

**Charter Township of Commerce  
Downtown Development Authority Board Meeting  
Tuesday, January 21, 2020  
12:00 PM**

**AGENDA**

**CALL TO ORDER**

- ITEM 1: Approval of Minutes: Tuesday, December 17, 2019 Regular Meeting**
- ITEM 2: Public Comments**
- ITEM 3: Insite Commercial Report**
- ITEM 4: Director's Report**
- ITEM 5: Attorney's Report**
- ITEM 6: Engineer's Report**
- ITEM 7: Planning Director's Report**
- ITEM 8: Committee Reports**
  - A. Finance Committee
  - B. Public Relations Committee
  - C. Marketing Committee
- ITEM 9: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure Report**
- ITEM 10: Other Matters**

**Next Regularly Scheduled Meeting is  
TUESDAY, FEBURARY 18, 2020 at 12:00 PM**

**APPROVAL OF MINUTES**  
**Tuesday, December 17, 2019**

**Draft**  
**CHARTER TOWNSHIP OF COMMERCE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Tuesday, December 17, 2019**  
**Commerce Township Hall**  
**2009 Township Dr, Commerce Township, MI 48390**  
**12:00 PM**

**CALL TO ORDER:** The Meeting was called to order by Chairperson Gotts at 12:02PM.

**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  
Tim Hoy, Member  
David Scott, Township Supervisor  
Jose Mirkin, Member

**Also Present:** Thomas Rauch, DDA Attorney  
Debbie Watson, DDA Assistant  
Melissa Creech, DDA Secretary  
Molly Phillips, DDA Treasurer  
Matt Schwanitz, Giffels-Webster Engineer  
Randy Thomas, Insite Commercial  
Dave Campbell, Township Planning Director  
Lt. Wendy Reyes, Oakland County Sheriff's Office

**Item 1: Approval of Minutes**

**MOTION** by Lublin, seconded by Mirkin, to approve the Regular Meeting Minutes of November 19, 2019 as presented. **MOTION CARRIED UNANIMOUSLY**

**Item 2: Public Comments**

Ray Golotta, 1595 Vanstone, Commerce Township – Every time I come up on M-5 going north, I see the bridge and I envision the entertainment center on the one side, and the townhouses on the other. I see the lights at the roundabout, but going past Granger, it's dark. The lighting from the various buildings may light that up, but from Granger north, it's dark. In the summertime or late spring, it would be dark to walk from the subdivisions to one of the restaurants.

Director Stacey – And that may be an issue that we address on the pathways sometime in the future. I don't know what the solution is going to be. We do have the tunnel lit up under the bridge now for people who are walking at night. We thought that was probably the most concerning area to be in complete darkness, but I wouldn't be surprised if some type of solar lights are installed out there by the association in the future.

**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; The vast majority of the foundations have been poured. They have gone vertical on the clubhouse building.

Their intent is to open up a series of eight buildings, including the clubhouse, sometime in the Spring, and then continue with stick building. The way they're doing it is with SIPs which are pre-fabricated panels.

Engineer Schwanitz – Yes, the SIPs are pre-fab panels used for wall components, roofs, et cetera, and quite often they have insulation already installed.

Randy Thomas –

- The buildings will go up fairly quickly. It's good to see the vertical work versus all the dirt moving that's gone on for years.
- Parcel B1 – Aikens, Five & Main;
  - As you're aware, we closed on October 31<sup>st</sup>.
  - He's contemplating a phase plan development. Once I understand that more, I'll come back to you. Before I report to you, I'd really like to have a better idea.
  - He's also had meetings with Dave Campbell.
  - Globally, he's looking to start outlet development along Pontiac Trail and up to Martin Parkway with some temporary infrastructure to service those as he works through the phase part of the development.
  - Last week he was in New York for the ICSC, which is the second biggest event for the retailers. I just had a quick conversation with him before coming here and he said those meetings went well.
  - Hopefully next month I can give you a better picture of where he's at.

Director Stacey – Dave, do you have anything to add on the phase development? I know you've talked with Bruce.

Dave Campbell – It's been a few weeks since I've talked to him. I've also talked to Sue Neumann, who is his designer. I've asked Sue for a plan that shows how the Phase IA plan meshes with the overall plan and Phase IB. She said after Bruce returns from New York, he may be able to narrow down the details of these two plans and blend them together.

As Randy mentioned, to do Phase IA, he would have to put in some temporary infrastructure; roads, driveway connections and a temporary detention pond, until such time that the overall development gets done and they can send all of their storm water over to the pond behind Walmart. Sue should be getting back with me on the design refinements for Phases IA and IB, identifying the temporary and permanent improvements.

Director Stacey – I know, Matt, you had said that phasing for this type of development is typical in today's environment. Can you expound on that?

Engineer Schwanitz – Phasing on any project that's over 20 or 30 acres is not uncommon on retail sites. It's not unusual to have temporary improvements to maintain drainage, such as temporary swales, along with temporary utility connections. Great Lakes Crossing, although it seems like it was one big project, was actually done in four phases.

Randy Thomas –

- So, now that we've closed on Phase I, there is the property to the north that the DDA still owns, which is +/- about 13 acres, and Aikens has the purchase option on that. He would have to close on that by October 31, 2021.

Director Stacey – We also had two good articles on the Aikens property; Crain's, which I emailed to everyone, and the Oakland Press also had a very strong article which I've included in your packet. These articles create excitement in the marketplace.

Randy Thomas –

- Parcel B2 – Granger, First & Main; I have not heard anything new. Dave?

Dave Campbell – Nothing at all.

Randy Thomas –

- Parcel C – The hard corner of Pontiac Trail and Haggerty Road; Nothing new to report. We still get the same gas station calls. I've had conversations with the developer who owns the dollar store on the southwest corner. He's still trying to figure out what he's going to do. He has dropped his option on the dealership.
- Parcels D&E – Pulte, Merrill Park; Nothing new to report. That's on its way to being completed.

Dave Campbell – We have refunded most of the financial guarantees that we had from Pulte. They did some touchup items, replaced some trees, fixed the sidewalks, and other things from the punch-list. They're basically done in there.

Director Stacey – Pulte came in and talked about another development right next door to that. Can you bring the Board up-to-date on that?

Dave Campbell – Pulte wants to do 103 attached townhomes. They need some cooperation with Pinewood Industrial Park to the north for access through the private roads to get to the old driving range property, located across the street from here. They want to hold a meeting with the Pinewood folks here at the Township Hall in January. Once they have an agreement regarding the private road access, then Pulte should be returning to seek approvals for their project.

Randy Thomas –

- Parcel F – The acreage in front of the Township Hall; We still have the dental group that I've stayed in touched with. He's pleased that Bruce has closed and now he wants to see it built.
- Parcel G – Wycliff; Nothing to report.
- Parcel I – BBI Holdings, Gilden Woods; North of the Township Hall, Nothing new.
- Parcel J1 – 2.38 acres on the hard corner of Oakley and Haggerty; Previously I had told you that there was a childcare group that's interested. They remain interested; however, they're not coming into town until after holidays.
- Parcel J2 – NorthPoint, Beyond Self Storage; Nothing to report.

