion continued regarding relocation of the Walmart drive, the temporary construction access and the future traffic signal at the intersection of Walnut Lake Road, Pontiac Trail and the new Pinewood Avenue. Open discussions continued regarding the site layout and circulation, and the timeline for 5 & Main roads to be completed.

Bruce Aikens – That will be good. We've got to connect up through the Library parcel, so that means buying the Township property, to create the ring road. We are working on a number of hotel deals.

David Smith – I'm sure there are fire hydrants already installed, right? Is that a 16" or a 12" water main through there?

Bruce Aikens – I think fire has been pretty well thought through.

Jason Mayer – They are still working on the north part of the site to install the water main, but there is water main along Martin Parkway and Pontiac Trail.

Bruce Aikens – Yes, there's water on Library Drive too. All of the site utilities will basically be in place, and then we just connect to different buildings. We will never connect up to that gravity sewer that we put in, except maybe the very northern buildings and the hotel. A lot of the first phase will be connected to water and sewer on the Pontiac Trail systems, which is good because it's not that expensive.

David Smith – Now most of the laterals are coming off Pontiac Trail instead of the main that was brought through there?

Bruce Aikens – For all of the buildings that front Pontiac Trail, yes. I think the market would go in a line straight to Martin Parkway. That won't go up to the gravity sewer, but that will be good for the second phase.

We want a hotel deal as part of the market. As far as timing, back to that, we'd like to get the shoppette going fairly quickly after the bank starts. We will be grading out that shoppette site and stubbing in utilities as part of the bank deal anyway, so it's really just building the building and the parking lot. We'd like to get the market and the hotel in that area under construction in the spring, like March. Then, pushing the interior.

We're going to Vegas in May, and we've got a very robust line-up of meetings. We're totally booked with what I think are some great tenants. We were supposed to have a key tenant here today, but they got delayed in Seattle. We had another tenant here two weeks ago who we think will be great here. We continue to get people here, work the market and lease it.

Chairperson Matta – I have to make sure I understand about the shoppette. You either have four or five tenants that you've talked about, or you're going to have a grocer. Is that right?

Bruce Aikens – Yes, and if we have the grocery, then we're going to have to take those tenants and wrap them around. So, it will be a bigger project that will still sit by itself, but it will be like 25,000 square feet instead of 12,000 with the 12,000 square foot market.

Chairperson Matta – So we really won't be calling it a shoppette if that happens, it will be a full shop.

Bruce Aikens – Right. It's great to see the cranes up and dirt moving. It's a different vibe than it was a year ago with things under construction. It does help us when we're at the site. We were disappointed that we didn't get to do a tour this morning.

Jose Mirkin – Bruce, did I understand correctly that the bank is a reality?

Bruce Aikens – Yes.

Jose Mirkin – But the hotel is not?

Bruce Aikens – The hotel is just in negotiations, and it would go next spring. We have a few months to get the hotel deal ... We would like to get those deals in place and announced in the fall so that we can extend the Library parcel option into March, and plan on closing on that property then.

Spencer Schafer – Bruce, what are you doing for your stormwater retention? Is that all underground?

Bruce Aikens – No, it's all in behind the Walmart.

Spencer Schafer – Okay.

Bruce Aikens – About 40% of the site, along Martin Parkway frontage, goes to the stormwater detention system on the other side of Martin Parkway. It connects in and crosses there. The back two-thirds of the site go to the Walmart.

Spencer Schafer – Okay, so there's no additional stormwater-

Bruce Aikens – All that is laid out and ready to go.

David Smith – They put the main piping infrastructure in when they did the apartments, for you to connect to?

Bruce Aikens – Yes, they're all sized to go through the apartments. Again, we're very pleased with Continental. I think all of us should be. It's a very difficult time to build anything, and with multi-family, as you've seen, a lot of projects have blown up that were proposed a year and a half ago. We were able to get the deal done and I think they're doing a great job. It allows us, as I said, to work on this phasing program.

Bruce continued discussing national tenants and negotiation challenges.

