

**CITY OF BRIGHTON
DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING**

The City of Brighton Downtown Development Authority will hold a special meeting on Tuesday, April 5, 2011 at 7:00 P.M. at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI

AGENDA

1. Call to Order
- ACTION 2. Approval of April 5, 2011 Special Meeting Agenda
- ACTION 3. Call to the Public
- ACTION 4. New Business
 - A. Receive Board authorization to sell 675 W. Grand River for \$328,000 to Wooden Spoon Café, LLC or an entity to be formed by its members by way of amendment to the existing purchase agreement
 - B. Receive Board authorization to pay off the remaining commitment for the Installment Loan relating to 675 W. Grand River
 - C. Conduct the second half of a facilitated "Visioning" session for the DDA Board Members to finalize the DDA Vision Statement developed at the November 9, 2010 session and discuss its integration in the overall Downtown Community Vision developed at the January 17, 2011 "Envision Brighton" World Cafe
- ACTION 5. Adjournment

Next regular DDA Board meeting is scheduled for Tuesday, April 19, 2011 at 7:15 a.m.

City of Brighton
Downtown Development Authority Special Meeting Minutes
April 5, 2011

The Board for the Downtown Development Authority (DDA) held a special meeting on Tuesday, April 5, 2011 at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI.

1. Chairperson Herbst called the meeting to order at 7:05 p.m.

Members Present:

Dave Beauchamp, Tim Corrigan, Scott Griffith, Bob Herbst, Lisa Nelson, Pam McConeghy, Mondy Miller, and Al Wirth.

Members Absent: Ricci Bandkau, Mark Binkley, Linda Botka, Shawn Pipoly, Greg Strouse

Also present:

Mr. Doug Cameron, McCrie-Cameron Law Office

Mr. Matt Modrack, DDA Director/Community Development Director, City of Brighton

An audience of ten was also present.

2. **Approval of April 5, 2011 Agenda**

Mr. Modrack gave an overview of the three items on tonight's agenda and explained that the original selling price for 675 W. Grand River had been reduced from \$330,000 to \$328,749 due to roof leak repairs paid for by the purchaser. He reminded the Board that the sale price does not include the Class C Resort liquor license. Mr. Cameron noted the liquor license now owned by the DDA is transferable anywhere in the state. He also noted that the resolution and amendment reflect the new purchase price as a result of the roof repair.

Mr. Cameron advised he received a letter from Dave Johnson, attorney for the Wooden Spoon Café, LLC, accepting the property at 675 W. Grand River as is and advising that Wooden Spoon Café, LLC has been assigned to Brighton Epicurian Development, LLC, which must be approved by the DDA and is contained in both documents. Approval of the two documents will allow the DDA Chairperson to execute any and all documents for closing purposes. Mr. Cameron advised that he is preparing a restrictive covenant that would restrict use of this property (for example, no adult entertainment) and he is also preparing the deed of conveyance pertaining to the DDA easement and for the property to get to that easement. He stated that tonight there is a resolution authorizing execution of amendment to offer to purchase real estate that must be approved, an amendment to the original purchase agreement approved February 8, 2011 by the DDA and that a motion will be required to authorize the City to pay off the remaining Michigan Commerce Bank installment loan after closing on the sale of 675 W. Grand River.

Motion by Mr. Griffith, seconded by Mr. Corrigan, to approve the April 5, 2011 agenda as amended.

3. **Call to the Public** was made at 7:07 p.m. Hearing no response, call to the public was closed.

4. New Business

A. Receive Board authorization to sell 675 W. Grand River for \$328,749 to Wooden Spoon Café, LLC or an entity to be formed by its members by way of amendment to the existing purchase agreement.

Mr. Modrack explained that the original Purchase Agreement had to be amended in order to reflect roof repair expenses in the amount of \$1,251 made by the purchaser to fix a leak. Mr. Modrack noted that Mr. Pilon has sent a letter waiving the 140 day due diligence period in the Purchase Agreement and is eager to close on the building, which could be scheduled as early as next week.

