

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, May 20, 2025
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390

CALL TO ORDER: The Meeting was called to order by Chairperson Matta at 12:06pm.

Downtown Development Authority:

Present: Debbie Watson, DDA Director

Steve Matta, Chairperson

Derek Tuck, Member

Jose Mirkin, Member

Susan Spelker, Member

Spencer Schafer, Member

Tim Hoy, Vice Chairperson

Absent: Larry Gray, Township Supervisor (excused)

Brian Winkler, Member (excused)

David Smith, Member (excused)

Lt. Wendy Reyes, OCSO Substation Commander

Also Present: Sandy Allard, DDA Assistant

Molly Phillips, DDA Treasurer

Melissa Creech, DDA Secretary

Chris Martella, Dawda Mann, DDA Attorney

Jason Mayer, Township Engineer, Giffels-Webster

Randy Thomas, Insite Commercial (*exited 12:41*)

Dave Campbell, Township Planning Director

Sgt. Matt Leggat, Oakland County Sheriff

Item 1: Approval of Minutes

MOTION by Spelker, seconded by Hoy, to approve the DDA Meeting Minutes of April 15, 2025.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

No comments.

Item 3: OCSO Update

Sgt. Leggat – Nothing to update; just business as usual. We are getting questions though. At 5 & Main, are there going to be more traffic lights than just the one that was discussed?

Chairperson Matta – I don't think so. It's just the one that's connected to Walnut Lake Road.

Dave Campbell – Yes, at Pontiac Trail and Walnut Lake Road, and the new leg is what we're calling Pinewood Avenue. It will be a 4-legged intersection with a traffic signal.

Sgt. Leggat – Perfect.

Chairperson Matta – And that's the only one.

Sgt. Leggat – Okay, I appreciate it.

Chairperson Matta – I think there's another curb cut that would be west of that as well, but it won't have a light.

Dave Campbell – That would be at the boulevard section of Pontiac Trail, so the only people that would be able to access that driveway would be westbound.

Chairperson Matta – Right, that will be right-in and right-out. Well, thank you very much for being here.

Item 4: Acuity Eye Care – 5K Request

Director Watson – The information was in the packet. I hope you all had a chance to review the emails exchanged between Edwin Gay and myself. He runs Acuity Eye Care here in Commerce Township and he is requesting a 5K. Edwin, I'll let you start if you'd like and we will see if anyone has questions.

Edwin Gay – Thanks, Debbie. I'm Edwin Gay and I'm the Optometrist at Acuity Eye Care. I've hosted a couple of 5K's in Commerce before. I'm just hoping to do another one here. Some quick background; I ran all through high school and college. I met my wife on the track in college, and I always dreamt of hosting 5K's for charity eventually. The first one was back in 2019. It went well. It was at Dodge Park here in Commerce. Then of course, we had covid, so I stopped for a while. We did another, and then we had our third baby and got busy with another job. I'm looking to get back in the swing of doing them annually.

The events went pretty smoothly the first two times. It's a small community event. It's pretty quick, it's a 5K, so we were in and out of there within a couple of hours. We do awards and giveaways; sunglasses, little prizes, and if you beat the doctor, you win a gift card. Every single dollar spent by anybody on the race goes directly to charity. Any cost of hosting the race is all donated. The chosen charity is called VOSH, it's Volunteer Optometric Services to Humanity. They take eye doctors to third-world countries to give them eyecare and glasses that were donated.

Again, I would like to get that going again. Dodge Park is under construction, so I was hoping to shift to this location and do a similar course as Outrun Hunger. I participated in that event this past Fall. I thought that was smooth, so I was hoping to be able to do something similar.

Director Watson – Are you a 501c3?

Edwin Gay – VOSH is.

Director Watson – I'm just curious because I know that the Township has policies that usually require an established 501c3. I think there are even specifics in there that Acuity might need to establish a 501c3. Molly, are you familiar with those policies at all?

Treasurer Phillips – I'm not familiar if they have to do it, or if they have to be donating to them.

Director Watson – Okay, but VOSH is, so that may qualify. Can I also ask, you said it was just due to the construction in Dodge Park?

Edwin Gay – That's what I was told by Emily, the Parks Director.

Chairperson Matta – Did you have insurance when you held the one at Dodge?

Edwin Gay – Yes, a note from my insurance company that it was covered.

Director Watson – Yes, so if our Board here decides to recommend this, it will go to the Township Board for final approval. As I explained in the emails, I don't believe use of the Township Hall would be granted. That would only be for an organization that's raising funds for a local charity benefitting the residents of Commerce Township. I think that is why Outrun Hunger does use the building because they are serving the local food pantries. But, if Edwin did hold this race here, he can put porta-potties onsite and use the trails here. I think we can make a recommendation, and then because he would be using the parking lot and Township property, it should go for final approval to the Township Board.

