

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, June 15, 2021
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390
12:00 PM

CALL TO ORDER: The Meeting was called to order by Chairperson Gotts at 12:01pm.

Downtown Development Authority:

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

Absent: Tim Hoy, Member

Also Present: Melissa Creech, DDA Secretary
Molly Phillips, DDA Treasurer
Thomas Rauch, DDA Attorney
Matt Schwanitz, Giffels-Webster, DDA Engineer
Randy Thomas, Insite Commercial
Dave Campbell, Township Planning Director
Ben Sebrowski, IT Director

Item 1: Approval of Minutes

MOTION by Spelker, seconded by Mirkin, to approve the Regular Meeting Minutes of May 28, 2021 as presented.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

Ray Golota, 1595 Vanstone Dr – As mentioned last month, our Pontiac Club hosts a car show for charity every year at Baker’s in Milford. This will be our 7th year on July 10th. Our current goal is \$10,000, and we’re at \$5,500. We have a silent auction that will be huge, thanks to big box stores and restaurants. For those who picked up flyers, the deadline is June 25th so we can send information to our printer. A plaque will be given for each donation of \$50 or more. Thank you.

Item 3: 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. They’re on track and I think they’ll deliver all of the buildings before the end of the year.
- Parcel B1, Phase I – Aikens, Five & Main;
 - Yesterday, we flew a development group, based out of Indianapolis, called Thompson Threads. They were blown away by the site and loved it. They took Bruce back to a project they did which is a mixed-use development in Indianapolis. I have no idea of the discussions between them or what he’s going to do, but they seemed pretty keen and it’s a good sign. I’ll follow-up with Bruce.

- In addition, we dusted off the lease with the gourmet market over the last month. He has reengaged with them.
- I know they have a couple other retailers they're bringing in because they're booking up my calendar with dates for potential flights.
- A little positive news. I don't know how to read that yet, but I think when he comes in with his new site plan and he tells us he's going to build, we'll all feel better.
- Parcel B1, Phase II – Aikens, Five & Main; Bruce's option was just extended by the DDA.
- Parcel B2 – Granger, First & Main; Nothing new to report.
- Parcel C – The hard corner of Pontiac Trail and Haggerty Road; We had a fair amount of conversations with a group, but they have disappeared. He thinks we want too much money, but I think he will figure out that it's not going to get any cheaper in the market right now. We've had an uptick in general activity on this and all vacant parcels.
- Parcels D&E – Pulte, Merrill Park; Nothing new to report.
- Parcel F – The acreage in front of the Township Hall; This time of year, we get more inquiries in general.
- Parcel G – Wyncliff; Nothing new to report.
- Parcel I – BBI Holdings, 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 have a gas station jobber that was interested. Basically, he will secure a location for somebody to come in and build, and he will service that for a period of time. That's what jobbers do. So he is looking for other people and he loves the spot. It's the only one I know of for a possible gas station. Dave, correct me if I'm wrong.

Dave Campbell – If there were to be another gas station in Commerce, the Planning Commission has expressed a willingness to see a gas station there, but not one that would have any alcohol sales. Our Zoning Ordinance would not allow alcohol sales at that location and that is a line the Commissioners want to hold.

- Parcel J2 – Public Storage; Nothing new to report.
- Parcel K – The orphan piece across the street; This is the self-storage development at the southeastern portion of Pontiac Trail and M-5. Dave, have you heard from them?

Dave Campbell – Yes, they're working on their engineering approval. They would like to break ground this year for the climate controlled self-storage called The Space Shop.

- Parcel L – 1.8 acres on Haggerty Road; Goddard Schools, she still talks to me on a pretty consistent basis. We did have another inquiry from a quick service food operator. He has not made an offer yet but he did call back asking more questions about the process.
- Parcel M&N – These are the two out-lots that are being retained.

Item 4: Director's Report

Chairperson Gotts – I'd like to announce that our esteemed Director has been validated, and we welcome her.

Director Watson – Thank you.

Director Watson provided highlights from the report that was included in the Board's packet.

I. Updates on Developers –

- Aikens/Five & Main – Refer to Insite report
- Merrill Park – New light pole was installed
- First & Main – Lien filed for dues
- Shapiro/Barrington – Refer to Insite report; AC units stolen
- Wycliff – Nothing new to report
- Public Storage – Nothing new to report
- The Space Shop – Parcel K, Self-Storage; Refer to Insite report
- Goddard School – Parcel L, Refer to Insite report

Chairperson Gotts asked that we indicate to the Sheriff's that theft and damages are of major concern in the DDA.

II. MTT Judgments – There are eight dockets that affect DDA capture. Judgments were recently issued in three of those matters, and we await the report from the County. We should have more information next month, and remaining pending cases will be addressed when final determinations are issued.