Director Stacey – We did have the silt fence and the grand opening sign taken down at Beyond Self Storage.

Randy Thomas –

- Parcel K – The orphan piece across the street; Nothing new to report.
- Parcel L – 1.8 acres on Haggerty Road; There is a gentleman who has talked to me about acquiring this piece from the DDA, and potentially the building that Marz occupies.

- Parcel M&N – These are the two out-lots that are being retained. We have started the marketing on the one that I call the Walmart Out-lot, which is on the hard corner. That's on the market but we have not had any bites at the apple yet.

#### **Item 4: Director's Report**

- **Updates on Developers - (Covered by Randy's report)**
- **MTT Judgments** – None.
- **HOA Items** –
  - **HOA 2020 Budget** – All signatures have been collected and we have our 2020 Budget approved. I think this is the earliest that this has ever been done.
  - **Dues** – All 2019 dues are paid in full. We will be proceeding onto billing for the 2020 dues.
  - Granger has appointed a new representative to the CTPA. I will get in touch with them after the first of the year to see if I can find out information on their plans for Phase II and III.
  - **Lighting - CJs Lighting, Chris Niestroy, Shaw Electric, Keith Greene**
    - We have one pole down at Merrill Park. There is no responsible party. We checked for towing and police reports. Someone hit it and drove away, so the association will be responsible. We do have some inventory which is useful in this situation. That has been capped off and it will be replaced in the Spring, along with some other light heads that are out.
    - Speaking of lights, Dave, your lights that were stolen at the bridge?

Dave Campbell – We ordered replacement lights through Ray Electric in Novi. It takes two weeks for them to get here. Once they arrive, we have an electrician who will install them. The ones we ordered are \$350 each. They're actually a different brand than the ones that were stolen, which were closer to \$600 a piece and they would have taken 8 weeks to arrive.

Discussion continued regarding the stolen ground lighting at the M-5 pedestrian bridge.

- **Landscaping - United Lawnscape, Brian Sparks**
  - Obviously landscaping is done for the season.
  - Remember that we have a contract for 2020. We were able to keep those rates by having a 2-year contract.
- **Irrigation - Michigan Automatic Sprinkler, Mike Rennie**
  - Shut off for the season

#### **Item 5: Attorney's Report**

Attorney Rauch – Obviously you're aware that we closed with Bruce, Commerce Downtown, LLC is the name of his entity that now owns Unit 13. We amended the Master Deed, creating the two new parcels and he closed on the first one. Although the closing was somewhat matter-of-fact, a couple of technical legal description issues have caused some havoc at the Register of Deeds office, instead of having the documents immediately recorded. Even though they were approved by the Register of Deeds condominium specialist, they were rejected for recording initially and had to be re-recorded, which they were. As I mentioned to Mark this morning, the Sub-PUD agreements were also rejected two days ago for additional legal description issues. We are working on those issues and I am in contact with the developer's counsel. Apparently there is a technical issue with the legal description of the library property, although it has probably been that way for many years.

Discussion continued regarding recording of the documents and working with the County offices.

Attorney Rauch – Last month, you'll remember that Barrington's lender had requested some estoppel language, certificates and letters from the DDA and from the association as Jim Galbraith's project goes into construction. We had provided them a letter, and we also added a resolution permitting and authorizing Mark Stacey to cooperate and sign whatever may be necessary. It turned out that was a good idea because the lender needed more information and an additional letter was prepared for them. I spoke with Jim yesterday and he said, as near as he can tell, the lender is finally happy.

These things will happen, now that the DDA is evolving out of land ownership and extensive construction is taking place. I'm sure we will be hearing from all of the developers, and particularly their lenders, because they are usually new to the project; remember that for the condominium, we had over a hundred historic recorded items in the title work.

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

Engineer Schwanitz – We've been helping Tom with recordings, and then some plan reviews for Aikens' first phase, helping the DDA figure out the most prudent way to get the project into service. Certainly there are some planning issues there that need to be addressed.

Director Stacey – You also worked on Pad A layouts for us.

Engineer Schwanitz – Yes, I found the sketch I did a year ago and I'm helping with that too, as to how it might be built out.

#### **Item 7: Planning Director's Report**

Dave Campbell, Township Planning Director – I really don't have anything more to add. Mark and Randy always steal my thunder.

#### **Item 8: Committee Reports**

A. Finance Committee – Director Stacey – Our year-end adjustments are done and everything has been approved. In addition, we have the bills for next year scheduled.

B. Public Relations Committee - Jose Mirkin – The Public Relations Committee has the dates for the next annual K-12 Art Exhibition that we have been coordinating with Walled Lake Consolidated Schools System, and sometimes the Detroit Institute of Arts, for several years now. This event, as the previous ones for the last 3 years, will be held at the Commerce Township Community Library.

The setup will occur on Friday, May 15<sup>th</sup> and the art show will run from May 18<sup>th</sup> to May 23<sup>rd</sup>, with the take down on May 26<sup>th</sup>, due to the fact that May 25<sup>th</sup> is Memorial Day.

The artists and parents reception is mid-week on Wednesday, May 20<sup>th</sup> from 5 to 7:00pm. I already double checked with Bill Wines, Acting Director of our library, about blocking those dates and the White Pine room for this art show. As I stated in previous reports, last year we had more than 1,000 people among students, educators, parents, friends and residents of Commerce Township and surrounding areas.

As I also reported previously, 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.

I'm pretty sure we all know that a few years ago, Walled Lake Schools was not the best in the County. Today, they're among the first and best. They went all the way to a very good position in the County in a short time.

I would also note that I will be out of town in January and I will not be in attendance at the next meeting. I will try to send Deb my report, because we do have a meeting on January 16<sup>th</sup> with the art teachers and the library.

Supervisor Scott – Jose, are we still going to do the DIA exhibits in the community?

Jose Mirkin – Yes, sir. The lady who was running the DIA Inside Out Program has left, and she is now running a museum in Lansing and working for Michigan State University. The new lady is still getting acclimated. I will contact her as soon as possible to schedule another Inside Out in Commerce Township, possibly for April/May of 2020.

Supervisor Scott – Just food for thought; the City of Wixom applied to use the Michigan Airline Trail as an Inside Out art display, so that may be something we partner in and continue through Commerce.

Jose Mirkin – The last time that I went through that area, it was impossible to walk because there were so many pedestrians and bicycles. It's really crowded, but it's a great idea as many people will be seeing the art.

David Smith – Do we have something setup so that people can donate art to the Township?

Supervisor Scott – We have the ability to receive donations and endowments.

Jose Mirkin – The art teachers have asked me about the new Library Director.

Supervisor Scott – We begin interviews today, and I would think we will have someone to fill the position by February.

C. Marketing Committee – David Smith – I don't have much to add. In our discussions, it would really be nice to have final closure for the anchor store for Five & Main. That will cement the bond that we are really moving ahead. We're close, but it's an arduous task.

**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**

- **The next regularly scheduled DDA meeting is Tue., January 21, 2020 at 12:00pm.**
- Director Stacey and Chairperson Gotts wished everyone Happy Holidays.