Chairperson Matta – Where would you hold the awards?

Edwin Gay – Where Outrun Hunger did theirs.

Director Watson – I call it the patio, yes.

Chairperson Matta – Okay. Any other questions or comments?

Director Watson – Brian Winkler did email me. He could not be here today, but he wanted the Board to know he is in favor of this.

Chairperson Matta – All right. If there is no other discussion, we'll call for a motion.

Susan Spelker – Jose, what's your opinion?

Jose Mirkin – It's really a great human activity. They are giving eyeglasses and frames and helping people in third-world countries that do not have access to those. People cannot work because they cannot see well due to vision problems. People cannot read. They cannot become literate. They cannot enjoy life because of vision problems. This is a way of solving those problems. I think we should say yes and let the Board of Trustees make a final decision. I am supportive.

Chairperson Matta – I think the motion that would be called for is to approve the request from our standpoint and make a recommendation that it go forward to the Township Board.

MOTION by Spelker, supported by Mirkin, to recommend approval, to the Commerce Township Board of Trustees, of the request by Edwin Gay, Acuity Eye Care, to hold a 5K race on the Commerce Towne Place pathways, located with the DDA district, to support VOSH as discussed herein.

MOTION CARRIED UNANIMOUSLY

Edwin Gay – I'm curious on the next steps.

Director Watson – Missy, what is the date of the next Township Board meeting?

Secretary Creech – June 10th.

Director Watson – Okay.

Dave Campbell – What is the date that you're targeting for the race?

Edwin Gay – Mid to late August.

Chairperson Matta – Oh, plenty of time.

Director Watson – You had indicated August 16th.

Jose Mirkin – One last comment; there was a local company by the name of Vision Craft which was less than a mile from here. Their company doesn't exist anymore, but they used to do exactly this about 8 years ago. It was something we did before.

Chairperson Matta – Thank you very much.

Director Watson – Thank you, Edwin. I'll be in touch.

Item 5: Insite Commercial Report

Randy Thomas provided an overview of the Insite report submitted in the agenda packet.

- 5 & Main: Just to recap; Bruce gave his update last month.
 - The ICSC is going on in Vegas right now.
 - I'll get an update from him and report back to the Board.
 - We are actively helping him at this point.
 - We are active with the market that we've been discussing. It's moving down the road. We are waiting on the latest cost estimates, which we think will probably be in the same range because the building got simpler.
 - Looking at the various outlots right now that we are marketing; there's one in particular that we are trying to advance further. If it progresses, it will come to the DDA first with the conceptual plan, and then we will get it in front of Dave and the Planning Commission after that.

Chairperson Matta – It's good that something's happening.

Randy Thomas – Yes.

- Nothing really on Phase II to report.
- Parcel F – We had one inquiry last month. It's typical curiosity, but not anybody serious.
- Parcel J1 – I couldn't tell what this guy was really looking to do, but he was blowing up my phone looking at this parcel. We sent him all of the information, and we didn't get a call back, which is not uncommon.
- Parcel M/Pad A, 1.09 acres: Chris can update on what's going on specific to that site. Earlier, we discussed maybe contracting that portion of the development to go back to the DDA because technically, Bruce has ownership right now. That was always contemplated to be contracted to the DDA, and it may be time for us to really consider doing that.

Chairperson Matta – It makes sense. We were waiting before to make sure we could designate where all of the utilities would be stubbed.

Randy Thomas – Yes, and I think we're at that point where we can do it.

Chairperson Matta – There's curbs in around it, right?

Randy Thomas – Yes, it's defined. And that's it for my report.

Spencer Schafer – Randy, does it sound like it's the grocery instead of a 12,000 square foot shoppette?

Randy Thomas – The market I'm referring to is the gourmet market that has always been part of the plan, fronting Martin Parkway. There is another market we talked about last week. That's advancing; whether that happens or not, I don't know. There are a couple things that are competing for that particular area on the site, such as the shoppette, and possibly an entertainment concept. I told everybody earlier, I can show you the site plan at 9am today, and at 9am tomorrow, and based on what goes on in Vegas, it could be a totally different plan. However, that core area has never really changed. What's changing a little bit is the frontage along Pontiac Trail and a couple of the other components, but in large part, we have been looking at the same thing. Just the names and the shapes of the boxes have changed, but not necessarily the integrity of what's being proposed.

