

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, September 16, 2025
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390

CALL TO ORDER: The Meeting was called to order by Chairperson Matta at 12:02pm.

Downtown Development Authority:

Present: Steve Matta, Chairperson
Tim Hoy, Vice Chairperson
Larry Gray, Township Supervisor
Brian Winkler, Member
David Smith, Member
Jose Mirkin, Member
Spencer Schafer, Member (arrived 12:04)

Absent: Derek Tuck, Member (excused)
Susan Spelker, Member (excused)
Debbie Watson, DDA Director
Sandy Allard, DDA Assistant

Also Present: Molly Phillips, DDA Treasurer
Melissa Creech, DDA Secretary
Chris Martella, Dawda, DDA Attorney
Randy Thomas, Insite Commercial (exited 12:14pm)
Dave Campbell, Township Planning Director
Jason Mayer, Township Engineer, Giffels-Webster
Lt. Eric Hix, Substation Commander, OCSO
Sgt. Matt Leggat, OCSO

Item 1: Approval of Minutes

MOTION by Hoy, seconded by Mirkin, to approve the DDA Meeting Minutes of August 19, 2025.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

Eric Nagler, 31108 Barrington Circle, Commerce Township – I’m just here curious about the Five & Main progress and updates.

David Smith – We’ll give you an update.

Ray Golota, 1595 Vanstone Dr, Commerce Township – I have a comment. Who is taking the minutes?

Chairperson Matta – They’re being recorded. Thanks for watching out for us.

Item 3: OCSO Update

Lt. Hix –

- I think most of you are aware of the fatal accident we had at Pontiac Trail and M-5.
- We had a rollover at Glengary and Wixom Road not long ago. There were no severe injuries on that one.

- We did get through Board approval for the Flock system cameras in the upcoming year. That will be beneficial for the influx when Five & Main is done.

Chairperson Matta – How does that system work?

Lt. Hix – It's a license plate capturing system. It just takes a picture of the back of the car. It retains that information for 30 days, so it's there and it's searchable. So we recently had an incident at Bicentennial Park with a guy doing donuts and burning up the parking lot. The surveillance camera showed pictures of the incident but no way to really identify the car. We were able to just take the fact that it was a gold GMC pickup, and with Flock, you can either search by plate or vehicle type, and if you know there is a sticker in the window. So, within minutes we were able to find the car and we got that guy. It's gathers all kinds of information and then it is searchable. It allows for us to be tipped off about criminals coming in, or fugitives entering so we can deal with them.

[Spencer Schafer arrived at 12:04pm]

Chairperson Matta – Great, so this is a system where you're relying on members of the public as well as the cameras.

Lt. Hix – This in itself gives us the information for identification, where we would have a lack of or no information to work from. In Oakland County we have 80 cameras throughout other areas, and we've utilized the system in 500 cases. Those would have potentially gone unsolved. We are excited about it.

Chairperson Matta – When is that coming?

Lt. Hix – It will be slowly in the works between now and 2026. I think it will be operational in some capacity, and it's nice because we can piggy back off of other agencies around us. I think there's 126 cameras around us and we were like a black hole in this area. Now we're able to put one in an area where West Bloomfield already has 3, so then we will have all 4 directions, and you can share it with each other.

Chairperson Matta – That's good news.

Dave Campbell – Do you know, is it subject to the Freedom of Information Act (FOIA)? Like if the Sam Bernstein's of the world said "Hey, I want to see all of your footage from this date and time," is it considered public information? Has that ever come up?

Lt. Hix – I know that has come up, mostly for civil rights violations, but as far as Freedom of Information, if it gets utilized, I think for the case it would be discoverable, but I don't know that it has come up.

Chairperson Matta – There's always a subpoena. The Sam Bernstein's of the world, as you mention, could issue a subpoena if there's pending litigation. In terms of Freedom of Information, if there was some claim or ongoing investigation, you may have an exception to FOIA in terms of disclosing it. It all depends on the circumstances.

Lt. Hix – Correct, but if they said, show me everything you’ve captured in 30 days, I don’t know that that has to be ...

Treasurer Phillips – I think the Flock camera guy also said the images and videos belong to them. It is run through their system and it belongs to them, so it’s not our data.

Chairperson Matta – Proprietary?

Treasurer Phillips – Yes, so they can’t FOIA it from us. They would have to subpoena them, and all of the images go away after 30 days, unless you downloaded something to use in an investigation.