**Item 11: Adjournment**

**MOTION** by Lublin, seconded by Hoy, to adjourn at 12:34pm.

**MOTION CARRIED UNANIMOUSLY**



# PUBLIC COMMENTS

# INSITE COMMERCIAL REPORT



January 13, 2020

Commerce Township Board of Trustees  
 Commerce Township DDA  
 Commerce Township Planning Commission  
 2009 Township Drive  
 Commerce Township, MI 48390

**RE: DDA Marketing/Deal Update January 2020**

Dear Township Board of Trustees, DDA and Planning Commission:

This report is intended to give you a brief overview of the recent activity on the Commerce Downtown Development project with current deals in due diligence, and proposals for deals that have not yet been signed. Below is a summary of our progress thus far:

<b>Parcel A &amp; H:</b>	
Contract Date:	June 25, 2013
Developer:	M. Shapiro Development
Size:	59.9 Acres, comprised of parcels A (north of Pontiac Trail between Welch and Martin Parkway) & H (northwest corner of Pontiac Trail and Martin Parkway).
Use:	+/-51 Acres for luxury townhome/condominiums, +/-400 units. +/-4.5 Acres fronting Martin Road for mixed use/commercial, possible hospitality and restaurant. +/-4.4 Acres (Parcel H) for single tenant use, i.e. restaurant, bank, etc.
Status/ Latest Update:	Construction is underway, with the completion of all of the internal roads, minus parking lots. Clubhouse building is up, 2 of the residential buildings have begun construction. Foundations have been poured for the rest of the buildings. Met with Jim Galbraith over the holidays, expectation is to start occupancy by Fall of 2020.

<p><b><u>Parcel B1:</u></b>  <b><u>Retail Phase I</u></b>          Contract Date:</p> <p>Developer:</p> <p>Size:</p> <p>Use:</p> <p>Status/ Latest Update:</p>	<p>December 2, 2014 (Phase I)</p> <p>Robert B. Aikens</p> <p>34 Acres north of Pontiac Trail and east off of Martin Parkway</p> <p>Phase I of 5 &amp; Main - Outdoor lifestyle retail development</p> <p>Aikens closed on the property on October 31, 2109, Aikens is planning to commence the infrastructure for 5 outlots fronting Pontiac Trail and Martin Parkway. He is expected to be in front of Planning to submit plans for Phase 1A in April 2020.</p>
<p><b><u>Parcel B1:</u></b>  <b><u>Retail Phase II</u></b>          Contract Date:</p> <p>Developer:</p> <p>Size:</p> <p>Use:</p> <p>Status/Latest Update:</p>	<p>December 2, 2014 (Phase II Option)</p> <p>Robert B. Aikens</p> <p>14 Acres north of Phase I</p> <p>Phase II of 5 &amp; Main – outdoor lifestyle retail development</p> <p>Aikens has 24 months or until October 31, 2021 to exercise his option of Phase II of Five and Main.</p>
<p><b><u>Parcel B2:</u></b>  <b><u>Senior Living</u></b>          Contract Date:</p> <p>Developer:</p> <p>Size:</p> <p>Use:</p>	<p>August 27, 2014</p> <p>Granger Group, based out of Grand Rapids, MI</p> <p>+/- 15.62 Acres (subject to further survey). It is the portion we refer to as the “rabbit ears” of Parcel B</p> <p>Proposed phase development base on the following Phase 1 development for 3 story assisted living/memory care. +/-102 beds, 100,000 SF, another 3</p>



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<p>Status/ Latest Update:</p>	<p>level 60 bed senior independent living facility and +/-20 units, 1,400 SF duplex residences for independent living as Phase 3.</p> <p>Occupancy of the building has commenced. Granger did meet for conceptual site plan review for Phase II, of which it was noted they need to improve the architecture of the building. No new update.</p>
<p><b><u>Parcel C:</u></b> Developer:  Price:  Size:  Use:  Status/ Latest Update:</p>	<p>None at this time.</p> <p>\$TBD</p> <p>+/-6.2 Acres of developable land at the hard corner of Pontiac Trail and Haggerty.</p> <p>Suitable for retail, office or freestanding use.</p> <p>Activity was somewhat light during the last month for incoming inquiries, other than gas stations. Duane Barbat's offer is still on hold with the DDA.</p>
<p><b><u>Parcel D &amp; E:</u></b>  Contract Date:  Developer:  Size:  Use:  Latest Update:</p>	<p>October 27, 2014</p> <p>Pulte Homes – Merrill Park</p> <p>Combined total of +/-41.8 acres south of Oakley Park between Martin Parkway and Haggerty.</p> <p>Pulte Homes is developing 69 single family homes ranging of a min. of 2700-3500 SF, in a 2 phase project. Pricing will be \$550,000-\$600,000, as currently planned, and may adjust to the consumer marketplace. Parcel D (approximately 7.4 acres) will be developed into a community park that will have extended pathways and park amenities intended for public use.</p> <p>Pulte has sold all of their lots and have turned over the residences to the HOA. Pulte is in the process of acquiring the old golf range and the building fronting Martin Parkway for a higher density residential development.</p>



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<b><u>Parcel F:</u></b> Developer:	None
Size:	+/-3.9 Acres located just southeast of the Town Hall.
Use:	Retail development, including possible free standing restaurant
Status/Latest Update:	I have connected with the dentist that was previously interested in the property. He still seems interested, but wants to see Aikens break ground before doing anything further.
<b><u>Parcel G:</u></b> Contract Date:	August 22, 2013
Developer:	Hunter Pasteur Homes
Size:	+/-15 Acres just west of the Town Hall. Includes land that was swapped between the DDA and Commerce Township.
Use:	Initial site plan for 39 single family homes was revised to delete two lots, reducing to 37 homes. Smaller lots were not selling and the market was looking for bigger, more expensive homes.
Status/ Latest Update:	DDA has closed with Developer as of August 7, 2014 on the property.  The development has been turned over to the Homeowner's Association, who now have their own representative for the HOA. No new update.
<b><u>Parcel I:</u></b> Developer:	BBI Holdings, LLC/Gilden Woods
Size:	+/-2.9 Acres, northeast of Town Hall.
Use:	Child care facility
Status/Latest Update:	Gilden Woods opened mid-December. Building looks good. No new update.



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<b><u>Parcel J1:</u></b>	
Developer:	None
Size:	+/-2.3 Acres southwest hard corner of Oakley Park and Haggerty
Use:	Retail, office, gas station
Status/Latest Update:	As with Parcel C, activity was quieter during the past month. Still waiting to hear from the childcare group based out of Phoenix, on when they intend on coming in town. By the lack of communication from Aquatots, we believe they are no longer interested in the parcel.
<b><u>Parcel J2:</u></b>	
Contract Date:	May 16, 2017
Developer:	Northpoint Development
Size:	+/-2.2 Acres southwest corner of Oakley Park and Haggerty
Use:	Indoor storage facility
Status/Latest Update:	Property closed on September 15, 2017. Facility is complete and open for business. Not sure the status of freight elevator. No new update.
<b><u>Parcel K:</u></b>	
Developer:	None
Price:	\$TBD
Size:	0.5 Acres across the street from Parcel B, south of Pontiac Trail.
Use:	Will need to be assembled with adjacent properties in order to be developed
Status/Latest Update:	Adjacent property owner, Bill Wise, has re-emerged with renewed interest in the property. Also received a phone call from brokers handling adjacent property to the west, who have figured out they need the DDA parcel for proper ingress/egress to Pontiac Trail. Will advise if either party decides to tender an offer.



