

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, January 21, 2020
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 12:00PM.

Downtown Development Authority:

Present: Mark Stacey, DDA Director
James Gotts, Chairperson
Dan Lublin, Vice Chairperson
David Smith, Member
Susan Spelker, Member
Brian Winkler, Member
Steve Matta, Member
David Scott, Township Supervisor

Absent: Jose Mirkin, Member (excused)
Tim Hoy, Member (excused)

Also Present: Thomas Rauch, DDA Attorney
Debbie Watson, DDA Assistant
Melissa Creech, DDA Secretary
Molly Phillips, DDA Treasurer
Matt Schwanitz, Giffels-Webster Engineer
Dave Campbell, Township Planning Director

Item 1: Approval of Minutes

MOTION by Lublin, seconded by Winkler, to approve the Regular Meeting Minutes of December 17, 2019 as presented. **MOTION CARRIED UNANIMOUSLY**

Item 2: Public Comments

None.

Eric Nagler, 9065 Campbell Creek Dr., Commerce Township – I'm representing the Campbell Creek Homeowner's Association.

You're probably aware of the fun and games we all had last week with the flooding. Mark's subdivision had it also. We survived, but I just want to point out two people who gave us outstanding service. First, from your office, Jay James, was just on top of it like you wouldn't believe. He came out there immediately and he supervised the cleanup. He was just remarkable, and I don't give praise easily, but he really deserves it.

Secondly, another Mark, Mark Rousseaux of the excavating company. I think he lives near Mark Stacey.

Director Stacey – Yes.

Eric Nagler – He was out there on Thursday setting up and cleaning out the creek. Again, he was all over it. After he pumped and drained the creek next to me, he came out at midnight and walked around my property to make sure everything was okay. It was outstanding.

I just wanted you to know we received extraordinary service from those two people. I guess according to Mark, it's our responsibility at Campbell Creek to provide a permanent fix for the creek. Apparently it had been clogged up and was causing flooding all over the place, so we'll take care of that.

David Smith – We had experience with that about 20 years ago.

Director Stacey – I'm also going to touch upon that subject in my remarks, once we get to that. It was an interesting situation last week.

I would also like to make a statement. I think all of you are aware of Susan Averbuch's passing. We sent out an email. She passed away on December 31st. For those of you who did not know, she had advanced Parkinson's and it was a very trying time for her. We're all very sad, but we should remember how much she accomplished for this community. As a lasting tribute, I'm going to ask everyone to think of doing something nice for Commerce Township because that is what Susan was all about. Let's see what we can do in her memory. I'll ask for a moment of silence in Susan's honor.

Item 3: Insite Commercial Report

In Randy's absence, Director Stacey discussed the following with the Board Members:

- I've had discussions with Randy in keeping up with the progress on the project.
- Obviously, with the holiday season, things were slow which is typical for this time of year.
- However, we have had some interest in both parcels on Haggerty Road for another daycare.
- In addition, there has been significant work going on with Bruce and his potential tenants for his development. He is focusing on getting all of those contracts moving forward so he can begin construction at some point hopefully this summer.
- We have not had significant interest in the other parcels; however we did do a couple things in an effort to improve that as the seasons change again.
 - You'll notice all of the signage has been refreshed.
 - We put in additional markers on the signs saying "Join Five & Main".
 - We've had a lot of good press. There is an article in the Spinal Column. There was a news story on Channel 7. Mr. Campbell was featured prominently in that as he won the vote for best-looking. And of course, we had the Crain's publication.
 - We are trying to keep this in the public eye for the positive momentum of Bruce's closing.
 - We've also gone back to all of those parties who have expressed interest in the separate parcels. We've let them know that once Bruce breaks ground, the numbers will go up significantly. We've got 8 or 9 different pieces that are still available. Some might not go anywhere until other parcels are developed.
 - Randy also sent out a mass email to all of his brokers regarding the parcels that are still available.
 - We're pushing as hard as we can with the additional sales.
 - You do have Randy's report, and I'll leave it to you for review.

Item 4: Director's Report

- **Updates on Developers - (Covered above)**
 - Aikens – Five & Main – Bruce has his condo docs in review for the separate development he is putting together for the parcel that he has purchased. Those

documents were drawn up by legal counsel. Mr. Campbell, I believe those are now on your desk for review.

Dave Campbell – Yes, the Master Deed for Five & Main. With any master deed for a new condominium, it has to go in front of both the Planning Commission and the Township Board. I want to talk to Mr. Aikens to determine if he wants to do that, along with any changes he wants to make to the development plan, and developing a phasing plan, or if he wants the condominium as a separate agenda item. I'm reaching out to him in that regard.

