

**CHARTER TOWNSHIP OF COMMERCE
DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday, September 19, 2017
Commerce Township Hall
2009 Township Drive
Commerce Township, MI 48390
12:00 p.m.**

CALL TO ORDER: The Meeting was called to order by Chairperson Gotts at 12:00 p.m.

Downtown Development Authority:

Present: Mark Stacey, DDA Director
James Gotts, Chairperson
Dan Lublin, Vice Chairperson
Jose Mirkin, Member
David Smith, Member
Tim Hoy, Member
Brian Winkler, Member
David Scott, Township Supervisor
Susan Averbuch, Member (arrived at 12:08)

Absent: Susan Spelker (excused)

Also Present: Melissa Creech, DDA Secretary
Debbie Watson, DDA Assistant
Chris Martella, DDA Attorney
Molly Phillips, DDA Treasurer
Matt Schwanitz, Giffels-Webster Engineer
Randy Thomas, Insite Commercial
Dave Campbell, Township Planning Director
Keith Szymanski, Plante Moran

Item 1A: Approval of Agenda

Director Stacey proposed that an agenda item be added under Item 9., A. Finance Committee, as *Item 9.A.2., Township Board Advance Request.*

MOTION by Lublin, supported by Mirkin, to add agenda Item 9.A.2., Township Board Advance Request, under Item 9.A. Finance Committee.

MOTION CARRIED UNANIMOUSLY

Item 1B: Approval of Minutes

MOTION by Lublin, seconded by Mirkin, to approve the Regular Meeting Minutes of August 15, 2017 as presented.

MOTION CARRIED UNANIMOUSLY

Item 2: Public Comments

None.

Item 3: Plante Moran Presentation - Keith Szymanski

Director Stacey introduced Keith Szymanski of Plante Moran to the DDA Board Members.

Keith Szymanski delivered a presentation. He reviewed the three-page document included in the packet, including the forecast of the impact of future developments and land sales on the DDA, future cash flow needs for operating expenses and debt service, and the resulting estimated

calculations of future transfers and advances the DDA will need from the Township in order to service the debt and continue to pay operating expenses.

Plante Moran has been preparing these forecasts for about the last eight years, and the figures are updated every year or two, at the DDA or Township's request, when the facts have changed enough to warrant the updates. Each time this is done, the outlook seems to improve. The 2012 version showed the Township eventually transferring \$44 million over the life of the debt service, which goes through 2034; the most recent version shows that it's now just a little more than \$36 million. This is based upon the best information available as of August 2017. It is forward looking, and the farther out you go, it's much more difficult to predict. These numbers will vary in the future, but they are the best estimates at this time.

Page 1 showed the total impact of the development in the DDA from 2017 going forward. The first two columns showed the land sales taking place through 2021, and the additional tax captures on the build out of those developments, which are all scheduled to come online by 2022.

Director Stacey noted that those figures were all calculated based on discussions with the developers, signed contract developers, or best estimates. Hard numbers were available for some sites, while other properties remain to be determined.

Mr. Szymanski discussed the 3rd column showing Additional General Fund Revenue that will benefit the Township, and those are on some parcels that are not captured by the DDA. The total for that over the life, through 2034, is about \$750,000. That benefit goes to the Township and it's not calculated in any of the DDA projections. From 2017 to 2034, the impact is about \$35 million in land sales, captures for DDA, and some Additional Township General Fund taxes on non-captured property.

On Page 2, some of the existing capture is brought in on the revenue, which is about \$1.3 million per year as of right now. Operating expenses are subtracted, and debt service is reflected which ranges from \$3.2 million up to a peak of almost \$5.3 million in 2022. The total debt service commitment going forward alone is almost \$82 million from 2017 to 2034. This also reflects the need for future transfers from the Township. That is net against the land sales and the capture on the build out going forward, to calculate the transfers needed, assuming that the DDA needs to maintain about \$500,000 on hand at the end of the year.

This truly is an end-of-the-year perspective. There may be needs for transfers during the year that could potentially be paid back throughout the years, or they could carry over to the next year. It depends upon when those operating expenses and the debt service become due. There might be a need for short-term advances through the year.