Chairperson Matta – So someone like Sam Bernstein would have to send a notice to them before the 30 days to say, preserve that, because there’s something going on, and that would be destruction of evidence; however, it would be hard to get a preservation letter there that quickly.

Attorney Martella – A litigation preservation hold letter is presented, but the reason why it is structured that way, and the Flock guy was correct in saying so, is when you want to do a call, you do a post-call to them and they pull the data that you requested. So, it is owned by Flock, but a third-party operator, therefore not subject to FOIA. As you said, Steve, they will unequivocally get a litigation hold letter in, you can get a destruction of evidence letter in. That’s where people are going and that’s what Sam Bernstein’s people are doing, but that data is owned by Flock and it’s licensed to the community. So if the community has a request; I want black cars with window stickers, that would be subject to FOIA because it has been pulled by the public body.

Dave Campbell – So, it’s not public information until they actually do a pull.

Chairperson Matta – Interesting.

Sgt. Leggat – And even then, it wouldn’t be releasable, if it’s a current investigation, until it’s concluded.

Attorney Martella – And it does not exist on servers controlled by any public body. It’s on Flock’s servers and it’s a request-based system.

Discussion continued regarding the structuring of the Flock system and the 30-day time frame.

Chairperson Matta – Thank you so much. That was a very good update and I appreciate that.

Item 4: Five & Main Update

Randy Thomas – Earlier in the Marketing Committee, Bruce came in to give an update as to where he is at. I can summarize here.

- He is still working on the core. He has had some challenges in losing some tenants that were poached to Twelve Oaks by Simon. Those were in the core of the development.
- The focus right now, and we are very active with it, is working on the potential outlots. We’ve got a restaurant group that is looking at four separate options.
- We have a meeting today, right after my update, with the gourmet market. They have expressed an interest in buying. That would include not only their footprint, but a couple of the ancillary retail parcels that would be up in front.

- We're in discussions with three different hotel groups. We're really trying to push more of the boutique hotels. That's a little bit of a challenge and that will probably be later on, once the core starts to develop, before that really happens.
- He did tell us that he has released the architectural plans for the shopette. That is 12,000 square feet that would be adjacent to Dort Federal Credit Union. He has the tenants. He told us that in a month, we will be able to release the names of those tenants.
- The architectural plans set the tone for what the balance of the buildings are going to look like within the development. He told us that construction would be planned for Spring of 2026 on that building, and then completing the internal roads for circulation.

Chairperson Matta – He also mentioned at the Marketing Committee that he is closing Friday with Dort on the sale of the pad at the Pinewood entrance. They are going to start right away breaking ground because they want to open immediately. And then the shopette will be located next to that. He is starting to make some progress, at least around the perimeter of the site.

Randy Thomas – And quite honestly, those can go independently, regardless of what he's doing on the core. Those are active discussions with everybody right now.

Chairperson Matta – Did you get the sense from him that he has any reluctance to sell the pads to either the market or the restaurateurs?

Randy Thomas – As we discussed, the challenge you get with selling the pads is how do you maintain control, as the core or master developer, over what happens on that site that you will no longer own?

Chairperson Matta – Right, and if they're buying more than just their pad, they're going to have control of leasing too. So, there's a bigger issue of control; it's not just architectural, it's what goes in there, right?

Randy Thomas – Correct. Those are all the things that we will be talking about today. I also have a meeting with the restaurant group on Thursday.

Chairperson Matta – What's their reasoning? I understand they want to know what's going on next to them, but they're not leasing.

Randy Thomas – You have to look at the whole development. If you have a rogue group doing something that just totally doesn't fit in the development, it hurts the rest of the development.

David Smith – You don't want competing entities.

Chairperson Matta – I don't know how a developer would let go of that.

Randy Thomas – It's done. We do it. It's not easy because of all these issues, and the minute somebody comes in and says, "I want to buy the pad.", I say, "This is what you've got to think about if you want to open that door." I go down the list of items that are going to come up and it's probably going to lean toward the developer. I'll have a better handle after this week, whether that is going to continue on a buy trajectory, or lease. Regardless, the market is in.

Chairperson Matta – Right, that's good news. Any questions regarding Five & Main? I know you guys were here to hear it. Progress is being made. We are happy about that. Thanks for that Randy.

