

MEETING MINUTES: Regular Board Meeting of FEBRUARY 6, 2013

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

1. CALL TO ORDER

Chairman James Ralph, Jr. called the meeting to order at 8:35am.

2. ROLL CALL

Present: James Ralph, Jr., Beverly F. Berry (arrived 8:45a.m.), Orletta Caldwell, Nadine Cook, John Denha, (arrived 9:05a.m.), Mayor Lawrence, William Luse (arrived 8:50a.m.), Brent Reetz, Steven Reif, Sierra Tyus and Muriel Zweigel.

Excused: Daveda Colbert, and Fred Najor.

Roll Call was taken; it was determined a quorum was present.

Also Present: Al Aceves, Executive Director; Jackie Schatz, Assistant to the Executive Director, Mark McInerney, Clark Hill PLC, Kristin Hunt, Plante Moran, Sally Hodges, McKenna Assoc., Cathy Wilson, Velmeir.

3. APPROVAL OF AGENDA.

Motion by Mayor Lawrence, Seconded by Caldwell, to approve the Meeting Agenda as presented. Motion carries, unanimously.

4. HEARING OF THE PUBLIC.

No public was heard.

5. APPROVAL OF MINUTES.

a. Regular Meeting Minutes: November 16, 2012.

Motion by Reetz, Seconded by Mayor Lawrence, to approve the minutes of the Regular Meeting of the Southfield DDA Board held November 16, 2012.

Motion carries, unanimously.

b. Special Meeting Minutes: January 11, 2013.

Motion by Caldwell, Seconded by Cook, to approve the minutes of the Special Meeting of the Southfield DDA Board held January 11, 2013.

Motion carries, unanimously.

c. Regular Meeting Minutes: January 25, 2013.

Motion by Mayor Lawrence, Seconded by Caldwell, to approve the minutes of the Regular Meeting of the Southfield DDA Board held January 25, 2013.

Motion carries, unanimously.

6. FINANCIAL REPORT: NOVEMBER/DECEMBER 2012.

Treasurer Brent Reetz reviewed the financial reports.

Motion by Zweigel, Seconded by Tyus, to accept and file the November 2012 and December 2012 Financial Reports.

Motion carries, unanimously.

7. NEW BUSINESS:

a. 2011-2012 SDDA Annual Financial Report: Presented by Plante Moran.

Kristin Hunt of Plante Moran reviewed the report, followed by discussion and responding to Board questions.

Motion by Mayor Lawrence, Seconded by Zweigel, to accept and file the 2011-2012 Annual Financial Report.

Motion carries, unanimously.

b. SDDA Strategic Plan Update: Presented by Sally Hodges, McKenna and Associates.

Sally Hodges of McKenna Associates described the previous process in the development of the 2008-2013 Plan as comprehensive, while the update for 2013 and forward would drill down and identify action items on a one and three year timeline. Board planning workshops will be planned for sometime in March, 2013.

c. Finance Committee Report: January 9, 2013

Director Aceves reviewed the Finance Committee Report and recommendations; including: Budget Transfers to cover costs overruns from tax appeals, 2013 ICSC Convention, and the 8 Mile Baseline Monument Project.

Motion by Caldwell, Seconded by Berry, to approve the Finance Committee Report and attached Resolution for Budget Transfers.

Motion carries, unanimously.

d. Mackinac Conference: Chairman James Ralph.

Chairman Ralph provided information to the Board on the Mackinac Conference and requested approval for attendance.

Motion by Denha, Seconded by Berry, to approve the full cost of Chairman Ralph's attendance at the 2013 Mackinac Conference.

ROLL CALL VOTE:

Ayes: Beverly F. Berry, Orletta Caldwell, Nadine Cook, John Denha, Mayor Lawrence, William Luse, Brent Reetz, Steven Reif, Sierra Tyus.

Nayes: Muriel Zweigel.

Abstain: James Ralph, Jr.

Absent: Daveda Colbert, Fred Najor.

Roll Call Vote, Motion carries.

e. Office Lease Renewal.

Director Aceves reviewed the proposed SDDA's Office Lease Extension through February 28, 2017. The new Lease represents a 50% reduction from the previous Lease agreement..

Motion by Mayor Lawrence, Seconded by Luse, to approve the Office Lease Extension and attached Resolution.

Motion carries, unanimously.

f. Northland Mall Update: Brent Reetz.

Property Manager Brent Reetz provided an update on the retail business prospects for the Northland Mall, Shoppers World, and the business expansion at Targets to remodel and add groceries to their product line.

BEFORE CHAIRMAN RALPH LEFT THE MEETING AT 10:00 A.M., SECRETARY ORLETTA CALDWELL ACCEPTED CHAIRING THE MEETING FROM THIS POINT THROUGH ADJOURNMENT.

g. Closed Session.

Motion by Mayor Lawrence, Seconded by Caldwell, to go into closed session to discuss potential property purchase.

ROLL CALL VOTE:

Ayes: Beverly F. Berry, Orletta Caldwell, Nadine Cook, John Denha, Mayor Lawrence, William Luse, Brent Reetz, Steven Reif, Sierra Tyus, Muriel Zweigel.

Nays: none.

Abstain: none.

Absent: Daveda Colbert, Fred Najor, James Ralph, Jr.

Roll Call Vote, Motion carries.

THE BOARD RETURNED TO OPEN SESSION.

Motion by Luse, Seconded by Denha, to adopt the recommendation discussed in Closed Session. Motion carries, unanimously.

8. OLD BUSINESS.

a. Update on Giffel-Webster Non Motorized transit study, Mike Darga, Giffel-Webster.

No new information was provided.

9. UNFINISHED BUSINESS.

None.

10. HEARING OF THE PUBLIC.

No public was heard.

11. ADJOURNMENT.

Motion by Denha, Seconded by Reetz, to adjourn the meeting.

Motion carries, unanimously.

MEETING WAS ADJOURNED AT 10:40 A.M.



Orletta Caldwell, Board Secretary