David Smith inquired about how the operating expenses are calculated, especially in 2021. Treasurer Phillips replied that the figure shown includes commissions on the projected land sales of almost \$9 million. Mr. Szymanski agreed.

The far right column on Page 2 showed the transfers needed. As of one month ago, it was estimated at \$1.4 million for 2017. As of today, that will come in right around \$1.5 million. If the land sales take place as projected over the next four to five years, there will be a minimal need for transfers, but then in 2023 once the land sales are expected to be complete, the debt service will still continue and annual transfers are expected to be needed from the Township. Those begin with about \$1.7 million in 2023, and then range from \$1.5 to almost \$3 million for each subsequent year going forward. Total transfers anticipated from 2017 through 2034 are about \$28 million.

Director Stacey clarified that next year, while Keith's projections show the DDA not needing a transfer from the Township, that's not a cash flow projection. Over the entire 12-month cycle in

2018, as long as we close Aikens, we're good. However, bills are due from January 1st through December 31st, and Aikens is not required to close until December 2nd. Transfers will be needed and, at the end of the year, the Township Board can decide how to handle it. Treasurer Phillips noted that in years past, part of the closing proceeds went directly back to the Township at the day of the closing.

David Smith reiterated that the DDA will start needing more cash from the Township around 2021. He asked if there is a time when the tax capture will eventually equalize expenses. Mr. Szymanski replied that it will never be large enough to cover it as long as there is debt outstanding. That's why this goes through 2034 when the last of the debt is paid off. Then there will be very large surpluses from the capture and that's when the DDA can begin to pay back the advances. Director Stacey reiterated that in 2034, all the bond holders will be paid off, and the DDA will owe the Township \$36 million. Treasurer Phillips added, plus what is already outstanding. Director Stacey agreed, plus what's outstanding and the interest. At that point, the DDA begins to pay the Township back with the capture. Tim Hoy asked, what is the outstanding? Director Stacey replied, approximately \$11 million.

David Smith stated that the reason the Township is getting the tax capture from the property is because of the DDA to begin with. They probably would not have gotten that had the DDA not followed through with this painstaking effort. Director Stacey agreed and discussed the history of the initial expense for the property in excess of \$120 million. Discussion continued regarding the actual value of the property, partial recovery of the expense and significant improvements in the DDA's position since inception of the project. Treasurer Phillips noted that Tom Traciak is still continually monitoring potential refinancing opportunities for some of the variable rate debt at PNC. On the last debt refinancing, there was a savings of \$6 million. If that occurs again, it would be a significant change that would affect these numbers. Discussion continued between Dan Lublin and Treasurer Phillips regarding the debt and interest figures estimated in 2034, and Dan inquired about when the DDA may cease to exist. Treasurer Phillips stated her understanding is that the DDA will remain in existence until all the property is sold, and there's no new developments going on, and all the debt is paid off to the Township. It will be a shell, even if there are no operating expenses or staff during some of that time frame.

David Smith noted that the DDA has improved Commerce Township. The framework is that the Township is carrying the debt load for the DDA, even though all of Commerce has benefitted. He initiated discussion on taxation and use of funding. Director Stacey stated that although the State regulations allow the DDA to raise additional taxes in this regard, the Township Board was not in favor of imposing an additional tax on the public. Treasurer Phillips did not know what the rates are based on the bonds, but they are all limited tax, general obligation bonds. None of them are revenue bonds. Therefore, the Township does have the opportunity to tax for them, but it has never been approved. Director Stacey elaborated on the build out value of the entire DDA area, which includes Haggerty Road, 14 Mile, Welch up to Oakley Park, with some parts carved out. For all of those areas that represent income to the DDA, there are opportunities to improve growth, such as at the Beaumont property, and the parcel on Haggerty, to improve the balance sheet and achieve high-end developments.

Mr. Szymanski added that, at the time some of these projections were first developed, it was recognized that due to the significant reliance on the Township, the Township would need to take some actions to solidify and improve their own financial position. At that time, the voters approved a special assessment for public safety. Treasurer Phillips added, that was to free up general fund money in order to fund this.

