

**City of Brighton
Downtown Development Authority
Regular Meeting Minutes
February 19, 2019**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, February 19, 2019 at the City of Brighton Council Chambers located at 200 N. First Street, Brighton, MI.

1. Call to Order – Chairperson Corrigan called the meeting to order at 7:15 a.m.

Members Present: Dave Beauchamp, Jim Muzzin, Tim Corrigan, Bob Herbst, Cal Stone, Shawn Pipoly, Lisa Nelson, Pam McConeghy, and Scott Griffith

Members Absent: Ashley Israel, Mark Binkley, Christopher Klebba, and Alex Pushman

Also present: Mr. Doug Cameron, Mancuso & Cameron Law Office; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager; Kelly Haataja, Executive Assistant to Community Development, and an audience of 3.

2. Approval of the February 19, 2019 Agenda

Moved by Ms. McConeghy, supported by Mr. Herbst, to approve the February 19, 2019 Agenda as presented. The motion carried 8-0-5.

3. Call to the Public

The Call to the Public was made at 7:16 a.m.

Hearing and seeing none, the call to the public was closed at 7:16 a.m.

4. Approval of Minutes

a. January 15, 2019 Regular Meeting

Moved by Mr. Herbst, supported by Mr. Griffith, to approve the January 15, 2019 Regular Meeting Minutes as presented. The motion carried 8-0-5.

Lisa Nelson arrived at 7:18 a.m.

5. Approval of Bills

Mr. Geinzer stated the bill from the Livingston County Road Commission came in higher than estimated, but was still under budget.

Moved by Mr. Muzzin, supported by Mr. Herbst, to approve the bills as presented. The motion carried 9-0-4.

6. Financial Report - FY 18-19 Adopted Budget and YTD Summary (through 1/31/19)

Mr. Geinzer stated the report included the deposit for the concert and that the event was coming together nicely. He stated the concert information had been posted on Facebook and received a strong response.

Moved by Mr. Herbst, supported by Mr. Muzzin, to accept the financial report. The motion carried 9-0-4.

7. Old Business

None

8. New Business

a. Discussion of Holiday Lights

Ms. McConeghy stated she was discussing lighting for this year with the contractor and wanted to know if the DDA would be helping with funding to expand the lighting to more areas of downtown. The Board discussed waiting to get an estimate from the contractor first.

9. Mancuso & Cameron Report-Doug Cameron

Mr. Cameron stated the deed to 121 W. North Street had been recorded. He stated there had been a meeting with Mr. Geinzer, Mr. Caruso, and Mr. Lindhout to discuss the easement agreement for 311 and 317 W. Main and that it was moving along. Mr. Geinzer stated Mr. Lindhout was working on design elements with the property owner.

10. Lindhout Report-Piet Lindhout

None

11. Administrative Report – Nate Geinzer

Mr. Geinzer stated the downtown parking survey had a strong response and that City Council would receive an update at the March 7 study session. He also stated the streetscape project will be starting in March. Mr. Geinzer stated there will be future budget discussions but that the DDA budget would remain the same for now. He also discussed the Principal Shopping District (PSD) meetings that were held to obtain feedback from merchants and stated there was a positive response. Mr. Geinzer discussed a movie that is being shot on Main Street and stated there would be minimal impact during shooting.

12. Chamber of Commerce Report – Pam McConeghy

Ms. McConeghy discussed business recruitment for empty storefronts and proposed having a think tank made up of members from various boards to discuss downtown events.

13. City Council Report – Jim Muzzin

Mr. Muzzin stated there will be a City Council meeting on Thursday and civic event fees will be discussed. He stated there will be no changes made this year for civic events.

Moved by Mr. Griffith, supported by Mr. Muzzin, to excuse Board Members Israel, Pushman, Binkley, and Klebba. The motion carried 9-0-4.

14. Adjournment

Moved by Mr. Muzzin, supported by Mr. Griffith, to adjourn the meeting at 7:38 a.m. The motion carried 9-0-4.

Respectfully submitted,

Wendy Ayala, Recording Secretary
February 19, 2019