

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

The City of Brighton Downtown Development Authority will hold a meeting on Tuesday, January 17, 2012 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 January 17, 2012 Agenda | |
| ACTION | 3. | Call to the Public | |
| ACTION | 4. | Election of 2012 Officers | |
| ACTION | 5. | Approval of Meeting Minutes | |
| | | A. Approval of December 20, 2011 Regular Meeting Minutes | |
| ACTION | 6. | Approval of Bills | |
| | | A. Lindhout Associates (December 2011) | \$ 10,092.10 |
| | | B. Mancuso & Cameron (December 2011) | \$ 2,775.00 |
| | | C. Fonson Construction (West St. Lot) | \$ 6,175.00 |
| | | D. Soil & Materials Engineers (121 W. North-Geotechnical) | <u>\$ 8,800.00</u> |
| | | TOTAL BILLS | \$ 27,842.10 |
| ACTION | 7. | <u>Financial Report</u> | |
| | | A. Financial Summary | |
| | 8. | <u>2011 in Review – DDA & Community Development Activities (Matt Modrack)</u> | |
| | 9. | <u>New Business</u> | |
| | | A. <u>Sub-Committee Reports</u> | |
| ACTION | | 1. Budget – 1/4/12 meeting | |
| | | • ATV purchase recommendation | |
| | | • Snow Removal Plan – Matt Schindewolf, DPS Director | |
| ACTION | | 2. Development | |
| | | • 1/9/12 meeting with City Manager Foster – Parking Strategy | |
| | | • Update and recommendation for 121 W. North St. | |
| | | • Request closed session to discuss property acquisition | |
| | | 3. Design – 1/10/12 Millpond Design Subcommittee meeting (Mondi Miller) | |
| | | 4. Business Recruitment/Promotions – No report | |
| | 10. | <u>Old Business</u> | |
| | 11. | <u>Lindhout Update</u> | |
| ACTION | | A. 2012 Flower Installation/Maintenance and 2012 DDA Property Maintenance Bid | |
| ACTION | | B. West Street Parking Lot Change Order #02 | |
| | 12. | <u>Livingston County SBTDC Report – Nancy Johnson, Director</u> | |
| | 13. | <u>City Council Liaison Report – Mayor Muzzin</u> | |
| | 14. | <u>Administrative Report (Matt Modrack)</u> | |
| | | A. 2012 Work Plan | |
| | | B. Proposal for PR/Promotions | |
| ACTION | 15. | <u>Adjournment</u> | |

Next meeting is scheduled for Tuesday, February 21, 2012 at 7:15 a.m.