III. HOA Items –

- A. **HOA Budget** – The 2021 budget was approved in early January
- B. **Dues** – 2021 Dues are current, with the exception of First & Main. They have a pending purchase agreement. They expect dues to be paid at closing. A lien was filed April 22nd.
- C. **Tax Forms** – Taxes were completed and have been mailed.
- D. **Lighting – CJs Lighting, Chris Niestroy; Shaw Electric, Mark Fetters, Adam Dornton**
 - We received our 2nd light pole order for 2021 so we have everything necessary to make the system fully functional again.
 - CJs was able to complete some light pole repairs before the hydraulics went out on his lift truck. Once the truck is repaired, he will complete the remaining lighting repairs.
 - Shaw was onsite several times this past month. We have a service plan with them for Spring and Fall. They inspected and performed maintenance on the electrical panels. They also addressed several electrical issues we were having, and restored lighting in the tunnel. A new display has been ordered for one of the panels which will be repaired soon.
 - Accidents and claims: We received \$1515 from Liberty Mutual, reimbursement for turf damage at the Pontiac Trail roundabout on Feb. 28th. I also expect a check soon from Geico for our final outstanding light pole claim of \$6297 from Feb. 24th. We have no new accidents or property damage to report at this time.

E. Landscaping – United Lawnscape, Jim Parkinson; Mark Rousseaux; Westside Forestry

- United is short-staffed this year and there were some areas overlooked, but I brought it to Jim's attention and the issues were addressed almost immediately.
- We had a tree down on the pathway behind First & Main on May 30th. Mark Rousseaux quickly cleared the issue on June 1st.

F. Irrigation – Michigan Automatic Sprinkler, Mike Rennie

- Michigan Automatic opened the system April 24th, and completed repairs in May.
- Broken sprinklers that were spraying the road recently were addressed promptly.

G. Memorial Benches – The Parks & Recreation Department received approval on June 8th from the Township Board to order benches. I still await two signatures on the consent action from the CTPA Directors, but we hope to receive and install Mark Stacey's memorial benches in the very near future.

IV. Other –

1. Maintenance Department – The Maintenance team continues to assist with a broad range of issues and projects; security, lighting, electrical, erosion prevention, and they have our painting project on their schedule in the near future.
2. Township Board Meeting, June 8th: At the June Township Board Meeting, the Trustees unanimously approved the DDA Board's recommendation of my revised contract and permanent appointment as DDA Director. I am delighted to be able to continue to serve the Boards and our community. Thank you all for your support. I am passionate about this opportunity and look forward to many more years with the DDA to see this project through to completion.
3. COVID – It is wonderful to see everyone again at our in-person meetings. Masks are optional for those who are fully vaccinated. We are still social distancing, so we will continue to meet in the large Oak Conference Room.
4. Graffiti – Nothing new to report.
5. Sign Bandit – A plan is being implemented and we hope these issues will soon be resolved, but there are many challenges.
6. DDA Annual Report – The Township audit is complete and Plante Moran will be preparing and filing our DDA Annual Report this month.

Item 5: Attorney's Report

Attorney Rauch – I have very little to say, which is perhaps unusual. We completed our report to the Director on Parcel C, the parcel next to Walmart, which has not sold yet. We now have a due diligence database for when an interested party comes along. As you remember, recent issues alerted us to be a lot more careful about the nature of the property acquisitions we made. I think we've gotten our arms around the issues relating to that property in particular, which may not be sold in the near future, but at least when Bruce gets a shovel in the ground. Other than that, it has been extremely quiet. It's mid-summer, so perhaps that's typical.

Item 6: Engineer's Report

Matt Schwantz, Giffels Webster – It has been a quiet month. I've had a couple discussions with Deb on a variety of small matters, but other than that, it has been extremely quiet.

David Smith – I came up with this idea that I want to put EV charging stations in at my office building. Then it came to my attention that there isn't enough power for me to put in charging

stations. We all want to go green, but obviously there isn't enough power to go green. Where are we when it comes to Aikens' development? Has DTE done anything with the power grid?

Matt Schwanitz – Years back, we told both the senior facility and Bruce to get with DTE, because years before that, they told us they did not have firm capacity in the grid. They did some temporary upgrades to get their power in. I believe Bruce has initiated discussions with them regarding his project, but I don't know where he's at on working out a deal for his upgrades.

Discussions continued regarding the need for DTE power upgrades in this area, the potential timeline for redevelopments, and EV charging specifications.

