

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
September 18, 2018**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, September 18, 2018 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, Jim Muzzin, Pam McConeghy, Tim Corrigan, Bob Herbst, Ashley Israel, Cal Stone, Mark Binkley, Shawn Pipoly, and Scott Griffith

Members Absent: Alex Pushman, Lisa Nelson

Also present: Mr. Doug Cameron, Mancuso & Cameron Law Office; Mr. Piet Lindhout, Lindhout Associates; Nate Geinzer, City Manager; Brandon Skopek, Assistant to the City Manager/DDA Coordinator; Mike Caruso, Community Development Manager, and an audience of 2.

Moved by Mr. Muzzin, supported by Mr. Israel, to excuse Board Members Pushman and Nelson. The motion carried 10-0-2.

2. Approval of the September 18, 2018 Agenda

Mr. Geinzer recommended moving Items C and D after Item 13.

Moved by Ms. McConeghy, supported by Mr. Griffith, to approve the September 18, 2018 Agenda as amended. The motion carried 10-0-2.

3. Call to the Public

The Call to the Public was made at 7:17 a.m.

Mike Lenninger, Neighbors Magazine, suggested the City extend its Wi-Fi coverage to the Farmer's Market and surrounding downtown.

The call to the public was closed at 7:18 a.m.

4. Approval of Minutes

a. August 21, 2018 Regular Meeting

Moved by Mr. Corrigan, supported by Mr. Griffith, to approve the August 21, 2018 Regular Meeting Minutes as presented. The motion carried 10-0-2.

5. Approval of Bills

Moved by Mr. Griffith, supported by Mr. Pipoly, to approve the bills as presented. The motion carried 10-0-2.

6. Financial Report - FY 18-19 Adopted Budget and YTD Summary (through 8/31/18)

Mr. Skopek stated the bills for Lindhout Associates and Mancuso and Cameron were not reflected in the report.

Moved by Mr. Muzzin, supported by Mr. Pipoly, to accept the financial report. The motion carried 10-0-2.

7. Old Business

- a. None

8. New Business

- a. West Street Landscaping Tree Replacement

Mr. Skopek stated the Department of Public Works was recommending replacement of all the trees on S. West Street that were dead. He recommended the Board approve up to \$1,500 to replace the trees.

Moved by Mr. Binkley, supported by Ms. McConeghy, to approve up to \$1,500 to replace the trees along S. West Street. The motion carried 10-0-2.

- b. Millpond Bandshell and Amphitheater Update

Mr. Lindhout stated there was a weather delay for pouring of the concrete seating area and that the contractors are working on the second pour of the area in front of the stage. He stated the cemetery fence looks great and that electrical work and landscaping is all that is left to do.

Chairman Herbst asked if there would be an irrigation system installed.

Mr. Lindhout stated they would extend the existing irrigation system.

Mr. Geinzer suggested having a May 2019 opening of the bandshell and requested that some Board Members assist in organizing the event.

9. Mancuso & Cameron Report-Doug Cameron

None

10. Lindhout Report-Piet Lindhout

None

11. Administrative Report – Brandon Skopek

Mr. Skopek stated the sanitary sewer was installed on Second Street. He stated they would be doing road rebuilding after the water main is installed and that the expected completion date would be in November.

Mr. Caruso discussed the Planning Commission meeting last night and stated Bountiful Harvest had received site plan approval for a church pantry behind the First Presbyterian Church located at 300 E. Grand River. He stated there were two public hearings for Preliminary Planned Unit Development (PUD) Approval which were both tabled by the Planning Commission. Mr. Caruso discussed resident concern for traffic, density, and tree preservation for both proposed developments.

Mr. Geinzer stated there were some residents who would like to see something developed on the Lindbom site. He stated the developers would have to meet with staff to discuss six items that would have to be addressed before going back to the Planning Commission for preliminary approval.

Mr. Skopek stated this would be his last DDA meeting and that he had accepted a position as Director of Authorities for the City of Auburn Hills.

Mr. Geinzer stated he would begin facilitating the DDA meetings and that Mike Caruso would attend meetings as needed.

12. Chamber of Commerce Report – Pam McConeghy

Ms. McConeghy stated Smokin' Jazz had been a successful event. She also discussed plans for holiday lighting and stated the initial cost would be about \$18,000 and would include lighting along the Millpond, amphitheater, and CoBACH building. She stated she would be meeting with DTE Energy to discuss sponsorship opportunities.

13. City Council Report – Jim Muzzin

- a. Second Street Flats Tour—293 N. Second St.

Mr. Lindhout took the DDA Board, City staff, and the public on a tour of the condominium project located at Second Street and gave updates regarding the construction.

- b. Millpond Bandshell and Amphitheater Tour—Downtown Brighton Millpond

Mr. Lindhout took the DDA Board, City staff, and the public on a tour of the bandshell and amphitheater and gave updates regarding the construction.

15. Adjournment

Moved by Mr. Muzzin, supported by Mr. Griffith to adjourn the meeting at 7:58 a.m. The motion carried 10-0-2.

Respectfully submitted,

Downtown Development Authority Board Meeting Minutes
September 18, 2018

Wendy Ayala, Recording Secretary
September 18, 2018