Dexter Downtown Development Authority

September 17, 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 August 20, 2015 by Chairman Brouwer.

2. Roll Call

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

Also in attendance: Media.

3. Approval of Minutes from the Regular August 20, 2015 Meeting:
Motion ?; support ? to approve the regular meeting minutes of August 17, 2015 as presented. Unanimous voice vote approval with Becker, Covert, Jones and O'Haver absent.

4. Approval of Agenda:
Motion ?; support ? to approve the agendas presented. Unanimous voice vote approval with Becker, Covert, Jones and O'Haver absent.

5. Pre-arranged Audience Participation:

None

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) September Invoices: Invoice from Scott Munzel for May Attorney fees in the amount of $6,201.50.

Motion Willis; support Darnell to pay the September invoices in the amount of $6,201.50.

Ayes: Bellas, Darnell, Keough, Schmid, Brouwer, Finn, Model and Willis.
Nays: None

Absent: Becker, Covert, Jones and O'Haver absent
Motion carries

b) Approval of September 2015 Treasurer's Reports

Motion Bellas; support Finn to approve the Treasurer's Report as presented.

Ayes: Bellas, Darnell, Finn, Keough, Brouwer, Model, Schmid and Willis.
Nays: None
Absent: Becker, Covert, Jones and O'Haver absent
Motion carries

8. Correspondence / Communications:

None

9. Action Items:

a) Election of Officers – Action to elect a Chair, Vice-Chair, Treasurer and Secretary.

Motion Willis, support Model to keep the same slate of officers, Brouwer Chair, Finn, Vice-Chair, Covert, Treasurer and Jones, Secretary. Motion carried by voice vote with Becker, Covert, Jones and O'Haver absent.

10. Discussion Updates:

a) Downtown Redevelopment RFQ - *Ms. Aniol reminded the Board that developer interviews were scheduled for Tuesday, September 29th, beginning at 5:00 pm, in the Dexter District Library. Mayor Keough requested that questions developed by Mr. Covert be forwarded to the developers and ask for their responses in writing by the Friday before the interviews.*

b) Target Market Analysis - *Ms. Aniol reminded the Board that the final TMA report was scheduled to be presented on Wednesday, October 7th at 5:00 pm in the Dexter District Library.*

c) Retail Market Study – *Ms. Aniol reported that City Council unanimously awarded the Retail Market Study contact to Chuck Eckenstahler/Fanning Howey, as recommended by the DDA, subject to Washtenaw County approving the grant application submitted by the Dexter Chamber of Commerce.*

11. City Mayor and Staff Reports

a) Staff submitted a written report

12. Chairman's Report:

    Items for October 15, 2015 Agenda – *TBD*

13. Non-Arranged Citizen Participation:

    None

14. Adjournment

    Motion Finn; support Darnell to adjourn the meeting. Unanimous voice vote approval with Becker, Covert, Jones and O'Haver absent.

Respectfully submitted,
Michelle Aniol
Community Development Manager

Memo

To: Dexter DDA
From: Tom Covert, DDA Treasurer and Marie Sherry, City Treasurer
Date: October 13, 2015
Re: Treasurer's Report – October 2015 Meeting

Invoice Approval Notes

- Scott E. Munzel, P.C.; Dexter Wellness Center Attorney Fees: $4,544.07
- US Bank; 2008 Bond Interest: $46,220.63
- US Bank; 2015 Refunding Bond Interest: $13,400.92
- Combined total due for all invoices is $64,165.62

Cash Status

DDA Cash Balances Report
9-30-2015

Fund	Account Name	General Ledger Balance	Notes
248 - DDA General	TCF Pooled Account	$ -	
394 - DDA Debt	TCF Pooled Account	$ -	
	Total DDA Pooled Checking	**$ -**	
248 - DDA General	TCF Money Market Account	$ 260,439.20	
394 - DDA Debt	TCF Money Market Account	$ -	
	Total DDA Pooled Savings	**$ 260,439.20**	
248 - DDA General	ONB Money Market Account	$ 202,546.99	
394 - DDA Debt	ONB Money Market Account	$ -	
	Total DDA Pooled Savings	**$ 202,546.99**	
248 - DDA General	Ann Arbor State Bank	$ 250,000.00	.65% Renews 12/10/2015
	Total Non-Pooled	**$ 250,000.00**	
Total General Cash		$ 712,986.19	
Total Debt Cash		$ -	
		$ 712,986.19	
Month End Cash		$ 712,986.19	
Projected FY 15/16 Revenue All Funds		$ 366,557.24	
Projected FY 15/16 Expenditures All Funds		$ (660,031.17)	
Wellness Center Set Aside		$ (224,904.00)	Added set aside for FY 2015-2016
Projected Year End Cash		$ 194,608.26	

Budget FY 15/16

Following are the Fiscal Year 2015-2016 Revenue and Expenditure Reports through September 30th.