Item 6: Attorney's Report

- AT&T Easement Request – Pad A/Parcel M
- DTE Easement Request – Pad A/Parcel M

Attorney Martella – We have a few things to talk about. Since the last meeting, we were contacted by AT&T about providing an easement for fiber over Pad A. (Director Watson brought up images of the site on the overhead.) This is Pontiac Trail, the new Pinewood Drive is right here, and this is Main Street. AT&T approached us about feeding their fiber optic line that would start here on the other side of Pinewood, on the Dort property, and it would run from the manhole here onto Pad A here, along the easement area with a switchbox, and then go underneath Main Street to feed the apartments. That is what they proposed.

When we got this I spoke with Deb and everyone, asking questions. DTE actually attached an exhibit. There's an easement here and we wondered why AT&T wouldn't collocate with DTE.

Director Watson – We asked why they aren't working in the right-of-way like they should be.

Attorney Martella – Yes, there's a lot going on here. And then 10 days later, I received an email from Bruce's counsel, with an easement request from DTE, which is included in your packet. DTE wants an easement.

Director Watson – And at that point, I had already sent you a photo of their utility box onsite.

Attorney Martella – Yes, amazingly, there happens to be two utility boxes already onsite in the easement area, one here and one here. They are sitting where there isn't an easement yet. I talked with our engineers and Dave Campbell to confirm everything.

So, first of all, what did they do and why? How did this happen? This was brought up at the Marketing meeting today, and I'm bringing it to the Board as well. We have an issue. We're not sure why DTE wants to put utilities in this easement area, and why they don't go along the access road here. In addition, why don't they collocate with all of the other utilities? Why isn't there some sort of general scheme, which you typically have for a larger development of this nature?

Right now, I'm asking you for the ability to go back to Bruce and his counsel to inquire as to why these are here. First, they're an eyesore, and secondly, it doesn't make any sense. Let's talk about moving it somewhere else. They could put the drop here and pull it this way so it can be accessed down the road. It makes a lot more sense there.

There are some other issues. When they were grading for Pinewood, they discovered that the electrical feed for Walmart is too high. They discovered the conduit and it's way above grade. DTE said they're going to lower it, so there has been discussion, and Mr. Campbell could fill you in more, but they will have to regrade, drop the power line, shut off Walmart's power for a couple days, and some generators will be provided to power Walmart. I don't think anyone knows where it runs, but DTE determined it has to be lowered. So, in addition to this easement, you now have the lowering issue, as well as AT&T asking for an easement, which we don't understand either.

Derek Tuck – Chris, I think you need to first find out if that easement they're asking for is for that Walmart feed because that's the way it looks.

Director Watson – And that's relevant too.

Attorney Martella – It is also relevant because I would argue that DTE would not have run a feed from Pontiac Trail to Walmart without an easement, even if it was 30 years ago. There would have been something on record.

Susan Spelker – You would think.

Attorney Martella – You would presume, but stranger things have happened. You can see there is a new box here and here, and we presume DTE is going to lower it and then feed off the line that runs up here. That may be why they put this in. Again, we don't know. It just magically happened to be there. When I got the call about the easements, I asked Deb to have someone drive by to see what's in the ground.

Director Watson – Or what might be above ground.

Attorney Martella – Yes, and they're there, without easements.

Director Watson pulled up the AT&T easement diagram.

Attorney Martella – This was the drawing that was provided to us from AT&T. Here is Pinewood. You have a manhole cover which is on Dort's property. Interestingly, they're going underneath the road to Pad A, then making an immediate right turn up to this station or enclosure, which is not there yet. They can't collocate with DTE I assume, so DTE has one here already, another one here, and it will feed the apartments under the road.

Director Watson – This is where I feel there had to have been some influence because why are they going out, over and around to Pad A when they could just follow a straight line to their destination?

Chairperson Matta – So there's discussion between AT&T and DTE. DTE says, we're trying to get this easement, just join us.

Attorney Martella – Yes, and typically in developments in general, when Comcast or AT&T come up, it's very common for them to collocate and have collocation agreements with big franchise utilities, Consumers and DTE. They will do pole sharing agreements and underground, with conduits adjacent, or in the 10-15 foot wide easement. It's very common and it's done, while we the property owner have no idea. When we proposed collocation, they said no, we

don't get along. I don't believe that after I saw this drawing, but that also tells me they are using the same exhibits in their easements, so they have to be talking, or using the same engineers. So, that's the story. The other question is why isn't it going over Dort's property? Why not just go from here to here? I'm letting you guys know and barring any objection from the Board, I'm going back to AT&T and DTE, or really to Bruce, and I'll let them know that this is not okay. No, we do not approve. We do have a say, by the way, of where the final utility drops go on Pad A. That's part of the purchase agreement. Bruce has to work with us on where they will be located. Our feelings are that we don't like them there, they don't need to be there, and move them somewhere else. We will see what they propose, but we think up in this narrow section of Pad A would make the most sense. Again, also remember that there is that temporary access drive into Walmart right here.