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<b><u>Parcel L:</u></b>	
Developer:	None
Size:	1.8 Acres
Use:	Retail, High tech, office
Status/Latest Update:	Have received several general inquiries, but nothing that has advanced to a Purchase Agreement or Letter of Intent. We recently have had another childcare group inquire on the site and they are apparently going to advance a feasibility study, but are confident that the market is underserved.
<b><u>Parcel M:</u></b>	
Developer:	None
Size:	+/-1.5 Acres, located on Pontiac Trail, west of Wal-Mart. The parcel was carved off for the DDA benefit, but is an integrated parcel to the retail development.
Use:	Retail/restaurant
Status/Latest Update:	Signs were placed identifying the outlot. All outbound marketing will be targeted towards when Aikens closes on the DDA parcel.
<b><u>Parcel N:</u></b>	
Developer:	None
Asking Price:	\$TBD
Size:	+/-1.5 Acres, located on Martin Parkway, N. of Library Drive. The parcel was carved off for the DDA benefit, but is an integrated parcel to the retail development.
Use:	Retail/restaurant
Status/Latest Update:	Signs were placed identifying the outlot. All outbound marketing will be targeted towards when Aikens closes on the DDA parcel.

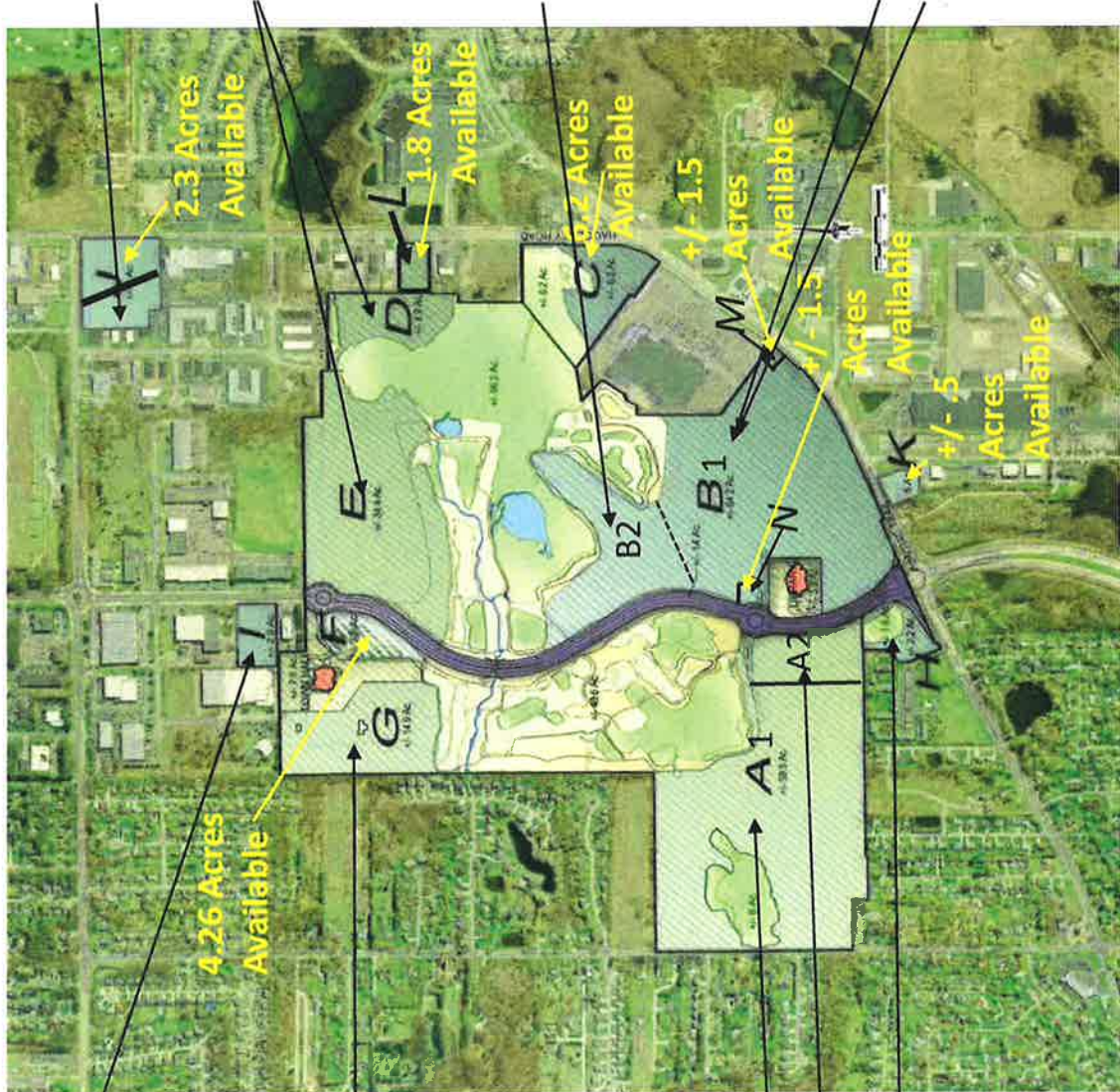




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I hope this brief summary provides you a high-level overview of the activity and deals as of January 13, 2020. Due to the nature of on-going negotiations, if you would like to arrange a separate meeting I will make myself available at any time to discuss in more detail. I can be reached on my mobile at 248-891-5050 or by email at [rthomas@insitecommercial.com](mailto:rthomas@insitecommercial.com).

# COMMERCE TOWNSHIP DDA PROJECT OVERVIEW FOR TOWNSHIP BOARDS



**SOLD April 2018: \$480,000**  
I: 15,000-20,000 SF  
Childcare Facility

**SOLD August 2014: \$1,043,000**  
G: 37 Single family homes  
2800-3500SF  
Avg. Sale: \$500,000-\$550,000

**SOLD: December 2015: \$5,150,000**  
A-1: 309 townhomes – revised plan  
2-3 bed & 2 bath  
\$1350-1700/month

A-2: Hospitality, retail & restaurants  
H: Single tenant; bank  
or restaurant

**J2: SOLD September 2017:  
\$600,000**  
J2: 3 Story Climate  
controlled indoor storage  
facility

**SOLD March 2016:  
\$2,650,000**  
D & E: 69 Single family homes  
2700-3500 SF  
Homes starting at \$600,000

**SOLD Dec. 2014: \$3,000,000**  
B2: 11 Duplex bldgs. -  
Ranch homes for lease  
and  
60 bed independent living &  
100 bed assisted living/  
memory care, 3 story buildings

**PHASE II: UNDER CONTRACT  
12/2/14: \$6,250,000**

**PHASE I: SOLD October 2019:  
\$4,250,000**  
B1: Proposed 550K SF  
walkable lifestyle center to  
Be completed in 2 phases



