

City of Brighton
200 N. First Street, Brighton, MI 48116
Downtown Development Authority
Meeting Minutes
June 15, 2021

The Board for the Downtown Development Authority (DDA) held a Regular Meeting on Tuesday, June 15, 2021, conducted electronically.

1. Call to Order

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

2. Roll Call

Members Present: Shawn Pipoly, Pam McConeghy, Bob Herbst, Ashley Israel, Mark Binkley, Bill Albert, Scott Griffith, Tim Corrigan, Kathleen London and Jon Emaus. All members participated remotely and disclosed their location.

Also present: Doug Cameron, Mancuso & Cameron Law Office; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager; Mike Darga, Jason Mayer and Jill Bahm, Giffels Webster; Marcia Gebarowski, Ann Arbor SPARK; Denise Murray, Ann Arbor SPARK; Marcel Goch, DPS Director; Henry Outlaw, Assistant to the City Manager; Kelly Haataja, Executive Assistant to Community Development; and an audience of two (2) persons.

Motion by Board Member Emaus, seconded by Board Member Herbst to excuse Board Members Pushman, Nelson and Beauchamp for personal reasons. **Motion carried unanimously by a roll call vote.**

3. Approval of June 15, 2021 Agenda

Motion by Board Member Herbst, seconded by Board Member Emaus to approve the agenda. **Motion carried unanimously by a roll call vote.**

4. Approval of Consent Agenda Items

- a. Approval of Minutes: May 18, 2021 Regular Meeting
- b. Appointment of Kathleen London to Economic Prosperity ~~Commission~~ Committee
- c. Election of Scott Griffith to Chair of the Economic Prosperity ~~Commission~~ Committee
- d. Approval of DDA Bills May 2021
- e. Acceptance of Financial Report FY 20-21 through 5/31/2021

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

Motion by Board Member Herbst, seconded by Board Member Griffith to amend the Consent Agenda items b and c and replace Commission with Committee. **Motion carried unanimously by a roll call vote.**

5. Call to the Public

Chairperson Corrigan opened the call to the Public at 7:19 a.m.

Susan Bakhaus noted a mistake on the Consent Agenda.

Hearing and seeing no further comments, Chairperson Corrigan closed the Call to the Public at 7:19 a.m.

6. New Business

a. Streetscape Update from Giffels Webster and Consideration of Extra Scope of Work

Mike Darga, Giffels Webster provided an update on the streetscape project, applications for grant funding, and a preliminary extra scope of work proposal and cost estimates for Mill Pond improvements. Jill Bahm, Giffels Webster mentioned an open house and survey is being arranged for public engagement.

b. Retail Analysis Report from the Gibbs Planning Group

Mr. Robert Gibbs, Gibbs Planning Group presented results of a retail market analysis completed for the downtown and Grand River corridor. Denise Murray described how the study will be implemented to recruit retailers. The board discussed gateway signage into the City.

7. Advisory Committee Reports

Mr. Outlaw stated the Organizational Alignment Committee reviewed the retail analysis report and will continue discussions. The Community Engagement Committee held a workshop to define their mission and vision.

Ms. Murray announced Board Member London was appointed to the Economic Prosperity Committee and Board Member Griffith was elected as Chair.

Mr. Caruso stated the Infrastructure Committee will be discussing the extra scope of work presented by Giffels Webster and will continue discussions on parking lot leases.

8. Administrative/Consultant Reports

Mr. Outlaw provided an update on the success of Senior Night.

9. Chamber of Commerce Report

Board Member McConeghy commented on several events under consideration now that restrictions are being lifted.

10. City Council Report

Mayor Pipoly stated City Council will be discussing the return to in person meetings.

11. Adjournment

Motion by Emaus, seconded by McConeghy to adjourn the meeting. **Motion carried unanimously by a roll call vote.** Meeting adjourned at 8:36 a.m.

Respectfully submitted,

Kelly Haataja
Executive Assistant to Community Development