Chairperson Matta – Do you need a resolution from us?

Attorney Martella – I do not. This is not about execution. It's just about negotiating.

Director Watson – Well, and this here is the new signalized intersection, and pedestrians are going to be crossing here from Walnut Lake Road over to Pinewood. Bruce and his architect have stated that they're only going to have this frontage sidewalk that goes down to the central entrance of the downtown area. However, Dave and I agree that both sides of Pinewood should have sidewalks. People crossing at the signalized intersection need to have a sidewalk to enter into. Now, Dort does not want to put the sidewalk. Dave is hopeful that their landscaping will at least allow for a sidewalk to be put in at a later date on their portion of Pinewood, but I think we're going to have a sidewalk there on Pad A.

Chairperson Matta – Better on one side than none.

Director Watson – Yes, and we don't want to have AT&T or DTE inhibiting us from being able to pave there, or, us having to pay for replacement of the sidewalk if they were to tear it up to do utility work.

Attorney Martella – And that is part of the DTE easement; it's very aggressive, even by DTE's standards. If this is going to be the end all easement area, again the ability to put in sidewalks, and maintain them, and who has to replace them when they're damaged or if they get pulled out due to utility work. We will work on negotiating that, but if Bruce's final concept is that there are no sidewalks here, I'm surprised by that.

Chairperson Matta – Well, it's a hazard because you can't have people walking across the road at the light and then not having the ability to walk through. They would have to walk on the road if they want to cut that corner. You're encouraging that.

Discussion continued regarding the existing Walmart sidewalk and connections to future sidewalks and pathways.

Director Watson – Dave, you did have Dort include something that comes into their property off the frontage sidewalk, right? But there was a grade change?

Dave Campbell – Yes.

Spencer Schafer – Does Dort's sidewalk connect to Continental's sidewalk at all or no?

Dave Campbell – Continental's sidewalk is on the north side of Main Street.

Spencer Schafer – Okay.

Attorney Martella – Continental does not have a sidewalk here?

Dave Campbell – No, only on the west side. On the north side of Main Street, west of Pinewood. With the site plan for Dort, we sort of punted and said that we will start figuring some of this out once it gets fleshed out a little more. We did say let's at least be mindful with how we do the landscaping, so that when the day comes that we decide we do want sidewalks, we're not having to cut down a bunch of trees to do it.

Chairperson Matta – But it's a whole lot safer for them to walk up a sidewalk and then cross a crosswalk to get into the sub, without a sidewalk in there, as opposed to coming down the main road.

Dave Campbell – You're preaching to the choir. I think it makes all the sense in the world to have sidewalks along both sides of Pinewood. And if not both sides, then at least one side or the other.

Director Watson – I agree.

Dave Campbell – Bruce would argue that he wants to route people into the center of the downtown area. He doesn't want them coming in via Pinewood. He wants pedestrians to come in on the road that aligns with the core of the downtown.

Chairperson Matta – But it's not likely that people are going to walk to this center very often unless they live right by here. That means they're either going to that residential community, or they live across the street or somewhere walkable.

Dave Campbell – We will get there. We are going to get sidewalks and pathways everywhere in this town.

Chairperson Matta – I like it. There we go. Any other discussion? What do you need from us?

Attorney Martella – Nothing, we're good.

Jose Mirkin – I was under the impression that Commerce dictates to Bruce, AT&T and DTE what we want them to do. What you've told us is that there is a disagreement between DTE and AT&T. I thought that we tell them what we want. Am I right, Randy?

Randy Thomas – Well, the Township does have control through Planning. They have to go in for final site plan. We do have a PUD agreement that covers the property. I can't remember all of the details relative to that, but I believe that Bruce still has to come in. Even though he has a PUD agreement, on every step of this, whether he develops or somebody else, they do have to come through Planning Commission. I think the core issue here is where the utilities go and what does it impact. There's two levels of things going on, and we're dealing with the utilities.

Dave Campbell – The Township doesn't typically dictate how you get your DTE service, Comcast or AT&T. If you're the developer, we don't dictate where those are going to come in from. We leave it to you as the developer to work with the utilities and figure that out.

Chairperson Matta – The only reason we have any say now is that he is trying to put it on our property, which we have the right to pull back out of the development, but he owns the property.

Attorney Martella – The municipality has the ability to tell you where utilities go when they touch your property, if there is an easement that's adjacent to it. Once it enters your property, unless it's a safety issue, usually it is between the property owner and the energy company.

