

DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF PLYMOUTH

BYLAWS

ARTICLE I

Section 1. The business and property of the authority shall be managed and directed by the board of directors, the members of which shall serve for four (4) year terms from the date of their respective appointment except as provided for in the ordinance creating the authority.

Section 2. The board annually at its first regular meeting in July shall designate one of its members as chairman and one of its members as vice chairman. The officers so elected shall serve a term of one (1) year or any part thereof as may be determined, and until his successor is designated. No term of office created under this section shall extend beyond the term of the member designated.

Section 3. The board shall appoint a director, who may be a member of the board, and a secretary and treasurer, who need not be members of the board. The director, secretary and treasurer shall serve at the will of the board for no definite term of office.

ARTICLE II

Section 1. All regular meetings shall be held in the City of Plymouth, County of Wayne, Michigan.

Section 2. One regular meeting of the board will be held at 7:00 o'clock A.m., on the _____ day of each _____.

2. THURSDAY

Approved 11

Section 3. Special meetings shall be held whenever called by direction of the chairman, director, Mayor or city manager of the City of Plymouth, or any two (2) members of the board on eighteen (18) hours written notice of the time and place of meeting, or with no notice whatever, should all be present or waive notice by consent.

Section 4. Any five (5) members of the board shall constitute a quorum and a majority vote shall be necessary for the transaction of any and all business or the passage of any resolution.

Section 5. At meetings of the board, business shall be transacted in such order as from time to time the board may determine.

ARTICLE III

Section 1. The chairman shall preside at meetings of the board and shall do and perform such other duties as may be from time to time assigned to him by the board. The vice chairman shall perform the duties of the chairman in the chairman's absence and such other duties as shall from time to time be assigned to him by the board.

Section 2. The director shall be the chief executive officer of the authority. Subject to the approval of the board, the director shall supervise, and be responsible for, the preparation of plans and the performance of the functions of the authority in the manner authorized by this law. The director shall attend the meetings of the board, and shall render to the board and to the governing body of the City a regular report covering the activities and financial condition of the authority. If the director is absent or disabled, the board may designate a qualified person

as acting director to perform the duties of the office. Before entering upon the duties of his office, the acting director shall take and subscribe to the oath, and furnish bond, as required of the director. The director shall furnish the board with information or reports governing the operation of the authority as the board requires.

Section 3. The secretary shall maintain custody of the official seal and of records, books, documents, or other papers not required to be maintained by the treasurer. The secretary shall attend meetings of the board and keep a record of its proceedings, and shall perform such other duties delegated by the board.

Section 4. The treasurer shall keep the financial records of the authority and, together with the director, shall approve all vouchers for the expenditure of funds of the authority. The treasurer shall perform such other duties as may be delegated to him by the board and shall furnish bond in an amount as prescribed by the board.

Section 5. All checks shall be signed by the treasurer and countersigned by either the chairman or the secretary, except as otherwise provided by the board.

Section 6. The board shall have the power to engage and employ such manual, clerical, technical, financial and professional assistants as in its judgment may be necessary and is incidental to carry out the purposes of the authority.

Section 7. The fiscal year shall begin with the first day of July and end on the thirtieth day of June of the following year.

Section 8. The board shall adopt a corporate seal.

Section 9. The board shall cause an annual audit of its business to be made and the result thereof shall be submitted to the governing body of the City.

ARTICLE IV

Section 1. The board shall have power to make, alter or amend the bylaws in whole or in part, to be effective upon approval of the City Commission of the City of Plymouth, with written copies of the proposed changes having been given at the next preceding regular or special meeting.

Section 2. These bylaws shall become effective upon approval of City Commission of the City of Plymouth. Until such approval the bylaws shall be temporary bylaws for the authority.

Adopted _____

Secretary

Approved by the City Commission of the
City of Plymouth on _____

City Clerk