10/13/2015 REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER
PERIOD ENDING 09/30/2015
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
248-000-415.000	TAX CAPTURE REVENUE	287,500.00	287,500.00	209,199.43	78,300.57	72.77
248-000-574.001	PERSONAL PROPERTY TAX REIMBURSEMENT	5,300.00	5,300.00	0.00	5,300.00	0.00
248-000-665.000	INTEREST EARNED	500.00	500.00	34.64	465.36	6.93
248-000-695.494	TR IN DDA PROJECT FUND 494	186,500.00	186,500.00	186,201.83	298.17	99.84
Total Dept 000-ASSETS, LIABILITIES & REVENUE		479,800.00	479,800.00	395,435.90	84,364.10	82.42
TOTAL Revenues		479,800.00	479,800.00	395,435.90	84,364.10	82.42
Expenditures						
Dept 248-ADMINISTRATION						
248-248-802.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	937.50	4,062.50	18.75
248-248-803.000	CONTRACTED SERVICES	1,700.00	1,700.00	0.00	1,700.00	0.00
248-248-810.000	ATTORNEY FEES	15,000.00	15,000.00	11,201.50	3,798.50	74.68
248-248-880.000	DOWNTOWN EVENTS	500.00	500.00	500.00	0.00	100.00
248-248-957.002	DDA CAPTURE REFUNDS	500.00	500.00	0.00	500.00	0.00
Total Dept 248-ADMINISTRATION		22,700.00	22,700.00	12,639.00	10,061.00	55.68
Dept 442-DOWNTOWN PUBLIC WORKS						
248-442-803.015	CITY MAINTENANCE	5,000.00	5,000.00	0.00	5,000.00	0.00
248-442-970.000	CONTRACTED CAPITAL IMPROVEMENTS	15,900.00	15,900.00	13,928.00	1,972.00	87.60
Total Dept 442-DOWNTOWN PUBLIC WORKS		20,900.00	20,900.00	13,928.00	6,972.00	66.64
Dept 901-CAPITAL IMPROVEMENTS						
248-901-972.001	PURCHASE OF HOUSE	20,000.00	20,000.00	0.00	20,000.00	0.00
248-901-972.002	DTE SUBSTATION MOVE	25,000.00	25,000.00	0.00	25,000.00	0.00
248-901-972.004	3045 BROAD STREET REDEVELOPMENT	25,000.00	25,000.00	0.00	25,000.00	0.00
Total Dept 901-CAPITAL IMPROVEMENTS		70,000.00	70,000.00	0.00	70,000.00	0.00
Dept 965-TRANSFERS OUT - CONTROL						
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	282,200.00	282,200.00	0.00	282,200.00	0.00
Total Dept 965-TRANSFERS OUT - CONTROL		282,200.00	282,200.00	0.00	282,200.00	0.00
TOTAL Expenditures		395,800.00	395,800.00	26,567.00	369,233.00	6.71
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		479,800.00	479,800.00	395,435.90	84,364.10	82.42
TOTAL EXPENDITURES		395,800.00	395,800.00	26,567.00	369,233.00	6.71
NET OF REVENUES & EXPENDITURES		84,000.00	84,000.00	368,868.90	(284,868.90)	439.13

Fund 394 - DDA DEBT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-695.248	TRANSFER IN FROM DDA FUND 248	282,200.00	282,200.00	0.00	282,200.00	0.00
Total Dept 000-ASSETS, LIABILITIES & REVENUE		282,200.00	282,200.00	0.00	282,200.00	0.00
TOTAL Revenues		282,200.00	282,200.00	0.00	282,200.00	0.00
Expenditures						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
394-850-997.003	DDA 2008 TAXABLE BOND ($1.6M)	80,700.00	89,000.00	0.00	89,000.00	0.00
394-850-997.004	DDA 2008 BOND ($2+M)	117,500.00	117,500.00	0.00	117,500.00	0.00
394-850-997.005	2011 REFUNDING BOND ($620K)	83,000.00	83,000.00	0.00	83,000.00	0.00
Total Dept 850-LONG-TERM DEBT		282,200.00	290,500.00	0.00	290,500.00	0.00
TOTAL Expenditures		282,200.00	290,500.00	0.00	290,500.00	0.00
Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		282,200.00	282,200.00	0.00	282,200.00	0.00
TOTAL EXPENDITURES		282,200.00	290,500.00	0.00	290,500.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(8,300.00)	0.00	(8,300.00)	0.00
Fund 494 - DDA PROJECT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
494-000-665.000	INTEREST EARNED	0.00	0.00	6.86	(6.86)	100.00
Total Dept 000-ASSETS, LIABILITIES & REVENUE		0.00	0.00	6.86	(6.86)	100.00
TOTAL Revenues		0.00	0.00	6.86	(6.86)	100.00
Expenditures						
Dept 965-TRANSFERS OUT - CONTROL						
494-965-999.248	TRANSFER OUT TO DDA FUND 248	186,500.00	186,500.00	186,201.83	298.17	99.84
Total Dept 965-TRANSFERS OUT - CONTROL		186,500.00	186,500.00	186,201.83	298.17	99.84
TOTAL Expenditures		186,500.00	186,500.00	186,201.83	298.17	99.84
Fund 494 - DDA PROJECT FUND:						
TOTAL REVENUES		0.00	0.00	6.86	(6.86)	100.00
TOTAL EXPENDITURES		186,500.00	186,500.00	186,201.83	298.17	99.84
NET OF REVENUES & EXPENDITURES		(186,500.00)	(186,500.00)	(186,194.97)	(305.03)	99.84
TOTAL REVENUES - ALL FUNDS		762,000.00	762,000.00	395,442.76	366,557.24	51.90
TOTAL EXPENDITURES - ALL FUNDS		864,500.00	872,800.00	212,768.83	660,031.17	24.38
NET OF REVENUES & EXPENDITURES		(102,500.00)	(110,800.00)	182,673.93	(293,473.93)	164.87

Fund 494 has been closed and all asets moved to Fund 248.

LaFontaine Chevrolet Michigan Tax Tribunal Case

- Nathan Voght at Washtenaw County has contacted LaFontaine's corporate office to inform them of the brownfield situation. No further update available.

DDA Financial Forecast– *Nothing new at this time*

DDA Project Summaries – *Nothing new at this time*

Required Reporting

- Form 5176 – Request for State Reimbursement of Tax Increment Finance Authority. Deadline to file for 2015 is June 15th. *Filed electronically with the Michigan Department of Treasury June 12, 2015.*
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year). *Filed by mail July 29, 2015 with the Michigan Department of Treasury.*
- Qualifying Statement – File the Fiscal Year 2014-2015 Statement by December 31, 2015.
- Audit – File the 2014-2015 Audit by December 31, 2015.
- Publish the Fiscal Year 2014-2015 Annual Report by February 2015. *Report published February 25, 2015.*

Tax Capture Update – *Nothing new at this time*

- The City has the assessment roll. Over the course of the next several months, the roll will be reviewed by the assessor, and he is aware that the DDA would like a review of parcels included within the district.

Annual Audit

- The audit is currently in progress.

SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 FX: 734-769-9055
E: SEM@MUNZELLAW.COM

9/13/2015

Invoice
DDA 1631

248-248-810-000
$4,544.07

Ms. Courtney Nicholls
Manager
City of Dexter
8140 Main Street
Dexter, MI 48130

Re: Invoice for Legal Services - Dexter Wellness Center

Dear Ms. Nicholls:

The invoice for legal services provided in August is below. Please contact me if you have any questions. Please note I have divided this invoice between the City and DDA.