Spencer Schafer – What is the intent of that smaller building that's fronting Martin Parkway? It looks like the only two buildings fronting on Martin Parkway are the hotel, by the entrance, and that other building.

Bruce Aikens – It's a drive-through. It could be any number of new, fast-casual restaurant users. You can't have enough restaurants in these projects.

Jose Mirkin – Listening to Randy every month, we have a very good idea about Continental. That was a great addition to your project. I think Randy convinced us that this is the right direction and Continental is doing the job.

Bruce Aikens – They are good people and they're honest. When you look at these projects on a national basis, a lot of them start with multi-family first, and then they do the boxes, like a market and then retail. Their last phase is usually the upscale shops. It's pretty much standard how this is playing out. On the second phase property to the north, there could be the opportunity to do a different style of upscale multi-family, and not 300, but maybe 60. You're anchoring with these different uses. Again, it's creating this town with different components that all work together.

Jose Mirkin – When Randy is satisfied, we are satisfied.

Bruce Aikens – I know who to keep happy. Randy and I have had quite an adventure on this.

Jose Mirkin – When we met Randy, he had a lot of hair, black hair, and look at him now.

Bruce Aikens – You want to see a problem?

Randy Thomas – Thank you.

Chairperson Matta – All right, well, just don't make it happen to me, okay? I like having my hair. So, when can we see you again with an update?

Bruce Aikens – We should have ... It's a bank, okay, but it's a start. So, we should definitely do some sort of ribbon cutting and have a glass of champagne. It's going to start in July. We go to Vegas in May. I'd be happy to come in after that.

Chairperson Matta – If you come back in June, we should have a status for the groundbreaking at that point in time. That would be the third week in June.

Bruce Aikens – Yes, is that the 17<sup>th</sup>?

Director Watson – Yes, June 17<sup>th</sup>.

Bruce Aikens – Yes, I'll be glad to.

Chairperson Matta – That would be great. We understand the process and we appreciate the update. We will see you in June. Hopefully you'll have more good news and we'll be able to plan a ribbon cutting.



**Item 5: DDA Informational Meeting**

**A. Insite Commercial Report**

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

Randy Thomas –

- Five & Main has been covered by Bruce today.
- The balance we have are the outlot parcels; Parcel F and J1, and Parcels M & N.
- This past month has been fairly normal for this time of year. Activity really starts picking up in April.
- We have gotten more calls in general overall since the beginning of the month, but I don't have anything new on any of those parcels.
- Parcel M, the outlot by Walmart; we are getting activity. I have developers who are looking for potential users. I think it's driven by the site work. When those trees come down, it will open it up and cause even more interest.

Spencer Schafer – What's the presumed square footage on the larger market? I know the smaller grocer was 12,000.

Randy Thomas – The bigger one is over 19,000 square feet.

Spencer Schafer – Okay, so still a smaller market?

Randy Thomas – Yes. As he was talking about with the restaurant; it's not that the restaurant is going away, it's the concept of the restaurant they're going to do. There will be areas where you can sit down. You'll have a number, and depending on what he does, you may have people from that station serve it to your table, or you grab it and take it to the table. But it's not going to be typical table service where you sit down with a menu. You will pick what you want. So, if the kids want Chinese, and someone wants seafood, and you want steak, you can do that. That's what got unveiled in our last round of meetings. He's glad that he had the delay because this concept is moving across the U.S.

Spencer Schafer – It doesn't sound like it's in Michigan.

Randy Thomas – No.

Treasurer Phillips – It's not a mall food court, but that's where they got the idea.

Randy Thomas – That's correct, just think of it as very high end. The other market is a smaller market that is national. They can coexist and neither sees an issue with the other. As a matter of fact, they like it. We will see what actually happens. The other one he was alluding to was a national high end market which would have brought the element of financing to a different level. That's why he pushed it, but they won't get out of the way. We're moving forward with the alternative. There's also another restaurant pad, which he alluded to. There may be another pad for sale. We're working on that right now.