Item 5: Insite Commercial Report

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

- Parcel F, located in front of the Township Hall; The group I mentioned before, they are interested. They are working on a bigger project in the Township. He said that if it's around, he's in. He likes it, but he's focused on the other project right now.
- Parcel J1, at the corner of Oakley & Haggerty; Last month we had an offer. That was from the 7-Eleven/Speedway group. When I asked them what was going to happen with the 7-Eleven located just north of this site, they were really unaware. They came back after they did their homework and they withdrew the offer because it would infringe on a license agreement with that 7-Eleven. No harm, no foul. We didn't get too far down the road.
- Parcel M; In roughly about a month, we'll be in a position to deliver that site because all of the utilities will be there. The only thing that needs to happen is the mass grading on the site, which is still going to happen yet this year. Then we can sell that parcel.

Dave Campbell – Is it more appealing to a buyer once the traffic signal there is up and running?

Randy Thomas – It's definitely going to help.

Chairperson Matta – And that's coming quick.

Dave Campbell – We hope so. The Road Commission has told us this year, but I'll believe it when I see it.

Chairperson Matta – Right. And just so everyone is clear, Parcel M is also called Pad A.

Randy Thomas – Yes. Until now, we really couldn't do anything. I'm getting a fair amount of calls. There's a lot of curiosity.

Chairperson Matta – Yes, and it's right there at the entrance so it will get a lot of vision.

Randy Thomas – Parcel N, nothing to report as that's part of Phase II.

Chairperson Matta – Thank you very much, Randy. Good luck this afternoon.

[Randy Thomas exited the meeting at 12:14pm]

Item 6: Attorney's Report

Attorney Martella – The only thing I had to report was already covered by Mr. Thomas regarding Parcel J. We did send our comments over and a week later, we received their withdrawal.

Chairperson Matta – Thank you very much.

Item 7: Director's Report

Director Watson's written report of September 11th was in the Board's agenda packet, and is included here in its entirety.

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

- *5 & Main – Bruce Aikens is expected to provide an update at the Sept. 16th DDA meeting. Springs at 5 & Main: Continental continues their pursuit of a Brownfield Plan for their project. The DDA has prepared a letter of support for their proposal. They delivered a brief informational presentation at the Sept. Township Board meeting. Their request will be on the October Township Board agenda for consideration.*
- *LaFontaine Automotive Group (LAG) – At Pontiac Trail & Haggerty; Construction progress continues and occupancy is anticipated soon.*
- *Parcel F / Unit 7, in front of the Township Hall – There is potential interest which Randy and/or Dave will discuss when more information is available.*
- *Parcel J1, Haggerty & Oakley Park – The LOI received recently has been cancelled due to a licensee restriction.*
- *Parcels M & N (or Pad A & Pad B) – Pad A – Utilities are being lowered to proper depths.*

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, and 4th quarter invoices will go out later this month.*
- C. *Tax Forms & Reports – Our CTP annual report is due October 1st and is on our schedule.*
- D. *Lighting/Electrical – Shaw, Eric Peterson, Adam Dornton, BrightSource, Rich Walton*
 - *Repairs and reinstallations are complete. We await another order of lighting supplies.*
 - *We have a contract for holiday lighting installation and we are excited to see new decorations along the Parkway for the upcoming holiday season.*
- E. *Landscaping, Maintenance & Trails – United Lawnscape, Tara Marquart; Rousseaux's Excavating, Mark Rousseaux*
 - *Our Client Manager, Tara, has provided landscaping proposals for consideration.*
 - *We have closed the Lake Trail, between Avalon & Walmart, due to construction on the Haggerty Pump Station Abandonment project. The trail is being cordoned off to pedestrians for safety reasons. Closure is expected to last about 2 months. Notice has been posted on the Township website.*
- F. *Irrigation – Michigan Automatic Sprinkler (MAS)*
 - *The system is functional. Nothing new to report at this time.*

IV. *Other*

- *The Acuity Eye Care 5K race was held Sat, Aug. 16th on the CTP Trails. There were 73 participants and approximately \$3,000 raised for VOSH. There were over 100 people in attendance, including children who had their own .25 mile kids dash. It was a fun and successful event. Everything went very smoothly. A big thank you to everyone who made this charitable event possible! They hope to hold it annually and see it grow.*
- *The cash advance was approved by the Township Board at the Sept. 9th meeting.*

Township Board Update:

Supervisor Gray reported the following from the September 9th Board Meeting:

- We signed a water agreement with F&V operations. We are moving away from the Water Resource Commission.