8/4/2015	Review latest discovery documents, including Meritage market study; review other discovery documents	1.5
8/11/2015	TC Courtney Nicholls re update on status, discovery process	0.2
	Review Schiff Hardin's proposed revisions to Heydlauff testimony- most are minor, one objection; TC Adam Sadowski re revisions, outstanding discovery, his plan for a motion for summary disposition; email all parties re one objection to revision, reservation of rights; TC Shawn Keough re update on status, outstanding discovery, hearing on site inspection	2.0
8/12/2015	TC Cindy Maurer at MTT re time for conference call; email parties re time and call in information	0.3
8/13/2015	Prepare for telephone call with Judge on my motion for site inspection; attend conference call on motion, Judge ruling to allow site inspection; email Dexter parties re dates; TC Chris Renius re 8/24; email to Schiff that we can make 8/24 work	1.5
8/14/2015	TC Adam Sadowski re inspection issues	NC
8/19/2015	Review Cope deposition re additional deps Power Wellness personnel	0.7
8/20/2015	Complete review of Cope deposition re PWM contract issues, attendance issues, program issues; review MTT Order re hearing; email Peter Kopke re subpoena issue	3.0
8/21/2015	Review PWM management contracts; emails re reminder for site inspection; review Cope deposition re issues related to services, marketing; TC St. Joe's re document request; TC Davi Hirsch re depositions of Hummert, Sargent; TC Joanne Faycurry, Jackie Cook re request for depositions of Hummert, Cook; review Heydlauff-Hum-	

	mert emails re marketing; review CWF Answers to Second Interrogatories, issue of missing documents	4.0
8/23/2015	Review Cope depositon re missing facts; prepare outline of each issue	2.0
8/24/2015	Prepare trial chart for outline of proofs; complete review of Cope deposition re information she did not know; TC Adam Sadowski re site inspection, last depositions, expert opinion issue; TC Ann Yarborough re pages to be produced; TC David Haffey re review of 990 PF; OC John Etter re status, Merte deposition; confirm CWF provided Weber document; email to parties regarding additional depositions and immediate consideration; review letter from Faycurry accompanying St. Joe documents; TC Davi Hirsch re depositions of Sargeant and Hummert	6.4
8/25/2015	Prepare outline for motion to depose Sargeant and Hummert; review Order and Court Rules; draft Motion to Depose; prepare cover letter; fax and send Motion to all parties; review letter from Faycurry re Schiff Hardin desire to appear in person at Conference	3.9
8/29/2015	Review documents regarding formation of CWF between St. Joe's and CWF	1.0
	Trial Notebook- case analysis and summaries	2.0
8/30/2015	Trial Notebook- case analysis and summaries	3.0
8/31/2015	Trial Notebook- case analysis and summaries	3.0
	TC Peter Kopke at MTT re Merte deposition; OC John Etter re same; review email parties re change in date to accommodate Faycurry with conditions; review response from Faycurry, other emails re her desire to depose witnesses; draft Motion to depose Merte, for immediate consideration; fax to MTT, mail and email to parties	2.0
	Total Time	36.5 at $170/hr
	Current Invoice	$ 6,205.00
	Expenses- motion fees for depositions $200; Deposition fees: Amy Heydlauff 1, 2 and 3 (attached)	$ 3,603.14
	Total Balance Due	$ 9,808.14
	Minus courtesy discount	$ 720.00
	Revised Balance Due	$ 9,088.14
	Divided between DDA and Village	$4,544.07
	Prior Outstanding balance	$25,488.48
	Minus payments made	$12,122.00
	Current Outstanding balance	$13,366.48
	Total amount due	$17,910.55

Sincerely,

EIN 38-3120196

Scott E. Munzel

Huron Reporting Service
623 West Huron Avenue
Ann Arbor, MI 48103

Phone: 734-761-5328
Fax: 734-761-7054

Job #: 150529TNH
Job Date: 05/29/15
Order Date: 05/29/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Invoice

Invoice #: 454610
Inv.Date: 06/03/15
Balance: $1,312.30

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Action: **Chelsea Health & Wellness Foundation**
VS
Scio Township
Action #: **MTT 14-001671**
Rep: **TNH**
Cert: **6175, CRR**

Item	Proceeding/Witness	Description	Units	Quantity	Price	Disc. Amt	Amount
1	Amy Heydlauff	Copy Emailed of Transcript	Pages	243	$4.50	$0.00	$1,093.50
2		Attendance-	Hour	8.00	$25.00	$0.00	$200.00
3		Exhibits via Email	Copies	47.00	$0.40	$0.00	$18.80

Comments:
DAILY EXPEDITED DELIVERY

Thank You. NEW: Pay your invoices online: visit www.hansonreporting.com and click on E-Pay.

Sub Total	$1,312.30
Shipping	$0.00
Tax	N/A
Total Invoice	$1,312.30
Payment	$0.00
Balance Due	$1,312.30

Federal Tax I.D.: 38-2436945
Terms: After 45 Days 1.5% Penalty per month

Please KEEP THIS PART for YOUR RECORDS.
Please FOLD then TEAR HERE and RETURN THIS PART with PAYMENT.

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Deliver To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Invoice

Invoice #: 454610
Inv.Date: 06/03/15
Balance: $1,312.30
Job #: 150529TNH
Job Date: 05/29/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Please Remit Payment to:
400 Renaissance Center
Suite 2160
Detroit, MI 48243

Huron Reporting Service

623 West Huron Avenue
Ann Arbor, MI 48103

Phone: 734-761-5328
Fax: 734-761-7054

Job #: 150604TNH
Job Date: 06/04/15
Order Date: 06/04/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Invoice

P11

Invoice #: 454953
Inv.Date: 06/08/15
Balance: $1,391.60

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Action: Chelsea Health & Wellness Foundation
VS
Scio Township
Action #: MTT 14-001671
Rep: ASC
Cert: 6175, CRR

Item	Proceeding/Witness	Description	Units	Quantity	Price	Disc. Amt.	Amount
1	Amy Heydlauff - vol 2	Mini as Original & Email Copy	Pages	182	$6.50	$0.00	$1,183.00
2	Amy Heydlauff Confidential Record	Mini as Original & Email Copy	Pages	7	$6.50	$0.00	$45.50
3		Attendance-	Hour	4.50	$25.00	$0.00	$112.50
4		Attendance after 5:00pm	Hour	0.50	$40.00	$0.00	$20.00
5		Exhibits via Email	Copies	39.00	$0.40	$0.00	$15.60
6		UPS - Ground	Package	1.00	$15.00	$0.00	$15.00

Comments:
2-DAY EXPEDITED DELIVERY

Thank You. NEW: Pay your invoices online: visit www.hansonreporting.com and click on E-Pay.

