



**City of Garden City
DOWNTOWN DEVELOPMENT AUTHORITY
Board of Trustees**

REGULAR MEETING AGENDA

TO THE CHAIR AND TRUSTEES OF THE DOWNTOWN DEVELOPMENT AUTHORITY AND ALL INTERESTED PARTIES:

**This letter shall serve as your formal and official notification of the
Regular Meeting of Tuesday, September 20, 2011 at 8:30 am,
in the DDA Office, 29213 Ford Road, Garden City, Michigan.**

The following items are on the agenda for your consideration:

- A. Call to Order
 - 1) Roll Call
 - 2) Approval of Minutes
 - (a) Regular Board Meeting: August 16, 2011
 - 3) Approval of Agenda
- B. Approval of Accounts Payable as listed:
 - (a) To date September 2011
- C. Approval of Finance Report as listed:
 - (a) August 2011
- D. **NEW Business**
 - 1) MiAPPLE Farmer's Market Gala
 - 2) Welcome new Board Member – John Flemming
 - 3) Michigan Downtown Conference Report, Sept 14-15, Kalamazoo Radisson Hotel – provide at meeting
 - 4) DDA-City Council-DPW Workshop
 - 5) Fiscal Year 2012 Budget Approval
- E. **OLD Business**
 - 1) Executive Director Position – *Draft included for Review*
 - 2) By-Laws Sub Committee – *Updates provided for Review*
 - 3) PILOT discussion RE: Penske Bldg Purchase – *status update*
 - 4) City Rubbish Millage
 - 5) Michigan Main Streets application – *underway*
 - 6) Administrative Assistant Compensation - *complete*
 - 7) Recommendation of Board Member – *one vacancy*
 - 8) DDA Credit Card Application update
- F. Committee Reports
 - 1) Promotion Committee Update – *Kim Dold, Stacey Tobar*
 - (a) **Events** – Chili Cook-Off, Saturday October 8, 2011; Santaland Parade – Sat., Nov 26, 2011.
 - (b) Marketing Sub-Committee
 - (i) Facebook Activity
 - 2) Design Committee Update –*Bruce Boland*
 - 3) Maintenance Committee
- G. Chamber Report
- H. Director's Report
- I. Open Discussion/Call to Audience
- J. Adjournment

The City of Garden City will provide necessary auxiliary aids and services (such as signers and audio tapes) to individuals with disabilities attending meetings or hearings. A two-week notice is required. For assistance contact the DDA office at 734-261-2830.

John Prosch, DDA/Chairman