Jose Mirkin – So Bruce is going to make the decision with the utility companies?

Chairperson Matta – Not as to Pad A, no.

Attorney Martella – Not as to Pad A. The reason why this has come to us is because it is on Pad A, which is something he is obligated to contract to us. Pursuant to the purchase agreement, we have final say as to where the utility hookups are to go on the property.

Jose Mirkin – Okay.

Attorney Martella – Now, as to where it is with the future developments, the shoppette and potential entertainment complex, and the rest of the center, we have no say in that. That is between Bruce and the utility company. Pad A and Pad B are parcels we have rights to and we say where things are going to go if it encumbers our property.

- Resolution

Attorney Martella – Administratively, there are other things to do. In looking at the DDA Bylaws, it talks about who has the authority to execute financial documents. It says that it is either by resolution of the Board, who can sign, countersign, et cetera. Or, by default, it is the Chairperson and the Treasurer. In the interest of clarity, and sometimes one signer is unavailable, for ease and convenience, we decided to potentially expand the titles who can sign. Not the individuals, but the named titles who can sign financial documents; sign checks, bond notices, et cetera. Not purchase agreements, easements or resolutions; primarily check signing. We were asked to put together a resolution that would allow three parties; the Treasurer, the Chairperson, and the Township Supervisor, which is granted a Board position. You need two of those three people acting together to be able to sign on behalf of the DDA for financial documents, i.e. checks, et cetera. Administratively, it's easier for everybody and makes life simpler. We're adding Larry Gray, the Supervisor role, which is arguably redundant because he has authority to do so as Supervisor, but we wanted to make sure it was clear. Therefore, we drafted a resolution to modify and clarify that two of these three parties, acting together, will be given the authority to sign financial documents. The other thing on this resolution is that there is also a section for the Secretary to certify this resolution on an as needed basis to present to banks and others who may request a copy.

Director Watson – Since 2014 when I started, I don't recall a resolution regarding check signing, so it's good to refresh it as opposed to going back find an old one from Tom Rauch. Molly, we may be switching banks possibly at some point too, so this may be beneficial for that purpose.

Treasurer Phillips – Yes.

Attorney Martella – I will pass this around. The resolution includes the topics I just discussed, but because of how formulaic it is, if you decide to put forward this resolution, we will fill this all in and have it executed at the next meeting. Once approved, we can send it via DocuSign.

Director Watson – Do we need action on it today?

Attorney Martella – Yes, we do. We would propose for approval of the resolution as drafted. It gives authority to those three parties, and to two of the three to sign financial documents. Again, this is not anything to do with binding the DDA into any actions, contracts for sale, purchase, et cetera. It is simply for financial documents.

Chairperson Matta – All right, we will call for a motion to approve the resolution to appoint any acting DDA Chairperson, Township Supervisor and DDA Treasurer to sign financial documents in accordance with this written resolution that we have.

MOTION by Spelker, supported by Mirkin, to approve the Resolution as written.

ROLL CALL VOTE:

AYES: Spelker, Mirkin, Schafer, Matta, Hoy, Tuck

NAYS: None

ABSENT: Gray, Winkler, Smith

MOTION CARRIED UNANIMOUSLY

Chairperson Matta – Thank you. Do you have another matter?

Attorney Martella – I have one last matter. It is that time of year. Every year we have to do the confidential survey ...

Treasurer Phillips – You know, you're taking up more time than normal.

Attorney Martella – I'm sorry.

Treasurer Phillips – You've been beautifully quiet the last few meetings.

Director Watson – He has to make up for lost time.

Attorney Martella – Every year, we send out a questionnaire to all Board members. You certify, as a Board member, any property interest you may have, if you are either a resident or a business owner within the community. You let me know if there are any conflicts that I should be aware of. It is a simple form. I will hand it out. You can bring it back at the next meeting. I can send it via DocuSign. Whatever works for you.

Chairperson Matta – This certifies us as qualified to sit on the Board.

Attorney Martella – Correct.

Director Watson – We have to have a majority of members that have a business or property interest in the DDA. We also have to have at least one resident who lives in the DDA district.

[12:41pm - Randy Thomas exited the meeting]

Item 7: DDA Annual Meeting

A. Election of Officers & Committee Appointments

Director Watson – I have spoken with everyone and all Officers and Committee Chairs were willing to continue in their roles. If that is the pleasure of the Board, you can make a motion, or you can discuss it further.

Chairperson Matta – Let's start with the motion and we can discuss it as needed. Is there a motion to renew the slate as it exists, including Officers and Committee appointments? Or, is there some suggestion to change it?