Open discussion continued regarding improvements to common areas, roads, roundabouts and landscaping in the DDA area, along with paying down the debt, and State legislators that would like to see DDAs eliminated. Director Stacey elaborated on the tax capture, potential State legislation, and Oakland County's desire for a sunset on the DDA. Historically, the government has said that they will give DDAs the opportunity to run out the clock until all dollars are repaid. Therefore the advance debt structuring, which is similar to a bond, should push that sunset out even further than 2034, until the Township debt is also repaid in addition to the bonds.

The discussion was redirected back to Mr. Szymanski, who proceeded to review Page 3 of his report. Page 3 briefly summarizes inflows and outflows to the DDA. The advance from the Township was shown in the 3rd column, and cash balances are projected for the end of each year. The far right hand column projects the outstanding advance balance to the Township. That was \$8,150,000 at the start of 2017, and another \$1 million has been added to that so far. The \$36 million as discussed is cumulative, including the \$9 million or so borrowed to date. Director Stacey clarified that this does not reflect the interest, and Mr. Szymanski agreed.

In closing, Mr. Szymanski noted that it's certain that these numbers aren't going to be exact and there are risks on both sides. Some of the land sales and build out numbers are more certain than others, but changes could be positive or negative. Similarly, there are political risks, such as the legislative pressure on DDAs. Also, if you think optimistically, there could be some property tax reforms that allow taxable values to grow, greater than the State law currently allows, which would certainly benefit the future tax captures, and there is potential for non-taxable parcels to become taxable within the DDA.

Susan Averbuch initiated discussion regarding Williams International and how much of their tax is capturable. Director Stacey was unsure of the exact number, although the property has been looked at for redevelopment. They've been a wonderful part of the community, but they didn't use a lot of that land and their buildings are not particular dense or of high value. Assuming the parcel can be built out, that would be a prime development. Treasurer Phillips added that she did not know the amount of the current tax capture for the parcel, but she did know that they took their personal property tax exemption for most of their manufacturing equipment, which was a reduction of \$1.27 million in personal property tax. Discussion continued regarding the company's relocation of their headquarters to Pontiac.

Dan Lublin asked if, when this pro forma was developed, if all of the potential was included in the tax capture for all of the vacant lands in the DDA area. Director Stacey replied no, and stated that this only includes what the DDA is selling, and the key point is to get the rest of it built out to the highest level with the maximum tax capture. Dan Lublin noted that the potential additional tax capture could change these numbers to more radically pay off the debt. Treasurer Phillips noted that it depends on what districts the properties are in, as only two of the five districts in the DDA actually capture tax. Tax capture discussions continued, and the Beaumont property was also reviewed at length.

Mr. Szymanski's presentation was concluded. Chairperson Gotts and Director Stacey thanked him for his time.

Item 4: Insite Commercial Report

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

- Parcels A&H - The Shapiro development is working on their horizontal work and the deep well sewer. Dave, did you have something to add?

Dave Campbell - Mr. Galbraith wants to come in next week to speak with me and Mark about some potential changes to the Barrington plans. I don't think it's anything too dramatic, but I believe as the market evolves, they may want to shift some things around.

- Parcel B1 - The Aikens project; last Wednesday Mark and I had a meeting with Bruce Aikens, Dave Campbell, David Scott and Larry Haber, the Planning Commission Chairperson, to start the process for Bruce to submit for approvals of the PUD. The intent is to have final approvals for the PUD and site plan in April of 2018, in advance of the May 2018 ICSC. The five-step process was reviewed. In addition, during the second week of October, Bruce intends to get the Planning Commissioners out to the Rochester Hills development to give them an idea of the project. As for tenants, there's a large group that either have signed LOI's, have received board approvals or have leases in negotiation.

Susan Averbuch - When does the shovel go into the ground?

Randy Thomas - If all goes as planned, sometime next year. I don't know exactly when, but the center is slated for a late 2019 opening. He will need 18 months to make that happen.

Matt Schwanitz - He would need to get his mass grading done next year.

Jose Mirkin - What is going on between Aikens and the Township regarding the Library?