- The Board approved me to work on behalf of the Township to go with our sewer and wastewater treatment plant as well, so we will be looking to move those services.
- By moving away from WRC, we're looking at a savings of about \$1.5 million annually.
- We approved a Parks & Recreation Use Policy.
- We approved the Library Meeting Room Policy.
- We approved the cash advance to the DDA.
- We approved the Flock cameras for the OCSO.
- We had a lot of people come in for public comment in reference to Aurora. It sounds like they're doing a lot of business and it is causing parking and noise issues. It was about 50% for Aurora and 50% against.

Chairperson Matta – When and how is the transition of water service going to take place?

Supervisor Gray – We are actually in the process of doing everything right now. Jason can tell you more, but there is already a rollout plan that we're working on. On the wastewater treatment side, we actually have F&V working on it now because people from the WRC have either left WRC, or took a leave of absence. The WRC has a contract with F&V, so they're actually renting people out to learn their jobs. Once they take over, they should have everything under control. Both contracts with WRC end on December 13th.

Chairperson Matta – I see. Thank you.

Item 8: Engineer's Report

Engineer Mayer – The main thing going on right now is the Haggerty Pump Station abandonment. They have basically installed the gravity sewer behind Walmart, and now they are working with Mary Long from the Oakland County Health Department to get a dewatering plan approved. They will drill across the wetlands. They said it was a 2-month project and they're about a month in. They seem to be working well with the LaFontaine group and with Springs. Everybody seems to be getting along. I know LaFontaine has been taking pictures everyday of everything they're doing. I haven't heard of any problems, and they know to stay off of their property.

Chairperson Matta – And LaFontaine is coming along pretty decent.

Engineer Mayer – Yes, and that is just basically getting cleaned up. They did the final top coat and landscaping.

David Smith – So how does this water thing work? We still buy water from Detroit but this other outside company manages it?

Engineer Mayer – They're just doing the operation and maintenance. So, everything up to the meter pits coming into the Township is the same. The contract is with the Great Lakes Water Authority. We pay the wholesale rates. Those get incorporated into the rates that our rate consultant takes into account, and then the other portion of that is the operation, maintenance and capital improvements. Those make up the water and sewer rates.

Supervisor Gray – Right now, the WRC does the billing. Now, F&V will send out the bills, but all payments will come through the Township. If you have it set on auto pay, you'll need to update that.

David Smith – Do you have to hire extra staff for that?

Supervisor Gray – Not really.

Discussion continued regarding the transition of water and sewer services.

Item 9: Planning Director's Report

Dave Campbell, Township Planning Director –

- For my own Five & Main update; the apartments, The Springs at Five & Main, they hope to move their first tenants into their first building by the end of this month. They need to get a temporary certificate of occupancy from our Building and Fire Departments. The reason it's temporary is they have to make some adjustments to their driveway. There was a mix up with how they constructed the driveway into the apartments and the Fire Department needs them to change some things with that. Until that gets fixed, they're on a temporary C of O for their first building. It's kind of exciting to actually see people moving into the first of what will ultimately be nine buildings over there.
- At our Planning Commission meeting last week Monday, the Midtown on Haggerty development, at 14 Mile and Haggerty, the Planning Commission approved the site plan for the new Kroger store with fuel center. We beat Spencer up as much and for as long as we could. That is going to be a significant change for that corner of the Township once that place is up and running.
- The existing Kroger store there, which was once Hiller's, that will be repurposed. The Township was particular about what users could backfill that. We wanted to avoid transient users, such as Halloween stores. I think we've got that all figured out. Kroger wants to break ground ...

Spencer Schafer – As soon as possible. I know there were a couple conditions and we're modifying the plans right now. The goal is to have that store open by the end of the next year.

Dave Campbell – Does the store and fuel center open at the same time?

Spencer Schafer – They open at the same time. Maybe a couple weeks delayed.

Chairperson Matta – And Costco's fuel center looks like it's coming along pretty good when you drive by that.

Dave Campbell – It is. They want to have that place all put back together in time for the holiday shopping season. What they're not going to do this year is they're not going to tear down the old fuel center. The canopy will stay in place. They ran out of time with that. So, they will decommission the old fuel center, but the canopy will be there and it will be just employee parking in that area. Next spring, they will tear down the old canopy and that will just be additional surface parking for Costco.

Chairperson Matta – They're adding onto the Costco building, correct?

Dave Campbell – They have an approved plan to add on to the building. They haven't moved ahead with that yet. Their priority was getting the new fuel center up and running.

Discussion continued regarding Costco's parking, expansion, fuel center, and outlots.

