

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
September 16, 2014**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, September 16, 2014 at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI.

1. **Call to Order** – Chairperson Herbst called the meeting to order at 7:15 a.m.

Members Present:

Dave Beauchamp, Linda Botka, Tim Corrigan, Scott Griffith, Bob Herbst, Ashley Israel, Pam McConeghy, Lisa Nelson, Shawn Pipoly and Claudia Roblee

Members Absent: Mark Binkley, Phil Garbacz and Jim Muzzin

Motion by Mr. Pipoly, supported by Ms. Botka, to excuse the absences of Mark Binkley, Phil Garbacz and Jim Muzzin. Motion carried 10-0-3. Mr. Herbst advised the board members that Mr. Muzzin's mother passed away yesterday unexpectedly. Mr. Corrigan added that Mr. Muzzin's parents were in Colorado for a trip before heading back to their home in Arizona.

Also present:

Mr. Doug Cameron, DDA Attorney, Mr. Piet Lindhout, Lindhout Associates, Mr. Matt Modrack, DDA Executive Director/Community Development Director, City of Brighton, and an audience of one.

2. **Approval of September 16, 2014 Agenda**

Motion by Mr. Corrigan, supported by Mr. Pipoly, to approve the September 16, 2014 meeting agenda as presented. Motion carried 10-0-3.

3. **Call to the Public** was made at 7:16 a.m. Mr. Bob Pettengill, W. Bloomfield Township and soon-to-be owner of 608-610 W. Main St., told the board that he appreciated how the last DDA meeting was conducted and that the residents had an opportunity to give the board feedback before they made their decision to purchase 608-610 W. Main. He advised that he should be closing on the 608-610 W. Main property this Friday. He will be working with Tom Coates to update the house and may have an opportunity to be nominated for a city award for residential property renovation. He looks forward to moving to his new home and community in Brighton. Hearing no further response, call to the public was closed at 7:20 a.m.

4. **A. Approval of the August 19, 2014 Regular Meeting Minutes**

Motion by Mr. Griffith, supported by Mr. Pipoly, to approve the August 19, 2014 regular meeting minutes as presented. Motion carried 8-0-3-2, with three absences and Ms. Nelson and Ms. Roblee abstaining

B. Approval of August 19, 2014 First Closed Session Minutes

Chairperson Herbst noted that copies of both the first and second closed session minutes from August 19, 2014 have been passed out and must be returned after approval.

Motion by Mr. Corrigan, supported by Ms. Botka, to approve the August 19, 2014 first closed session minutes (item 8.3.a.) as presented. Motion carried 8-0-3-2, with three absences and Ms. Nelson and Ms. Roblee abstaining.

C. Approval of August 19, 2014 Second Closed Session Minutes

Motion by Ms. McConeghy, supported by Mr. Israel, to approve the August 19, 2014 second closed session minutes (item 8.3.b.) as presented. Motion carried 8-0-3-2, with three absences and Ms. Nelson and Ms. Roblee abstaining.

D. Approval of August 28, 2014 Special Meeting Minutes

Motion by Mr. Griffith, supported by Mr. Israel, to approve the August 28, 2014 special meeting minutes as presented. Motion carried 6-0-3-4, with three absences and Ms. Nelson, Ms. Roblee, Ms. Botka and Mr. Beauchamp abstaining.

5. Approval of Bills

Mr. Modrack reviewed the bills presented today. *Motion by Ms. Botka, supported by Ms. McConeghy, to approve the bills as presented. Motion carried 10-0-3.*

6. Financial Report

A. FY 14-15 Adopted Budget and YTD Summary (through 9/12/14)

Ms. French noted that the financial report includes the Excelda lease (\$5,000) and year-to-date expenses. *Motion by Mr. Corrigan, supported by Mr. Pipoly, to receive the FY 14-15 Adopted Budget and YTD Summary through 9/12/14 as presented. Motion carried 10-0-3.*

7. New Business

A. Sub-Committee Reports

1. Design – no meeting
2. Budget – no meeting
3. Development – no meeting

a. Request for closed session to consider the lease or purchase of real property – *Moved by Mr. Pipoly, supported by Mr. Corrigan, that the Board of the City of Brighton Downtown Development Authority enter closed session to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained pursuant to the provisions of Section 8(d) of the Open Meetings Act. A roll call vote was taken as follows:*

Mr. Beauchamp – Yes
Mr. Binkley – Absent
Ms. Botka – Yes
Mr. Corrigan – Yes

Mr. Garbacz – Absent
Mr. Griffith – Yes
Mr. Herbst – Yes
Mr. Israel – Yes

Ms. McConeghy - Yes
Mr. Muzzin - Absent
Ms. Nelson - Yes
Mr. Pipoly – Yes
Ms. Roblee - Yes

The motion carried 10-0-3. The regular session was closed and the DDA Board, Mr. Lindhout, Mr. Cameron, and Mr. Modrack went into closed session at 7:25 a.m.

The DDA Board resumed the regular session at 8:08 a.m.

b. Action as may be required pursuant to closed session – *Motion by Mr. Corrigan, supported by Mr. Pipoly, to authorize Mr. Modrack to proceed with negotiations with the property owners as discussed in closed session. The motion carried 10-0-3.*

4. Executive – no meeting
5. Parking Strategy – no meeting

8. Administrative Report – Matt Modrack

Mr. Modrack wanted to let the board know that he gave permission for Mr. Herzog's contractor, Stan Schafer, to use the Johnson lot during demo and construction of the new building façade, but to be especially conscious of loose nails when transporting materials to the dumpster since the lot is consistently being used for parking. Mr. Modrack gave the board members a brief update of the proposed DDA TIF legislation and its impact on our DDA. He advised that there were two companies that filed appeals to the Michigan Tax Tribunal over the PSD special assessment; they represent approximately \$6,000 of the total SAD amount of \$72,000. He wants the PSD or DDA to consider setting aside that amount in case we lose the MTT cases.

Downtown Development Authority Board Meeting Minutes

September 16, 2014

Page 3 of 3

Lauri French reminded the board members that she needs to know by Friday, September 19, if anyone plans to attend the Michigan Downtown Association conference with her on October 23 and 24.

9. Chamber Report – Pam McConeghy

Ms. McConeghy gave an update on the Smokin' Jazz event. Friday night was not as successful as past years due to the bad storm that came through the area, but Saturday night's attendance was the highest in the nine years of the event and the best attendance for any event. Mr. Modrack said the police department estimated 15,000 people were downtown on Saturday for the Jazz festival.

Ms. McConeghy and Ms. Roblee gave an update on this Saturday's Farm to Table event at the Chamber. They have added additional seating and there are still about 30 tickets left. The event starts at 6:00 p.m. with a meet and greet with local area farmers. Ms. Roblee noted that the menu will have an international theme this year.

Ms. McConeghy was invited to attend a DTE/WJR economic development luncheon at the Capitol Grille last week. She noted that the Chamber rep from Rochester told her she is "watching Brighton" due to our successes.

10. City Council Report – Mr. Pipoly noted that Shanda Willis had to resign from the Principal Shopping District board due to work commitments and that another Council member was supposed to be appointed at this Thursday's Council meeting. He asked the board members to keep Jim Muzzin and his family in our thoughts.

Dave Beauchamp noted that it was 33 years ago today that Champ's opened, and the board members offered their congratulations.

11. Adjournment

Motion by Mr. Corrigan, supported by Mr. Pipoly, to adjourn at 8:20 a.m. Motion carried 10-0-3.

Respectfully submitted,

Lauri French, Deputy Director
Community Development, Planning & Zoning
September 16, 2014