

Final
CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, May 17, 2022
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390
12:00 PM

CALL TO ORDER: The Meeting was called to order by Chairperson Gotts at 12:03pm.

Downtown Development Authority:

Present:

Debbie Watson, DDA Director
James Gotts, Chairperson
Steve Matta, Vice Chairperson
Larry Gray, Township Supervisor
Brian Winkler, Member
Tim Hoy, Member
Jose Mirkin, Member
Susan Spelker, Member (arrived 12:06)
Elizabeth Bulat, Member (arrived 12:30)

Absent:

David Smith, Member (excused)
Molly Phillips, DDA Treasurer
Melissa Creech, DDA Secretary
Matt Schwanitz, Giffels-Webster, DDA Engineer

Also Present:

Sandy Allard, DDA Assistant
Thomas Rauch, DDA Attorney
Randy Thomas, Insite Commercial
Dave Campbell, Township Planning Director
Lt. Wendy Reyes, OCSO Substation Commander

Item 1: Approval of Minutes

MOTION by Mirkin, supported by Hoy, to approve the Regular Meeting Minutes of January 18, 2022, as presented.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

Ray Golota, 1595 Vanstone Drive, Commerce Township – I have a two-minute infomercial, like I did last year, regarding our car show. Last year we donated \$10,000 to the Joe Kosher Foundation for Children. We appreciate the sponsorship of some of you in this room. This year, we've added another new charity to sponsor, ChadTough. Chad is the grandson of Lloyd Carr, and he was diagnosed with an inoperable brain tumor when he was 5 years old and he passed away in 2015. To date, we've donated over \$47,000 to various charities. I have some flyers here if you're interested in donating, and I'll need your email address for follow-up. Thank you.

Chairperson Gotts welcomed Substation Commander, Lt. Reyes.

Lt. Reyes discussed apprehending the sign bandit, potentially connecting him to other crimes, and pending prosecution.

Director Watson and Lt. Reyes discussed issues in Merrill Park with crimes of car-hopping.

Item 3: Insite Commercial Report

Randy Thomas provided an overview of the Insite report submitted in the DDA Board's packet.

- Parcels A&H – Shapiro’s Barrington development; Nothing new to report.
- Parcel B1, Phase I – Aikens, Five & Main; This weekend is the ICSC, the shopping center convention. Attendance this year is down about 30% so far. Many retailers aren’t doing booths, which are very expensive, but they’re showing up and coming to the other booths. I'm not going this year. I'm hoping to get a good report from Bruce. He will be back in front of the DDA, as well as the Township Board, in June meetings.
- Parcel B1, Phase II – Aikens, Five & Main; Nothing new to report.
- Parcel B2 – Avalon; Nothing new to report.
- Parcel C – The hard corner of Pontiac Trail and Haggerty Road;
 - Last month, we reported to you that we are working with Lafontaine Auto Group, known as LAG, on a Letter of Intent, which has since been signed.
 - Tom has drafted the Purchase Agreement, which is in the hands of the buyers now. They asked for some exhibits yesterday which we provided. I'm anticipating seeing that document in the next couple of days, and I'll forward that to Deb and Tom.
 - Dave, do you want to take this time to explain the process?

Dave Campbell – Two things have to be done at the Township level, both of which would have to go in front of the Planning Commission and the Township Board. One is an amendment to the Commerce Towne Place condominium and the Master Deed. Currently, that Master Deed specifically prohibits automotive dealerships within the Commerce Towne Place condominium. That would have to be amended, and anytime you make an amendment to a condominium, it has to get approval from both the Planning Commission and the Township Board. Along with that, the PUD agreement, which dictates the uses that can occur in the Commerce Towne Place development area, only allows uses within certain zoning districts. The key of those zoning districts is the Towne Center Overlay (TCO). The TCO is somewhat silent on automotive uses, but what it does say is that outdoor storage is specifically prohibited. You could make an argument then that it would prohibit a dealership with outdoor display of vehicles. What we intend to do is amend the Zoning Ordinance and the TCO district to say, *outdoor storage prohibited, except for an automotive dealership when it's approved as a planned unit development (PUD)*. That would mean Lafontaine would have to get their dealership approved as a PUD, which gives both the developer and the Township flexibility with how the dealership lays out, and it gives the Township Board control with details related to building materials, landscaping and so-forth. The amendment to the Zoning Ordinance would also have to go before the Planning Commission and the Township Board, so Deb and I agreed that we would put both of these on the same track. We will go to the Planning Commission and the Township Board at the same meetings, with amendments to the Zoning Ordinance and to the Commerce Towne Place condominium.

