

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

*The City of Brighton Downtown Development Authority will hold a meeting on Tuesday, December 17, 2013 at 7:15 A.M. at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI*

AGENDA

- |        |     |   |            |
|--------|-----|---|------------|
|        | 1.  | Call to Order   |            |
| ACTION | 2.  | Approval of December 17, 2013 Agenda  |            |
| ACTION | 3.  | Call to the Public  |            |
| ACTION | 4.  | <u>Approval of Meeting Minutes</u><br>A. Approval of November 19, 2013 Regular Meeting Minutes  |            |
| ACTION | 5.  | <u>Approval of Bills</u><br>A. Lindhout Associates (November 2013) \$3,820.00<br>B. Mancuso & Cameron (November 2013) 562.50<br>C. City of Brighton (Barton property, W. North property) 1,410.63<br>D. ANC Engineering (CSX insurance fee-survey work) <u>500.00</u>   |            |
|        |     | TOTAL BILLS   | \$6,293.13 |
| ACTION | 6.  | <u>Financial Report</u><br>A. FY 13-14 Adopted Budget and YTD Summary (through 12/13/13)  |            |
|        | 7.  | DDA Fund 6-Year Budget Forecast – Kelly Hanna, Dana Foster  |            |
| ACTION | 8.  | <u>New Business</u><br>A. Approve 2014 meeting dates<br>B. SBTDC Report – Nancy Johnson<br>C. <u>Sub-Committee Reports</u><br>1. Design – No meeting<br>2. Development<br>a. Approve Johnson land contract proposed refinance agreement and authorize Chairperson Herbst to sign the agreement and approve \$5,000 for Seller's expenses to extend the Land Contract per the agreement (para. 4)<br>3. Budget – No meeting<br>4. Executive – No meeting |            |
| ACTION | 9.  | <u>Lindhout Report</u><br>A. Approve 2014 Flower & Property Maintenance Bid in January 2014 contingent on approval by DDA Design Subcommittee   |            |
|        | 10. | Chamber of Commerce Report – Pam McConeghy  |            |
|        | 11. | City Council Report – Jim Muzzin  |            |
|        | 12. | <u>Administrative Report - Matt Modrack</u><br>A. External projects<br>B. Routine projects<br>C. Big projects   |            |
| ACTION | 13. | <u>Adjournment</u>  |            |

Next meeting is scheduled for Tuesday, January 21, 2014 at 7:15 a.m. – Election of Officers on the agenda