

City of Brighton
200 N. First Street, Brighton, MI 48116
Downtown Development Authority
Regular Meeting Minutes
July 21, 2020

The Board for the Downtown Development Authority (DDA) held a Regular Meeting on Tuesday, July 21, 2020, conducted virtually.

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

2. Roll Call - Members Present: Dave Beauchamp, Sean Pipoly, Mark Binkley, Pam McConeghy, Scott Griffith, Cal Stone, Ashley Israel, Bill Albert, Bob Herbst, Tim Corrigan and Lisa Nelson

Members Absent: Alex Pushman and Jim Muzzin

Also present: Doug Cameron, Mancuso & Cameron Law Office; Piet Lindhout, Lindhout Associates; Nate Geinzer, City Manager; Mike Caruso, Community Development Manager, Henry Outlaw, Management Assistant; Marcel Goch, DPS Director; Jill Bahm, Giffels Webster; Kelly Haataja, Executive Assistant to Community Development; Tara Brown, City Clerk and an audience of five (5).

Motion by Pipoly, supported by Herbst to excuse board members Pushman and Muzzin for personal reasons. **Motion passed unanimously by a roll call vote.**

3. Approval of the July 21, 2020 Agenda

Manager Geinzer requested “and authorize the Chair to execute” be added to item 4.e

Motion by Herbst, supported by Griffith to approve the July 21, 2020 Agenda as amended. **The motion carried unanimously by a roll call vote.**

4. Approval of Consent Agenda Items

- a. Approval of Minutes: June 16, 2020 Regular Meeting
- b. Approval of Minutes: June 23, 2020 Special Meeting
- c. Approval of Bills:
- d. Financial Report: FY 19-20 Adopted Budget and YTD Summary through 6/30/2020
- e. Consider Approval of License Agreement with Fifth Third Bank and L & V Properties and authorize the Chair to execute

Motion by Pipoly, supported by McConeghy to approve the Consent Agenda Items. **The motion carried unanimously by a roll call vote.**

5. Call to the Public

Chairperson Corrigan opened the Call to the Public at 7:19 a.m. Hearing no comments the Call to the Public was closed at 7:20 a.m.

6. Unfinished Business

- a. None

7. New Business

a. Streetscape: Conceptual Design Phase Close Out Presentation

Jill Bahm, Giffels Webster presented a streetscape story map which included revised concepts images since the collection of public input. The next steps will include exploring funding options, prepare drawings, construction time-line and developing a strategy to support downtown businesses.

Stacy Tobar, Giffels Webster presented a curbless plaza landscape concept. The board discussed how it could impact parking, city events, and pedestrian safety. Manager Geinzer mentioned Police and Fire have been extensively involved throughout the process and neither have concerns at this time. There was further discussion of construction time-line scenarios and communication strategies prior to construction.

b. DDA Strategic Planning

Management Assistant Outlaw presented a draft DDA Mission Statement. He described the roles of each Advisory Committee, noting the focus of priorities of each committee set by the board.

8. Mancuso & Cameron Report – Doug Cameron

Mr. Cameron stated a draft amendment to the by-laws to include the advisory committees should be available for consideration soon.

10. Lindhout Report – Piet Lindhout

Mr. Lindhout gave a presentation of a shading element concept for the seating area at the Amp. The board discussed the aesthetics, maintenance and sun screening alternatives. The board agreed to re-evaluate the need in the future.

11. Administrative Report – Nate Geinzer

Manager Geinzer stated staff is reviewing the social district legislation and Mr. Caruso reported updates on development projects. Mr. Geinzer mentioned the Ann Arbor SPARK contract was approved by City Council.

12. Chamber of Commerce Report – Pam McConeghy

Ms. McConeghy left the meeting at 8:33 a.m. Mr. Outlaw announced the Farmer's Market will be hosted on Main Street for the rest of the season.

13. City Council Report

Mayor Pipoly reported the City's insurance package is being reviewed, and a contract to take over some areas of administrative services for Genoa Township's water and sewer supply is being finalized.

14. Adjournment

Moved by Herbst supported by Griffith to adjourn the meeting. **The motion carried by a roll call vote.** Meeting was adjourned at 8:47 a.m.

Respectfully submitted,

Kelly Haataja, Recording Secretary