# DIRECTOR'S REPORT

# ATTORNEY'S REPORT

# ENGINEER'S REPORT

# PLANNING DIRECTOR'S REPORT

**To:** Commerce Township Board of Trustees

**From:** Commerce Township Planning Department  
David Campbell, AICP – Planning Director

**Date:** January 8, 2020

**RE:** January 2020 Monthly Planning Department Report  
(covering December 4, 2019 through January 7, 2020)

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### Development Proposals

- **Benstein Grille (2435 Benstein Rd)** – The owners of the Benstein Grille have agreed to purchase an acre of undeveloped land from Commerce Township abutting the west side of their restaurant’s property for the purpose of expanding the parking lot as well as constructing a small building addition. The land being purchased from the Township would have to be rezoned from R-1B (On-Family Residential) to B-2 (Community Business), and a site plan for the additions to the building and the parking lot would have to be approved. The owners and their design team intend to submit that site plan to the Planning Department in the coming days, with the intent of having it reviewed by the Planning Commission at their February 3 meeting. At that same meeting, the Planning Commission could make a formal recommendation on the proposed rezoning, which the Township Board could potentially act upon at their meeting on February 11.
- **Sleeth Road gravel pits** – A meeting was held at the Oakland County Executive offices on December 17 with representatives from the Township, the owner of the westernmost of the Sleeth Road gravel pit properties, the prospective buyer/developer, and Brad Hansen of Oakland County Economic Development. The developer has presented the Township with a concept plan to develop the 160-acre property with 232 single-family homes, serviced by municipal water and sanitary sewer that would have to be extended about 1 mile westward to reach the property. Mr. Hansen is the County’s point person for development / re-development of brownfield properties, and the Sleeth Road gravel pit property could potentially qualify as a brownfield based on its “functional obsolescence”. After doing some research on the property’s brownfield eligibility, Mr. Hansen determined that the developer would need the cooperation of the Michigan State Land Bank Authority since Commerce Township is not a Qualified Local Unit of Government as defined by the State’s Brownfield Redevelopment Financing Act (PA 381 of 1996) and the Obsolete Property Rehabilitation Act (PA 146 of 2000). As of the date of this letter, the Township is working to schedule a meeting with the State Land Bank to determine whether a partnership for this project would be feasible.
- **Commerce Trail Luxury Living** – The prospective buyers/developers of the 5.3 vacant acres on the north side of Crumb Road just west of the Goodwill store officially withdrew their application for a Planned Unit Development (PUD) consisting of 100 luxury apartments on the property. As part of their review of the concept plan at their

regular meeting on November 4, the Planning Commission's primary concern was the project's proposed density of approx. 19 units per acre. The developers explored possibilities for reducing the number of units down to a total that might be acceptable to the Planning Commission, but felt they could not deliver a viable project at a substantially lowered unit count.

- **Martin Road townhomes** – Pulte Homes held a meeting at Township Hall with the owners within the Pinewood Industrial Subdivision to discuss their plan to develop about 103 attached townhomes on a 16-acre parcel on the east side of Martin Road south of Oakley Park. The Pulte development would likely need a gated emergency access connection to Ridgway Court, a private road within the Pinewood sub that stubs into the property line of the property Pulte hopes to develop. Pulte is likely to seek an agreement with the Pinewood Association on emergency access to Ridgway before seeking a conditional rezoning of the property from the Township to allow it to be developed with a residential use.

#### **Zoning Ordinance text amendments**

- **Off-Premises Alcohol Sales Outlets** – Following a public hearing held during their meeting on December 2, 2019, the Planning Commission unanimously (5-0, 2 excused absences) recommended the Township Board deny PZ19-0002, an amendment to the Zoning Ordinance relative to off-premises alcohol sales outlets (OPASO's). The Planning Commission's recommendation to deny included the revised language to the original text amendment petition. The intent of the text amendment, petitioned for by an attorney representing the respective owners of the gas stations at 2500 Union Lake Rd (Shell station) and 519 W. Commerce Rd. (Marathon station), was to exempt OPASO's that operated with a State-issued SDM license (packaged beer & wine sales) prior to July 2017 from having to receive special land use approval from the Township when seeking to add an SDD license (packaged spirits). The intent was also to exempt those pre-existing OPASO's from meeting the limitations of the Zoning Ordinance for OPASO's, particularly the spacing requirements that limit OPASO's to no more than 2 within any 1 mile. The Planning Commission recommended denial of the original petition in September 2019, and again recommended denial of the revised language for the petition in December 2019. The Township Board is expected to make a final decision at their meeting on January 14, 2020.

**Zoning Board of Appeals (ZBA)** – At the ZBA's upcoming meeting on January 23, the following petitions are expected to be heard (in no particular order):

- Un-table a request on three variances for a proposed new home that would encroach into both front yard setbacks and the rear yard setback on a corner lot located at 3990 Watuga, corner of Ulmus Street. The owner was advised to reconfigure the dimensions of the proposed home to minimize and/or eliminate the need for three variances.
- An exception to the Sign Ordinance for a monument sign to encroach into the front yard setback at the Learning Rainbow Preschool located at 2405 Benstein Road.
- Review and approval of the Zoning Board of Appeals Bylaws



The ZBA will also be scheduling a special education & discussion meeting with the Township Attorney for that same date, likely at 5:30pm.

**Planning Commission** – The Planning Commission’s January 13 meeting was cancelled due to lack of agenda items. A new building proposed on Homestead Shores #19 (Richardson & Pioneer) that was tabled by the PC in November will likely be back with revised building elevations for the Planning Commission’s February 3 meeting, and the PC will likely consider the rezoning and site plan for the expansion of the Benstein Grille (discussed above) on February 3.

# COMMITTEE REPORTS

- FINANCE
- PUBLIC RELATIONS
- MARKETING

APPROVAL OF  
WARRANTS,  
AND/OR CARRYOVERS,  
ADD-ONS, REVENUE &  
EXPENDITURE REPORT

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



# Your Personal Assistant

Document Processing & Consulting Services  
7632 Vamoco Drive, Waterford, MI 48327, cell 248.961.6352, [dwatson@commercetwp.com](mailto:dwatson@commercetwp.com)

Invoice 2019/2020 Dec/Jan  
Billed on 01/15/20

To: Charter Township of Commerce  
Downtown Development Authority  
2009 Township Drive, Commerce Township, MI 48390  
From: Deborah Watson, DDA Assistant  
*(Please make checks payable to "Deborah Watson")*  
Date: January 15, 2020  
RE: **DDA Assistant Hours, 12/12/19 to 01/15/20**