We had a discussion with the Township Board at their meeting, last week Tuesday, and explained the process. The Township Board was generally supportive of the idea of having a dealership at that corner, as long as it's done right. We wanted to get that blessing from the Township Board before we started down this road of making amendments to these recorded documents. Deb, was there anything I didn't think to mention?

Director Watson – No, I think you’ve covered it very well, and we will have a motion under the Attorney’s Report for that particular item. We will get more into that when Tom addresses it. Thank you.

Mr. Golota – I have a question for Dave. Is the parcel on Oakley Park still part of the Lafontaine plan?

Dave Campbell – That is still to be determined. That property is not owned by the DDA. That’s owned by a private owner. It’s actually two adjacent properties, and we know that Lafontaine has expressed interest in buying both of those properties and using that as a surplus inventory storage lot. Both the Planning Commission and the Township Board had some concerns with the idea of there being just a big, open parking lot at that location. Lafontaine said, at both the Planning Commission and Township Board meetings, that the storage lot is not necessarily something that would make or break the deal for them. We don’t know yet if Lafontaine will push for that. In addition to wanting to do a dealership at Parcel C, Lafontaine has already purchased the former Dick Morris dealership, and that would be the service center. There’s certainly two properties in play, and we don’t know yet if the Oakley Park properties would be the third part of the equation.

Randy Thomas –

- Parcels D&E – Pulte, Merrill Park; Nothing new to report.
- Parcel F – The acreage in front of the Township Hall; We have had an uptick in activity in March and April for Parcel F and Parcel J1, but nothing serious yet.
- Parcel G – Wyncliff; Nothing new to report.
- Parcel I – BBI Holdings, Gilden Woods; North of the Township Hall; Nothing new to report.
- Parcel J1 – 2.38 acres on the hard corner of Oakley and Haggerty; See above comments for Parcel F.
- Parcel J2 – Public Storage; Nothing new to report.
- Parcel K – The orphan piece; The Space Shop; Nothing new to report.
- Parcel L – 1.8 acres on Haggerty Road;
 - This is under contract with Higher Ground Education.
 - They did receive site plan approval, with conditions, at the last Planning Commission meeting. They’re working with Dave and Paula to satisfy those conditions.
 - Our anticipation is that they will close. They technically have until August to close, but Tom and I are working to see if that can be accelerated, depending on the final outcome with satisfying those conditions.
- Parcel M&N – These are the remaining two out-lots within the Five & Main development that are being retained. Nothing new to report.

Item 4: Attorney’s Report

Attorney Rauch – As Deb indicated, we have been working on Parcel C. At the last meeting, you approved the Director’s execution of an LOI, which had not been finalized. The LOI has since been executed and I forwarded a copy to you. In addition, we drafted the Purchase Agreement in the form we prefer that they use. I expect that we will see a substantial amount of comments from the purchaser’s counsel. Hopefully we will have something back before you by next month’s meeting for your approval. Deb, I’ll defer on the issues addressed in your memorandum.

Director Watson – I can take it from there. My main focus was on the terminology within the Bylaws of the Master Deed for Commerce Towne Place, which state that, *the Developer's written approval shall be required before making amendments to Article VI, Section 1.* Article VI includes the prohibitions within the Bylaws that prohibit a dealership on Parcel C. I'd like to see an amendment to that, prepared by our counselor, Kim Shierk, who handles the HOA matters. She will draft the consent action, which will then be circulated for a vote from the Directors of Commerce Towne Place. I hope you all had a chance to review the memo that accompanied Tom's email yesterday. There is suggested motion language that we can proceed with, if you see fit.