Spencer Schafer inquired about the location of that pad. Randy Thomas indicated the location on the map where Main Street comes in, west of the potential shoppette. Discussion continued.

Director Watson – Randy, thank you for the aerial photos of the 5 & Main site. Those were awesome.

Randy Thomas – It's cool because you can see the progress now. We will take them throughout the project.

B. Asset & Liability Report

Finance Chairperson Spelker – This is our informational meeting and to abide by State law, we have to have these. If anyone has any questions on the reports, I'm sure Molly will be happy to answer.

Treasurer Phillips – Our bond payments went out on time at the end of March.

Chairperson Matta – We're doing well with our budget?

Treasurer Phillips – Yes, as far as I know, we're doing fine with the budget. The advance we took at the end of March, when I did the final analysis, it said after we got our advance and paid our debt we would have about a half a million to get us through until we start collecting money in July from summer taxes. We have \$524,000 so we are right on track with where we should be.

David Smith – Will it be about a year before we start getting tax capture out of the apartments?

Treasurer Phillips – They will have some capture; it will be a significant amount of increase because as of December 31<sup>st</sup>, they were under construction. Once they actually get finished, next year is when we would really see a bigger impact, provided they get certificates of occupancy by the end of the year. If they are going to try to start leasing some of them this summer, I would assume a couple of the buildings will have their certificates.

Chairperson Matta – So it sounds like a little bit this year, more next year, and ultimately, two years from now will be the maximum.

Director Watson – Jason, are they doing okay on their phasing with WRC?

Jason Mayer – Yes. WRC approved it.

C. Q&A

Director Watson delivered a presentation of a draft informational PowerPoint.

Director Watson – We are looking to replace the FAQ's on our website with this PowerPoint once it is finalized.

- At our last informational meeting in November, we presented a timeline showing the history of the DDA, highlights of its accomplishments and the investments into the community. That was a one-page summary showing five decades, including the anticipated future from now until 2034.
- At that time, we talked about using this summary as the framework for an informational PowerPoint to be posted on our website. We have retained this timeline as the cover page for the PowerPoint, and the Board received a draft of this presentation over the weekend.

- Today, I'm just going to go through the slides briefly. I won't read all the text. We are looking to this Board for feedback and suggestions, and you can comment today, or feel free to look this over further and email us anytime over the next month. As I mentioned, this is a work in progress. We will be seeking permissions and credits for images and photos used, and incorporating any feedback that we receive.
- I have already received some preliminary feedback and made some modifications since the copy you received, but I think we can still work to condense it more as necessary.
- This first slide shows that we formed the DDA in 1984, along with the goals that we had in mind, which tie into the requirements of the DDA statute. Of course, we are a unique DDA in that we did not have a downtown initially and one of the goals is to establish a town center.
- The next slide has a link to the statute, Act 57. It talks about the composition of the Board. It also offers links to the fifth amended plan and a map of the district boundaries.
- On the next slide, we talk about our three committees, Marketing, Finance and Public Relations. Jose, you mentioned that you might want to expand upon the Public Relations Committee. If you have photos or comments you want to send us, we could always add a slide here. I could also add a link to the budget on that page for finance.
- During the first decade, the DDA established the water and sanitary sewer systems.
- In the second decade, the DDA performed environmental and traffic studies to improve traffic circulation, and also purchased 330 acres, which is now known as Commerce Towne Place.
- In the third decade, the DDA built Martin Parkway and renovated the new Township Hall.
- Through the Road Commission's Adopt-A-Road program, the Friends of Larry Gray group keeps the roadsides clean along Martin Parkway.
- The Traffic slide has a lot of text and could use some condensing, but I think it is significant as this is one of the biggest concerns for residents and for the Township. Some of the points that we cover in this are that 71% of traffic in Commerce is pass through, and that the DDA has done its part by building Martin Parkway. It also talks about Township advocacy with County, State and Federal highway authorities to find solutions to our traffic issues. I know that grant funding is anticipated, however that is not yet discussed here. We can update that later when we know it is confirmed.
- In the fourth decade, major development took place along Martin Parkway.
- The next few slides go into details about Commerce Towne Place, the 7 miles of pathways and the annual Outrun Hunger 5K, maintenance of the private utilities, which are for public benefit, and the Martin Parkway Bridge and tunnel, the Boy Scouts cleaning up the graffiti issues we had, and the security measures that were implemented.
- This slide shows the Commerce Towne Place development map and the extensive development that has taken place from 2014 to 2023, and of course, the best is yet to come.
- This slide talks about our 40 years of progress and the groundbreaking at 5 & Main in 2024. The current focus is on finalizing CTP and 5 & Main.
- This slide has links to recent media coverage with Fox 2, HOUR Detroit and DBusiness, which were all very positive stories.
- This slide shows the remaining parcels that are being marketed by Insite Commercial.