Tasks	Date & Hours
<ul style="list-style-type: none"> <li>HOA matters, document review</li> <li>Calls and emails, invoice</li> </ul>	Thu 12/12/19 .75
<ul style="list-style-type: none"> <li>Follow-up on HOA items and dues, invoices</li> <li>Emails, calls, copying, meeting setup</li> </ul>	Mon 12/16/19 3.00
<ul style="list-style-type: none"> <li>DDA Meeting, minutes to Clerk</li> <li>Filing, follow-up, emails</li> </ul>	Tue 12/17/19 3.50
<ul style="list-style-type: none"> <li>Draft meeting minutes, edit and finalize</li> <li>Invoicing, emails, calls</li> </ul>	Wed 12/18/19 5.00
<ul style="list-style-type: none"> <li>Emails</li> <li>Follow-up</li> </ul>	Thu 12/19/19 .50
<ul style="list-style-type: none"> <li>Scheduling, emails, invoices, payments received</li> <li>Filing, planning, draft agenda and reports, HOA matters</li> </ul>	Mon 01/06/20 4.00
<ul style="list-style-type: none"> <li>HOA dues billings, verify contacts</li> <li>Filing, follow-up, emails</li> </ul>	Tue 01/07/20 3.50
<ul style="list-style-type: none"> <li>Calls, emails</li> <li>Reports and HOA matters</li> </ul>	Wed 01/08/20 .50
<ul style="list-style-type: none"> <li>Emails, follow-up, reports</li> <li>HOA matters and dues</li> </ul>	Mon 01/13/20 1.25
<ul style="list-style-type: none"> <li>Scheduling, meeting prep, filing</li> <li>Emails, calls, update documents</li> </ul>	Tue 01/14/20 4.00
<ul style="list-style-type: none"> <li>Invoices, emails, reports, follow-up</li> <li>Assemble agenda packet and distribute</li> </ul>	Wed 01/15/20 4.00
<b>TOTAL: 30 hours @ \$25.00</b>	<b>\$750.00</b>

499-000-702-001





# Payment Coupon

CHECK TO ENROLL IN AUTOPAY  
(Signature required on back)

Please indicate amount paying \$ 16.96

Account Number	9100 077 1100 5
Due Date:	February 05, 2020
Total Due:	\$16.96

COMMERCE TOWNSHIP COMMUNITY BUILDING  
2009 TOWNSHIP DR  
COMMERCE TOWNSHIP, MI 48390-1666

Mail Payments to:

DTE Energy  
P.O. Box 740786  
Cincinnati OH 45274-0786

For address corrections, please visit [dteenergy.com](http://dteenergy.com)  
or call 800.477.4747.

Return upper portion with your payment 200121953247

Keep lower portion for your records

### Contact Information

Gas Leak or Gas Emergency	800.947.5000
Customer Service or Power Outage	855.DTE.4BIZ (855.383.4249)
Hearing-Impaired TDD Line	800.888.6886 (Mon-Fri 8am-5pm)
Web Site	<a href="http://dteenergy.com">dteenergy.com</a>

### Programs you are enrolled in

*2579 Library Dr. Irrigation*  
*499-000-920-000*

### Summary of Charges

Account Number 9100 077 1100 5

Account Balance as of Dec 13, 2019	17.46
Payment Received Jan 02, 2020 Thank You!	- 17.46
Balance Prior to Current Charges	0.00
<b>Current Charges</b>	
Business Electric Service	16.96
<b>Total Current Charges</b>	<b>16.96</b>
Account Balance as of January 14, 2020	<b>\$16.96</b>

Your current charges are due on February 05, 2020. A 2% late payment charge will be applied if paid after the due date.

### Important Information

Account Information  
Other Information



Please return **all** payment coupons with your check or money order, payable to DTE Energy, five business days prior to the due date. Do not send cash or attach notes to the payment coupon.

Be sure to write your account number(s) on your check or money order.

**AutoPay Enrollment**

I authorize DTE Energy to enroll my account in AutoPay to debit my bank account each billing period to pay automatically the amount due on my DTE Energy billing statement. To avoid a charge for a return item, I understand that it is my responsibility to ensure that sufficient funds are available to complete each scheduled payment. If my financial institution rejects a transaction, payment will not be applied to my DTE Energy account. I can cancel authorization at [www.dteenergy.com](http://www.dteenergy.com) if I create and sign into my account; or, by calling Customer Care at 800.477.4747; or, by writing to Quality Control, 807 WCB, One Energy Plaza, Detroit, MI 48226.

Bank Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Detail of Current Charges**

**For Service at 2579 Library Irrigation, Commerce, MI**

**DTE Electric Company Business Electric Service**

**Current Charges**

<b>Power Supply Charges</b>		
Power Supply Capacity Charge	21 KWH @ 0.032970	0.69
Power Supply Non Capacity Charge	21 KWH @ 0.046400	0.97
Power Supply Cost Recovery	21 KWH @ 0.001560	0.03
<b>Delivery Charges</b>		
Service Charge		11.25
LIEAF Factor		0.92
Energy Waste Reduction		1.36
Distribution	21 KWH @ 0.038660	0.81
Nuclear Surcharge	21 KWH @ 0.000827	0.02
Commercial Michigan Sales Tax		0.91
<b>Total DTE Electric Company Current Charges</b>		<b>16.96</b>

**Current Billing Information**

Service Period	Dec 13, 2019 - Jan 12, 2020
Days Billed	31
Meter Number	<b>7085382 08</b>
Meter Reading	30076 Actual - 30097 Actual
KWH Used	21
Your next scheduled meter read date is on or around FEB 11, 2020	

**Usage History - Average per day**

	Current Month	Last Month	Year Ago
KWH Usage	1	1	1
Change		-8%	13%

**Total Current Charges** **16.96**

**If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000**

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

**If Your Electricity Goes Out**

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit [dteenergy.com](http://dteenergy.com) from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

**Energy Theft is illegal & dangerous**

Confidentially report suspected tampering by calling our theft hotline at 800.441.6698.

**For More Information**

For more information on your bill or alternative payment methods, call 800.477.4747, visit [dteenergy.com](http://dteenergy.com), or write to DTE Energy, One Energy Plaza, Detroit, MI 48226-1221 before the due date.

DTE Electric Company and DTE Gas Company are DTE Energy subsidiaries and are regulated by the Michigan Public Service Commission, Lansing, Michigan.



**Payment Coupon**

CHECK TO ENROLL IN AUTOPAY  
(Signature required on back)

Please indicate amount paying \$ 821.44

Account Number	9100 077 1086 6
Due Date:	February 05, 2020
Total Due:	\$821.44

COMMERCE TOWNSHIP COMMUNITY BUILDING  
2009 TOWNSHIP DR  
COMMERCE TOWNSHIP, MI 48390-1666

Mail Payments to:

DTE Energy  
P.O. Box 740786  
Cincinnati OH 45274-0786

For address corrections, please visit dteenergy.com  
or call 800.477.4747.

Return upper portion with your payment 200121953246

Keep lower portion for your records

**Contact Information**

Gas Leak or Gas Emergency	800.947.5000
Customer Service or Power Outage	855.DTE.4BIZ (855.383.4249)
Hearing-Impaired TDD Line	800.888.6886 (Mon-Fri 8am-5pm)
Web Site	dteenergy.com

**Programs you are enrolled in**2581 Library Dr499-000-920-00**Summary of Charges**

Account Number 9100 077 1086 6

Account Balance as of Dec 13, 2019	819.63
Payment Received Jan 02, 2020 Thank You!	- 819.63
Balance Prior to Current Charges	0.00
<b>Current Charges</b>	
Business Electric Service	821.44
<b>Total Current Charges</b>	<b>821.44</b>
Account Balance as of January 14, 2020	<b>\$821.44</b>

Your current charges are due on February 05, 2020. A 2% late payment charge will be applied if paid after the due date.