MOTION by Mirkin, supported by Spelker, to continue with the current officers, to have Steve Matta serve as DDA Chairperson, Tim Hoy serve as Vice Chairperson, Molly Phillips serve as DDA Treasurer, and Melissa Creech serve as DDA Secretary, along with retaining the subcommittees in their current form, with Susan Spelker as Chair of the Finance Committee, Jose Mirkin as Chair of the Public Relations Committee, and David Smith as Chair of the Marketing Committee.

Discussion –

Matta – We all know who everybody is in the current roles. David, although he is not here...

Watson – He agreed to continue.

Matta – He has agreed to continue on Marketing. Jose, you're willing to continue in Public Relations?

Mirkin – Yes.

Matta – Tim, you're Vice Chair.

Hoy – Yes.

Matta – Susan, you know your role. You've got the money.

Spelker – Yes, I got roped into Finance Chair.

Watson – And Missy and Molly, I'm not sure how much choice they get, but they have agreed.

Matta – I think the record is clear, Susan. Well, one of the things we are definitely trying to do, especially with regard to Marketing, is to get others who are not on a Committee to come and attend those meetings more often and participate. We just have to be careful we don't have a quorum. We mix you in as much as we can to get you comfortable with the process. We hope to have more of that participation as we go forward.

MOTION CARRIED UNANIMOUSLY

B. Bylaws

Director Watson – The Bylaws were included in the agenda packet. We are not proposing any changes, are we Chris?

Attorney Martella – No.

Director Watson – Okay, good. So, unless anyone has questions, comments or changes that you see that need to be made, these will carry forward to next year.

Chairperson Matta – These are the same as they were previously, right? The typos were corrected.

Director Watson – Yes.

Item 8: Director's Report

Director Watson reported that her written report was included in the packet. The report is included here below in its entirety, along with any relevant updates.

Director Watson –

- Dave will cover an update on LaFontaine.
- We know Bruce is at the ICSC.
- Sandy and I were onsite recently and there are 3-4 trees in the Parkway median that we will have removed. We will consider planting a few new trees.
- The only thing that is not in my report is that the irrigation is still not on. I'm staying in constant communication with Michigan Automatic Sprinkler. I'm very concerned about the issues. We have errors coming up at every zone and they cannot turn the system on. The main line was broken in front of the old Library property. We finally got that fixed. They had to prime the pump.

Chairperson Matta – Are they just not showing up?

Director Watson – No, Michigan Automatic is great. They texted me late last night to say they still could not get it turned on due to the electrical issues. They need to find where the short or break is in the wiring. This is damage from the construction, despite all efforts to stake the utilities.

Chairperson Matta – We need to document that to back charge for these damages.

Director Watson – Yes. I will speak with Wieland and Continental. I'm very worried, but fortunately we have had some rain.

Chairperson Matta – But you're happy with the service?

Director Watson – Yes, Michigan Automatic has been great over the years. I have no doubt they will get it, it's just the timing.

Chairperson Matta – And at what cost.

Director Watson – Right. I will be billing some of that to Continental's escrow for damages.

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

- *5 & Main –*
 - *Bruce Aikens attended the April meetings of the Township Board and the DDA to provide updates. He will attend the May ICSC, and then he plans to return to the DDA meeting in June with additional information.*
 - *Continental continues to progress and anticipates occupancy will begin this summer.*
- *Merrill Park – Nothing new to report.*
- *The Avalon of Commerce Twp. – Nothing new to report.*
- *Barrington – Nothing new to report.*
- *Wyncliff – Nothing new to report.*
- *Public Storage – Nothing new to report.*
- *The Space Shop, Self-Storage – Nothing new to report.*

- *Higher Ground, Guidepost Montessori – Nothing new to report.*
- *LaFontaine Automotive Group Dealerships (LAG) – At the corner of Pontiac Trail & Haggerty; Progress continues. Occupancy for Genesis is anticipated in August, with Hyundai a few months behind that.*
- *Parcel F / Unit 7, in front of the Township Hall – Nothing new to report.*
- *Parcel J1, Haggerty & Oakley Park – Nothing new to report.*
- *Parcels M & N – Inquiries have increased with activity at 5 & Main.*