Randy Thomas - There is a confidentiality agreement that's been signed between the Township and Aikens. I can share with you that there has been a meeting of the minds, and the attorneys are now memorializing that meeting. It's the hope that by the next Township Board meeting, there will be a signed contract.

- Parcel B2 - Granger, First & Main; I have nothing to report. When do they plan on opening?

Dave Campbell - They still say October 1st, but that's only a few days away and there's still some work to be done.

Director Stacey - They do have their sidewalks in.

Dave Campbell - They did inquire about parking lot striping, so they must be getting close if they're addressing that.

- Parcel C - Corner of Pontiac Trail and Haggerty Road; over the past couple months, I've told you that Avenida Partners was coming into town. They did come in and we had a conference call. They wanted some updates on the project and on developments in the Township. They're coming back in tomorrow and I have a meeting set up with the developers and Dave Campbell to review their intended plans, which is a compact development of luxury living for 55 and up active adults. They're aware of pricing and challenges on the site.
- Parcels D&E - Pulte Homes; They're coming along with 14 homes up, and 24 lots either sold or reserved. They're happy with the development. They have a new sales person and sales are improving.

Director Stacey - I was in there today and they have 6 or 8 additional basements cut in already. They're making good progress now in the second phase.

Susan Averbuch - Is the park built?

Director Stacey - The park is built. That's the third phase. The connection has not yet been made to the road or to the trail system, but the park is in. It was graded and planted.

Dave Campbell - Yes, it's done. It's a nice walk if you want to go back there, through the Pulte development at the far east end. There's a bit of a gap, about 10 feet of stone, before you can get onto the asphalt trail to the park.

- Parcel F - South of Town Hall; nothing new to report since last month.
- Parcel G - Hunter Pasteur, Wyncliff ; nothing new to report.
- Parcel I - We had an LOI submitted. We countered, and did not receive a response for two months. Today, I was informed that the deal is dead.
- Parcel J - NorthPoint, Beyond Self Storage; This closed and funded last Friday with NorthPoint for their construction of the indoor storage facility.

Dave Campbell - NorthPoint needs to get permits lined up with a few different agencies, along with getting the building plans approved. The plans have been submitted and they've got some work to do on those. I know they want to get going in the very near future.

Director Stacey - I've asked Randy to double check the signage on that property, because we need to change the numbers of acres available. Plus, I'd like to put up a new photo that more accurately presents the frontage along Haggerty and the small piece on Oakley Park that remains for sale.

- Parcel K - The orphan piece; nothing new to report.
- Parcel L - We did have a LOI from Athletic Republic. They were trying to secure the building next door, but were unable to do so. They are now going into West Bloomfield.
- Parcel M&N - These are the out lots that the DDA has retained. A group did come forward, a high-end restaurant out of Minnesota. They asked if there was anything available other than what Aikens had. I gave them general information. We don't have exact parcels and sizes finalized here yet.

Susan Averbuch - I know there was a deadline of August 30th for bids on the Beaumont piece. When with the winning bid be announced?

Randy Thomas - We received multiple offers on the property. We met with Beaumont last week to go through the merits of each one to address strengths, weaknesses and what each developer intended to do. It was narrowed down to five parties, and all were countered. It's our intent to have all best and final offers by 5:00 today. We will sit down again with Beaumont on Thursday. We would like to have a selection made and a contract in their hands within the next week.

I can share that we had no commercial retail development interest at all. I did talk to developers in industrial R&D and they felt the land would be too expensive. We did see offers come in from residential developers, for either multi-family, or a mix of multi-family with single-family, or all single-family. There may be a small retail component to it, but nothing more than what would be neighborhood oriented. Rezoning would be required for any residential development,

and it has been requested that during the PUD process, the northwestern portion be dedicated for a trailhead for the trail system, and all were in agreement with that stipulation.

Director Stacey - Watermark Residential presented a conceptual at the Planning Commission for the Beaumont site.

Randy Thomas - Yes, Watermark has a very nice, high-end product.

Open discussions continued regarding the Beaumont property, zoning, potential developments, the fire station which was part of the original site plan, and how this will be negotiated going forward in the sale of the parcel.