Director Stacey – I will point out that we have skimmed the condo docs. When Bruce saw our condo docs, he thought they were too strict, but now the condo docs he is putting out to his tenants are significantly stricter and are exactly what we want to see. It has to be high-end and high-quality.

Discussions continued regarding the speculative timeline for Five & Main's potential approvals and construction plans.

Director Stacey –

- Merrill Park – The development is done and it came out wonderful.
- First & Main – Nothing new to report.
- Shapiro - Barrington – He is currently working on three buildings that are visible from M-5. The one with the roof is the clubhouse. The workers are there every day, and they are using the same system that Pulte did with the pre-fab panels that they bring in, so the outsides go up extremely quick.

Dave Campbell – They also want to start putting in their entry features; the walls, signage, et cetera. Based upon what we know, that will be high-quality materials. It should really start making that look like an appealing site.

Director Stacey – He has a supply of evergreen trees there, and they're all 20-footers.

- Wyncliff – Nothing new to report.
- Beyond Self Storage – Nothing new to report.
- **MTT Judgments** – None.
- **HOA Items** –
 - **HOA 2020 Budget** – Approved.
 - **Dues** – 2020 Dues were billed on January 7th. Mr. Aikens won the prize for first check received.
- **Flooding Issue** –
 - As referenced earlier under public comment, we had issues with flooding.
 - With the storm that came through a week ago, the storage system filled up to levels that we have not seen before.
 - Campbell Creek experienced flooding on their end from a pipe that was different than the area that we were concerned with; however, they were going on simultaneously.
 - Jay James came out. We had houses that could have potentially been impacted negatively. I was told by Jay that we had to open the culvert that was only draining at approximately 20% capacity.
 - The interesting thing was that we have a system to clean the culverts out. It was done two years ago by United. Last year, we were planning on doing a

heavy cleaning, but we did not get to it because the water level never dropped low enough. We had postponed that until next year, and obviously it didn't work out as well as we had hoped. One outlet pipe was blocked and everything backed up. We were in danger of going over the top of the berm, and then it would have been an uncontrolled flooding situation.

- We hired a vac truck, Midwest Maintenance, and they came out with their hydro-jetting system. They were able to get it to go from 20% to about 45% flow. They also were able to show us where the end of the pipe was, which was a key problem we were having as it was under 5' of water. With the hydro-jet going, we were able to bring in the heavy equipment from Rousseaux. He was actually able to open up that pipe.
- We stressed the downstream system to its maximum capacity once the water was flowing. It was fully loaded and went over the road on Duffers Lane within about 15 seconds, and then it continued to flow that way for over 24 hours. On Welch Road, it came out pretty nice, and that's the next step where it could potentially go over. The system did finally drain itself back to the point of where it's supposed to be.

David Smith discussed the amount of water draining through the system with Engineer Schwanitz.

Director Stacey – We were very concerned about downstream flooding. I have never seen that pipe run that type of water volume. They have videos of it. The system has been stress-tested and we know it works. Matt, your engineering team did a great job.

We don't know yet what the bills will be, but the services will be billed to the CTPA. It was \$1600 for the vac truck. Rousseaux was onsite for probably 12 hours one day, and another 6 the following day. It was not inexpensive, but at least it was opened up and functional.

Once the water recedes, we will have Rousseaux put in poles at the end of that pipe so it can be easily located in the future when the water levels might be high again.

Open discussions continued regarding the drainage system and flooding issues.

- **Lighting - CJs Lighting, Chris Niestroy, Shaw Electric, Keith Greene**
 - We still have one light pole down, and I think a couple of light heads are out.
 - We will have those all repaired together in the spring, which will avoid multiple trip charges.
- **Landscaping - United Lawnscape, Brian Sparks**
 - Done for the season; nothing to update
 - Contract same for 2020 as previous
- **Irrigation - Michigan Automatic Sprinkler, Mike Rennie**
 - Shut off for the season
 - Nothing to update

Chairperson Gotts discussed inventory with Director Stacey with regard to light poles, light heads and drivers.

Item 5: Attorney's Report

Attorney Rauch – I don't really have anything to report. The documents were recorded for Bruce, which was a hassle. We got that done, and things have been delightfully quiet for the past few weeks.

Director Stacey – I think as of the last meeting, the documents were not yet recorded. There was still an issue with them.

Attorney Rauch – Yes, with the Sub-PUD and the Amended Restated Sub-PUD. We went back through the Register of Deed's issues. There were reviews by the developer and the Township that indicated there were no problems. The Register of Deed's looked the documents a final time and everything got re-recorded. It's good the County changed a year ago to \$30 per document, otherwise it could have been a \$500 recording fee. Everything else has been stable, and Mark and I have not talked every day for the past month as we usually do.