- This slide addresses the bonds being paid off in 2034. It explains that the tax capture is used to retire the debt. Ultimately, the DDA project will add about \$500 million in new properties, ongoing services and infrastructure improvements, and \$84 million in bonds will be paid off in 2034.
- The final slide shows contact information and the meeting schedule.

I would also like to briefly review our website:

- Currently, our website is simple, and it's in compliance with the requirements of Act 57.
- It gives an introduction and shows that regular meetings are held on the third Tuesday of the month.
- There's a link for meeting agenda and minutes
- And then it lists our Board Members.
- Following that, we have 3 maps; we have CTP, the Pathway Map, and the DDA district boundaries.
- We also have our annual reports, our 5-year DDA budget, and our fifth amended plan.
- Lastly, we have FAQs. These are outdated and we are proposing to completely remove these and replace them with the PowerPoint. I would suggest putting it here below the list of Board Members, above the map links.
- Again, I believe we could post this as early as next month, once we receive feedback, and then Sandy and I can revisit it quarterly thereafter to keep it updated accordingly.

Discussion took place regarding the DDA debt and signaling at roundabouts.

Jose Mirkin – Congratulations to you and the team that created this. As I said in my response to your email, this is going to be a great document in the future to know the history of the DDA and all of the accomplishments.

One of the many positive things about this is when you talk about traffic. I realized that in my community, they think that the Planning Commission and DDA do not care about traffic. So, all those issues about traffic, and all of the time and money we've spent doing traffic studies every time there is a new development is critical. Everybody should know about that. I think this will be a very important document in the future.

Director Watson – Yes, and whenever we get inquiries or people want to know more information, we will have a place to direct them.

David Smith initiated discussion with Supervisor Gray regarding plate readers and traffic monitoring in the area. Sgt. Leggat explained how plate readers work and the value they provide to the community.

Chairperson Matta – Well, thank you, Deb. That was great. It was enlightening and enjoyable. We will move on to Item 6.

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

Attorney Martella – Thankfully, nothing to report at the moment, which is very good.

Chairperson Matta – Wow, I really enjoyed that. That was great. Thank you.

Director Watson – I appreciated how you showed the PowerPoint to someone in your office and educated her.

Attorney Martella – A small anecdote; because of my history with the property, many of you have received the “Welcome to the DDA” new Board Member letter, which somewhat encompasses the history of the DDA. We have a third year associate who is from the east side, and she has been working with me on a lot of the DDA stuff in case I win the lottery and decide I want to do something else. She read through this whole presentation and she said, this has been going on for 50 years? But it was wonderfully informative to her, as someone who does a lot of zoning, planning and development work with me, to see the history of the project and how much the community has done and been involved in this DDA, from its inception to where it is today. It was fun to go back to why M-5 ends where it does, how it was supposed to go further north, et cetera. It was a true history lesson. Thank you, Deb. We have some comments we will send you, legalese and so forth. As you said, making sure you have permission to use people’s pictures. I’m sure Randy is licensing the Insite logo to you for free. But again, it was kind of fun to talk about the history, especially as we get closer to a groundbreaking. It’s fun to be part of the project and to teach somebody young about this whole thing.

Director Watson – Thank you.