Item 5: Director's Report

Director Stacey reported the following to the Board:

- **Updates on Developers - (Covered by Randy)**
 - Aikens - Commercial Project - Met with Planning on September 13th.
 - Pulte - Merrill Park - Everything is moving along fine.
 - Granger - First & Main - Sidewalks are in and they are prepping for landscaping.
 - Shapiro - Barrington - They're working every day. Jim is scheduled to be in next week for potential changes.
 - NorthPoint Self-Storage - This closed on Friday, September 15th, and funds are in the bank.
- **MTT Judgments** - None.
- **HOA Items**
 - **Dues** - All 2017 dues are current and we have billed for the 3rd and 4th quarters.
 - **Lighting - CJs Lighting, Chris Niestroy, Shaw Electric, Keith Greene**
 - The system is fully functional and there have been no recent issues.
 - **Irrigation - Michigan Automatic Sprinkler, Mike Rennie**
 - Repairs were made.
 - Granger contacted us to say they will be paying the prior \$7,616 for damages to the sprinkler system.
 - The HOA and DDA invoices are in the packet.
 - **Landscaping - United Lawnscape, Dusty Ross**
 - The grounds are looking good, considering the heavy construction onsite.
 - The only issue we've had with United this year is billing. Typically billing is done monthly, but they have had some internal issues and they were 60 days behind on billing. I'm not complaining as they show up every week to cut the grass.
 - **Roundabout Landscaping, M-5 & Pontiac Trail (RCOC and State)**
 - Dave, can you bring everyone up to date on this issue?

Dave Campbell - I received an email from the RCOC yesterday stating that they still want to plant something in the south and east approaches to replace the temporary fencing. The planting is meant to be the height of that fencing and will cover about the same distance. Funding is a challenge, but they still hope to have something natural in place this fall before the snow flies.

Director Stacey - At the last meeting, there was some discussion about our opportunities to control the landscaping on that. We talked with Bruce Aikens to see if he had any input, but he is not at the point where he could provide any direction.

We also pulled the maintenance agreement between the RCOC and the DDA for those areas. We feel very comfortable that we will be able to allow Bruce to do some plantings there in the future, and to adjust this to complement his ultimate landscaping plan.

We will look at this as a test run. Let's have the County put in whatever they'd like and see how it works. We already know that it is functional in blocking the sight lines, but let's see how the plantings hold up. This is probably the highest impact area for salt and snow spray. This test run will determine whether we can use a living landscape there, or maybe it has to be another solution.

Matt Schwanitz - It could be some sort of an architectural solution, whether it's a membrane, a screen, or a decorative panel system. It's a pretty harsh environment for plantings.

Director Stacey - Therefore, let's allow the RCOC to work on an appropriate replacement for the fence, and then we can work with Aikens at a later date to update the aesthetics when his development proceeds.

Item 6: Attorney's Report

Director Stacey introduced Attorney Chris Martella. Chris is a partner of Tom Rauch, who is out of town for the next couple weeks, so he is sitting in. The DDA has worked with Chris on a number of different issues over the years. In addition, he has been significantly involved with the Aikens deal and will continue to be moving forward.

Chris was present to represent the attorneys' office; however, there was nothing to report other than the closing of NorthPoint which took place last Thursday.

Item 7: Engineer's Report

Matt Schwanitz, Giffels Webster, reported that they've been working primarily on general housekeeping issues. They have also worked a little bit with the attorneys on Walmart area matters, and assisting with NorthPoint.

David Smith inquired about the Walmart issues. Director Stacey replied that this relates to the detention pond which was never completely finalized when it was built. There are open issues that would affect the Aikens closing, so these are being addressed in advance. Open discussion continued regarding remaining Walmart issues, housekeeping matters related to storm drainage and easements, and road reconfigurations when the Aikens site is developed.

Item 8: Planner's Report

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

- A lot has already been covered here.
- At the Township Board meeting last Tuesday, the Board approved a Conditional Rezoning for two vacant parcels on the south side of Oakley Park, between Martin and Haggerty. The rezoning request had gone to the Planning Commission on Monday, and the Board on Tuesday. The developer wants to build a restaurant/banquet center, along with a standalone office building on the property; so he had to get it rezoned to allow that. Hopefully he will be back in front of the Planning Commission in the next couple months with a fully developed site plan.
- On the M-5 bridge, the final plans have been turned in. They're going through an internal review with MDOT currently, and they'll go out for advertising in October. Bids are due

by November, with an opening scheduled on November 11th. The project is set to start construction in the Spring of 2018.

