

Dexter Downtown Development Authority

March 19, 2015 < > 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:30 on March 19, 2015 by Chairman Steve Brouwer

2. Roll Call

Becker, Patrick	Bellas, Rich	Brouwer, Steve
Covert, Tom	Darnell, Don	Finn, Doug-ab
Jones, Carol	Keough, Shawn	Model, Fred-ab
O'Haver, Dan-ab	Schmid, Fred	Willis, Randy

Also in attendance: Michelle Aniol, Community Development Manager; Courtney Nicholls, City Manager; Jim Carson and Jim Smith, City Council Members; Jim Tischler, Michigan State Housing Development Authority; Peter Allen and Doug Allen, Peter Allen & Associates; Jim Porth, Thomas Duke Company; Jim Chaconas and Dick Timmins, Collier International; John Evans and Jeffrey Evans, Swisher Commercial; and Terry Bailey and John Heiss, Foremost Development.

3. Approval of Minutes from the Regular February 19, 2015 Meeting: *Motion by Randy, second by Patrick to approve the regular meeting minutes of February 19, 2015 as presented. Motion carries.*

4. Approval of Agenda: *Motion by Fred S, second by Don to approve the agenda as presented. Motion carries.*

5. Pre-arranged Audience Participation:

Jim Tischler, Director of Community Development at the Michigan State Housing Development Authority (MSHDA) regarding alternative process for selecting a developer for the 3045 Broad Street Redevelopment Project.

Mr. Tischler introduced himself and gave a presentation on the development of 3045 Broad Street. He spoke about how communities can advance their site with the use of target market analysis which measures the market potential not the market demand. The question was raised do we solicit for a RFP (Request for Proposal) or RFQ (Request for Qualifications). Mr. Tischler explained the process and discussion followed.

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) March Invoices: Invoice from ASTI Environmental Services for 3045 Broad Street for \$800.00; Invoice from Peter T. Allen for 3045 Broad Street for \$195.00, and invoice from Scott Munzel, for Dexter Wellness for the amount of \$3,637.50 for a total of invoices of \$4,632.50. *Motion by Randy, second by Shawn to pay the March invoices in the amount of \$4,632.50. Motion carries.*

b) Approval of March 2015 Treasurer's Reports – *Motion by Fred S, second by Don to accept the March Treasurer's report as presented. Motion carries.*

8. Correspondence / Communications:

None

9. Action Items:

a) Easement Agreement for Ingress-Egress and Shared Parking with Monument Park Investment.

Motion by Tom; second by Randy to approve the Easement Agreement for ingress and egress and shared parking with Monument Park Investment located on and behind 8031 Main Street and Doug Finn vice-chairman signing for the DDA. Motion carries with Chairman Brouwer abstaining from the vote.

b) Real Estate Broker Listing Proposals

Discussion on how to proceed in regards to listing the property or looking into a RFQ process. The four brokerage companies who presented the DDA with listing proposals were allowed to speak, ask and answer questions regarding the property and process.

Motion by Shawn, second by Randy to postpone the decision on selecting a listing agent in order for staff to prepare a RFQ for DDA review. Motion carries.

10. Discussion Updates:

a) Potential DDA/TIFA participation in the 3045 Broad Street redevelopment project. .

Mayor Keough explained the need to clarify who will pay for the improvements needed at 3045 Broad Street. Discussion followed.

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

Courtney Nicholls, Jim Smith and I met recently with personnel from the PBS Under the Radar regarding Dexter and how they may be able to help the community.

b) Staff Support Update - Michelle Aniol

Report included in the packet.

12. Chairman's Report:

Items for April 16, 2015 Agenda –

Request from Fred S to look at the relocations of the dumpster near the Encore Theatre. Have someone who will build the pad but looking for direction as where to locate it.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

*Motion by Fred S, second by Randy to adjourn the meeting at 9:15 AM.
Motion carries.*

Respectfully submitted,
Carol Jones
Secretary

Approved for Filing: April 16, 2015