Sub Total	$1,391.60
Shipping	$0.00
Tax	N/A
Total Invoice	$1,391.60
Payment	$0.00
Balance Due	$1,391.60

Federal Tax I.D.: 38-2436945
Terms: After 45 Days 1.5% Penalty per month

Please KEEP THIS PART for YOUR RECORDS.
Please FOLD then TEAR HERE and RETURN THIS PART with PAYMENT.

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Deliver To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Invoice

Invoice #: 454953
Inv.Date: 06/08/15
Balance: $1,391.60
Job #: 150604TNH
Job Date: 06/04/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Please Remit Payment to:
400 Renaissance Center
Suite 2160
Detroit, MI 48243

Huron Reporting Service
623 West Huron Avenue
Ann Arbor, MI 48103

Phone: 734-761-5328
Fax: 734-761-7054

Job #: 150609CMH
Job Date: 06/09/15
Order Date: 06/09/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Invoice

Invoice #: 455412
Inv.Date: 06/15/15
Balance: $699.24

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Action: Chelsea Health & Wellness Foundation
VS
Scio Township
Action #: MTT 14-001671
Rep: KF
Cert: 3357

Item	Proceeding/Witness	Description	Units	Quantity	Price	Disc. Amt.	Amount
1	Amy Heydlauff - vol 3	Mini as Original & Email Copy	Pages	109	$5.36	$0.00	$584.24
2		Attendance-	Hour	4.00	$25.00	$0.00	$100.00
3		UPS - Ground	Package	1.00	$15.00	$0.00	$15.00

Comments:
ORIGINAL EXHIBITS RETURNED TO ATTORNEY
3-DAY EXPEDITED DELIVERY

Thank You. NEW: Pay your invoices online: visit www.hansonreporting.com and click on E-Pay.

Sub Total	$699.24
Shipping	$0.00
Tax	N/A
Total Invoice	$699.24
Payment	$0.00
Balance Due	$699.24

Federal Tax I.D.: 38-2436945
Terms: After 45 Days 1.5% Penalty per month

Please KEEP THIS PART for YOUR RECORDS.
Please FOLD then TEAR HERE and RETURN THIS PART with PAYMENT.

Bill To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Deliver To:
Scott E. Munzel, Esquire
Scott E. Munzel, PC
603 West Huron Street
Ann Arbor, MI 48103

Invoice

Invoice #: 455412
Inv.Date: 06/15/15
Balance: $699.24
Job #: 150609CMH
Job Date: 06/09/15
DB Ref.#:
Date of Loss: / /
Your File #:
Your Client:

Please Remit Payment to:
400 Renaissance Center
Suite 2160
Detroit, MI 48243

Debt Service Invoice

Name of Issue:
CITY OF DEXTER COUNTY OF WASHTENAW 2015
DOWNTOWN DEVELOPMENT REFUNDING BONDS
LIMITED TAX GENERAL OBLIGATION (TAXABLE)

Corporate Trust Services

Account Number: 0026982NS
Debt Service Date: 11/01/2015
Payment Due Date: 11/01/2015
Page: 1 of 1

CITY OF DEXTER
ATTN COURTNEY NICHOLLS
8140 MAIN STREET

DEXTER MI 48130

Maturity Date	Rate	Principal Outstanding	Accrual Start Date	Accrual End Date	Interest Due	Principal Due	Call Premium
05/01/2025	3.55%	430,000.00	08/12/2015	10/31/2015	3,349.82	0.00	0.00
05/01/2032	4.65%	985,000.00	08/12/2015	10/31/2015	10,051.10	0.00	0.00
Totals		**1,415,000.00**			**13,400.92**	**0.00**	**0.00**

Total Amount Due:	$13,400.92

Wire Instruction:
(must be received by 11:30am central time on due date)
BBK: U.S. Bank N.A. (091000022)
BNF: U.S. Bank Trust N.A.
AC: 180120521620
OBI: TFM
REF: 0026982NS
For questions contact: SOTTA SEM 651-466-6106

Coded by: Marie
GL # 394 - 850 - 997 003 Amt. $13,400.92
GL #____ - ____ - ____ . ____ Amt. ____ . ____
GL #____ - ____ - ____ . ____ Amt. ____ . ____
Scanned by: _____
Date: _____

Please Remit with Payment

Name of Issue:
CITY OF DEXTER COUNTY OF WASHTENAW 2015
DOWNTOWN DEVELOPMENT REFUNDING BONDS
LIMITED TAX GENERAL OBLIGATION (TAXABLE)

Account #	0026982NS
Debt Service Date:	11/01/2015
Payment Due On:	**11/01/2015**
Net Amount Due:	**$13,400.92**
Amount Enclosed:	

Remit check to: **(must be received 5 business days prior to due date)**
US Bank
CM-9705
PO Box 70870
St. Paul, MN 55170-9705

Change of Address:

Debt Service Invoice

usbank
All Of Us Serving You

Corporate Trust Services

VILLAGE OF DEXTER DDA
ATTN: MARIE SHERRY, CPFA
8140 MAIN STREET

DEXTER MI 48130

Name of Issue:
VILLAGE OF DEXTER DOWNTOWN DEVELOPMENT BOND COUNTY OF WASHTENAW MICHIGAN SERIES 2008B (LIMITED TAX GENERAL OBLIGATION) *P/O CHK*

Account Number: 802503000
Debt Service Date: 11/01/2015
Payment Due Date: 11/01/2015
Page: 1 of 1

Maturity Date	Rate	Principal Outstanding	Accrual Start Date	Accrual End Date	Interest Due	Principal Due	Call Premium
05/01/2016	4.25%	25,000.00	05/01/2015	10/31/2015	531.25	0.00	0.00
05/01/2017	4.375%	25,000.00	05/01/2015	10/31/2015	546.88	0.00	0.00
05/01/2018	4.50%	35,000.00	05/01/2015	10/31/2015	787.50	0.00	0.00
05/01/2021	4.60%	255,000.00	05/01/2015	10/31/2015	5,865.00	0.00	0.00
05/01/2024	4.80%	510,000.00	05/01/2015	10/31/2015	12,240.00	0.00	0.00
05/01/2026	5.00%	475,000.00	05/01/2015	10/31/2015	11,875.00	0.00	0.00
05/01/2028	5.00%	575,000.00	05/01/2015	10/31/2015	14,375.00	0.00	0.00
Totals		**1,900,000.00**			**46,220.63**	**0.00**	**0.00**