Chairperson Matta – Thank you; educating the next generation of attorneys to get involved here.

### **Item 7: Director’s Report**

Director Watson reported that everything was included in her written report, which is included here in its entirety.

#### **I. Updates on Developments – Please refer to the Insite Report and the Planning Director’s Report for additional information.**

- *5 & Main –*
  - *Bruce Aikens and his team attended the April 7<sup>th</sup> Planning Commission meeting, where the 5 & Main Draft Sign & Design Guidelines were approved, along with the Dort Financial Credit Union proposal.*
  - *Bruce attended the April 8<sup>th</sup> Township Board meeting and delivered a very positive update to the Trustees.*
  - *(He also appeared at today’s DDA meeting).*
  - *Continental’s site work should be complete soon so they can start paving, and they are hopeful for occupancy to begin in July.*
- *Merrill Park – Nothing new to report.*
- *The Avalon of Commerce Twp. – Nothing new to report.*
- *Barrington – Nothing new to report.*
- *Wyncliff – Nothing new to report.*
- *Public Storage – Nothing new to report.*
- *The Space Shop, Self-Storage – Nothing new to report.*
- *Higher Ground, Guidepost Montessori – Nothing new to report.*
- *LaFontaine Automotive Group Dealerships (LAG) – At the corner of Pontiac Trail & Haggerty; utilities are complete.*
- *Parcel F / Unit 7, in front of the Township Hall – Nothing new to report.*
- *Parcel J1, Haggerty & Oakley Park – Nothing new to report.*
- *Parcels M & N – Inquiries have increased with activity at 5 & Main.*

#### **II. MTT Judgments – As updates are available, reports are given at the DDA meeting.**

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

- A. *Budget – Nothing new to report.*
- B. *Dues –*
  - *All dues have been paid with the exception of Avalon. We have followed up repeatedly and expect to see payment soon.*
  - *Quarterly dues invoices were sent last week for the subdivisions.*
- C. *Tax Forms & Reports – Nothing new to report.*
- D. *Lighting/Electrical – Shaw, Eric Peterson, Adam Dornton, BrightSource, Rich Walton*
  - *Spring maintenance of the lighting control panels was performed.*
  - *Our recent lighting order is pending.*
  - *Pole #23 in the Township roundabout was knocked down in a hit-and-run last month. This is being addressed.*
- E. *Landscaping & Maintenance – United Lawnscape, Jose Medina; Rousseaux's Excavating, Mark Rousseaux*
  - *United mulched along the Parkway.*
  - *We are reviewing costs for additional Spring services.*
  - *We will review the trail conditions and schedule maintenance as soon as weather and ground conditions permit.*
  - *On April 4<sup>th</sup>, a driver heading north on M-5 to Martin Parkway plowed straight through the freshly landscaped Pontiac Trail roundabout, hitting a tree, destroying turf and taking down street signs. We are getting a quote for damages and pursuing a claim for restitution.*
- F. *Irrigation – Michigan Automatic Sprinkler*
  - *Spring opening of the system is scheduled for Saturday, April 26<sup>th</sup>.*

### **IV. Other**

- *I had shared the April 7<sup>th</sup> Planning Commission meeting packet with the DDA Board as there were three DDA-related items on the agenda.*
  - *As mentioned above, the 5 & Main Guidelines were approved, as was Dort.*
  - *The Midtown on Haggerty PUD amendment, for the proposed Kroger store with a fuel station, was recommended for approval by the Commissioners; however, it was denied by the Trustees in a 4-2 vote on April 8<sup>th</sup>.*
- *The Martin Parkway Adopt-a-Road cleanup, by Friends of Larry Gray, was held on Saturday, April 5, 2025. It was very productive. We had a great turnout with 10 volunteers in attendance on a cold and rainy morning. See the Engineering Report.*