- Galbraith is coming in next week to talk about changes to Barrington.
- A new Planning Commission member was appointed at last Tuesday's Board meeting; Brian Parel will take the place of Jay Czarnecki who moved out of Commerce Township. Brian will complete Jay's term until 2019, and hopefully beyond. Also, two Planning Commission members were reappointed to 3-year terms, including Mr. Winkler.
- The vacant building on Haggerty, south of Pontiac Trail, the old Dirty Duck, is hopefully getting reoccupied with a bar/restaurant, The Sidecar Slider Bar. The owner was in last week to talk with me and Jay James about site plan approvals, building permits and also the liquor license. He would be applying for one of the DDA's redevelopment licenses, as would the developer for the banquet center on Oakley Park. They will be our guinea pigs on how we get redevelopment licenses through the State of Michigan for new bar/restaurants in our DDA area.

Chairperson Gotts - We have plenty of licenses available?

Dave Campbell - Yes, we do. It's based on the amount of private development within your DDA over the last five years, and we've had plenty.

In our meeting with Mr. Aikens last week, I think I counted maybe a dozen restaurants in the development, plus some of the other establishments would also need liquor licenses. I don't think quantity will be an issue. He had also inquired about the potential for having one master liquor license for the whole development. We will have to talk with the State of Michigan about what that might entail.

Item 9: Committee Reports

A. Finance Committee –

1. Memorandum Agreement - Township/DDA Operational Support

Director Stacey reviewed the Operational Support Memorandum Agreement. This was drafted by the DDA's legal counsel, in consultation with Director Stacey, Treasurer Phillips, and the Township Attorney. The Memorandum provides documentation of the working relationship between the Township and the DDA for the \$100,000 the DDA pays for Township services each year. Chairperson Gotts noted that this is a non-restrictive agreement that just basically memorializes the intent of the relationship.

MOTION by Lublin, seconded by Smith, to approve the Memorandum Agreement, between the Township and the DDA regarding Operational Support, as presented.

MOTION CARRIED UNANIMOUSLY

2. Township Board Advance Request

Director Stacey stated that the DDA 2018 Budget will be taken to the Township Board on October 3rd for their special budget meeting. One of the issues is a cash strategy for the end of the year. He and Treasurer Phillips had reviewed land sales, income and expenditures. If Aikens had closed this year, advances would not have been necessary; however, that was delayed until 2018 to facilitate a quality development. In looking at the end of 2017, based upon projections, it is necessary to request another advance from the Township in the amount of \$500,000. Authorization is needed from the DDA Board to go to the Township Board with this request.

MOTION by Smith, supported by Lublin, to authorize the DDA Director to go before the Township Board to request an additional \$500,000 advance.

Discussion -

Susan Averbuch inquired about the advance debt balance. Treasurer Phillips clarified that the figures as addressed in Plante Moran's earlier presentation included this amount in the calculations.

MOTION CARRIED UNANIMOUSLY

- B. Public Relations Committee - Jose Mirkin stated that he had nothing to report at this time.
- C. Marketing Committee – David Smith stated that he had nothing to report at this time, beyond Randy's previous report, as things are sort of in a lull.

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

MOTION by Lublin, seconded by Hoy, to approve the Warrants, Carryovers, Add-ons and the Revenue & Expenditure Report.

Discussion -

David Smith initiated discussion on the attorney fees. Director Stacey noted that those were for the NorthPoint closing, and for cleaning up the Walmart issues. Treasurer Phillips added the Dykema invoice was bond-related. Susan Averbuch added that there is a need to be prudent with all of the debt being incurred. Director Stacey agreed and elaborated on the budget, which is over 90% principal and interest. Open discussions continued regarding budgeting, cutting costs, and the expense of making improvements in the DDA, which benefits the entire Township.