Item 7: Planning Director's Report

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

- The Townes at Merrill Park; this is the old driving range across from Township Hall. Pulte is putting in townhouses there. They've started doing some site work, taking down trees and they'll soon be mass-grading.
- Midtown on Haggerty, on the west side of Haggerty Road, north of 14 Mile, is a mixed-use residential retail development that is being taken through the PUD process. The Township Board approved that PUD at their meeting last week Tuesday.
- There's a senior living facility proposed on the south side of Oakley Park Road, just east of Martin, across from the Detroit Gun Club. That's by a group called Clover Development. They took a concept plan to the Planning Commission last week, and it was received relatively favorably, so they're saying they're going to move ahead.
- There's a Culver's that was approved by the Planning Commission. The site is along the west side of Haggerty, between Applebee's and McDonald's. There's an old credit union there that has been vacant for about 5 years. They will demolish that building and build a new Culver's.
- This is outside of the DDA, but nearby. We had a meeting with the prospective developers of Bay Pointe Golf Course, Wyndham Development. They're proposing somewhere north of 200 homes. That will be a big deal if that plan moves ahead.
- As Randy mentioned, The Space Shop, at the southeast corner of M-5 and Pontiac Trail; they're wrapping up their engineering approval and they want to break ground soon.
- A couple updates on the M-5 bridge:
 - The rust stains are going to be cleaned and seal coated.
 - There were some lights stolen. It took a while to get the replacements, but they have now been reinstalled.
 - We're also working on getting security cameras up there to try to prevent theft and vandalism.
 - MDOT estimates the blue wave panels will be reinstalled in the fall.

David Smith – I saw SME up on the M-5 bridge today.

Dave Campbell – Okay, that might have something to do with the panel reinstallation, but MDOT does not have a firm date on that. We're trying to get the bridge put back together. It had to go through MDOT and the Attorney General's office. Those gears turned slowly.

Chairperson Gotts – Dave, with regard to the Bay Pointe on the Lake development with Wyndham, you've had to have some communication with our neighbors, West Bloomfield Township. How is that going?

Dave Campbell – The majority of that property is in Commerce Township, but a portion of it including the clubhouse is in West Bloomfield Township. There is going to have to be some coordination between the two communities. I know that concerns from West Bloomfield primarily are lake access on Middle Straits Lake. The lake owners don't love the idea of there being a lot more boat traffic on their lake. The development proposal that we have seen so far has very limited new boat access. Of about 230 homes, probably only a dozen would be lake lots with access. Then of course there are concerns about traffic, and those are joint concerns.

Chairperson Gotts – Can we also coordinate with the RCOC so they realize the necessity of implementing some sort of mediation.

Dave Campbell – They're well aware of the necessity. It's a question of where would the funding come from to solve the issue.

Chairperson Gotts – Thank you.

Item 8: Committee Reports

- A. Finance Committee – Susan Spelker – I have nothing new to report this month.
- B. Public Relations Committee – Jose Mirkin – I have the name, email address and cell phone number for the DIA Community Engagement Manager for Oakland County. She is now in charge of the Inside/Out Program. I will have to fill out new application forms in August to be considered as a participant for the 2022 program. Regarding the K-12 Art Exhibition, as soon as classes restart in September, we will hear from the art teachers and we will start working to coordinate for 2022.
- C. Marketing Committee – David Smith – I have nothing new to report.

Item 9: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure

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

Item 10: Other Matters

None.

Chairperson Gotts – The next regularly scheduled DDA meeting is Tuesday, July 20, 2021 at 12:00pm.

Item 12: Adjournment

MOTION by Spelker, seconded by Mirkin, to adjourn the meeting at 12:30pm
MOTION CARRIED UNANIMOUSLY



Melissa Creech
DDA Secretary

06/09/2021 11:38 AM --
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
INVOICE ENTRY DATES 06/09/2021 - 06/09/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA WARRANT REPORT
JUNE 15, 2021

Vendor Name	Invoice Date	Description	Amount	Check #
1. DEBORAH WATSON	06/09/2021	ACTING DIRECTOR 5-13 TO 6-9-21	4,260.00	
2. DYKEMA GOSSETT, PLLC.	05/12/2021	PROFESSIONAL SERVICES RE: AIKENS	3,810.00	
3. KEMP, KLEIN, UMPHREY & ENDLEMAN, PC	06/04/2021	PROFESSIONAL SERVICES FOR MAY, 2021	5,710.32	
TOTAL - ALL VENDORS			13,780.32	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			13,780.32	

06/15/2021 08:28 AM
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
INVOICE ENTRY DATES 06/15/2021 - 06/15/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA ADD-ON WARRANT REPORT
JUNE 15, 2021

Vendor Name	Invoice Date	Description	Amount	Check #
1. DYKEMA GOSSETT, PLLC.	03/10/2021	PROFESSIONAL SERVICES - ROBERT AIKENS	190.50	
TOTAL - ALL VENDORS			190.50	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			190.50	