

**CITY OF BRIGHTON  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING**

*The City of Brighton Downtown Development Authority will hold a meeting on Tuesday, July 21, 2015 at 7:15 a.m. at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI*

AGENDA

- |        |     |  |               |
|--------|-----|--|---------------|
|        | 1.  | <u>Call to Order</u>   |               |
| ACTION | 2.  | <u>Approval of July 21, 2015 Agenda</u>  |               |
| ACTION | 3.  | <u>Call to the Public</u>  |               |
| ACTION | 4.  | <u>Approval of Meeting Minutes</u><br>A. Approval of June 16, 2015 Regular Meeting Minutes   |               |
| ACTION | 5.  | <u>Approval of Bills</u>   |               |
|        |     | A. Lindhout Associates (June 2015)   | \$ 5,810.20   |
|        |     | B. Mancuso & Cameron (June 2015)   | 1,125.00      |
|        |     | C. Tetra Tech (CSX West Lot)   | 1,345.00      |
|        |     | D. Contracting Resources, Inc. (CSX West Lot)  | 196,389.00    |
|        |     | E. Landscape Design Associates (Lynn's Café)   | <u>970.00</u> |
|        |     | TOTAL BILLS  | \$ 205,639.20 |
| ACTION | 6.  | <u>Financial Report</u><br>A. FY 14-15 Adopted Budget and FY 15-16 YTD Summary (through 7/16/15)   |               |
|        | 7.  | <u>New Business</u>  |               |
|        |     | A. Draft 5-Year Work Plan (Matt Modrack)   |               |
|        |     | B. <u>Sub-Committee Reports</u>  |               |
|        |     | 1. Design – No meeting   |               |
|        |     | 2. Budget – No meeting   |               |
|        |     | 3. Development - No meeting  |               |
|        |     | 4. Executive – No meeting  |               |
|        |     | 5. Parking Strategy  |               |
|        |     | a. Update from 6/18/15 & 7/16/15 City Council meetings   |               |
|        |     | b. Rich & Associates parking space count study update  |               |
|        | 8.  | <u>Lindhout Report</u>   |               |
| ACTION |     | A. CSX West Parking Lot status report  |               |
|        |     | 1. Consider approval of Landscape Design & Associates' quote for CSX landscape watering  |               |
| ACTION |     | B. Consider award of a contract for soil borings at the Fifth Third theater site to CTI & Associates in the amount of \$6,918 and authorize Chairperson Herbst to sign the contract on behalf of the DDA Board |               |
|        |     | C. Dairy Mart demolition status report   |               |
|        | 9.  | <u>Administrative Report</u> - Matt Modrack  |               |
|        | 10. | <u>Chamber of Commerce Report</u> – Pam McConeghy  |               |
|        | 11. | <u>City Council Report</u> – Jim Muzzin  |               |
| ACTION | 12. | <u>Adjournment</u>   |               |

Next meeting is scheduled for Tuesday, August 18, 2015 at 7:15 a.m.