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

III. *Commerce Towne Place HOA Items* –

- A. *Budget – Nothing new to report.*
- B. *Dues – All dues are current.*
- C. *Tax Forms & Reports – Nothing new to report.*
- D. *Lighting/Electrical – Shaw, Eric Peterson, Adam Dornton, BrightSource, Rich Walton*
 - *Light pole #23 needs to be replaced and is being scheduled with Shaw.*
 - *We are finalizing an insurance claim for that incident.*
 - *Staking of utilities is being performed as needed.*
- E. *Landscaping & Maintenance – United Lawnscape, Jose Medina; Rousseaux's Excavating, Mark Rousseaux*
 - *We are working to finalize a quote and claim for recent damages at the Pontiac Trail roundabout.*
 - *United is cutting and they're off to a great start with maintenance of the Parkway.*
 - *We were onsite yesterday checking the conditions of the trails, trees, and landscaping, along with other site conditions, especially around the construction zone. We communicated regarding several issues and these will be addressed. The trails were in great shape overall and storm water management systems appeared to be functioning well.*
- F. *Irrigation – Michigan Automatic Sprinkler*
 - *During the spring opening, damage to the main line was discovered in front of the former Library property as a result of construction. This is being repaired so that the system can be turned on.*
 - *Staking of utilities is being performed as needed.*

IV. *Other*

- *Election of DDA Officers will be on the May 20th agenda for our Annual Meeting.*
- *We received an easement request from AT&T for Pad A/Parcel M. This should align with the existing DTE easement. Attorney Martella is reviewing this and will discuss at the May DDA meeting.*
- *Soil erosion issues behind Walmart were brought to the attention of Township staff yesterday. These are being addressed.*
- *We have received a request for a 5K to be held on the Commerce Towne Place trails. This is expected to be reviewed at the May meeting.*

Item 9: Engineer's Report

Engineer Mayer discussed the following with the Board:

- Continental hasn't really been doing a lot of work on utilities, but they are trying to get their C of O for their one building. We're helping them with that. They have the water main punch list from the County to finish up and I've been working with the Building Department. The sanitary is done. They still have storm and Phase II and III of the water main.
- The Haggerty Pump Station abandonment: The contract was awarded and we're expecting construction to start in July.

Chairperson Matta – Is Continental still on track for August for occupancy at the apartments?

Dave Campbell – They want to get into their clubhouse as soon as they can because they are using that as a leasing office. Their hope is to start moving folks into their first building in August.

Item 10: Planning Director's Report

Dave Campbell, Township Planning Director –

- Within the DDA district, Midtown on Haggerty, which is just north of 14 Mile on Haggerty Road, Schafer Development; They got their PUD approved to effectively swap out what was going to be apartments and replace it with a Kroger with a fuel center. It took them a few trips to the Planning Commission and to the Township Board to get that done, but the Board approved it last week. Now they need to come back to the Planning Commission with a fully detailed site plan to finalize that process.
- Deb mentioned LaFontaine. They have a couple irons in the fire. One is the former Dick Morris Chevrolet site. They have made a lot of improvements to that site. They have Acura in there now, and what they just got approved by the Planning Commission was an addition to house a Mitsubishi dealership. That facility is going to be shared by Acura and Mitsubishi.
- Then, up the road at the corner of Haggerty and Pontiac Trail, LaFontaine continues to build the new dealerships for Hyundai and Genesis. Their hope is to get Genesis up and running by August, and then have Hyundai not too far behind, up and running by December.

Chairperson Matta – No hangups there that you're aware of? It seems to be going smoothly.

Dave Campbell – It seems to be. Everybody has had sticker shock with the cost of everything, but they're moving along.

- We talked a lot about DTE and AT&T, and a lot of that comes back to Pinewood Avenue. The developer of the Springs at 5 & Main is trying to get Pinewood installed and paved. And then, at the same time, the Road Commission is designing the new traffic signal for what will now be a 4-leg intersection. The Road Commission is saying that traffic signal will hopefully be up and running by the fall, or at least by the end of the year.
- Speaking of road projects, the one that the Township is in the early stages of working on is one that I brought up before, which is the potential for two new roundabouts; one at Martin and Richardson, and its companion roundabout at Richardson and Union Lake Road. We have been having very preliminary meetings with the Road Commission, and they have a preliminary design. A lot of the funding for this is coming from the federal level. The way they allocate the funds and the fiscal years they're being pulled from, we

originally thought we would have to do one roundabout in 2027 and the other in 2029. However, I think through some creative accounting, they were able to split the baby and hopefully do both of them in 2028. It is going to be painful while it's happening, but hopefully that will be a big improvement as far as the traffic flow through here.

Chairperson Matta – There's obviously condemnation issues there, right?

Dave Campbell – They will need easements and right-of-way from several property owners, and some of them are big, potentially developable properties; the Bay Pointe Golf Course, the Commerce Drive-in, and the one that's probably challenging as far as maintaining access is going to be Jax Car Wash. That's really right at the corner and figuring out how they can still get in and out of there safely with a roundabout there is an issue that the design team is in the early stages of working on.