***MOTION** by Winkler, supported by Spelker, to approve the Resolution to have the DDA Director work with counsel to draft an amendment to the Commerce Towne Place Master Deed, Exhibit A, Bylaws, Article VI, Section 1., for an exception to the Prohibited Uses, to allow for the use of a new automotive dealership as an additional planned unit development for the Lafontaine proposal on Unit 3/Parcel C, and to circulate the consent action to the Association Directors for a vote as outlined in the Bylaws Amendment process. Such amendment, if approved, will be recorded with the Register of Deeds upon closing with Lafontaine Automotive Group on the sale of the DDA's Parcel C.*

MOTION CARRIED UNANIMOUSLY

>>See amendment and restatement of this motion on Page 9.

Item 5: Director's Report

Director Watson discussed highlights from the Director's Report, which is included in its entirety below.

I. Updates on Developments – Covered by Randy Thomas' report.

- Aikens/Five & Main – Bruce's update is scheduled in June, after he attends the ICSC in Vegas, May 22-24. A special Marketing Committee meeting will be held on June 7, 2022, at 11am at the Township Hall.
- Merrill Park – I had a call with their new HOA President and Vice President to welcome them, answer questions about CTPA, discuss issues and developments.
- The Avalon of Commerce Township – Amanda and I spoke by phone. She reported they are holding a Grand Reopening Event June 15th.
- Shapiro/Barrington – Construction continues. Jim and I discussed Units 10 & 11 and other matters.
- Wynclyff – I had a call with their HOA President to answer questions, discuss issues and developments. They want to discuss their emergency access gate with Chief Dundas.
- Public Storage – Nothing new to report.
- The Space Shop – Parcel K, Self-Storage; Construction continues.
- Parcel L, Murphy RE Services for Higher Ground Education Childcare, Guidepost Montessori –
 - Their site plan was approved at the May 2nd Planning Commission meeting.
 - I have a quote for the pathway stub removal behind their site, at Merrill Park. See attached. Removal of the stub can occur after closing, and with permissions granted from Murphy and Merrill Park.

MOTION by Jose, supported by Hoy, to approve the removal of the pathway stub behind Parcel L, after closing, with permissions from Merrill Park and Murphy Real Estate, as quoted by Rousseaux, not to exceed \$4000.

MOTION CARRIED UNANIMOUSLY

- Parcel C – Lafontaine Automotive Group Dealership
 - At the May 10th Township Board, we received direction from the Trustees to move forward with this proposal.
 - We have a signed LOI and the purchase agreement has been sent to the buyer.
 - The use will require Zoning and Master Deed amendments.
 - I spoke with CTP Directors and they found the renderings favorable. They would like to see Unit 3 remain in the condo, which will require a consent action for a use exception, and controls in place to ensure a high-quality development.
- Parcel J1 – Nothing new to report.

II. MTT Judgments – Nothing new to report.

III. Commerce Towne Place HOA Items –

- A. **Budget** – The 2022 budget was approved.
- B. **Dues** – Nothing new to report.
- C. **Tax Forms & Reports** – The tax form is complete and was mailed in March.
- D. **Lighting & Electrical** – **CJs Lighting, Chris Niestroy; Shaw Electric, Mark Fetters, Adam Dornton**
 - We have an insurance claim pending with DTE for \$448 for an electrical matter.
 - We await the order of lighting supplies, and projects and repairs are being scheduled.
- E. **Landscaping** – **United Lawnscape, Jim Parkinson; Mark Rousseaux**
 - United has been doing site cleanup, mulching and cutting grass.
 - The site is looking good for spring.
 - We have a pending turf damage claim for \$1880.
 - We are reviewing the budget and projects for trail maintenance, footbridge maintenance, tree removals and replacements, turf repairs, and beautification.
 - Thank you to all who participated in the Martin Parkway Adopt-a-Road, on Saturday, April 23rd, and to Jason Mayer for restarting this event.
- F. **Irrigation** – **Michigan Automatic Sprinkler, Mike Rennie**
 - Spring opening of the irrigation system took place in April.
 - Extensive repairs estimated at \$13,000 were required:
 - 86 broken heads (mostly due to premature aging as a result of using dirty pond water)
 - A few leaks
 - 10 bad decoders (these are expensive, quantity might be less upon further assessment)
 - 7 bad valves
 - Other assorted repairs
 - Mike also suggested that the abandoned well that exists at the old Library site could be an alternative primary water source, as opposed to the pond, or as a backup for the system, if the well is functional. I am consulting with Matt on this. He did say that we would have to pump the water out of the well, into another pond for oxidizing to prevent rust stains, and then it would be usable. I speculated that we might just be creating more dirty pond water. We will work on solutions to implement and maybe someday, we will have to go to municipal water.