**Important Information**

Account Information

Other Information



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**AutoPay Enrollment**

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Bank Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Detail of Current Charges**

**For Service at 2581 Library Dr Lighting, Commerce, MI**

**DTE Electric Company Business Electric Service**

**Current Charges**

<b>Power Supply Charges</b>			
Power Supply Capacity Charge	6054 KWH @ 0.032970		199.60
Power Supply Non Capacity Charge	6054 KWH @ 0.046400		280.91
Power Supply Cost Recovery	6054 KWH @ 0.001560		9.44
<b>Delivery Charges</b>			
Service Charge			11.25
LIEAF Factor			0.92
Energy Waste Reduction			33.82
Distribution	6054 KWH @ 0.038660		234.05
Nuclear Surcharge	6054 KWH @ 0.000827		5.01
Commercial Michigan Sales Tax			46.44
<b>Total DTE Electric Company Current Charges</b>			<b>821.44</b>

**Current Billing Information**

Service Period	Dec 13, 2019 - Jan 12, 2020
Days Billed	31
Meter Number	<b>2790074 08</b>
Meter Reading	89081 Actual - 95135 Actual
KWH Used	6054
Your next scheduled meter read date is on or around FEB 11, 2020	

**Usage History - Average per day**

	Current Month	Last Month	Year Ago
KWH Usage	195	192	192
Change		2%	2%

**Total Current Charges** **821.44**

**If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000**

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

**If Your Electricity Goes Out**

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit [dteenergy.com](http://dteenergy.com) from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

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**For More Information**

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**Payment Coupon**CHECK TO ENROLL IN AUTOPAY  
(Signature required on back)Please indicate amount paying \$ 139.01

Account Number	9100 077 1076 7
Due Date:	February 05, 2020
Total Due:	\$139.01

COMMERCE TOWNSHIP COMMUNITY BUILDING  
2009 TOWNSHIP DR  
COMMERCE TOWNSHIP, MI 48390-1666

Mail Payments to:

DTE Energy  
P.O. Box 740786  
Cincinnati OH 45274-0786

For address corrections, please visit [dteenergy.com](http://dteenergy.com)  
or call 800.477.4747.

Return upper portion with your payment 200121953245

Keep lower portion for your records

**Contact Information**

Gas Leak or Gas Emergency 800.947.5000  
Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)  
Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)  
Web Site [dteenergy.com](http://dteenergy.com)

**Programs you are enrolled in**

3106 Martin Parkway  
499-000-920-000

**Summary of Charges**

Account Number 9100 077 1076 7

Account Balance as of Dec 13, 2019	136.05
Payment Received Jan 02, 2020 Thank You!	- 136.05
Balance Prior to Current Charges	0.00
<b>Current Charges</b>	
Business Electric Service	139.01
<b>Total Current Charges</b>	<b>139.01</b>
Account Balance as of January 14, 2020	<b>\$139.01</b>

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**Important Information**

Account Information

Other Information

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Bank Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Detail of Current Charges**

**For Service at 3106 Martin Parkway, Commerce, MI**

**DTE Electric Company Business Electric Service**

**Current Charges**

<b>Power Supply Charges</b>			
Power Supply Capacity Charge	921 KWH @ 0.032970		30.37
Power Supply Non Capacity Charge	921 KWH @ 0.046400		42.73
Power Supply Cost Recovery	921 KWH @ 0.001560		1.44
<b>Delivery Charges</b>			
Service Charge			11.25
LIEAF Factor			0.92
Energy Waste Reduction			8.11
Distribution	921 KWH @ 0.038660		35.61
Nuclear Surcharge	921 KWH @ 0.000827		0.76
Commercial Michigan Sales Tax			7.82
<b>Total DTE Electric Company Current Charges</b>			<b>139.01</b>

**Current Billing Information**

Service Period	Dec 13, 2019 - Jan 13, 2020
Days Billed	32
Meter Number	<b>2771302 08</b>
Meter Reading	62553 Actual - 63474 Actual
KWH Used	921
Your next scheduled meter read date is on or around FEB 11, 2020	

**Usage History - Average per day**

	Current Month	Last Month	Year Ago
KWH Usage	29	28	25
Change		1%	16%

**Total Current Charges** **139.01**

**If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000**

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

**If Your Electricity Goes Out**

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit [dteenergy.com](http://dteenergy.com) from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

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**Payment Coupon**

CHECK TO ENROLL IN AUTOPAY  
(Signature required on back)

Please indicate amount paying \$ 135.18

Account Number	9100 077 1065 0
Due Date:	February 05, 2020
Total Due:	\$135.18

COMMERCE TOWNSHIP COMMUNITY BUILDING  
2009 TOWNSHIP DR  
COMMERCE TOWNSHIP, MI 48390-1666

Mail Payments to:

DTE Energy  
P.O. Box 740786  
Cincinnati OH 45274-0786

For address corrections, please visit dteenergy.com  
or call 800.477.4747.

Return upper portion with your payment 200121953244

Keep lower portion for your records

**Contact Information**

Gas Leak or Gas Emergency 800.947.5000  
Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)  
Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)  
Web Site dteenergy.com

**Programs you are enrolled in**

499-000 - 920-000  
2660 E. Oakley Park

**Summary of Charges**

Account Number 9100 077 1065 0

Account Balance as of Dec 13, 2019	123.91
Payment Received Jan 02, 2020 Thank You!	- 123.91
Balance Prior to Current Charges	0.00
<b>Current Charges</b>	
Business Electric Service	135.18
<b>Total Current Charges</b>	<b>135.18</b>
Account Balance as of January 14, 2020	<b>\$135.18</b>

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Other Information

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Bank Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Detail of Current Charges**

**For Service at 2660 E Oakley Park Rd, Commerce, MI**

**DTE Electric Company Business Electric Service**

**Current Charges**

**Power Supply Charges**

Power Supply Capacity Charge	891 KWH @ 0.032970	29.38
Power Supply Non Capacity Charge	891 KWH @ 0.046400	41.34
Power Supply Cost Recovery	891 KWH @ 0.001560	1.39

**Delivery Charges**

Service Charge		11.25
LIEAF Factor		0.92
Energy Waste Reduction		8.11
Distribution	891 KWH @ 0.038660	34.45
Nuclear Surcharge	891 KWH @ 0.000827	0.74
Commercial Michigan Sales Tax		7.60

**Total DTE Electric Company Current Charges 135.18**

**Current Billing Information**

Service Period	Dec 13, 2019 - Jan 13, 2020
Days Billed	32
Meter Number	<b>7080570 08</b>
Meter Reading	63325 Actual - 64216 Actual
KWH Used	891
Your next scheduled meter read date is on or around FEB 11, 2020	

**Usage History - Average per day**

	Current Month	Last Month	Year Ago
KWH Usage	28	27	29
Change		2%	-5%

**Total Current Charges 135.18**

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Confidentially report suspected tampering by calling our theft hotline at 800.441.6698.

**For More Information**

For more information on your bill or alternative payment methods, call 800.477.4747, visit [dteenergy.com](http://dteenergy.com), or write to DTE Energy, One Energy Plaza, Detroit, MI 48226-1221 before the due date.

DTE Electric Company and DTE Gas Company are DTE Energy subsidiaries and are regulated by the Michigan Public Service Commission, Lansing, Michigan.