Item 6: Engineer's Report

Engineer Schwanitz – Like Tom said, things have been quiet, other than the flooding. Our Commerce staff was scrambling around with Jay for a few days on that.

Director Stacey – I know that Jason did not get any shout-outs, but he was also intricately involved in dealing with that. He was behind the scenes, but he did a great job.

Engineer Schwanitz – When things settle down, I think Jay and Jason are going to take a walk-through any of the areas that had high water to review the conditions, and perform testing as necessary.

Chairperson Gotts – Thanks again for the coordination of all the remediation efforts. We really appreciate it.

Item 7: Planning Director's Report

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

- Just a couple updates on some projects in the DDA area.
- There were apartments proposed on the north side of Crumb Road, near the Meijer gas station and the Goodwill store. Those developers have opted to officially withdraw that proposal. The number of units they proposed was a little too high for what the Township would allow. We tried to find a number in the middle and they just couldn't make it work on their end.
- Pulte continues to work on the possibility of putting in 102 townhomes across Martin Road at the old driving range. They held a meeting in this room two weeks ago with the Pinewood Industrial Park Association to negotiate emergency access to the property via Pinewood's private roads.
- Mr. Scott and I met with the RCOC two weeks ago. It was a kickoff for the traffic study that they will do for the Martin Parkway/Martin Road, Richardson to Union Lake Road corridor, trying to determine what, if any, solution there could be to mitigate the traffic struggles we have. This could be re-routing Martin Road, or new roundabouts, or a combination of both. They have a private consultant, HRC, doing that study which is being funded jointly by the Township and the RCOC. The first step will be traffic counts, so you may see the cameras out at Martin and Oakley Park, and Martin and Richardson counting all the vehicles flowing through there. They'll take those numbers and start their evaluation. This is a multi-month process, and we hope to hear some preliminary outcomes from them in March or April. We are trying to figure out what the solution is to the traffic out here; it won't be cheap or easy.

Director Stacey – Matt, I know that Wynn had proposals for roundabouts at almost every intersection.

Engineer Schwanitz – Yes, we did some sketch plans on just about every roundabout, as well as some routing schedules through that area, including through the drive-in site. It wasn't full engineering, but we looked at basic geometry.

Director Stacey – Would that be anything that might be of use to HRC as they look at those?

Engineer Schwanitz – Yes, we would be open to consulting with HRC.

Dave Campbell would share contact information for HRC with the engineers. He also noted that HRC will be providing a preliminary cost estimate.

Discussions continued regarding phases of the traffic analysis, roundabout designs and potential solutions for the re-routing traffic. The two-lane "pinch-point" on Union Lake Road, between the lakes, is a concern.

Supervisor Scott stated that the goal is to get the traffic moving and elaborated on the traffic flow; where it is coming from and where it is going to. Supervisors for White Lake and Waterford are essentially trying to work from north to south to tackle traffic problems from both directions. Tackling the problems from both directions, while doing projects in phases, avoids the environmental assessment that would have to be done when going between lakes. Until the recent meetings with the RCOC, they had no plans to do anything here prior to 2034. This has now been moved forward a few years just by holding discussions with them.

Engineer Schwanitz discussed a license plate survey done by Wynn Berry, which showed the main offsite pressure located to the northwest and northeast.

Open discussions continued regarding addressing the traffic issues, the current study, expenses, the negative impacts of the heavy traffic back-ups upon local businesses, and SEMCOG studies.

Item 8: Committee Reports

- A. Finance Committee – Director Stacey – I have nothing exceptional to report this month. There's just the normal warrants.
- B. Public Relations Committee - Jose Mirkin was absent, however he provided the following in his report to the DDA Board:
 - The Public Relations Committee met with representatives of the Detroit Institute of Arts Inside/Out program to discuss the next exhibition in Commerce Twp. The new manager of the program explained that due to the increased number of communities that want to participate, request forms from such communities are necessary. Forms have been filled out and sent to the DIA for setting priorities. Feedback will be received in the summer.
 - Regarding the K-12 Art Exhibition to take place in the community library, the dates were confirmed by the Walled Lake Art Teachers during a meeting that took place on Thursday, Jan. 16th. The set-up will occur on Friday, May 15th and the art show will run from May 18th to May 23rd, with the take down on May 26th, due to the fact that May 25th is Memorial Day.
 - The artists and parents reception is mid-week on Wednesday, May 20th from 5 to 7:00 P.M. Last year we had more than 1000 people among students, educators, parents, friends and residents of Commerce twp. and surrounding areas.

- This Art Exhibition has become a successful annual art show where the community comes together to celebrate the creativity and ingenuity of educators and students of our excellent school system.