G. Memorial Benches for Mark Stacey –

- The memorial benches will be installed at the Martin Parkway bridge, on either side of the tunnel.
- Installation is delayed. The benches were scheduled to be painted; however, Mark Schoder, Maintenance Director, is concerned that anti-graffiti paint will not work on the composite material of the bench.
- We are researching the specs of the composite, and what polymers will adhere to it that might make cleanup of graffiti easier, or allow for painting over it.

IV. Other –

- Sign Bandit – He was captured in the act on Thursday, May 5th. Lt. Reyes provided us with an update earlier.
- RFPs for legal services are being reviewed in order to prepare our draft.
- The DDA's Miss Dig account is active and has already proven to be a great resource for tracking construction in the area, and for protecting the CTPA underground private utilities.
- Beautification Committee – We held a meeting with Jose Mirkin, Sheila Richardson, Ron Krueger, Sandy and myself to discuss Sheila's ideas for a Commerce Township Beautification Committee. Her project is a Township-wide initiative. Her presentation is scheduled for the July 12th Township Board meeting as this would require action by the Trustees.

Director Watson deferred to Supervisor Gray for an update from the Township Board meeting.

Township Board Update

Supervisor Gray –

- We had three board appointments; Bill McKeever was reappointed to the Planning Commission and the Zoning Board of Appeals, and Laura Waterworth was appointed to the Parks and Recreation Committee. She is our Wolverine Lake liaison.
- We are in the final steps of finally having a sidewalk ordinance. Hopefully we will have that in June.
- We're also working on a rental inspection ordinance for homes, apartments, businesses and so-forth.
- As Deb mentioned, we did discuss Parcel C and the Board approved to move forward.
- We're doing asbestos surveys for the old Township Hall, and the old house at Windmill Farms. We're planning to tear down the old Township Hall this year to leave that as greenspace for the park. We're planning to tear down the house at Windmill because it is dilapidated.

Kylie Kutney, 3759 Canute Rd, Commerce Township – You said you were bidding out for the asbestos survey, or for the destruction?

Supervisor Gray – It will be for the destruction. We already approved to have both asbestos surveys done by the same company at both locations.

Kylie Kutney – Thank you.

Item 6: DDA Annual Meeting

A. Election of Officers and Committee Appointments

Director Watson – I did speak with Molly and Missy, along with David, Jose and Susan, and with Jim and Steve, and all would be happy to continue in their current roles. If anyone has any input on that, please speak now, or we can move to a motion to continue.

MOTION by Spelker, supported by Mirkin, to continue with the current incumbents; to have Jim Gotts serve as DDA Chairperson, Steve Matta serve as DDA Vice Chairperson, to reappoint Molly Phillips to serve as DDA Treasurer, and Melissa Creech to 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.

MOTION CARRIED UNANIMOUSLY

B. DDA Bylaws

Attorney Rauch – You received a copy of the revised Bylaws, with lining showing the rather small changes. Previously, the Bylaws permitted electronic meetings, and that has changed. I had an associate in our office look over them and draft the revision, which we would like to have adopted, to amend and restate the Bylaws as of today.

MOTION by Spelker, supported by Matta, to approve the Bylaws as amended and revised, as stated by counsel.

MOTION CARRIED UNANIMOUSLY

Item 7: Engineer's Report

Chairperson Gotts indicated that Engineer Matt Schwanitz had nothing new to report at this time. He asked that any questions for Matt be relayed through Deb.

Item 8: Planning Director's Report

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

- I will repeat that Guideposts Montessori was approved by the Planning Commission, on the DDA's Parcel L. The approval was conditional on some relatively minor things. Perhaps most notable was that the Planning Commission asked them to improve on their architecture and building materials. Guideposts has already resubmitted revised elevations that are meant to address the Planning Commission's directions. They are moving forward on that.
- Within the DDA district, site plans that are coming in front of the Planning Commission; 2121 Easy Street is at the corner of Easy Street and Welch Road, across from the animal hospital. It's a furniture cabinet company I believe. They want to do an expansion of the existing building. That will probably be at the June 6th Planning Commission.
- 84 Lumber let us know that they just opened their doors. I think it's a soft opening to the public.
- We continue to have conversations about the Beaumont property, and the Williams International property right across the street from Beaumont. We will let you know what becomes of those preliminary conversations.
- I think everything else is covered in my monthly report.