**KEMP KLEIN LAW FIRM**  
201 W. BIG BEAVER ROAD, SUITE 600  
TROY, MI 48084-4161  
WWW.KEMPKLEIN.COM  
248-528-1111  
Tax ID#: 38-1954323

499-000-801000

To: COMMERCE TOWNSHIP DDA  
MARK STACEY, DIRECTOR  
CHARTER TOWNSHIP OF COMMERCE  
2009 TOWNSHIP DR  
COMMERCE TWP, MI 48390-1666

Billor: THOMAS C RAUCH  
Invoice Date: January 7, 2020  
Invoice No: 197665

For professional services rendered through December 31, 2019 for the matters listed below.

DDA MARKETING COMMITTEE...133891.108

Summary of charges due:

Total Fees	\$ 300.00	
PLUS Administrative Costs:	\$ 9.00	
<b>Current amount due</b>		<b>\$309.00</b>

SALE OF UNITS 10 & 11...133891.91

Summary of charges due:

Total Fees	\$ 900.00	
PLUS Administrative Costs:	\$ 27.00	
<b>Current amount due</b>		<b>\$927.00</b>

DDA CORE GROUP...133891.93

Summary of charges due:

Total Fees	\$ 300.00	
PLUS Administrative Costs:	\$ 9.00	
<b>Current amount due</b>		<b>\$309.00</b>

DDA BOARD OF DIRECTORS...133891.94

Summary of charges due:

Total Fees	\$ 300.00	
PLUS Administrative Costs:	\$ 9.00	
<b>Current amount due</b>		<b>\$309.00</b>

PROPOSED SALE OF UNIT 9 TO DEVELOPER...133891.98

Summary of charges due:

Total Fees	\$ 3,815.00	
PLUS Administrative Costs:	\$ 114.45	
<b>Current amount due</b>		<b>\$3,929.45</b>

**Total amount due for all Matters on this invoice \$ 5,783.45**

**Total amount due this invoice**

**\$5,783.45**

Payment Remittance - Please Detach

Remit To:  
KEMP KLEIN LAW FIRM  
201 W. BIG BEAVER ROAD, SUITE 600  
TROY, MI 48084-4161  
WWW.KEMPKLEIN.COM

(133891)  
COMMERCE TOWNSHIP DDA  
Invoice No: 197665  
Invoice Date: 01-07-2020  
Total Due: \$5,783.45

Credit Card#: \_\_\_\_\_

Signature: \_\_\_\_\_

Phone No: \_\_\_\_\_

Amount Remitted: \_\_\_\_\_  
Visa: \_\_\_\_\_ MasterCard: \_\_\_\_\_ Am Ex: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_  
Security Code: \_\_\_\_\_  
Zip Code: \_\_\_\_\_



**MARK STACEY  
D.D.A. DIRECTOR**

2812 Duffers Lane

Commerce Township, MI 48390

(586) 817-4666

CHARTER TOWNSHIP OF COMMERCE D.D.A.  
2009 TOWNSHIP DRIVE  
COMMERCE TOWNSHIP MI 48390

Invoice Date: January 15, 2020  
Invoice # 1212-0115-2019/2020

<b>Thu</b>	<b>12/12/2019</b>	<b>4.00 hours:</b>	Calls, prep for DDA Meeting, follow-up
<b>Mon</b>	<b>12/16/2019</b>	<b>4.00 hours:</b>	DDA prep, calls, emails
<b>Tue</b>	<b>12/17/2019</b>	<b>5.00 hours:</b>	Marketing Meeting, DDA Meeting, calls
<b>Wed</b>	<b>12/18/2019</b>	<b>4.50 hours:</b>	DDA follow-up, calls, planning
<b>Thu</b>	<b>12/19/2019</b>	<b>4.50 hours:</b>	Review documents, calls
<b>Mon</b>	<b>12/23/2019</b>	<b>3.50 hours:</b>	HOA issues, calls
<b>Mon</b>	<b>12/30/2019</b>	<b>2.50 hours:</b>	Review documents, calls, emails
<b>Thu</b>	<b>1/2/2020</b>	<b>5.50 hours:</b>	DDA & HOA issues, calls
<b>Fri</b>	<b>1/3/2020</b>	<b>2.00 hours:</b>	Calls, HOA issues
<b>Mon</b>	<b>1/6/2020</b>	<b>7.00 hours:</b>	Review documents, calls, planning
<b>Tue</b>	<b>1/7/2020</b>	<b>6.50 hours:</b>	Calls, emails, prep for meetings
<b>Wed</b>	<b>1/8/2020</b>	<b>7.00 hours:</b>	Review documents, HOA issues, calls
<b>Thu</b>	<b>1/9/2020</b>	<b>7.00 hours:</b>	Planning, document review, calls, follow-up
<b>Fri</b>	<b>1/10/2020</b>	<b>3.00 hours:</b>	Calls, HOA issues
<b>Mon</b>	<b>1/13/2020</b>	<b>7.00 hours:</b>	Emails, calls, planning
<b>Tue</b>	<b>1/14/2020</b>	<b>7.50 hours:</b>	Set-up DDA Meeting, calls, Township Board meeting
<b>Wed</b>	<b>1/15/2020</b>	<b>7.00 hours:</b>	Calls, emails, follow-up

**TOTAL HOURS INVOICED: 87.50 @ \$50.00/hr = \$4375.00**

499-000-702-000



# HOA INVOICES

**KEMP KLEIN LAW FIRM**  
201 W. BIG BEAVER ROAD, SUITE 600  
TROY, MI 48084-4161  
WWW.KEMPKLEIN.COM  
248-528-1111  
Tax ID#: 38-1954323

To: COMMERCE TOWNE PLACE ASSOCIATION  
Attention: MARK STACEY, PRESIDENT  
2009 TOWNSHIP DR  
COMMERCE TOWNSHIP, MI 48390-1666

Bill: THOMAS C RAUCH  
Invoice Date: January 7, 2020  
Invoice No: 197670

For professional services rendered through December 31, 2019 for the matters listed below.

CORPORATE ADMINISTRATION...133990.1

Summary of charges due:

Total Fees	\$ 250.00	
PLUS Administrative Costs:	\$ 7.50	
<b>Current amount due</b>		<b>\$257.50</b>

CTPA

1/8/20 6 k to RAUCH MS

me  
1/8/2020

1/8/2020

101-210-801-000

Payment Remittance - Please Detach

Remit To:  
KEMP KLEIN LAW FIRM  
201 W. BIG BEAVER ROAD, SUITE 600  
TROY, MI 48084-4161  
WWW.KEMPKLEIN.COM

(133990)  
COMMERCE TOWNE PLACE ASSOCIATION  
Invoice No: 197670  
Invoice Date: 01-07-2020  
Total Due: \$257.50

Credit Card#: \_\_\_\_\_

Amount Remitted: \_\_\_\_\_  
Visa: \_\_\_\_\_ MasterCard: \_\_\_\_\_ Am Ex: \_\_\_\_\_

Signature: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Phone No: \_\_\_\_\_

Security Code: \_\_\_\_\_

Zip Code: \_\_\_\_\_

# OTHER MATTERS

# **ADD-ONS**

(to be distributed at meeting)