Total Amount Due:	$46,220.63

Wire Instruction:
(must be received by 11:30am central time on due date)
BBK: U.S. Bank N.A. (091000022)
BNF: U.S. Bank Trust N.A.
AC: 170225065771
OBI: TFM
REF: 802503000
For questions contact: SOTTA SEM 651-466-6106

Coded by: Marie
GL #394-850-997.004 Amt. $46220.63
GL #____-____-____.____ Amt. ____.__
GL #____-____-____.____ Amt. ____.__
Scanned by: _____
Date: _____

Please Remit with Payment

Name of Issue:
VILLAGE OF DEXTER DOWNTOWN DEVELOPMENT BOND COUNTY OF WASHTENAW MICHIGAN SERIES 2008B (LIMITED TAX GENERAL OBLIGATION) *P/O CHK*

Account #	802503000
Debt Service Date:	11/01/2015
Payment Due On:	**11/01/2015**
Net Amount Due:	**$46,220.63**
Amount Enclosed:	

Remit check to: **(must be received 5 business days prior to due date)**
US Bank
CM-9705
PO Box 70870
St. Paul, MN 55170-9705

Change of Address:

The City of DEXTER Michigan

OFFICE OF COMMUNITY DEVELOPMENT
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager
Re: Downtown Redevelopment RFQ Update

Date: October 13, 2015

Developer interviews took place on Tuesday, Sept 29th at 5:00 pm at the library. The developers were sent a list of questions which they have responded in writing (attached). Staff also put together a draft outline of the steps after the interviews are completed (attached). One of the developers has withdrawn from consideration. This move was taken because the developer only develops low income tax credit housing.

Following the Developer Interviews, the Review Committee met briefly. While they were impressed with the presentations, they determined the following information was needed, before making a recommendation to the Dexter DDA and City Council:

- Contact information for at least two (2) communities in which the developer has entered into a public/private partnership, and
- The Developers terms for entering into a Pre-Development Agreement.

Responses by Home Renewal Systems
to the questions posed by the City of Dexter:
25 September, 2015

1. **How do you plan to address the infrastructure improvement needs as identified by OHM? Sanitary, Water, Storm?**
    a. The sanitary, water, and storm utilities will need to be installed in accordance with Section 20107a of the Part 201 of the Natural Resources and Environmental Protection Act on the facility parcel (3045 Broad Street) portion of the Property. Specific details regarding the construction of the utilities was not provided such as such as depth, but considerations for construction of the utilities may include volatile organic compound (VOC) resistant sealants and potential utility trench plugs to prevent creation of a preferential pathway for contamination. Any soil or groundwater that is removed from the Property during construction will have to be properly characterized for off-site disposal. Notification of impacted soil and groundwater will need to be provided to any contractor that may come into contact with the soil or groundwater on the facility parcel.

2. **How do you plan to address storm water management at the site?**
    ~~a.~~ Detailed Storm water plans have not been provided to ASTI for review. AT this point in the process, in additional to sustainable storm water management improvements, we are proposing to follow the April 24, 2014 OHM memorandum that recommends installation of new pipeline and potentially removing existing surface cover. Based on the Figure 4 in the Memorandum, the proposed storm water improvement line will be on an adjoining parcel that will not be owned by the new Property purchaser. ASTI input in regard to the storm water management on the facility parcel will include the prevention of exacerbation of the existing contamination and the prevention of any potential unacceptable risk to human health and the environment. Construction of any new storm water utilities on the facility parcel may have to include engineering controls such as VOC resistant sealants and potential utility trench plugs to prevent creation of a preferential pathway for contamination.

3. **What are your thoughts on dealing with the environmental conditions? Explain your experience in dealing with similar...**
    a. Prior to purchasing, the new Property owner should complete a Phase I Environmental Site Assessment for CERLA liability protection and a Baseline Environmental Assessment for State of Michigan liability protection from the existing contamination. Additional sampling may be necessary based on the proposed construction plans. Specific details on dealing with the existing environmental conditions would be completed in a documentation of Due Care Compliance report for the new Property owner based on the proposed specific development plans. The property has environmental conditions that will require mitigation to prevent exacerbation of existing contamination and prevent potential unacceptable risk. This will require engineering to prevent the potential for creating preferential pathways for existing contamination, mitigation for

vapor intrusion in regard to the existing VOC-impacted soil and groundwater, and completing the proposed development in accordance with the recorded RC. The RC requires new construction on portion of the facility parcel to include engineering controls to eliminate the potential for a vapor phase hazardous substances to migrate into the structure and requires that activities that remove the existing barrier (asphalt and concrete) to repair or replace the cover with an equivalent degree of protection as the original cover. Any soil or groundwater that is removed from the Property during construction will have to be properly characterized for off-site disposal. Notification of impacted soil and groundwater will need to be provided to any contractor that may come into contact with the soil or groundwater on the facility parcel. In addition, soil removed from the Property may be considered hazardous and be required to be disposed at a landfill that accepts hazardous soil/groundwater.

ASTI has worked with developers on numerous projects that required special development considerations including engineering controls for utility construction and mitigation for vapor intrusion. This includes projects through the Michigan State Housing Development Authority and the US Department of Housing and Urban Development.

4. **When would you need to start construction? Timing generally?**
    a. HRS will undertake its due diligence activities beginning immediately. We are committed to the site, and it is in our mutual interest to move the project forward as quickly as possible. Through this pre-development phase, we will be identifying project costs and refining financing models, in order to identify alternative feasible project scenarios based on likely sources and uses of funds. Based on mutually agreed project objectives, the team will develop design options to test with the community through a charrette process.

    Other factors affecting timing will include DTE site work to remove and mitigate negative conditions, the timing of funding for such mitigation, and any applicable steps to remediate the multiple unknowns related to environmental conditions discovered at the site. Throughout this period, the team will be monitoring the timing of other financing incentives that may become available according to a set schedule and continuously updating the overall development feasibility for the project with other members of the team.

    Timing of construction would be based on the timing the General Contractor (GC). HRS and ASTI would plan with the GC to discuss required environmental considerations and address them prior to start of construction.

5. **Of the team members identified have you worked together as a team? Which projects?**
    a. HRS and HOBBS+BLACK have worked together on two previous projects: Main Street Crossing in Brighton and Nielsen Square in Ann Arbor; HRS has worked with ASTI on

several projects, most recently on the Gateway Senior Apartments in Fremont, MI, which was completed in May of this year.

