

# **Summit Downtown, Inc.**

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## **AGENDA**

### **Board of Trustees Meeting**

**Whitman Room, City Hall, Summit, NJ 07901**

**8:00 a.m. – Wednesday, February 27, 2013**

Adequate notice of this meeting has been provided by the Secretary in the preparation of the Annual Meeting Notice, which set forth the date, time and place of this meeting, by properly posting such notices and by notifying the appropriate media representatives. Please be advised that there may be closed sessions to discuss legal issues, contract negotiations and/or personnel matters.

**Please bring this agenda to the meeting with you**

1. Call to Order – *Kevin Smallwood*  
Approval of January, 2013 minutes
2. Historic Designation Plaque – *Tom Conway, Summit Historic Pres. Commission*
3. Update on Railroad Avenue Survey/Burgis Survey – *Beth Kinney*
4. Chairpersons Report – *Kevin Smallwood*
5. City Administrator's Report – *Chris Cotter*
6. Committees and Projects Reports
  - a. Finance – Accept January, 2013 Financials – *Dee Felschow*  
Credit Card Limit
  - b. 2013 Committees – *Kevin Smallwood*
  - c. Events – *Mark Wadmond*
7. Office Report – *Marin Mixon*
8. Updates – Common Council & Suburban Chambers of Commerce
9. Public Input
10. New Business – Agenda on Website
11. Other Issues and Adjournment

**Next Trustee Meeting – March 27, 2013**