

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
August 20, 2019**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, August 20, 2019 at the City of Brighton Police Department located at 420 S. Third Street, Brighton, MI.

1. Call to Order – Chairperson Corrigan called the meeting to order at 7:45 a.m.

Members Present: Dave Beauchamp, Jim Muzzin, Tim Corrigan, Shawn Pipoly, Bob Herbst, Lisa Nelson, Cal Stone, Alex Pushman and Mark Binkley.

Members Absent: Ashley Israel, Pam McConeghy, Christopher Klebba, and Scott Griffith.

Also, present Mr. Doug Cameron, Mancuso & Cameron Law Office; Mr. Piet Lindhout, Lindhout Associates; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager, Henry Outlaw, Assistant to the City Manager, and an audience of 3.

Moved by Mr. Muzzin, supported by Mr. Herbst to excuse Board Members Ashley Israel, Pam McConeghy, Christopher Klebba, and Scott Griffith. The motion carried 9-0.

2. Approval of the August 20, 2019 Agenda

Moved by Mr. Muzzin, supported by Mr. Herbst, to approve the August 20, 2019. The motion carried 9-0.

3. Call to the Public

The Call to the Public was made at 7:47 a.m. Hearing and seeing none, the Call to the Public was closed.

4. Approval of Minutes

a. July 16, 2019 Regular Meeting

Moved by Mr. Herbst, supported by Mr. Pipoly, to approve the July 16, 2019 regular Meeting Minutes as presented. The motion carried 9-0.

5. Approval of Bills

Moved by Mr. Pipoly, supported by Mr. Herbst, to approve the bills as presented. The motion carried 9-0.

6. Financial Report - FY 19-20 Adopted Budget and YTD Summary (through 7/31/19)

Moved by Mr. Herbst, supported by Mr. Muzzin, to accept the financial report. The motion carried 9-0.

7. Unfinished Business

a. 317 W. Main St. DDA Participation Closeout and Easement

Mr. Geinzer informed the Board they have received the formal request and itemized invoice from Mr. Cheresko, 317 W Main, in regards to the commitment the Board made at the initial development review in 2017. He stated the attorney has drafted an easement agreement for the walkway and it is close to completion.

Mr. Herbst asked Mr. Lindhout if the amount was accurate to the original commitment.

Mr. Lindhout stated the amount submitted was reviewed, and slight modifications were made. He was in agreement with the final amount.

Mr. Pipoly asked if the dumpster enclosure was part of the original agreement.

Mr. Geinzer stated it was not originally on the agreement, but added later in the project due to the City benefit. He stated with the addition of the dumpster enclosure, the payment is still \$22,000 below the original commitment amount.

Moved by Mr. Muzzin, supported by Mr. Herbst, to approve payment pending final review of the signed easement agreement by the DDA attorney, and no payment made until completion, as determined by the DDA architect. The motion carried 9-0.

b. Consider Entering into Closed Session for the Purpose of Discussing the Purchase or Lease of Real Property Pursuant to MCL 15.268(d)

Moved by Mr. Pipoly, supported by Mr. Herbst to enter into a closed session. Roll call vote: Nelson-yes, Binkley-yes, Herbst-yes, Muzzin-yes, Pipoly-yes, Beauchamp-yes, Corrigan-yes, Pushman-yes, Stone-yes. The motion carried 9-0.

Closed session called to order at 7:54 am.

Moved by Mr. Pipoly, supported by Mr. Muzzin to end the closed session. Motion carried 9-0.

Closed session terminated and Board returned to regular meeting at 8:07 am.

c. Consider Possible Action resulting From Closed Session.

Moved by Mr. Muzzin, supported by Mr. Herbst, to direct the DDA attorney to proceed as discussed in the closed session. Motion carried 9-0.

d. Discussion of Signage for the AMP

Mr. Geinzer presented the examples for the new sign and Mr. Lindhout explained each option.

Mr. Muzzin asked about costs for each sign example.

Mr. Lindhout stated he would have cost estimates at the next meeting of the DDA.

8. New Business

a. Consider request for Tridge or Treat sponsorship

Jodi Valenti, Brighton Community Ed, gave a brief presentation about the event and the budget needed to promote and pay for the event. She requested a financial sponsorship of the same from the DDA, being the same amount donated by the Board the previous year.

Mr. Muzzin commented on his concerns regarding the DDA supporting the event when the event budget is subsidized by the Brighton School Board.

Mr. Binkley commented the event is held in our downtown and it is a well-received community event.

Moved by Mr. Binkley, supported by Mr. Muzzin, to support the Tridge or Treat event in the amount of \$3,000. Motion carried 9-0.

b. Consider Approval of Plante Moran REIA Consulting Scope of Services in an Amount Not to Exceed \$45,000

Mr. Muzzin commented that the price was reasonable and the importance of spending money for development opportunities

Mr. Pipoly commented it is the DDA job to invest in the DDA districts, and to increase property values and taxes through development.

Moved by Mr. Muzzin, supported by Mr. Herbst, to pursue an agreement with Plante Moran in an amount not to exceed \$45,000. Motion carried 9-0.

9. Mancuso & Cameron Report - Doug Cameron

No Report.

10. Lindhout Report - Piet Lindhout

No Report.

11. Administrative Report - Nate Geinzer

Mr. Caruso informed the Board the Planning Commission received and reviewed a draft of the proposed DBD ordinance amendment at their regular meeting held on August 19, 2019, and a few comments were given regarding parking calculations and building heights. The draft will be modified to address those concerns and brought back to the next regular meeting.

12. Chamber of Commerce Report - Pam McConeghy

No Report

13. City Council Report - Jim Muzzin

No Report

14. Adjournment

Moved by Mr. Muzzin, supported by Mr. Herbst, to adjourn the meeting. The motion carried 9-0. Meeting was adjourned at 8:22 am.

Respectfully submitted,

Kelly Haataja, Recording Secretary