### **Township Board Report**

#### **Supervisor Gray –**

- *At the April 8<sup>th</sup> meeting, we had a couple presentations.*
- *We had a service resolution for Barb Garbutt for 37 years on the Parks & Recreation Committee.*
- *We had another service resolution for Pete Lesner who was a coach for Hawks football at Hickory Glen for 30+ years.*
- *We had Bruce Aikens provide an update, which was what he told us here today.*
- *We also had John Hensler from the Michigan Airline Trail.*
- *We appointed Barb Garbutt and Barry Hiscox back to the Library Advisory Board.*
- *We appointed Denise Vecellio back to the Parks & Recreation Committee.*
- *We approved the purchase of a new vehicle for Fire Chief Dundas.*

- We had the Midtown on Haggerty PUD for the Kroger store. That was quite a lengthy discussion and ended up failing the Township Board. So, we will be discussing that again at upcoming meetings.
- For those of you who go to Firehouse Subs, thank you. We received a grant for \$36,000 to buy a new Razor SUV for the Fire Department. It will have patient carry equipment on the side so we will be able to rescue people in the woods.
- Victory Park, which is on Wise Road, the old Nike base site; we have been noticing some depressions in the land. We are going to have somebody come out and do a sonic read of the land to see what we have going on.
- Island Club Private Sewer – Island Club is off Benstein Road; they want to turn their sewer over to Commerce, but there are some repairs to be made. We have had some very long discussions on that regarding them fixing the sewer versus them fixing the road. We will revisit that in 60 days to see where we're at.

David Smith and Supervisor Gray discussed the Island Club issues and some of the history.

Supervisor Gray –

- For those of you who have boats, we're doing a recycling program again for boat covers. You can buy a bag here at the Township Hall for \$11.
- Don't forget the Bicentennial Celebration on June 14<sup>th</sup>, from 9am-10pm on Commerce Road in the Village. We look forward to seeing everybody stop by.

#### **Item 8: Engineer's Report**

Engineer Mayer discussed the following with the Board:

- We talked about the water main phasing for Continental, Springs at Five & Main. We've got that worked out with the County. They just have to pay some additional fees and they will allow them to split the phasing so they can open certain buildings, get their C of O and get people moved in.
- The approach off Pontiac Trail; they're working on that. When they started excavating down, they found that a force main structure was right in the approach and it was only a couple feet deep. We're looking at possibly abandoning it, since the Haggerty pump station is going to be abandoned. That force main will eventually not be in use. We are counting on that. You don't want to spend money lowering or moving it when it's going to be abandoned in six months.
- At the Township Board meeting, the Trustees awarded the contract to start the Haggerty Road pump station abandonment. I have shop drawings going and I think the contractor wants to get going as soon as possible.

David Smith – Has the water main been looped yet?

Jason Mayer – They have some loops. It's the north section, where they have the saturated stockpile they're drying out. They said it would be July or August before they could use that dirt.

Brian Winkler – Jason, thank you for that detailed written report.

Jason Mayer – I changed the format from an email.

Director Watson – I like it.

Director Watson and Attorney Martella discussed the Unit 14 staging agreement with Continental.

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

Dave Campbell had submitted his written report which was included in the Board's packet.

**Item 10: Committee Reports**

- A. Finance Committee – Susan Spelker – I believe it has been covered.
- B. Public Relations Committee – Jose Mirkin – I await the K-12 Art Exhibit posters from the Walled Lake Art Teachers. I will pick up the posters at the Library and then I will distribute them to the Township Hall, the Richardson Center, Kroger, Meijer and other businesses to advertise the event.  
The other issue is, I was at the Library, and I'm pretty sure you know about all of the activities they have. For example, concerts, discussions on books, events for the children, et cetera. Tim Hoy, owner of Steinway Piano Gallery, mentioned that he could support those activities by getting musicians or performers. I met with him and discussed the Library concerts with him. I also talked with Alyson, Library Director, and let her know about our connections with Tim. I suggested that we do some type of event between the PRC, Steinway Piano and the Library and support the Library. After this meeting, I will meet with Tim again and put him in touch with Alyson to see what we can do.

Vice Chairperson Hoy – A lot of things are possible. We just did a junior artist competition, which included elementary, middle school and high school students. There were 52 entries. You could put any one of these kids in there. You could put a 7-year-old in there who plays like he's 40. That's good for a kids' concert. They're amazing.