MOTION CARRIED UNANIMOUSLY

Item 11: Other Matters

- Susan Averbuch invited everyone to attend the Martin Parkway clean-up this Saturday at 9:00AM.
- Supervisor Scott noted that Saturday is also the Township's Hazardous Material Drop-Off Day. Residents can bring oil, gasoline, kerosene, flares and garbage. Clerk Creech noted that this is for Township residents only and they must present identification.
- Director Stacey noted that next month's meeting, on **Tuesday, October 17th, is the night meeting scheduled for 7:00PM.** The Marketing Committee Meeting will be held just prior to that nighttime meeting at 6:15 or 6:30PM. We have promoted the night DDA meeting by including information on the billboard off M-5, along with listing this on the Township and DDA websites, and of course, on the Clerk's notices.
- **The next regularly scheduled DDA meeting is Tuesday, October 17, 2017 at 7:00pm.**

Item 12: Adjournment

MOTION by Lublin, seconded by Mirkin, to adjourn at 1:18pm.

MOTION CARRIED UNANIMOUSLY



Melissa Creech
DDA Secretary

INVOICE ENTRY DATES 09/19/2017 - 09/19/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: DDA
DDA ADD-ON WARRANT REPORT FOR BOARD APPROVAL
SEPTEMBER 19, 2017

Vendor Code	Vendor Name		
Inv. Date	Invoice	Description	Amount
DTE	DETROIT EDISON		
09/13/2017	91000771065010/5/	2660 E OAKLEY PARK	94.22
09/13/2017	91000771076710/5/	3106 MARTIN PARKWAY	81.67
09/13/2017	910007710866 10/5	2581 LIBRARY DR.	594.30
09/13/2017	910007711005 10/5	2579 LIBRARY DR.	161.57
TOTAL FOR: DETROIT EDISON			931.76
TOTAL - ALL VENDORS			931.76
FUND TOTALS:			
Fund 499 - CAPITAL PROJECTS - DDA			931.76

User: JBUSHEY
DB: COMMERCE

EXP CHECK RUN DATES 09/19/2017 - 09/19/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: DDA
DDA WARRANT REPORT FOR BOARD APPROVAL
SEPTEMBER 19, 2017

Vendor Code	Vendor Name	Inv. Date	Invoice	Description	Amount
ADKISON	ADKISON, NEED & ALLEN	08/31/2017	1M 8312017	DDA MATTERS PROFESSIONAL SERVICES	1,291.50
TOTAL FOR: ADKISON, NEED & ALLEN					1,291.50
WATSON	DEBORAH WATSON	09/19/2017	2017 AUG/SEPT	DDA ASSISTANCE HOURS 8/10 - 9/13/17	940.00
TOTAL FOR: DEBORAH WATSON					940.00
DICKINSONW	DICKINSON WRIGHT PLLC	07/27/2017	034601-161	EXTENSION OF LETTER OF CREDIT - PNC BANK	5,000.00
TOTAL FOR: DICKINSON WRIGHT PLLC					5,000.00
DYKEMA	DYKEMA GOSSETT, PLLC.	08/22/2017	3150325	PROFESSIONAL SERVICES DDA MATTERS	7,577.53
TOTAL FOR: DYKEMA GOSSETT, PLLC.					7,577.53
KEMP	KEMP, KLEIN, UMPHREY & ENDLEMAN, PC	09/06/2017	184867	PROFESSIONAL SERVICE THROUGH AUGUST 31, 2017	13,390.00
TOTAL FOR: KEMP, KLEIN, UMPHREY & ENDLEMAN, PC					13,390.00
STACEYMARK	MARK STACEY	09/13/2017	0810-0913-2017	DIRECTOR SERVICES 8/10 - 9/13/17	4,975.00
TOTAL FOR: MARK STACEY					4,975.00
MICHAUTOSP	MICHIGAN AUTOMATIC SPRINKLER	08/29/2017	86802	ZONE 37 REPLACED BROKEN DECODER AND 9 HEADS	975.00
TOTAL FOR: MICHIGAN AUTOMATIC SPRINKLER					975.00
TOTAL - ALL VENDORS					34,149.03
FUND TOTALS:					
Fund 499 - CAPITAL PROJECTS - DDA					34,149.03