Supervisor Scott – The Inside-Out Program with the DIA has been a popular event where the DIA posts framed art around the Library, Town Hall, et cetera. Other communities have joined to try to get the same thing. Wixom applied for it and it could be along the Michigan Airline Trail this year, and there is potential that this could extend through Walled Lake and into Commerce Township. We await the DIA's reply.

Chairperson Gotts and Supervisor Scott discussed the status of the Michigan Airline Trail. Open discussions took place regarding funding for trail connections, pedestrian crossings, right-of-way, and how each of the different crossing lights will function. Supervisor Scott also noted that the trail is not open because the bollards, barriers and crosswalks are not complete.

- C. Marketing Committee – David Smith – I have nothing new to report. Obviously it has been slow for everybody. I am wondering when we will get to the point when we can announce tenants for Five & Main.

Director Stacey – That's in Bruce's court. I agree, I'd love to see it as soon as we can.

David Smith – It will still be a variety of restaurants and entertainment with shopping.

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

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

Item 10: Other Matters

- Supervisor Scott stated that with the loss of Susan Averbuch, there is a vacancy in the RCOC's Adopt-A-Roadway Program. She operated the cleanup of Martin Road. He suggested that maybe one of the local HOA's might be able to assist. Susan did it with the assistance of Jay James, Jason Mayer, Mark, and a few other people. It is a big project, but with the two new neighborhoods here, maybe it can be encouraged.
- Supervisor Scott noted that the Township Board approved a resolution that was sent statewide opposing the RTA proposal that is currently going through Lansing, House Bill 5229; a regional transit authority bill that exceeds the Headlee Amendment and disregards constitutional law. It is essentially a transportation bill to create autonomous vehicles, trains and transportation to assist everyone, but would cause Commerce and surrounding Townships to lose in excess of \$30 million in tax money over the term of the 20-year millage, and Commerce Township would not get a service in their community. No route, no bus, no train, no nothing. The RTA is simply trying to fund existing failed programs and legacy costs of the Detroit Department of Transportation. He encouraged everyone to reach out via email to their legislators, governor's office, et cetera, to oppose this RTA proposal.

Discussions continued regarding senior transportation services and legislative leverage.

- Supervisor Scott discussed a suggestion made by Judy Golden to change the way blueprints are stored. He researched the topic, took Judy's suggestion to the legislature, and tomorrow he will get to testify before the House Committee on formalizing the law

as drafted to go forward to allow all communities to digitize blueprints, building permits, electrical and plumbing permits; all documentation. The only item that would have to be retained in paper form would be for a historic site or building. This will save significant storage space and money for municipalities.

Chairperson Gotts commended Supervisor Scott for his phenomenal efforts. In turn, Supervisor Scott commended his predecessors, Rob Long and Tom Zoner, along with the Clerk's office for their handling of historic events, and the Treasurer's office for their historic tax collections and changes. He also noted that Commerce Township is now a credit card activated government system, so that taxes, library fees and Richardson Center rental fees can be paid by credit card. He added that this has been nothing but a team effort, and he is flattered that he often gets to be the spokesperson.

- In closing, Supervisor Scott added that the new Librarian, Alyson Lobert, started today. She is an educated, young, vibrant woman who will tackle organizing the Library. She was the Director for the City of Walled Lake. Prior to that, she was in Ypsilanti, Novi and Commerce Township. She is a lifelong resident of Commerce Township.
- **The next regularly scheduled DDA meeting is Tuesday, February 18, 2020 at 12:00pm.**

Item 11: Adjournment

MOTION by Lublin, seconded by Spelker, to adjourn at 12:56pm.

MOTION CARRIED UNANIMOUSLY



Melissa Creech
DDA Secretary

EXP CHECK RUN DATES 01/21/2020 - 01/21/2020
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA WARRANT REPORT
JANUARY 21, 2020

Vendor Name	Invoice Date	Description	Amount
1. DEBORAH WATSON			
	01/15/2020	DDA ASSISTANT PAY	750.00
2. DETROIT EDISON			
	01/12/2020	2660 E. OAKLEY PARK	135.18
	01/12/2020	3106 MARTIN PARKWAY	139.01
	01/12/2020	2581 LIBRARY DR.	821.44
	01/12/2020	2579 LIBRARY DR. IRRIGATION	16.96
		TOTAL	1,112.59
3. KEMP, KLEIN, UMPHREY & ENDLEMAN, PC			
	01/07/2020	PROFESSIONAL SERVICES THROUGH DEC 31, 2019	5,783.45
4. MARK STACEY			
	01/15/2020	DDA DIRECTOR PAY	4,375.00
TOTAL - ALL VENDORS			12,021.04
FUND TOTALS:			
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			12,021.04