**City of Brighton**

**200 N. First Street, Brighton, MI 48116**

**Downtown Development Authority**

**Meeting Minutes**

**October 19, 2021**

The Board for the Downtown Development Authority (DDA) held a Regular Meeting on Tuesday, October 19, 2021, conducted electronically.

**1. Call to Order**

Chairperson Corrigan called the meeting to order at 7:15 a.m.

**2. Roll Call**

**Members Present:** Dave Beauchamp, Kathleen London, Bob Herbst, Scott Griffith, Jon Emaus, Alex Pushman, Pam McConeghy, Shawn Pipoly, Tim Corrigan, Lisa Nelson (Arrived late), Bill Albert, and Mark Binkley. All members participated remotely and disclosed their location.

**Members Absent:** Ashley Israel

**Also present:** Doug Cameron, Mancuso & Cameron Law Office; Piet Lindhout, Lindhout Associates; Mike Darga, Jason Mayer and Jill Bahm, Giffels Webster; Denise Murray, Ann Arbor SPARK; Henry Outlaw, Assistant to the City Manager; Mike Caruso, Community Development Manager; Nate Geinzer, City Manager; and an audience of one (1) persons.

**Motion** by Board Member Pipoly, seconded by Board Member Herbst to excuse Board Member Israel for personal reasons. **Motion carried unanimously by a roll call vote.**

**Board Member Israel joined the meeting at 7:20 a.m.**

**3. Approval of October 19, 2021 Agenda**

**Motion** by Board Member Griffith, seconded by Board Member Emaus to approve the agenda as presented. M**otion carried unanimously by a roll call vote.**

**4. Approval of Consent Agenda Items**

 **a. Approval of Minutes: July 12, 2021 Regular Meeting**

 **b. Approval of DDA Bills: July, Aug, Sept. 2021**

 **c. Acceptance of Financial Report FY 20-21 through 9/30/2021**

**Motion** by Board Member Griffith seconded by Board Member Herbst to approve the Consent Agenda as presented. **Motion carried unanimously by a roll call vote.**

**5. Call to the Public**

Chairperson Corrigan opened the Call to the Public at 7:21 a.m.

A member of the public spoke about marijuana, Chairperson Corrigan closed the Call to the Public at 7:23 a.m.

**6. New Business**

1. **Presentation by the Livingston County Visitors Bureau**
2. **Consider proposal by TwoSix Digital for Promotional Services and Business Support**

**Motion** by Board Member Pipoly seconded by Board Member Herbst to approve the proposal by TwoSix Digital for Promotional Services and Business Support. **Motion carried unanimously by a roll call vote.**

1. **Consider approval of** **contract for holiday lighting services from Michigan Master Landscape – Danny’s Holiday Lighting**

**Motion** by Board Member Hebst seconded by Board Member Griffith to approve the contract for holiday lighting services from Michigan Master Landscape – Danny’s Holiday Lighting. **Motion carried unanimously by a roll call vote.**

1. **Preliminary Streetscape Financial Position Discussion**
2. **Consider Entering into to closed session to consider sale or lease of real property pursuant to MCL 15.268(d)**

**Motion** by Board Member Herbst seconded by Board Member Pushman to enter into to closed session to consider sale or lease of real property pursuant to MCL 15.268(d). **Motion carried unanimously by a roll call vote.**

**Motion** by Board Member Emaus seconded by Board Member Griffith to return to open session pursuant to MCL 15.268(d). **Motion carried unanimously by a roll call vote.**

1. **Consider possible action resulting from closed session**

**Motion** by Board Member Emaus seconded by Board Member Hebst to instruct the Attorney to ratify the lease agreement as discussed in closed session backdated to July 1. **Motion carried unanimously by a roll call vote.**

1. **Consider Entering into to closed session to consider sale or lease of real property pursuant to MCL 15.268(d)**

**Motion** by Board Member Griffith seconded by Board Member Emaus to enter into closed session to consider sale or lease of real property pursuant to MCL 15.268(d). **Motion carried unanimously by a roll call vote.**

**Motion** by Board Member Herbst seconded by Board Member Albert to return to open session pursuant to MCL 15.268(d). **Motion carried unanimously by a roll call vote.**

1. **Consider possible action resulting from closed session**

**7. Advisory Committee Reports**

**8. Administrative/Consultant Reports**

**9. Chamber of Commerce Report**

**10. City Council Report**

**11. Adjournment**

**Motion** by Board Member Pipoly, seconded by Board Member Albert to adjourn the meeting**. Motion carried unanimously by a roll call vote.** Meeting adjourned at 9:48 a.m.

Respectfully submitted,

Henry Outlaw

Assistant to the City Manager