

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

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, December 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, Lisa Nelson, Alex Pushman, Christopher Klebba, and Scott Griffith

Members Absent:

Also present: Mr. Doug Cameron, Mancuso & Cameron Law Office; Mr. Piet Lindhout, Lindhout Associates; Mike O’Leary, Lindhout Associates; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager, and an audience of 1.

2. Approval of the December 18, 2018 Agenda

Moved by Mr. Corrigan, supported by Mr. Pipoly, to approve the December 18, 2018 Agenda as presented. The motion carried 13-0-0.

3. Call to the Public

The Call to the Public was made at 7:19 a.m.

Hearing and seeing none, the call to the public was closed at 7:19 a.m.

4. Approval of Minutes

a. November 20, 2018 Regular Meeting

Moved by Ms. McConeghy, supported by Mr. Israel, to approve the November 20, 2018 Regular Meeting Minutes as presented. The motion carried 13-0-0.

5. Approval of Bills

Moved by Mr. Griffith, supported by Mr. Muzzin, to approve the bills as presented. The motion carried 13-0-0.

6. Financial Report - FY 18-19 Adopted Budget and YTD Summary (through 11/30/18)

Mr. Geinzer stated the financial report included the BACC appropriation from last month.

Moved by Mr. Muzzin, supported by Mr. Pushman, to accept the financial report. The motion carried 13-0-0.

7. Old Business

- a. None

8. New Business

- a. Discussion of Community Promotions/Civic Events

Mr. Geinzer stated the DDA allocated \$30,000 for Community Promotions and asked if the Board wanted to discuss offsetting the cost for civic events. He stated City Council had tabled the discussion until before the March meeting.

Mr. Pipoly stated he had asked for this item to be on the agenda after concerns were raised by many organizations regarding the proposed fees for civic events. Mr. Herbst suggested charging for parking for the events. Mr. Pushman stated he had been to events where they took donations instead of charging for parking. Mr. Griffith stated the Board would need to see their financial situation first. Mr. Pipoly stated not all of Council agrees on charging for reimbursement for civic events. Mr. Muzzin stated the amount that was presented to Council for reimbursement was \$60,000.

- b. Recommendation to Payoff Property

Mr. Geinzer stated the DDA had land contracts for the Johnson lot and Grand Mark lot that they were looking at paying off. He stated it would not be feasible to pay both, but that the DDA had enough fund balance to pay one of them. He stated the DDA would save \$40,000 in interest if the Johnson lot was paid off by January. The Board discussed looking at the DDA's financial forecast at their next meeting.

Moved by Mr. Muzzin, supported by Ms. McConeghy, to approve the payoff of the remaining outstanding principal on the land contract to West North Street Ventures LLC in the amount of \$239,339.92 on or before January 20, 2019. The motion carried 13-0-0.

- c. Discussion of Amphitheater Grand Opening

Mr. Geinzer discussed having the grand opening on Saturday, May 4, 2019 with the involvement of Brighton High School. He stated he was discussing an event with the school and would like some of the Board members involved in coordinating the grand opening. He also discussed complaints about the fencing and asked if the Board would be open to removing the fence early.

The Board agreed to have the grand opening on May 4 and to keep the fence around the amphitheater up until the spring.

9. Mancuso & Cameron Report-Doug Cameron

None

10. Lindhout Report-Piet Lindhout

Mr. Lindhout stated a final adjusting change order for Contracting Resources was still out and that the City would be receiving \$5,213 back from the project. He discussed the soil borings report for the North Street parking lot stating they found poor soils and that the site would be best for a multi-story structure development that could support a deep foundation.

Mr. O'Leary discussed the bid for the flower program. He stated a unit cost per flower basket was added to the bid and that they would be adding six baskets. He stated the bids would be due back January 12. Mr. O'Leary also stated they would be removing the concrete pots in front of some buildings.

Moved by Ms. McConeghy, supported by Mr. Pipoly, for Lindhout Associates to proceed with the flower program bid. The motion carried 13-0-0.

11. Administrative Report – Nate Geinzer

Mr. Geinzer stated Second Street had been winterized and potholes had been patched. He also stated the proposed development of the Lindbom site had received preliminary PUD approval by the Planning Commission. He stated there were concerns about the size and density of the project, the landscape buffer, and the contamination on the site.

12. Chamber of Commerce Report – Pam McConeghy

None

13. City Council Report – Jim Muzzin

None

14. Adjournment

Moved by Mr. Pipoly, supported by Mr. Corrigan to adjourn the meeting at 8:41 a.m. The motion carried 13-0-0.

Respectfully submitted,

Wendy Ayala, Recording Secretary
December 19, 2018