



**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, January 17, 2012, at 8:30am,  
at the DDA Office, 29213 Ford Road, Garden City, Michigan.**

The following items are on the agenda for your consideration:

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- A. Call to Order
  - 1) Roll Call
  - 2) Approval of Minutes
    - (a) Regular Board Meeting: December 13, 2011
  - 3) Approval of Agenda
- B. Approval of Accounts Payable as listed:
  - (a) To date January 2012
- C. Approval of Finance Report as listed:
  - (a) November 2011
- D. NEW Business**
  - 1) Snow Removal Contract – *Steve Valenti, Vallzilla LLC*
  - 2) Farmers Market Agreement 2012
  - 3) Accounting Standard Operating Procedure
  - 4) 2011 Radio Campaign Monetary Balance
  - 5) Trustee Attendance – Brian Lindbloom
  - 6) 2012 Work Plan
- E. OLD Business**
  - 1) Executive Director Position Posting & Timeline
  - 2) Penske Bldg Purchase
  - 3) Resolution of TIF Plan Amendment for City Rubbish Millage Agreement
  - 4) Winter Banners for DDA - update
- F. Committee Reports
  - 1) Promotion Committee Update – *Kim Dold, Stacey Tobar*
    - (a) Events : **Volunteer Appreciation Party – February 17, 2012, 6-8pm, Sports Venue State of the City, Tues., February 21, 2012, Albert’s on the Alley, 8:30am**
    - (b) 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 – Will have Farmer’s Market Report at February DDA Meeting
- 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