Chairperson Matta – How about the McDonald's? Do they think that would be impacted?

Dave Campbell – If anything, this will help the McDonald's because the big challenge that McDonald's and the retail plaza has is people being able to get out of there making a left turn, especially late afternoon. So, having a roundabout, you would be able to make a right out of there and do a U-turn in the roundabout and continue on. I think they will need a little bit of right-of-way from McDonald's, but I don't think it will impact their driveway location or any of that.

Chairperson Matta – So you're picturing two roundabouts, and one would be at the end of Martin Parkway, and another over where Richardson is?

Dave Campbell – They're both on Richardson; one at Martin, one at Union Lake.

Chairperson Matta – I see.

Dave Campbell – Both of those are currently signalized, and instead of signals, they would be roundabouts.

Chairperson Matta – Right, so Haggerty, you would still be making a left onto Richardson?

Dave Campbell – Yes, if you're northbound on Haggerty, you would make a left turn.

Chairperson Matta – A left turn to get to a roundabout to get to Union.

Dave Campbell – Yes, so what I'm describing does not impact the intersection of Haggerty and Richardson.

Chairperson Matta – I was thinking maybe you were going to put one there too.

Dave Campbell – Hopefully the whole thing will flow better with these new roundabouts. You've still got bottleneck along Union Lake Road where it goes between Lower Straits and Middle Straits lakes. It gets down to two lanes there and it's a choke point.

Discussion took place regarding the status of the Union Lake Golf Course and the Bay Pointe Golf Course.

Item 11: Committee Reports

- A. Finance Committee – Susan Spelker – We met today. I am authorized and confident to assure everyone that it is all business as usual. There is really nothing new to report. There are no red flags. The fact does remain that the Township will be paid back after all of us are long gone.
- B. Public Relations Committee – Jose Mirkin – I received a message this morning from the coordinator of the K-12 Art Exhibition. Her name is Brandy Carson. She thanked us for the help and financial support from the Public Relations Committee. She also discussed some additional items that will be needed for next year's exhibition.
- Last week was another successful event. I didn't get the number of attendees at the awards ceremony, but I was there between 4-5pm and the parking lot was completely full and overflowing. My estimation is that we had around 1,000 people that day. I still need confirmation from the Library Director. They have a counter at the door.
- We are starting to plan for next year, and Brandy's email means that we are still working in partnership with the schools. We started this about 10 or 15 years ago, and it started with 300 people here in the Township Hall. We moved to the Library, and we now have an annual event that benefits the community.
- C. Marketing Committee – Chairperson Matta – David Smith is not here today. The Marketing Committee did meet, and we had a productive meeting. You've heard the results of it today.

Item 12: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure

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

MOTION CARRIED UNANIMOUSLY

Item 13: Other Matters

Jose Mirkin – I just wanted to mention that the flags are back on the M-5 pedestrian bridge. Congratulations to Dave Campbell and the Fire Department.

Item 14: Adjournment

- Next regular meeting is Tuesday, June 17, 2025.

MOTION by Hoy, seconded by Mirkin, to adjourn the meeting at 1:05pm.

MOTION CARRIED UNANIMOUSLY



Melissa Creech
DDA Secretary

INVOICE APPROVAL (BY INVOICE) FOR COMMERCE CHARTER TOWNSHIP

EXP CHECK RUN DATES 05/21/2025 - 05/21/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: DDA

Invoice Number	Bank Account	Description	Amount
DAWDA DAWDA MANN COUNSELORS AT LAW			
615391	DDA	PROFESSIONAL SERVICES THROUGH APRIL 30, 2025	1,598.50
Total For: DAWDA MANN COUNSELORS AT LAW			1,598.50
WATSON DEBORAH WATSON			
APRIL/MAY 2025	DDA	DDA DIRECTOR 04/10/25 - 05/14/25	5,600.00
Total For: DEBORAH WATSON			5,600.00
DTE DETROIT EDISON			
06/05 2579 LIBRARY	DDA	ACCT# 9100 077 1100 5	23.74
06/05 2581 LIBRARY	DDA	ACCT# 9100 077 1086 6	827.70
06/05 2660 OAKLEY	DDA	ACCT# 9100 077 1065 0	139.51
06/09 3106 MARTIN	DDA	ACCT# 9100 077 1086 6	133.91
Total For: DETROIT EDISON			1,124.86
SANDYB SANDY ALLARD			
APRIL/MAY 2025	DDA	DDA ASSISTANT 4/10/25 - 5/14/25	776.63
Total For: SANDY ALLARD			776.63
Report Total:			9,099.99