

**CHARTERTOWNSHIPOF PENNFIELD**

**SPECIAL MEETING MINUTES**

*July 24, 2008*

*6:00 P.M.*

Supervisor Behnke called the Special Meeting to order at 6:00 p.m. at the Pennfield Middle School Cafeteria. Present were Supervisor Behnke, Clerk Bammer, Treasurer Phillips and Trustees Bartlett, Bordine-Houseman, Ensign and Newman. Also present were Township Attorney John Macfarlane, Township Zoning Administrator Russ Wicklund, Township Assessor Dan Brunner and Township Engineer Randy Ramsey. There were 20 citizens present. Supervisor Behnke led the Pledge of Allegiance.

Supervisor Behnke introduced everyone at the head table and explained that this is to be an informational session as it relates to the Downtown Development Authority Concept and that there will be no action tonight by the Board. Supervisor Behnke introduced Mr. Russ Wicklund who will be giving the presentation.

Mr. Wicklund explained that the Downtown Development Authority (DDA), Public Act 197 of 1975 as amended, is designed to be a catalyst in the development of a community's downtown district. The DDA provides for a variety of funding options including tax increment financing mechanism, which can be used to fund public improvements in the downtown district and the ability to levy (with the approval of the Township Board) a limited millage to address administrative expenses.

Many communities across Michigan have used their DDA to finance streetscape improvements, parking, underground utilities and other public infrastructure improvements, downtown marketing efforts and downtown staff operations.

Mr. Wicklund also explained that the Township is eligible to have a DDA, how the DDA works, what is the process and why a community would want to establish a DDA. Mr. Wicklund then opened the floor for a question and answer period.

There were nine residents that spoke and asked questions about the DDA, which were answered by the Supervisor, Attorney, Assessor, Zoning Administrator or the Township Engineer. It was the consensus of the total group in attendance that we move forward with this concept and schedule another forum.

It was moved and seconded by (Bartlett/Newman) to adjourn the meeting at 7:38 p.m. Motion carried.

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ROBERT P. BEHNKE, JR.

CAROLE J. BAMMER, CMC

Township Supervisor

Township Clerk