Chairperson Gotts – Is there any time frame for the Edgewood Country Club project?

Dave Campbell – Edgewood Country Club received approval to tear down a total of three existing support buildings, basically glorified pole barns, and they're putting in a much nicer, larger cart barn building and bag drop building, and a combination building for a pro-shop with a golf simulator. There will be two buildings with a breezeway connecting them along the west

side of the existing clubhouse banquet center building. I don't know that they stated a timeline, but I would guess they would want to do it in the off season.

Chairperson Gotts – Geographically, it won't be a significant increase in terms of consumption of property?

Dave Campbell – No, the new buildings would basically take over the footprint of the buildings they are demolishing. We don't think it's going to intensify traffic or demands on public services. It's things they already do there, they just need new buildings to continue to do them in.

Tim Hoy – It doesn't cut into their parking lot at all?

Dave Campbell – No, in fact I think they'll actually squeeze a couple extra parking spaces out of it by the time they're done. A part of that is they are providing new drop-off areas. Hopefully it will make it a better site all around, in terms of circulation, safety, et cetera.

Chairperson Gotts – Good. Any further questions for David?

Director Watson – I have a question for Dave. I wanted to circle back to the language for the Town Center Overlay regarding the dealership. I know when you and Hans discussed it, you have “new and used” vehicles listed in your recommended amendment. In our motion that we did today, we said “new”. Does that present an issue and do we need to amend our motion?

Dave Campbell – In terms of the Zoning Ordinance, the reason I wanted to include “used”, even though used cars sometimes have a stigma; if you think about the last couple years with COVID, dealerships couldn't get new vehicle inventory. A lot of dealerships that would normally be showing brand new cars on the lot were instead showing pre-owned vehicles. My thought was that if we restrict it to only new vehicles in the ordinance, whenever the next pandemic occurs, what might that mean if they can't get inventory of new vehicles. That was my logic behind including used vehicles.

Susan Spelker – Also, speaking of that, having been in that business before, it allows for vehicle shortages in the instance of a strike. If you have a company strike and you can't get new vehicles, then they can move better looking used vehicles up on the lot.

Vice Chairperson Matta – They do take trade-in's too.

Dave Campbell – They have said that part of their rationale for buying the Dick Morris site, in addition to being a service center, is that they have the huge lot and they would want to sell some used vehicles at that location. I don't think it's their intent to have a lot of used vehicles at Parcel C, but from a zoning standpoint, I at least wanted to leave that option available.

Director Watson – Tom, what are your thoughts? Should we edit that motion for the amendment to the condominium Bylaws?

Attorney Rauch – Until you raised the issue with me a couple hours ago, in my mind, a dealership functions the way dealerships function, and that includes the things that they do, including selling used cars. I don't think it would help or hurt either way, but they should probably be consistent. If the amendment to the Zoning Ordinance, which will form the basis for

the new PUD agreement for LAG, is going to mention “new and used”, then it would be better to mention it in the amendment as well.

Director Watson – So, if we take out the word “new” from our motion today, if Brian amends his motion, then it doesn’t dictate new or used. Does that work?

Attorney Rauch – That works for me.

Director Watson – Brian, would you be willing to amend your motion from earlier to remove the word “new”?

MOTION by Winkler, supported by Spelker, to amend the earlier motion, to remove the word “new” from the motion. The motion is restated here as follows with “new” removed:

MOTION by Winkler, supported by Spelker, to approve the Resolution to have the DDA Director work with counsel to draft an amendment to the Commerce Towne Place Master Deed, Exhibit A, Bylaws, Article VI, Section 1., for an exception to the Prohibited Uses, to allow for the use of an automotive dealership as an additional planned unit development for the Lafontaine proposal on Unit 3/Parcel C, and to circulate the consent action to the Association Directors for a vote as outlined in the Bylaws Amendment process. Such amendment, if approved, will be recorded with the Register of Deeds upon closing with Lafontaine Automotive Group on the sale of the DDA’s Parcel C.

