

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
April 15, 2014**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, April 15, 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, Mark Binkley, Linda Botka, Phil Garbacz, Scott Griffith, Bob Herbst, Ashley Israel, Pam McConeghy, Jim Muzzin, Shawn Pipoly (left at 9:00) and Claudia Roblee

Members Absent: Tim Corrigan, Lisa Nelson

Motion by Mr. Griffith, supported by Ms. McConeghy, to excuse the absences of board members Nelson and Corrigan. Motion carried 11-0-2.

Also present:

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

2. **Approval of April 15, 2014 Agenda**

Motion by Mr. Pipoly, supported by Ms. Botka, to approve the April 15, 2014 meeting agenda as presented. Motion carried 11-0-2.

3. **Call to the Public** was made at 7:16 a.m. Joyce Powers, 982 Hickory Drive, noted that she is concerned about building an expensive theater building downtown. She said that government should take all opinions into account, not just DDA taxpayers. She noted that building a theater owned by the DDA will take this parcel off the tax roll and that City Council's integrity is on the line. She understands the comparison between the PIX Theater and the new theater; she has attended the PIX and it was a repurposing project similar to the Opera House in Howell and the repurposed old City Hall in Brighton. She inquired whether there was a business plan or feasibility study for the theater project and noted that people need to be involved in the decisions that are made. She also expressed concern about a municipality owning a business and noted that as a sitting member of the BCPA board, it is not that easy to book programs and be profitable.

Mr. Modrack responded to Ms. Powers' question about the feasibility study by saying we are in the middle of doing that study now and that we are nowhere near ready for design proposals. He also noted that the PIX Theater in Lapeer has 60 events programmed.

Hearing no further response, call to the public was closed at 7:22 a.m.

4. **A. Approval of the March 18, 2014 Regular Meeting Minutes**

Motion by Mr. Griffith, supported by Mr. Muzzin, to approve the March 18, 2014 regular meeting minutes as presented. Motion carried 11-0-2.

5. **Approval of Bills**

Mr. Modrack briefly reviewed the bills. *Motion by Mr. Griffith, supported by Mr. Muzzin, to approve the bills as presented. Motion carried 11-0-2.*

6. **Financial Report**

A. DDA Fund 6-Year Budget Forecast – City Manager Dana Foster

Mr. Foster noted that there are three 6-year forecasts that are done each year; one when the budget is submitted to Council, one in mid-summer and one more after the audit in October. He stressed that he has not given the DDA Fund 6-Year Forecast to Council yet; it was just reviewed with the DDA Budget subcommittee last week and he was asked to present it to the full DDA board before it goes to Council. He noted that revenue numbers cannot be changed; these are conservative numbers based on the best available estimate of taxable values including the impact of Michigan Tax Tribunal settlements and recent personal property tax (PPT) legislation. If the PPT legislation does not get approved this August, there will be some improvement in FY 16-17 and forward. He also pointed out that he does not recommend making any significant changes to the FY 14-15 forecast until after December since revenues could be impacted by property owners with true cash value of less than \$80,000 filing for their 100% exemption which must be done by December Board of Review. Mr. Foster will send the board members the two page DDA fund analysis from the budget book and the bonding schedules from Bendzinski.

Mr. Muzzin pointed out that the bond revenues and expenses as shown are only a forecast; it does not commit going forward with the selling of bonds for the two major projects.

B. Recommend Council approval of DDA Fund 6-Year Forecast as of 4/9/14
Motion by Mr. Muzzin, supported by Ms. McConeghy, to accept the updated FY 14-15 DDA 6-Year Forecast as presented by City Manager Foster. Motion carried 11-0-2.

C. FY 13-14 Adopted Budget and YTD Summary (through 4/11/14) – *Motion by Ms. McConeghy, supported by Pipoly, to receive the FY 13-14 Adopted Budget and YTD Summary through 4/11/14 as presented. Motion carried 11-0-2.*

7. Theater Marketing Presentation – Adam Kokenakes (City intern)

Mr. Kokenakes reviewed his findings from a survey of all theaters within a 50-mile radius of Brighton, which would represent our competition for the theater project. He looked at number of seats, whether they were fixed or removable, if the venue was used for multiple purposes and if there was a liquor license available. He noted that we are looking at all possibilities – music venue, performances, lectures, possibly 16 mm films – for the theater. Ms. Botka asked if he would send the board members a copy of his theater comparison spreadsheet to review it in greater detail.

