

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

The City of Brighton Downtown Development Authority will hold a meeting on Tuesday, March 19, 2013 at 7:15 A.M. at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI

AGENDA

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|--------|-----|---|-------------------|
| | 1. | Call to Order | |
| ACTION | 2. | Approval of March 19, 2013 Agenda | |
| ACTION | 3. | Call to the Public | |
| ACTION | 4. | <u>Approval of Meeting Minutes</u> | |
| | | A. Approval of February 19, 2013 Regular Meeting Minutes | |
| ACTION | 5. | <u>Approval of Bills</u> | |
| | | A. Lindhout Associates (February 2013) | \$ 600.00 |
| | | B. Mancuso & Cameron (February 2013) | <u>\$1,381.00</u> |
| | | TOTAL BILLS | \$1,981.00 |
| ACTION | 6. | <u>Financial Reports</u> | |
| | | A. FY 12-13 Financial Summary (through 3/12/13) | |
| ACTION | 7. | <u>New Business</u> | |
| | | A. Discuss and consider approval of contract award to PEA for the Millpond Master Plan update as recommended by the Design Subcommittee | |
| | | B. <u>Sub-Committee Reports</u> | |
| | | 1. Design – 3/12/13 Mill Pond Master Plan joint subcommittee meeting with City Manager; 3/15/13 meeting with Karleen Schafer regarding BACC Sculpture Garden landscape plan | |
| | | 2. Development – 3/4/13 meeting feedback | |
| | | • CSX Parking Lot Request status | |
| ACTION | | 3. Budget – 2/21/13 meeting feedback – approve FY13-14 DDA Fund budget as submitted | |
| ACTION | | 4. Executive – 2/26/13 | |
| | | a. Recommendation to City Council to extend PSD Board for 3 more years | |
| | | b. Recommendation to extend Chamber service agreement for 1 year (3/1/13-2/28/14) | |
| | | c. Recommendation to extend Livingston SBTDC agreement for 1 year (9/1/13-8/31/14) | |
| | | d. Appointment of representative(s) for joint DDA/PSD/Chamber Holiday Lights committee | |
| | | C. <u>Livingston County SBTDC Report</u> – Nancy Johnson, Director | |
| | | 1. Blogging Program for Downtown Brighton | |
| | 8. | <u>Lindhout Update</u> | |
| | | A. 121 W. North property – stairway proposal update | |
| | 9. | <u>Chamber Report</u> – Pam McConeghy | |
| | 10. | <u>City Council Liaison Report</u> – Mayor Muzzin | |
| ACTION | 11. | <u>Administrative Report (Matt Modrack)</u> | |
| | | A. Consider approval to purchase and install/de-install a Farmers Market Main St. banner at a cost not to exceed \$1,065 | |
| | 12. | <u>Five Fotos</u> – Mond Miller | |
| ACTION | 13. | <u>Adjournment</u> | |

Next meeting is scheduled for Tuesday, April 16, 2013 at 7:15 a.m.