

**Charter Township of Commerce  
Downtown Development Authority Board Meeting  
Tuesday, February 15, 2022  
12:00 PM  
In-Person Meeting in the Maple Conference Room**

**AGENDA**

**CALL TO ORDER**

- ITEM 1: Welcome New DDA Assistant, Sandy Bowers**
- ITEM 2: Approval of Minutes:** Tuesday, January 18, 2022 Regular Meeting
- ITEM 3: Public Comments**
- ITEM 4: Insite Commercial Report**
- ITEM 5: Attorney's Report – DDA Assistant Contract**
- ITEM 6: Director's Report**
- ITEM 7: Engineer's Report**
- ITEM 8: Planning Director's Report**
- ITEM 9: Committee Reports**
- A. Finance Committee – Cash Advance Approval
  - B. Public Relations Committee
  - C. Marketing Committee
- ITEM 10: Approval of Warrants and/or Carryovers, Add-ons, Revenue & Expenditure Report**
- ITEM 11: Other Matters – Discuss RFPs for legal services**

**Next Regularly Scheduled Meeting is  
Tuesday, March 15th, 2022 at 12:00 PM**