MOTION CARRIED UNANIMOUSLY

Jose Mirkin – Dave, did you say that we have interest in the properties of the old Beaumont Hospital and the Williams International?

Dave Campbell – The Beaumont property is for sale and on the market. Randy is the broker for that property on behalf of Beaumont. I don't know how much I'm allowed to disclose. There is a prospective buyer with some big ideas of what he wants to do with the Beaumont property. The Williams International property, which is right across the street on the south side of Maple, Williams International is still actively using that property and they still have some operations going on in there. They’re gradually moving those operations to their new headquarters in Pontiac, or to their other facilities around North America. Until Williams has completely vacated that site, it’s difficult to say what could happen with that property.

Williams has brought to the Township a couple different prospective buyers, both of whom wanted to do multi-family residential. Those were always conceptual discussions because it’s unknown when Williams will actually be off that property entirely. I mentioned earlier in the Marketing Committee meeting, at one time there were maybe a dozen buildings on that property that were constructed over the decades. They are in the process of demolishing most of those buildings. About half are gone now. They’re on their way out, but they don’t seem to be in a huge hurry.

Jose Mirkin – Okay, thank you, Dave.

Item 9: Committee Reports

- A. Finance Committee – Finance Chair Spelker – You’ve all seen the Revenue & Expenditure report. I’ll hit the bottom line and then I’ll be glad to answer any questions. As always, we want to look for the total liabilities to continue to decrease, and they’re doing that. As we projected, they’re going a little faster than planned

because of the sales of properties and because of our extremely conservative fiscal approach. The total liabilities on your bottom line, when I started here about 8 years ago, that number was \$32 million higher. Due to Molly's fantastic work, things are progressing on track this year for what we had planned, but from where we thought they would be years ago, we're progressing leaps and bounds. I'm so happy to report this and to continue as Finance Chair because everything is going the way it's supposed to go. Everyone has to take a moment and be appreciative of the talent that Molly has brought to the role of Township Treasurer. All of this turned around when she came. She got creative, looked at new ways to finance things, and sought advice from people who were willing to jump in the mix. We have not lost sight of the fact that when all of these bonds are paid off, there's still the note to the Township, but we will be prepared for that with the groundwork that has been laid.

Director Watson – I would add to that what Molly mentioned last month. She stated, *based on the interest rates at the end of the year, for the 10-year treasuries, which is what we base our Township debt guarantee on, the present value of the future liability to the Township went down more than \$8 million.* She later said that was actually closer to \$12 million when she reviewed final reports with Keith Szymanski.

Chairperson Gotts – Thank you very much, and I'm sure our esteemed Supervisor can convey our tremendous appreciation to Molly.

- B. Public Relations Committee – Public Relations Chair, Jose Mirkin – The Public Relations Committee was invited to participate in a project that started last year. A very nice lady, a resident of the community, Sheila Richardson, came to the Supervisor and said she would like to have a committee to beautify Commerce Township. The idea was discussed at our meeting, and there are many roadblocks to overcome. We were also joined by Ron Krueger, who is a member of the Parks and Recreation Committee, and he is a master gardener with over 30 years of experience. We had Debbie and Sandy in the meeting also. We met to see what we can do to beautify Commerce Township. Sheila's proposal suggests a group of 6-12 volunteers who have training or experience in horticulture, landscape architecture, community development, a master gardener, et cetera. We could use Brian Winkler's expertise. We want to create a team to develop proposals. Sheila came in with a lot of ideas to create the committee, the purpose, the area of focus, the awards, et cetera. I proposed to involve the Chamber of Commerce, and there could be involvement by our developers. Sheila researched beautification committees in several other local communities. There is a lot of background information available on how to create the committee, what the rules are, and how we can find funds to do these activities. Sheila will go before the Township Board in July. We will see what their reaction is, because as Deb rightly said, the DDA is just one portion of Commerce. We have to think about what we are going to do with the rest that is not DDA, and we want to know if the Township Board is in agreement, along with the DDA, developers and others. The plan is great and we will start the process of trying to beautify Commerce Township.