8. Theater update – where we started, where we are, where we're going – request by board member Claudia Roblee for further explanation of the four alternatives presented last month by DDA Director Modrack

– Mr. Modrack reviewed the four slides with alternatives to the vote taken at the February meeting. He noted that he has been working with several consultants on the feasibility study for the theater, including the former programming director of the PIX and 2 Stones Events for the music component. He stated that we are nowhere close to making any final decisions and that he has asked Jim Barnas to look at a pro forma for the second floor to make the first floor more affordable. Mr. Griffith stated that we should also be considering ongoing maintenance costs, a full-time programmer, etc., that would have to be addressed in the DDA budget going forward. Ms. Roblee stated that we need to do a complete feasibility study and that it will take as long as it takes. Mr. Israel wants to see a more detailed study and noted that we need to be flexible regarding the theater's use. He questioned how it was to be used, who's going to run it and how much will it cost. Ms. Botka noted that parking concerns need to be addressed before the theater is built, and Ms. Roblee noted that she does not want the other major project, the Mill Pond Master Plan update, to get lost in the theater discussion.

Mr. Modrack noted that he is working on the CSX lot and is waiting for the survey results. Mr. Binkley asked whether corporate sponsorships could be found to help offset costs. Mr. Modrack noted that he would like to take some time at each DDA meeting to discuss different aspects of the project with decision points to be made by the full Board. Mr. Israel would like the board to proceed with the feasibility study and further discussion before the board makes a decision about the final design. It was pointed out that at the February meeting, the board voted to maintain

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Lindhout Associates as the architect for the feasibility study and the final design. Mr. Modrack noted that if the board wanted to vote to reverse this decision, one of the board members who voted yes on the motion in February would have to make the motion. A copy of the exact wording of the motion approved in February was not available.

Motion by Mr. Pipoly, supported by Ms. Botka, to table further discussion until the board members have the exact wording of the motion approved in February and to put this item on the agenda for the May DDA meeting. Motion carried 11-0-2.

9. New Business

A. Consider Brighton Art Guild request to use DDA-owned property for Paint Out event – Ms. Roblee explained that the Paint Out event is a collaborative effort by the Brighton Art Guild, Brighton Arts and Culture Commission and the Chamber. It is a two-day event in late June and the painting done by the artists will be displayed at the Fine Art Festival in August. The artists will be using various locations around the City and particularly downtown and they asked if they might be able to use the space owned by the DDA next to the Pierce Street parking lot.

Motion by Ms. McConeghy, supported by Mr. Binkley, to approve the Brighton Art Guild's request for their artists to use the DDA-owned property on North Street next to the Pierce Street parking lot for the Paint Out event June 28 and 29, 2014. Motion carried 10-0-3.

B. Sub-Committee Reports

1. Design – no meeting
2. Budget – 4/9/13 meeting (see 6. above)
3. Development – no meeting
4. Executive – no meeting
5. Parking Strategy – no meeting

10. Administrative Report – Matt Modrack

A. Discuss potential DDA Project Plan amendments/update – Mr. Modrack reported that any updates to the current DDA plan can be done without the possibility of the taxing jurisdictions opting out. He noted that there are several changes that need to be made to the plan since some projects have been completed and some have changed.

B. Tree report – Mr. Modrack did a survey of our downtown trees with an arborist and Karleen Schafer from Landscape Design Associates, and he noted that it's surprising that we have the "Tree City" designation after what they observed.

C. Brighton Garden Club Plan for BACC Sculpture Garden (Lauri French) – Mr. Modrack noted that he would like the presentation that the Garden Club gave to the BACC on the May DDA agenda. Lauri French reported that the Garden Club has been working closely with the BACC to replant perennials from the former Chamber garden at the Sculpture Garden.

11. Chamber Report – Pam McConeghy – No report

12. City Council Report – Jim Muzzin – No report

13. Adjournment

Motion by Mr. Griffith, supported by Mr. Binkley, to adjourn at 9:20 a.m. Motion carried 10-0-3.

Respectfully submitted,

Lauri French, Deputy Director
Community Development, Planning & Zoning
April 21, 2014