

**City of Brighton  
Downtown Development Authority  
Regular Meeting Minutes  
April 16, 2019**

The Board for the Downtown Development Authority (DDA) held a regular meeting on Tuesday, April 16, 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:** Bob Herbst, Dave Beauchamp, Jim Muzzin, Tim Corrigan, Cal Stone, Shawn Pipoly, Lisa Nelson, Alex Pushman, Ashley Israel, Mark Binkley, Christopher Klebba, and Scott Griffith

**Members Absent:** Pam McConeghy

**Also present:** Mr. Doug Cameron, Mancuso & Cameron Law Office; Mr. Piet Lindhout, Lindhout Associates; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager; Daren Collins, DPW Superintendent; Patty Thomas, Assistant to the DPW Director, and an audience of 4.

*Moved by Mr. Muzzin, supported by Mr. Griffith, to excuse Board Members McConeghy and Nelson. The motion carried 11-0.*

**2. Approval of the April 16, 2019 Agenda**

*Moved by Mr. Herbst, supported by Mr. Israel, to approve the April 16, 2019 Agenda as presented. The motion carried 11-0.*

**3. Call to the Public**

The Call to the Public was made at 7:15 a.m.

Keith, Oh My Lolli!, discussed the conditions of the pavilion bathrooms.

Susan Backhaus discussed the city's proposed street millage.

The call to the public was closed at 7:22 a.m.

(Lisa Nelson arrived at 7:17 a.m.)

**4. Approval of Minutes**

a. March 19, 2019 Regular Meeting

*Moved by Mr. Griffith, supported by Mr. Israel, to approve the March 19, 2019 Regular Meeting Minutes as presented. The motion carried 12-0.*

## 5. Approval of Bills

*Moved by Mr. Muzzin, supported by Mr. Herbst, to approve the bills as presented. The motion carried 12-0.*

## 6. Financial Report - FY 18-19 Adopted Budget and YTD Summary (through 3/31/19)

Mr. Geinzer stated the report included the expense for the grand opening banner.

*Moved by Mr. Muzzin, supported by Mr. Herbst, to accept the financial report. The motion carried 12-0.*

## 7. Old Business

None

## 8. New Business

### a. Discussion and Approval of Bench/Fixture Locations

Patty Thomas gave a presentation of the bench that would be installed for the Brighton 150<sup>th</sup> and asked for the DDA to approve the location.

*Moved by Ms. Nelson, supported by Mr. Herbst, to approve the location of the bench. The motion carried 12-0.*

### b. Discussion of Pavilion Bathrooms

Nate Geinzer discussed previous plans by the city to renovate the restrooms. He stated it was included in the Capital Improvements Plan and discussed the cost to renovate them. Mr. Lindhout stated the pavilion was completed twelve years ago and that the existing fixtures are original. He stated the reason for using stainless steel is because it is vandal resistant and discussed the costs associated with switching to porcelain fixtures. He stated the bathrooms were not ADA compliant. The Board discussed the restrooms not having enough capacity for the events downtown or for visitors to the playground. They also discussed use of the temporary trailer during the summer.

*Moved by Mr. Griffith, supported by Mr. Binkley, to allocate \$10,000 to the replacement of fixtures, ADA compliance, painting, and cleaning to make the bathrooms suitable for another year. The motion carried 12-0.*

Mr. Herbst asked how much it would cost to use the trailer for the month of May.

Mr. Geinzer stated City Council had removed the trailer from the budget.

Mr. Corrigan discussed eighteen percent of the DDA budget being dedicated to the general fund beginning the next fiscal year.

### c. Discussion of Civic Events

Mr. Geinzer discussed the city needing to recoup the cost for civic events and compared the fees charged by other communities. He stated there was still more conversation needed but that City Council wanted to get feedback from the DDA. He stated Council wants to make a decision for the 2020 calendar year. The Board discussed the importance of civic events to the downtown. Mr. Pipoly stated the DDA contributed \$20,000 to civic events in past years. He stated civic events cost the city \$80,000 a year. Mr. Geinzer discussed the proposed budget cuts, millage proposal, civic event fees, and looking at other ways to increase revenue to make up for the city's budget deficit. The Board discussed their budget and current contribution to the general fund.

**9. Mancuso & Cameron Report-Doug Cameron**

None

**10. Lindhout Report-Piet Lindhout**

None

**11. Administrative Report – Nate Geinzer**

None

**12. Chamber of Commerce Report – Pam McConeghy**

None

**13. City Council Report – Jim Muzzin**

None

**14. Adjournment**

*Moved by Mr. Muzzin, supported by Mr. Pipoly, to adjourn the meeting at 8:20 a.m. The motion carried 12-0.*

Respectfully submitted,

Wendy Ayala, Recording Secretary  
April 16, 2019