

City of Brighton
Principal Shopping District Board Special Meeting Minutes
July 10, 2018 7:30 a.m.

1. Meeting called to order by Mark Binkley at 7:32 a.m.

Those in attendance:

Mark Binkley Y
Kristoffer Tobbe Y
Annette Jacoby Y
Matt Becker Y

Robert Lulgjuraj Y
John Okoniewski Y
Lisa Nelson Y
Jon Innes N

Motion by Okoniewski, seconded by Tobbe, to excuse Jon Innes. The motion carried 7-0-1.

Staff:

Brandon Skopek

Audience: 2

2. **Approval** of July 10, 2018 Agenda

Mark Binkley asked that Christmas Lights be added to the agenda under New Business.

Motion by Tobbe, seconded by Becker, to approve the May 1, 2018 agenda as amended. The motion carried 7-0-1.

3. **Approval** of May 1, 2018 Meeting Minutes

Motion by Nelson, seconded by Okoniewski, to approve the May 1, 2018 meeting minutes. The motion carried 7-0-1.

4. **Approval** of June 5, 2018 Meeting Minutes

Matt Becker asked that the minutes include a note explaining why there was no quorum.

Motion by Okoniewski, seconded by Becker, to approve the June 5, 2018 meeting minutes as amended. The motion carried 6-0-2 with Tobbe abstaining.

5. **Approval** of June 2018 Financial Report

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Brandon Skopek stated the Ladies Night Out brochures were under the June expenses and there were \$17,000 of PSD funds available.

Motion by Nelson, seconded by Tobbe, to approve the June 2018 financial report. The motion carried 7-0-1.

6. Call to the public was opened at 7:38 a.m.

Mike Lenninger, Neighbors Magazine, stated the magazine went out in the mail this week. He stated a magazine sponsor had asked what the procedure was to reserve a parking space in front of a restaurant for carryout and deliveries.

Emily Marone, WHMI, stated she would be going on maternity leave and would be back in November. She gave the Board a copy of the holiday advertising schedule.

Call to the public was closed at 7:39 a.m.

7. New Business

a. Chair/Vice Chair Nominations and Selection

Motion by Tobbe, seconded by Becker, to retain Mark Binkley as Chair and Lisa Nelson as Vice Chair of the PSD Board. The motion carried 7-0-1.

b. Reimbursement for 2016 Women's Show Expenses

Motion by Nelson, seconded by Okoniewski, to approve the reimbursement of \$444.60 to Cathy Dedakis for Women's Show expenses. The motion carried 7-0-1.

c. Christmas Lights

Brandon Skopek stated he had met with the Chamber of Commerce to discuss Christmas lights. He stated the Chamber plans to have a large show for Holiday Glow and is asking for \$10,000 from the PSD or Downtown Development Authority (DDA). He stated this would include decorating the trees on Main Street and along the Mill Pond and would cost between \$20,000 and \$30,000. The Chamber plans to ask for donations and sponsorship for the remaining funds. Mr. Skopek stated it would be a much larger and fuller display than last year and would come out to about \$5,670 per tree. He stated this will be discussed at the next DDA budget meeting

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as well as the July DDA meeting. He also stated the Department of Public Works (DPW) could contribute by installing lights on the light poles. Kristoffer Tobbe suggested giving a nominal contribution between \$500 and \$1,000 to show support for the event. Mark Binkley suggested the PSD contribute funds contingent upon the Chamber raising the \$10,000 needed.

Motion by Tobbe, seconded by Becker, to contribute up to \$1,000 provided the Chamber is able to receive \$10,000 worth of seeding money for holiday lighting for the 2018 holiday season. The motion carried 7-0-1.

8. Old Business

a. PSD Board Member Vacancy

Brandon Skopek stated only one application had been received for the Board vacancy. He recommended the position remain vacant for the time being. Kristoffer Tobbe stated they could table this and hold the application. Brandon Skopek stated he could let the applicant know the discussion is tabled until the next meeting.

Motion by Becker, seconded by Jacoby, to table the discussion until the next meeting. The motion carried 7-0-1.

b. Taste of Brighton Update

Matt Becker stated the festival was sold out and was fully funded. He stated they were adding pony rides to the activities this year. He discussed the festival layout including fire and police department requirements and stated they had over 40,000 attendees last year. Kristoffer Tobbe stated he had received a compliment from someone about the level of detailed planning at the Taste of Brighton Planning meeting. Matt Becker stated they would have a list of all the downtown merchants who participated in the festival. He stated the amount of Main Street merchants had decreased while the number of Grand River merchants increased this year.

9. Liaison Reports:

a. City Council

Kristoffer Tobbe stated the U of M Health Center was set to open in August and Challis Road construction was moving along. He stated Council was focused on the Headlee Override.

b. Chamber of Commerce

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None

c. DDA

Brandon Skopek stated construction of the Mill Pond Amphitheater was three weeks behind schedule and would be completed in mid to late August.

10. Board Member Update

None

11. Staff Update

Brandon Skopek stated Phase I of the Second Street reconstruction was almost complete and sidewalk installation would begin along First Street. He stated the construction of Second Street Flats was moving along and vertical construction was set to begin soon. He also discussed several developments along Main Street.

12. Last call to the public was at 8:24 a.m.

Hearing and seeing none, the call to the public was closed at 8:24 a.m.

13. Adjournment

Motion by Tobbe, seconded by Nelson, to adjourn the meeting at 8:24 a.m. The motion carried 7-0-1.

Respectfully submitted,

Wendy Ayala, Recording Secretary
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