Jose Mirkin – I asked about the opening. They said end of October.

Item 10: Committee Reports

A. Finance Committee – No report in Susan's absence.

Chairperson Matta – Molly, do you have anything to tell us?

Treasurer Phillips – No.

B. Public Relations Committee – Jose Mirkin – There's not much to report. I'm still waiting for the DIA to give us their final decision regarding whether or not we are selected for 2026 for the Inside/Out program. I found out that besides all of the townships, cities and communities, in 2025, they started adding universities to the list. We have University of Detroit Mercy, Wayne County Community College, Oakland Community College, and Henry Ford Hospital. And I did see Inside/Out at the airport. They are broadening the program to other institutions. As soon as I know the final decision, I will let this group know.

Chairperson Matta – Do you think that the expansion into other locations cuts into our opportunity?

Jose Mirkin – Yes, it does.

Chairperson Matta – They're not just adding more art?

Jose Mirkin – They have a limited number of reproductions and they move them around.

C. Marketing Committee – David Smith – It's my birthday today.

Board Members – Happy Birthday!

David Smith – I think we had a pretty decent Marketing meeting today with Bruce. People asked some pretty pointed questions about his intent. Again, he reported he was going to close on Dort today. He discussed the shopette. We were pressing. We also understood that there are challenges when you have tenants competing against each other. He was somewhat evasive, but we're hoping that now that the Walmart entrance is built, and the light hopefully will start at Pontiac Trail and Walnut, that he will build a loop road coming all the way through to Martin. He has authorized architectural.

Chairperson Matta – He's spending money and that's a good sign.

David Smith – Yes, and we're seeing action. It's progress. They're still fighting for a hotel on one corner. He does not have the anchor that he truly wants, but we are moving forward in a positive direction.

Chairperson Matta – He is competing with a much more aggressive owner of Twelve Oaks at the moment. Simon is more aggressive in getting people there, but I think we have a better location and a better site, and hopefully he can sell that.

David Smith – Yes, we're open air; not the closed in stores.

Chairperson Matta – Yes, it's a different environment. It's going to be helpful to get Dort out of the ground, the shopette out of the ground, keep the competition going for the corner, and ...

David Smith – And we need that loop road.

Chairperson Matta – Get the road in and secure the market somehow – sale or lease. Either way, that's going to help a lot.

Item 11: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure
MOTION by Mirkin, seconded by Hoy, to approve the Warrants and/or Carryovers, Add-ons and the Revenue & Expenditure Report. **MOTION CARRIED UNANIMOUSLY**

Item 12: Other Matters

Winkler initiated discussion regarding Phase II of 5 & Main and the Purchase Agreement extension which expires on October 31st. Discussions continued regarding potential uses, tenants, types of developments and continuity. David Smith requested that a Marketing Committee meeting be scheduled in October.

Item 13: Adjournment

- Next regular meeting is Tuesday, October 21, 2025.

MOTION by Mirkin, seconded by Schafer, to adjourn the meeting at 12:42pm.

MOTION CARRIED UNANIMOUSLY


Melissa Creech
DDA Secretary

INVOICE APPROVAL (BY INVOICE) FOR COMMERCE CHARTER TOWNSHIP

EXP CHECK RUN DATES 09/16/2025 - 09/16/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: DDA

Invoice Number	Bank Account	Description	Amount
DAWDA DAWDA MANN COUNSELORS AT LAW			
621939	DDA	PROFESSIONAL SERVICES THROUGH AUG 31, 2025	1,739.00
Total For: DAWDA MANN COUNSELORS AT LAW			1,739.00
WATSON DEBORAH WATSON			
AUG/SEP 2025	DDA	DDA DIRECTOR 8/14/25 TO 9/11/25	5,264.00
Total For: DEBORAH WATSON			5,264.00
DTE DETROIT EDISON			
10/06 2579 LIBRARY	DDA	ACCT# 9100 077 1100 5	191.20
10/06 2581 LIBRARY	DDA	ACCT# 9100 077 1086 6	840.90
10/06 2660 OAKLEY	DDA	ACCT# 9100 077 1065 0	133.72
10/06 3106 MARTIN	DDA	ACCT# 9100 077 1076 7	150.21
Total For: DETROIT EDISON			1,316.03
SANDYB SANDY ALLARD			
AUG/SEP 2025	DDA	DDA ASSISTANT 8/14/25 TO 9/10/25	712.50
Total For: SANDY ALLARD			712.50
Report Total:			9,031.53