6. **What is your charrette experience: Describe the process you intent to use in Dexter.**
    a. With decades of experience designing parochial projects, Design Charrettes are a normal part of church design that helps engage the congregation in a united vision for the future of their church. HOBBS+BLACK starts with the graphically engaging, organized, time-tested standard Charrette format developed by organizations like the NCI and refines it slightly for each project and audience.

7. **Who will be directing the design team? Leading presentations and guiding charrette?**
    a. HRS will be leading the design team, but will rely heavily on HOBBS+BLACK expertise in site layout, with design options informed by the charrette process.

8. **We find that the things that resonate with Dexter residents revolve around (in no particular order) Quality of Life, Family, Schools, and Availability of Single Family Housing. How do you see your involvement in the project will enhance all or any of these aspects of our community?**
    a. The RFQ indicates a number of preferred parameters for the project, including maximizing its "residential, retail and office potential," with a preference for "mixed-use, mixed-income residential," in the floor of a development with "high density, multi-story, zero setback" form. Given these parameters, local benefits include:
        i. **Quality of Life:** the project that we envision will increase the range of housing options available to residents of Dexter and increase the number of housing units that are within the downtown; one result will be an increase in pedestrian traffic on the street, increased ability to attract new business, and increased vibrancy in the downtown. We foresee a mix of units that would be attractive not only to persons who may commute to Ann Arbor, but also to persons who currently live and work in Dexter, as a move-up or walk-to-work option for housing. The project will also likely create space for new businesses in the downtown, expanding opportunities for people to live and work in the City, adding to the vibrancy and community's quality of life.
        ii. **Family:** the project will provide living units for families to be walkably connected to the amenities of the Dexter community. In addition, by attracting young professionals, the project will add to the numbers of households who will come to appreciate the attractiveness of Dexter as a place for young families to locate for the long-term to raise their families.
        iii. **Schools:** the project will expand the local tax base in the community, increasing revenues to support schools and local government. In addition, the project will likely attract households with school-age children and increase local enrollment.
        iv. **Availability of Single Family Housing:** by creating additional housing units in central Dexter, the project will enhance the availability of housing of all types in central Dexter; by increasing the vibrancy of downtown Dexter, the project will

over time, enhance the value of single-family homes throughout the area, especially in neighborhoods walkably connected to the downtown.

9. **With so many stakeholders it is bound to happen...When a difference of opinion or issue arises how do you plan to resolve? (Staff, Council, DDA, PC)**
    a. Any differences of opinion should be viewed in our common goal of seeing a successful project we will all be proud of. We will rely on (a) early consensus on project objectives; (b) use of data to provide good project information to the development team; and (c) transparency in information. HRS will base its priorities on alignment with agreed objectives and marketability considerations.

10. **What do you see as being the biggest hurdle to the project?**
    a. The presence of the existing DTE substation, lack of clarity on timetable and terms for its removal is an issue that could substantially alter the site's development potential. We understand that the over-head power lines will remain and are prepared to work with that location.

       Once the development proceeds, timely municipal approvals will be vital to maintain project momentum.

       For similar type projects, timely resolution of environmental issues that often involve planning and budgeting mitigation or engineering controls. Other hurdles include notifying all parties involved in the construction of the project in regard to the due care obligations for the Property owner and following all recommended response activities and due care.

11. **What do you think has the most potential to tank the project?**
    a. Maintaining the DTE substation may not tank the project, but it would significantly alter its potential. HRS is accustomed to collaborating proactively with municipalities, and we will work with the City to facilitate the municipal approval process. The members of the team will work together to ensure that all the planning and budgeting involved in any additional environmental measures or engineering controls identified are properly planned and budgeted for, in order to ensure that any hurdles discussed in question 10 are addressed.

For the two firms that provided concept plans: N/A

3045 BROAD STREET DEVELOPMENT

Written Response

September 25th, 2015

FOREMOST DEVELOPMENT COMPANY

Development • Construction • Management

O'BRIEN CONSTRUCTION & DESIGN, INC.

FSP FUSCO, SHAFFER & PAPPAS, INC. ARCHITECTS AND PLANNERS

ATWELL

KMG Prestige

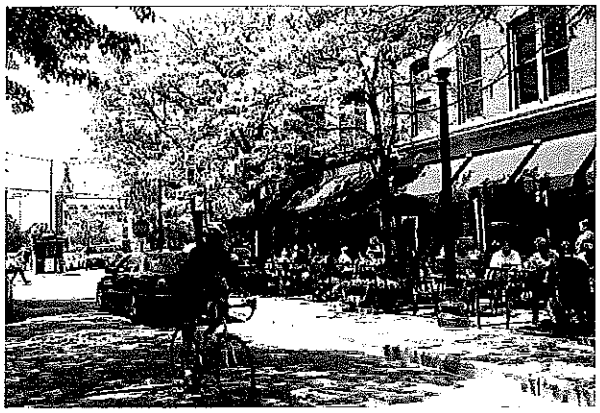
Q: How do you plan to address the infrastructure improvement needs as identified by OHM? Sanitary, Water, Storm?

R: Water, sanitary and storm connections presently exist within Dexter's downtown core and the Foremost development will connect into this network per City and County standards. We will continue to work with OHM to address infrastructure improvements.

Q: How do you plan to address storm water management at the site?

R: Atwell understands the City endorses current WCWRC standards and encourages BMP use. Atwell has extensive site design experience implementing these standards and low impact design practices.

Atwell also understands that the site was formerly developed as an intensive industrial use with no existing storm water treatment or detention. In accordance with Dexter ordinance for the Central Business District, Atwell will engage and work closely with the City and OHM during the pre-application discussions to reach an appropriate and site specific solution for storm water management at this specific redevelopment. These may include underground detention/infiltration systems, bio-retention landscape islands, pervious pavements, and vegetated buffer strips as the site allows.



Q: What are your thoughts on dealing with the environmental conditions? Explain your experience in dealing with similar...

R: Atwell has a wealth of experience in brownfield remediation and environmental consulting. While our environmental services are nationwide, two local projects in Ann Arbor include Lower Town, a 7.29 acre brownfield redevelopment into a mixed-use PUD and Eaton Corporation, an industrial redevelopment into a multi-family district. Both sites involved identification and assessment of environmental concerns, and design and implementation of remediation plans, including soil and groundwater contamination.