Director Watson – I would add that Sheila has a lot of great ideas. As I stated in my email in the packet, I am very analytical and quite skeptical at times, but I do like to find the obstacles we're going to encounter and see if we can find ways around those. This is a Township-wide initiative that she is promoting, so it does need to go to

Township Board first to get approval from them if possible, and there would be hope for a budget. The other things that augment the budget of a beautification committee are donations and grant funding. Those would be efforts that would be part of the committee. It would require 9-18 members, which is what I saw when I did research on other local committees. Sheila is on the agenda for the July 12th Township Board meeting. We'll keep you posted on if and how that will move forward.

Susan Spelker – Is this an independent committee, or a sub-committee of something else?

Director Watson – The way I saw it in other communities, it would be equal to our Parks and Recreation Committee that we currently have, and the Library Board, which are both advisory, and mostly require approval by the Township Board for expenses. The committee would plan the projects and goals each year. We would hope to see it start, even at a small level, because it can be contagious when you have that beautification effort somewhere. It could start small and work its way up. We'll see how it goes at Township Board.

Jose Mirkin – The other thing Sheila questioned was, how is it that Northville, Birmingham and even Wixom have these beautification committees, and we don't?

Director Watson – Right, but we are a bigger community and a bit different.

Supervisor Gray – Those are cities that already have a downtown area, which we don't have yet. Once we do, that will be something we can focus in on.

Director Watson – I explained that; once the downtown is underway and developed, you will see a big change here. She said we don't have to wait. We can start small.

Supervisor Gray – That's why we bought a Christmas tree.

Susan Spelker – Wixom and Northville, I suspect they have those committees out of dire need, because both of those downtown areas went through a period of decomposition. They were trying to revitalize and improve those areas, and they've been successful. I love the idea.

Director Watson – Me too, but it can get very costly, especially when you consider having to water individual plantings, hanging planters, et cetera. on a regular basis. Some communities have a water truck performing these types of maintenance services on a regular basis.

Discussion continued regarding support from the community for a beautification committee, implementation, community service hours to perform maintenance of landscaping, and working with the Boy Scouts.

- C. Marketing Committee – Marketing Chair, David Smith, was absent; however, all topics had been covered earlier under Randy's report.

Item 10: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure

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

Item 11: Other Matters

None.

Chairperson Gotts – The next regularly scheduled DDA meeting is Tuesday, June 21, 2022, at 12:00pm.

Item 12: Adjournment

MOTION by Spelker, seconded by Matta, to adjourn the meeting at 12:59pm.

MOTION CARRIED UNANIMOUSLY



Melissa Creech
DDA Secretary

05/10/2022 11:38 AM
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA WARRANT REPORT
MAY 17, 2022

Vendor Name	Invoice Date	Description	Amount	Check #
1. ADKISON, NEED & ALLEN	04/30/2022	APRIL 2022 DDA MATTERS	995.00	
2. DEBORAH WATSON	05/10/2022	DDA DIRECTOR 4-14-22 TO 5-10-22	6,500.00	
3. KEMP, KLEIN, UMPHREY & ENDLEMAN, PC	05/04/2022	PROFESSIONAL SERVICES THROUGH APRIL 30, 2022	10,113.52	
4. SANDY ALLARD	05/10/2022	DDA ASSISTANT 4-14 TO 5-10-22	762.50	
TOTAL - ALL VENDORS			18,371.02	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			18,371.02	

05/16/2022 04:20 PM
User: JBUSHEY
DB: COMMERCE

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF COMMERCE
INVOICE ENTRY DATES 05/16/2022 - 05/16/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: DDA
DDA ADD-ON WARRANT REPORT
MAY 17, 2022

Vendor Name	Invoice Date	Description	Amount	Check #
1. DETROIT EDISON				
	05/13/2022	2660 OAKLEY PARK	92.49	
	05/13/2022	3106 MARTIN PARKWAY	103.74	
	05/13/2022	2581 LIBRARY DR.	619.66	
	05/13/2022	2579 LIBRARY IRRIGATION	33.02	
		TOTAL	848.91	
2. WILLIAMS, WILLIAMS, RATTNER&PLUNKET				
	05/01/2022	PROFESSIONAL SERVICES THROUGH APRIL 30, 2022	750.75	
TOTAL - ALL VENDORS			1,599.66	
FUND TOTALS:				
Fund 499 - DOWNTOWN DEVELOPMENT AUTHORITY			1,599.66	