- C. Marketing Committee – David Smith – Happy Tax Day. I'm happy that we're going to start getting some tax capture from something. It's amazing to see where 5 & Main is at now that the infrastructure is in.

Chairperson Matta – I think the momentum will carry the project forward.

Discussion continued regarding the properties under contract, the potential upcoming ribbon cutting and groundbreaking, possible tenants at 5 & Main, and Phase II.

Chairperson Matta suggested holding a Marketing Committee meeting in May. Director Watson will schedule it.

David Smith – To change the subject, I've watched all of this come to fruition. It was a huge thing when the DDA and Wynn Berry brought in sanitary services and the sewer plant was built. That was a big push for development in Commerce Township. It was just going to be farm fields until then. And then we did the extension of the water main; I remember the 90's when that was happening. And it was a great idea when we decided we were going to build Martin Parkway, but there were numerous delays and issues.

Director Watson – In the PowerPoint, I left out details of extensions and unfortunate delays. If anybody wants those included, let me know.



David Smith – The sanitary sewer and water services spurred growth and development here. There are a lot of really positive things that came out of the DDA.

Director Watson – That's what I tried to portray.

Attorney Martella – Deb, as to your earlier question regarding staging; October 29, 2025, or the sale of Unit 14. If you have not sold Unit 14 by October 2025, and they are still utilizing the staging area, Continental gets an automatic extension for one year until October 2026.

Director Watson – Okay. Thank you, Chris.

**Item 11: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure**

**MOTION** by Mirkin, seconded by Spelker, to approve the Warrants and/or Carryovers, Add-ons and the Revenue & Expenditure Report. **MOTION CARRIED UNANIMOUSLY**

**Item 12: Other Matters**

None.

**Item 13: Adjournment**

- Next regular meeting is Tuesday, May 20, 2025.

**MOTION** by Spelker, seconded by Mirkin, to adjourn the meeting at 1:27pm.

**MOTION CARRIED UNANIMOUSLY**



Melissa Creech  
DDA Secretary

# INVOICE APPROVAL (BY INVOICE) FOR COMMERCE CHARTER TOWNSHIP

EXP CHECK RUN DATES 04/15/2025 - 04/15/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: DDA

Invoice Number	Bank Account	Description	Amount
<b>CITIZEN CITIZENS INSURANCE COMPANY</b>			
STATEMENT 4/3/2025	DDA	CUSTOMER# 1523278918-001-000	2,473.00
Total For: CITIZENS INSURANCE COMPANY			2,473.00
<b>DAWDA DAWDA MANN COUNSELORS AT LAW</b>			
614022	DDA	PROFESSIONAL SERVICES THROUGH MARCH 31, 2025	998.50
Total For: DAWDA MANN COUNSELORS AT LAW			998.50
<b>WATSON DEBORAH WATSON</b>			
MAR/APRIL 2025	DDA	DDA DIRECTOR 03/13/2025 - 04/09/2025	4,256.00
Total For: DEBORAH WATSON			4,256.00
<b>DTE DETROIT EDISON</b>			
05/05 2579 LIBRARY	DDA	ACCT# 9100 077 1100 5	22.01
05/05 2581 LIBRARY	DDA	ACCT# 9100 077 1086 6	823.23
05/05 2660 OAKLEY	DDA	ACCT# 9100 077 1065 0	133.27
05/05 3106 MARTIN	DDA	ACCT# 9100 077 1076 7	119.76
Total For: DETROIT EDISON			1,098.27
<b>SANDYB SANDY ALLARD</b>			
MARCH/APRIL 2025	DDA	DDA ASSISTANT 03/14/2025 - 04/09/2025	1,161.38
Total For: SANDY ALLARD			1,161.38
<b>USBANK US BANK</b>			
7687713	DDA	DDA REFUNDING BONDS ADMIN FEE	500.00
Total For: US BANK			500.00
Report Total:			10,487.15