

**MEETING MINUTES: REGULAR BOARD MEETING OF MARCH 24, 2017**

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**Location: SDDA Offices, 18000 W. Nine Mile Road, Suite 320, Southfield, MI 48075**

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**1. CALL TO ORDER**

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Secretary Daveda Colbert called the meeting to order at 8:03 AM.

**2. ROLL CALL**

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**Present:** Daveda Colbert, Ryan McKindles, Joseph Hurshe (left 9:19 a.m.), Frederick Najor, James Ralph (arrived 8:41 a.m.), Cynthia Roman, Arik Rusk, Steven Schneider, Kenson J. Siver) arrived 8:06 a.m.), Shawn Stafford (arrived 8:07 a.m.).

**Excused:** Beverly Berry.

**Also Present:** Al Aceves, Executive Director; Anita Preston, Assistant to the Executive Director. Police Chief Eric Hawkins, Rochelle Freeman, Terry Croad, Rhett Gronevelt (OHM Advisors), John Jackson (McKenna & Associates), Jeremy McCallion (AKT Peerless).

**Roll Call was taken and it was determined a quorum was present.**

**3. APPROVAL OF AGENDA**

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**Motion by McKindles, Seconded by Roman,** to approve the Meeting Agenda as presented.

Motion carried unanimously.

**4. APPROVAL OF MINUTES**

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**Regular Meeting Minutes: January 13, 2017**

**Motion by Najor, Seconded by Hurshe,** to approve the minutes of the Regular Meeting of the Southfield DDA Board held January 13, 2017.

Motion carried unanimously.

**5. FINANCIAL REPORT: January and February, 2017**

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Executive Director Aceves reviewed the monthly financial reports for January and February, 2017.

**Motion by McKindles, Seconded by Hurshe,** to accept and file January and February, 2017 Financial Reports.

Motion carried unanimously.

**6. NEW BUSINESS:**

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**a. DDA Community Police Officer**

SPD Chief Eric Hawkins presented the opportunity for a dedicated police officer to be assigned specifically to the DDA area.

Consensus to move forward with the concept, and obtain additional information.

**b. Introduction New Board Member – Cynthia Roman**

New board member Cynthia Roman was confirmed by City Council at its December, 2016 meeting. Cynthia introduced herself and provided her background, as well as her position as Interim President at Oakland Community College Southfield Campus.

*(Procedural Note: Chairman James Ralph assumed Chair at 8:48 a.m.)*

**c. Northland Design Standard Guidelines/Sub Area Plan**

City Planner Terry Croad presented the Northland Redevelopment Design Standards and how this will support the Overlay Development District and the City's Master Plan.

**d. Northland Redevelopment Brownfield Plan**

Jeremy McCallion of AKT Peerless discussed the Northland Redevelopment Brownfield Plan (copy provided). He explained the city's Brownfield Redevelopment Authority recently approved the plan which would allow eligible expenses to be reimbursed to them. In addition, the plan also addresses how the city and SDDA will share revenue once proposed redevelopment begins.

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**Motion by Rusk, Seconded by Colbert,** to approve the Brownfield Redevelopment Plan and interlocal agreement with the City.

Motion carried unanimously.

**e. SDDA Restatement Proposal**

John Jackson from McKenna Associates presented their proposal to assist the DDA with the TIF Restatement. The fee for the project would not exceed \$15,750. Executive Director Aceves recommended the proposal.

**Motion by Rusk, Seconded by McKindles,** to approve the expenditure for the SDDA Restatement Proposal.

Motion carried unanimously.

**f. Presentation of the SDDA 2017-2018 Administrative and Tax Increment Finance Budgets**

Executive Director Aceves stated that on March 16, 2017 the Finance Committee met to discuss and review the 2017-2018 Administrative and Tax Increment Finance (TIF) budgets for the SDDA.

Adjustments include increasing Anita Preston's hours from 30/week to 35/week.

The committee is recommending an Administrative budget of \$272,221 and a TIF budget of \$83,000 for 2017-2018 for a total budget of \$355,221.

**Motion McKindles, Seconded Colbert,** to adopt the recommendation of SDDA Finance Committee and approve the 2017-2018 Administrative and Tax Increment Finance Budgets.

Motion carried unanimously.

**7. OLD BUSINESS**

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**a. Northland Center**

**b. Michigan Inn**

Executive Director Aceves informed the Board of updates on two Old Business items.

**8. HEARING OF THE PUBLIC AND BOARD COMMENTS**

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- a.** Joseph Hurshe stated that Providence Hospital is looking for additional parking, preferably 200-300 spaces, on the Northland site or other property convenient to the hospital on a short-term lease.
- b.** Steve Schneider cited concerns by HAP management and employees regarding water runoff and blowing dirt from the dirt stockpile on the Northland site. Executive Director Aceves and Mayor Siver would address HAP concerns immediately.

**8. ADJOURNMENT**

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Chairman Ralph announced there being no further business adjourned the meeting at 10:04 AM.

  
Daveda Colbert, Board Secretary