It is the understanding of Foremost that the city retained the services of ASTI to conduct various environmental studies. Foremost and ASTI has had a long standing relationship that will continue and serve as a benefit to the development of this project.

Foremost and its partners has a long list of environmentally sensitive sites throughout the years. Most development sites encountered in today's market, has environmental issues of one source or another and vary in scope and cost. An example of experience with a more extreme application, the partners of Foremost and FSP were involved in a 3 million dollar environmental cleanup of a re-habitation project in Detroit that included material removal, site vapor barrier and power venting system for the structure.

Q:[P22] When would you need to start construction? Timing generally?

R: We would like to commence construction as soon as possible. Ideally, we would begin construction in April of 2016 and complete construction in May of 2017. The process with all of the stakeholders and the city, as well as the challenge of relocating the DTE Sub Station may delay the Spring 2016 start, but we are comfortable that the project would be built in 12-13 months regardless of commencement date. Units will be placed into service beginning in the 12th Month following construction commencement following the issuance by the city of the Certificate of Occupancy.

Q: Of the team members identified have you worked together as a team? Which projects?

R: The Foremost Development team members have worked on a number of projects together. Here are a few examples:

Residences at Thirty-Two 50, Auburn Hills, MI
48-unit, luxury, mixed-use, market-rate in downtown Auburn Hills. Development Agreement and Site Plan Approvals underway.

Delta Township, MI
39-unit, affordable housing project located in Lansing, MI. Development Agreement and Site Plan Approvals underway.

NSO Bell, Detroit, MI
155-unit historical renovation located in Detroit, MI for Neighbor Service Organization.

Hillside Park Apartments, Petoskey, MI
160-unit development in 14 separate buildings.

Antioch Independent Care, Hickory, NC
88-units of new construction independent living.

Q: What is your charrette experience? Describe the process you intend to use in Dexter.

R: Foremost Development Company has been active in national, regional and local organizations that drive community visioning and planning for urban, in-fill community development. Foremost is a member of SmartGrowth America, a Brookings Institute-affiliated new urbanism advocate. Our President at Foremost has attended their three-day Charrette in Washington, DC. The developer experience provided by SmartGrowth/LOCUS has been invited into Michigan by MSHDA and MEDC. We have been part of the Wake Up/Walk Up Destination Study of communities in Michigan. Their report is available now at http://www.smartgrowthamerica.org/documents/walkup-wake-up-call-michigan.pdf. Foremost is also a member of Urban Land Institute Michigan affiliate and we attend regular monthly gatherings and meetings with other developers and municipal leadership, such as the Michigan Municipal League. We worked with Dan Pitera and Detroit Design Studio at University of Detroit Mercy on community meetings in Detroit for Detroit Future Cities. Our staff served as volunteers and assisted with the community meetings in 5 neighborhood areas and also at the City-wide Convening.

In Dexter, Foremost will work with our design team led by the Architect to facilitate formal and informal community input, as well as formal municipal planning requirements. We will host at least 3 local meetings to organize groups with our trained facilitators. We will solicit ideas and preferences from the audience, as well as provide an on-line space with as many materials as possible available for comments and input. We would also plan to post design concepts as they emerge on-line, as well as in a public area like the Dexter Library for all stakeholders to view and comment. Foremost has developed a relationship with Bill Lennertz and his team at National Charrette Institute. Their materials, resources and web-based presentations are extraordinarily helpful to community planning. We look forward to working with the DDA and city of Dexter to convene a community process to garner input, vision, creativity and ideas from the residents and business community of Dexter.

Q: Who will be directing the design team? Leading presentations and guiding charrette?

R: Fusco, Shaffer and Pappas Architects (FSP) will lead the Design Team and guide the Charette(s). The entire Foremost Development Team: Developer, Engineers, General Contractor and Property Manager will be represented at each gathering to ensure that all questions can be answered and to maximize our listening and understanding of the community and all ideas. FSP has decades of experience designing residential, municipal and institutional projects. The architects, land planners, landscape architects and interior design specilists have a demonstrated track record of success working with communities and diverse sets of stakeholders from city staff to school boards, from elected officials to Senior Clubs. FSP will guide public meetings, provide regular feedback to stakeholders through the process and offer multiple design options based on the input we receive. We are confident that a thorough listening and public design work will circumvent issues and conflicts later in the development process.

Q: We find that the things that resonate with Dexter residents revolve around (in no particular order) **Quality of Life**, **Family, Schools**, and **Availability of Single Family Housing**. How do you see your involvement in the project will enhance all or any of these aspects of our community?

R: Dexter has a sterling reputation as a livable, asset-rich city with broad access to recreation of many varieties. The Historic Downtown features a growing array of dining, entertainment and retail shopping. Strong faith communities, walkable streets and trails, linear water and pedestrian trails build and compliment the strong schools and sense of community. Parades, Dexter Daze, Plein Air Art Festival offer the community opportunities to connect and enjoy one another.

P24 The most important contribution that the Broad Street Development can make is providing a new type and class of housing product in Downtown Dexter – luxury, mixed-use, multi-story market-rate apartments. The development – density/economic impact/retention of millennials/life, eventually these families will bring forth their own children who will populate the Dexter Schools and be a market for the quality single-family housing in the city and townships. Foremost Development envisions a residential product that fills a niche in the housing spectrum that attracts and retains a pair of critical demographic groups, the 22-32 Millenials many of whom have roots in Dexter and the 55 and older empty-nesters who seek to downsize and live maintenance-free still in their home town. Our project will infuse energy and life into the downtown and community and make Dexter more competitive in the marketplace and attract or retain professionals who build on the strengths of Dexter.

Q: With so many stakeholders it is bound to happen…When a difference of opinion or issue arises how do you plan to resolve? (Staff, Council, DDA, PC)

R: Building a broad civic consensus on an appropriate project design for Broad Street presents a challenge to any Development Team. The project must also work for the residential and retail markets in Dexter in 2015. The high-visibility, almost cornerstone location of the project, as well as the proximity to Mill Creek make Broad Street a most compelling location. Foremost's Development Team has some limited experience already with the Dexter DDA, City Council, Staff and Mayor having built some relationships and attended public meetings. The tenor and civility evidenced at the public meetings in Dexter is most encouraging, and though politics is always contentious and delicate, the elected/appointed officials and staff seem to get along well. Foremost Development Team Members have worked on projects in dozens of municipalities in Michigan, including current projects in Ann Arbor. We work to overcome intractability and divided opinions with large quanitities of respectful public communication (eg Charettes) and seeeking always for compromise among opinions.

