

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
March 21, 2017**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, March 21, 2017 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 am.

Members Present: Dave Beauchamp, Bob Herbst, Shawn Pipoly, Jim Muzzin, Pam McConeghy, Claudia Roblee, Lisa Nelson, Scott Griffith, Cal Stone, Phil Garbacz, Tim Corrigan, Mark Binkley, and Ashley Israel.

Members Absent: none

Also present: Mr. Doug Cameron, Mancuso & Cameron Law Office; Mr. Piet Lindhout, Lindhout Associates; Nate Geinzer, City Manager; Michael Caruso, Zoning/Code Enforcement Associate; Brandon Skopek, Community Development Associate; Jessica Reed, Management Assistant; and an audience of 3.

2. Approval of the March 21, 2017 Agenda

Moved by Ms. McConeghy, supported by Mr. Muzzin, to approve the March 21, 2017 agenda as presented. The motion carried 13-0-0.

3. Call to the Public

The Call to the Public was made at 7:18 am with no response.

4. Approval of Minutes

a. February 21, 2017 Regular Meeting

Moved by Mr. Muzzin, supported by Mr. Griffith, to approve the February 21, 2017 regular meeting minutes as presented. The motion carried 9-0-4.

b. February 21, 2017 Closed Session 1

Moved by Mr. Griffith supported by Ms. Roblee, to approve the February 21, 2017 Closed Session 1 minutes as presented. The motion carried 9-0-4.

c. February 21, 2017 Closed Session 2

Moved by Mr. Griffith supported by Mr. Muzzin, to approve the February 21, 2017 Closed Session 2 minutes as presented. The motion carried 9-0-4.

d. February 21, 2017 Closed Session 3

Moved by Mr. Griffith supported by Ms. Roblee, to approve the February 21, 2017 Closed Session 3 minutes as presented. The motion carried 9-0-4.

5. Approval of Bills

Moved by Ms. McConeghy, supported by Mr. Corrigan, to approve the bills as presented. The motion carried 13-0-0.

6. Financial Report - FY 16-17 Adopted Budget and YTD Summary (through 2/28/17)

Mr. Skopek reviewed the budget stating the remaining fund balance would be \$273,000 at the end of the fiscal year.

Moved by Ms. McConeghy, seconded by Mr. Corrigan, to accept the Adopted Budget and YTD Summary (through 2/28/17). The motion carried 13-0-0.

7. Old Business

- a. None

8. New Business

- a. Request From Cheresko Development, LLC for DDA Financial Assistance with Proposed Development

Mr. Skopek stated that Dan Cheresko is seeking financial assistance from the DDA to fund the pedestrian aspects of his proposed development at 317 W. Main St. Mr. Cheresko was granted a ZBA variance to allow for a courtyard. Mr. Skopek stated that due to construction issues, the building will have to be torn down and rebuilt.

Mr. Cheresko presented his project which would include an office and rental condos on the second floor as well as dining on the first floor. He is seeking approximately \$90,000 for assistance with relocating the DTE pole located south of the proposed development, construction of a pedestrian walkway and landscaping, and lighting to match existing City standards.

Mr. Griffith asked if there would be enough parking for the residents.

Mr. Cheresko stated they have 8 parking spaces onsite.

Mr. Muzzin asked when they would expect to begin construction.

Mr. Cheresko hopes to begin in mid-June.

Mr. Skopek stated this would be an expenditure for the next fiscal year.

Mr. Skopek informed the Board that Mr. Cheresko will go in front of the Planning Commission for site plan approval contingent upon the approval of a forecourt ordinance at the April 17 Planning Commission meeting.

Moved by Mr. Muzzin, seconded by Mr. Binkley, to earmark up to \$90,000 for the 3 items listed. The motion carried 13-0-0.

- b. Request From Jim Vichich for DDA Financial Assistance with Sesquicentennial Art History Exhibit

Mr. Vichich gave a presentation regarding the art history exhibit between the Brighton Historical Society and Brighton Art Guild. The project will include 12 life-like characters from Brighton's Victorian era hand painted by local artists and displayed downtown from May through September.

Moved by Mr. Israel, seconded by Mr. Pipoly to appropriate \$6,775 for the Sesquicentennial Art History Exhibit. The motion carried 13-0-0.

c. Discussion: West Street Parking Lot Lease

Mr. Geinzer informed the Board of the sale of the Barton Property to a new owner. The new owner has asked for a lease agreement with the DDA that would be similar to the previous agreement with the Bartons.

The board discussed a renegotiation of the lease with the new owners.

Moved by Mr. Griffith, seconded by Mr. Binkley, to form a working group to help Doug Cameron and staff reinforce the DDA's position agreeing to the same terms including the same tax provisions as with the previous owners. The motion carried 13-0-0.

d. Consider Closed Session to Discuss the Acquisition of Real Estate

Motion by Mr. Binkley, seconded by Mr. Muzzin, to enter into a Closed Session at 8:37 am to discuss the acquisition of real estate. The motion carried 13-0-0 with a roll call vote.

e. Consider Action Pursuant to Closed Session

Motion by Mr. Israel, seconded by Mr. Binkley, to take action pursuant to the discussion in the closed session. The motion carried 13-0-0.

Lisa Nelson left at 8:57 a.m

f. Consider Closed Session to Discuss the Acquisition of Real Estate

Motion by Ms. Roblee, seconded by Mr. Garbacz, to enter into a Closed Session at 8:58 am to discuss the acquisition of real estate. The motion carried 13-0-0 with a roll call vote.

g. Consider Action Pursuant to Closed Session

Motion by Mr. Pipoly, seconded by Mr. Muzzin, to not take action pursuant to the discussion in the closed session. The motion carried 13-0-0.

9. Subcommittee Reports

There were no subcommittee reports.

10. Mancuso & Cameron Report – Doug Cameron

Mr. Cameron stated the liquor license is in escrow and expires in April. There will be a fee to renew the license.

11. Lindhout Report – Piet Lindhout

Mr. Lindhout had nothing to report.

12. Administrative Report – Nate Geinzer

Downtown Development Authority Board Meeting Minutes
March 21, 2017

Mr. Geinzer announced that Lydia Macklin-Camel will be working with the PSD and BACC, as well as working on communications and grants.

13. Chamber of Commerce Report – Pam McConeghy

Ms. McConeghy informed the Board that Dennis Whitney is in the hospital due to having a heart attack.

14. City Council Report – Jim Muzzin

Mr. Muzzin had nothing to report.

15. Adjournment - *Moved by Mr. Griffith, supported by Mr. Muzzin, to adjourn the meeting at 9:13 am. The motion carried 13-0-0.*

Respectfully submitted,

Wendy Ayala, Recording Secretary
March 21, 2017