Motion by Mr. Griffith, seconded by Mr. Beauchamp, to approve the Amendment to the February 8, 2011 offer to purchase real estate commonly known as 675 W. Grand River as presented.

A roll call vote was taken as follows: Mr. Beauchamp – Yes; Mr. Corrigan – Yes; Mr. Griffith – Yes; Mr. Herbst – Yes; Ms. McConeghy – Yes; Ms. Miller – Yes; Ms. Nelson – Yes; Mr. Wirth – Yes. Motion carried 8-0-5.

Motion by Mr. Beauchamp, seconded by Ms. Nelson, to approve the Resolution Authorizing Execution of Amendment to Offer to Purchase Real Estate as presented. A roll call vote was taken as follows: Mr. Wirth – Yes; Ms. Nelson – Yes; Ms. Miller – Yes; Ms. McConeghy – Yes; Mr. Herbst – Yes; Mr. Griffith – Yes; Mr. Corrigan – Yes; Mr. Beauchamp – Yes. Motion carried 8-0-5.

B. Receive Board authorization to pay off the remaining commitment for the Installment Loan relating to 675 W. Grand River

Mr. Modrack reminded the Board that according to the Miller-Canfield opinion last year, the DDA could not enter into an installment loan for the property at 675 W. Grand River, so the City assumed the loan with payback by the DDA. A motion will be required to authorize the City to pay off the remaining Michigan Commerce Bank installment loan after closing on the sale of 675 W. Grand River.

Motion by Mr. Griffith, seconded by Mr. Corrigan, to authorize the City to pay off the remaining balance of the Michigan Commerce Bank installment loan for the property at 675 W. Grand River prior to closing on the sale of the property with Wooden Spoon Café, LLC. A roll call vote was taken as follows: Mr. Beauchamp – Yes; Mr. Corrigan – Yes; Mr. Griffith – Yes; Mr. Herbst – Yes; Ms. McConeghy – Yes; Ms. Miller – Yes; Ms. Nelson – Yes; Mr. Wirth – Yes. Motion carried 8-0-5.

C. Conduct the second half of a facilitated “Visioning” session for the DDA Board Members to finalize the DDA Vision Statement developed at the November 9, 2010 session and discuss its integration in the overall Downtown Community Vision developed at the January 17, 2011 “Envision Brighton” World Café.

Leslie Hall, facilitator for the DDA Visioning session in November 2010, recapped the draft Vision Statements that were developed by the DDA Board. She asked the group to identify the purpose and expected outcomes of tonight’s meeting:

- How what we did in November can be integrated into the results from the World Café in January
- Identify goals for one year and future
- What concrete steps can be taken to accomplish our goals
- A path to move forward to obtain goals; be very clear on what we’re going to do

Next, Leslie asked the group which of the Eight Assets in the World Café vision apply to the DDA:

- Physical Design & Walkability
- Green Initiative
- Cultural Economic Development
- Multiculturalism

The group separated into two 4-person groups to discuss what next steps need to be taken to align the DDA Vision with the World Café vision. The groups reports:

Tim Corrigan's group discussed which items from the World Café could be used to promote economic development such as the Main Street Program, Business Incubator, Support for new businesses and a downtown theater. We need to be flexible with projects and responsive as necessary.

Scott Griffith's group discussed using the DDA Project Matrix but incorporating the Eight Assets as the ranking criteria. For example, the current "Traffic Safety" ranking on the matrix could be included under "Transit" in the Eight Assets. Some assets (i.e., education) may not "fit" for ranking purposes. The group believes we need to weight the Eight Assets and include costs for each item.

Leslie suggested that the board refine the DDA Mission Statement developed in November 2010 using a small group of people and bring it back to the full board. Mond Miller and Lisa Nelson will work on this assignment.

A second suggestion was to integrate the World Café input and the DDA Project Matrix and develop a weight for each Asset. This will require filtering the World Café responses into themes. Scott Griffith and Tim Corrigan will work on this assignment.

5. Adjournment

Motion by Mr. Wirth, supported by Ms. McConeghy, to adjourn at 8:30 p.m. Motion carried 8-0-5.

Respectfully submitted,

Lauri French, Community Development Department

April 6, 2011