



**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, December 13, 2011 at 6:00pm,
at 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: November 10, 2011
 - 3) Approval of Agenda
- B. Approval of Accounts Payable as listed:
 - (a) To date December 2011
- C. Approval of Finance Report as listed:
 - (a) October 2011
- D. NEW Business**
 - 1) Appoint Budget Review Committee
 - 2) CIP Submittal
 - 3) Executive Director Position Posting & Timeline
- E. OLD Business**
 - 1) Holiday Tree: Access Appearance, Take Down Date
 - 2) Penske Bldg Purchase – Letter Enclosed
 - 3) Resolution of TIF Plan Amendment for City Rubbish Millage Agreement - Attny
 - 4) Winter Banners for DDA - update
 - 5) DDA|DPW|City Council Workshop in November – Review /Comments
- F. Committee Reports
 - 1) Promotion Committee Update – *Kim Dold, Stacey Tobar*
 - (a) Events : Santaland Parade/Tree Lighting – Debriefing
 - (b) Volunteer Appreciation Party – DATE: January 13, 2012?
 - (c) Marketing Sub-Committee
 - (i) Facebook Activity
 - 2) Design Committee Update –*Bruce Boland*
 - 3) Maintenance Committee – Maintenance RFP revisions/update by **end of January 2012**
- 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