

BOARD APPROVED, JUNE 25, 2010

CORNERSTONE DEVELOPMENT AUTHORITY PROCEEDINGS

REGULAR MEETING: APRIL 30, 2010

The regular meeting of the Cornerstone Development Authority Board of Directors for April 30, 2010 was held at the Millennium Centre, 15600 J.L. Hudson Drive, Southfield MI 48075.

PRESENT: Bergeron, Caldwell, Cook, Williams (alternate for Lawrence), Najor, Ralph, Reetz, Reif, Zweigel

EXCUSED: Berry, Denha, Harris, Tyus

ALSO PRESENT: Al Aceves, Executive Director
Mary Daley, Assistant to the Executive Director
Roy Bell, Planning Commission
Lt. Tinsman, Southfield Police – Downtown Station
Officer Kelly Pate, Southfield Police
Officer Devlin Williams, Southfield Police

ROLL CALL

Roll was taken. A quorum is present. Meeting called to order at 9:07 a.m.

HEARING OF THE PUBLIC

- a. Introduction of new community police officers
Lt. Jeff Tinsman of the Downtown Station introduces two new community police officers to the CDA Board. The Police Department received this special grant which enabled the city to employ these two officers. Community policing is a strategy used to prevent crime and eliminate an atmosphere where crime can be created. Board Secretary Zweigel welcomes the officers and tells them to be safe.

APPROVAL OF AGENDA

Board discussion ensues and it is recommended to remove item vi. financial reports from the agenda until the newly hired Executive Director has time to settle in to new role and examine all finances and become accustomed to EDEN accounting system.

DDA10.14 Motion by Bergeron, supported by Williams to approve the agenda as amended.

Motion carries.

APPROVAL OF MINUTES

DDA10.15 Motion by Bergeron, supported by Caldwell to approve the minutes from the Regular Board meeting of 01/19/2010 as written.

Motion carries.

REPORT OF THE EXECUTIVE COMMITTEE

New Office Space

Al Aceves, Executive Director, discusses the possible move of the CDA offices with the Board. Three quotes were taken for new office space and were presented to the Executive Committee on 04/28/10. They recommend proceed with a lease agreement for office space located at the Aureus Center.

- DDA10.16 Motion by Bergeron, supported by Williams to ratify the actions of the Executive Committee and adopt their recommendation to allow the Executive Director to proceed with lease agreement for new office space located at 17515 W. Nine Mile Road Southfield, MI.

Motion carries.

MERS

Executive Director explains to the Board that the CDA has a balance \$36,000 in the MERS Uniform Defined Contribution forfeiture account. To explain, money is contributed to this account for contractual employees. However, if they terminate employment prior to their vestment date, this money remains in this forfeiture account. Basically, prior employees' who have left the CDA prematurely has left this account with a balance. This balance instead should be used for any existing CDA employee MERS Contribution plans.

- DDA10.17 Motion by Bergeron, supported by Zweigel to ratify the actions of the Executive Committee and allow the City of Southfield to utilize the outstanding balance of \$36,000 in MERS Uniform Defined Contribution forfeiture account for existing CDA employees.

Motion carries.

The Executive Committee also discussed the need for the CDA to have their own legal and accounting representation. The Committee members were all in agreement and expressed their desire to proceed with RFQ's.

- DDA10.18 Motion by Zweigel, supported by Bergeron to ratify the action of the Executive Committee and allow the CDA Executive Director to pursue three RFQ's for legal services, and three RFQ's for accounting services.

Motion carries.

The Executive Committee also discussed the International Council of Shopping Centers trade show in Las Vegas from May 23-25, 2010 and the importance of being represented there. Cost is roughly estimated at \$1800-\$2000. The Committee discusses the need to send the new Executive Director to network.

DDA10.19 Motion by Zweigel, supported by Bergeron to ratify the actions of the executive committee and approve travel by the Executive Director to Las Vegas on May 23-25, 2010 to attend the ICSC conference.

Motion carries.

- a. Al presented an outline for the recommended CDA regular meeting schedule for 2010.

DDA10.20 Motion by Bergeron, supported by Zweigel, to ratify the actions of the Executive Committee and adopt the schedule of meetings as recommended by the Executive Director and to publish such notice in accordance with the provisions of the Open Meetings Act, 1976 Public Act 267.

January 29 ♦ March 26 ♦ April 30

June 25 ♦ August 27 ♦ October 22 ♦ December 17

(January 28, 2011)

Furthermore, to authorize the Executive Director to post a schedule at the offices of the Cornerstone Development Authority and Southfield City Hall.

Motion carries

Discussion ensues pertaining to the CDA owned property located at 20830 Rutland Drive, Southfield MI. A revised proposal from an interested buyer was reviewed by the Executive Committee and approved. The Executive Committee would like the new Executive Director to move forward with this sale at the proposed amount of \$120,000.

DDA10.21 Motion by Bergeron, supported by Zweigel to ratify the actions of the Executive Committee and allow the CDA Executive Director to move forward with the sale of CDA owned property located at 20830 Rutland Drive, Southfield MI 48075. Sale price is \$120,000.

Motion carries.

NEW BUSINESS

Election of Officers

Chairman Ralph opened the floor to nominations for Treasurer.

Zweigel nominated Bergeron for the office of the Treasurer, Williams seconded.

DDA10.22 Motion by Zweigel, supported by Reif to close nominations for Treasurer and elect Bergeron to the office of Treasurer by unanimous ballot.

Abstain: Bergeron
Motion carries

Chairman Ralph opened the floor to nominations for Secretary.

Bergeron nominated Zweigel for the office of Secretary, Reetz seconded.

DDA10.23 Motion by Bergeron, supported by Reif to close nominations for Secretary and elect Zweigel to the office of Secretary by unanimous ballot.

Abstain: Zweigel
Motion carries

Secretary Zweigel opened the floor to nominations for Chair.

Bergeron nominated Ralph for the office of Chair, Reif seconded.

DDA10.24 Motion by Bergeron, supported by Reif to close nominations for Chair and to re-elect Ralph to the office of Chair by unanimous ballot.

Abstain: Ralph
Motion carries

Liquor License Renewal

DDA10.25 Motion by Bergeron, supported by Zweigel to allow the CDA Executive Director and CDA Board Treasure to execute all documents required by the Michigan Liquor Control Commission for the purpose of renewing CDA liquor license.

Motion carries.

ADJOURNMENT

DDA10.26 Motion by Bergeron , supported by Reif to adjourn the regular meeting.

Meeting was adjourned at 9:45 a.m.

Motion carries.

Respectfully submitted,
BOARD APPROVED, JUNE 25, 2010

Muriel M. Zweigel, Board Secretary