The municipality and other public entities like the Department of Natural Resources have clearly defined rules and regulations, as well as processes that must be respected by all. Our team will lay out as clearly as possible those rules for participants at all public gatherings and in any virtual interactive spaces (eg Facebook). We also must be mindful of Fair Housing Laws, Anti-Discrimination and good manners in public meetings. We would like to formulate a small team of 4-5 individuals who could serve as informal arbitrators and advisors through the process. This independent team should include staff, DDA, citizens and be charged with assisting with consensus-building. Represenetatives of the team would attend as many of the public meetings and events as possible and help to negotiate and navigate differences of opinion.

Q: What do you see as being the biggest hurdle to the project?

R: The biggest hurdle to the project may in fact be selecting Foremost Development Team as your partner at Broad Street. We are confident, based on hundreds of years of collective development experience among our team that we can develop a state-of-the-art mixed use, market-rate project in Dexter. The DTE Sub Station is a big hurdle, but like soil conditions, site contamination, water management and other hurdles, all surmountable with the right combination of expertise, effort and patience.

Q: What do you think has the most potential to tank the project?

R: The biggest immediate threat to the execution of the development is the relocation of the DTE Sub Station. Utilities have a very slow and considered process for such work and often have long lead times of many months or even years. The utility companies also charge considerable fees for construction services and that can also be a challenge.

The other threat to the project is the complexity of the development itself as highlighted in earlier sections: water management, site contamination and clean-up, DNR/DEQ approvals, and managing complex public/private financing and bringing additional public funding to the project.

Another critical threat is the difficult construction trade and labor challenges of the project. Availability of trades and sub-contractors is a challenge, particularly in the Washtenaw County market which is dominated by heavy current activity in Ann Arbor. O'Brien Construction is working with several Washtenaw County developers and has strong, current relationships with trades and subcontractors in the region.

Q: What main factor(s) brought you to the notion to provide rental units?

R: The past 75 years has witnessed a huge shift in American Lifestyles. In 1940, fewer than one-half of all children graduated from high school, 59% of Americans lived in the town where they were born and only 21% of non-farm families lived in homes they owned. That pendulum shifted radically, but the last 10-15 years has engendered another broad shift in lifestyle. In Dexter graduation rates are in the highest 90th percentile, the average American family has lived in their home for 6 years and will move on average every 8 years, overall home ownership has declined every year since 2005. Middle class wealth has eroded considerably, student debt has skyrocketed and lending is much restricted under new banking regulations. There will be demand for single-family and condominium developments, but much reduced by demographic factors.

The primary target market for the Downtown Dexter Development is Millennials, adults ages 22-32, post-graduate students and professionals who work in the region, but seek a unique, walk-up destination like Downtown Chelsea, Michigan. This group has a unique experience with the economy and has lived during the longest period of War in the nation's history.

P26 They experienced the Great Recession as youth or young adults with high levels of unemployment, wealth shrinkage and economic disruption. They watched their parents' investments and homes lose value and some lived through foreclosure. Socially, they are like Peter Pan, delaying adulthood with much later career-starts, first marriages, child birth. The median age of first marriage in the US is now 29, with most couple's first child arriving at 31. This means the Millennials may not be in the market for the "house on a lot" until they are age 35. According to Twinge in Generation Me, "Millennials are a civic-minded WWII Generation with a strong sense of community both local and global". Just over 50% of Millennials believe "America's best days are yet to come", making them more optimistic than all other age groups in the US. The "trophy kids" of "helicopter parents" will dominate the workforce by 2025. Some of the words that define Millennials are: Digital, Independent, Place-Based, Social and Urbane.

A number of national, regional and local factors indicate that rental housing is the correct approach to Broad Street in Dexter. The demographics of our nation and state have created a pair of large bubbles in age distribution of Americans: a huge number of aging "Baby-Boomers" and a shadow "Boom" of our Millennial children and grandchildren. Thousands of Baby Boomers are reaching retirement age (65) every day. None of these "young" retirees are ready for the convalescent homes of yesteryear, but are instead selling the single-family home and moving to more urban environments. It is not a decision forced by economics, but a decision based on being close to attractions and amenities and reducing time spent on home repairs/maintenance. Many of the retirees are also retiring from commuting and automobile-dependent living. According to the National Association of Realtors, 58 percent of home-buyers surveyed prefer mixed-use neighborhoods where one can easily walk to stores and other businesses. Further, 56 percent expressed a preference for communities with amenities such as a mix of housing types, various destinations within walking distance, public transportation options, and less parking.

The development will bring between 80-100 residents to downtown Dexter. These units being brought on-line will more than double the amount of rental property in the DDA. The additional retail enhances commercial activity in the DDA. There is a possibility that some of the residential units will be live/work combinations as well. We hope to make the downtown a regional-serving as well as a resident-serving destination.

According to Real Estate One, the largest residential realtor in Washtenaw County, there has been 1 condominium sold in Dexter in 2015. They estimate there is currently a 6-12 month existing supply of condos for the Dexter market. Our Market Study by National Land Advisory Group, Columbus, OH indicated that absorption of condos in Dexter would be 3-5 per year, but that there is an existing demand for over 100 units of market rate rental housing.

The trend is swinging away from neighborhoods that contain primarily large-lot single-family housing, few sidewalks, ample parking, and where driving is the primary means of transportation. Sixty percent of those swinging toward newer amenities do so for the convenience of being within walking distance to shops and restaurants and two-thirds of residents factor walkability into their home or apartment decision. Changing demographic trends— retiring baby boomers, first-time buyers preferring walkable places, and a rising number of households without children—are one reason for the increased housing market segment driven by walkability. In fact, the demand for walkable places may outpace its supply. While this research is still emerging, one study posits that small-lot and attached housing units are under-supplied by 11 percent and 8 percent respectively, or an estimated 12 and 13.5 million units, while large-lot housing is over-supplied by an estimated 18 percent, accounting for approximately 28 million units. We seek to address this deficit in downtown Dexter.

Q: Why not Row/Brownstone Style Housing?

R: Row or Brownstone Style Housing is a very attractive residential approach that exists in both historic and faux-Historic form in many communities. There is no brownstone or row housing in Dexter currently and the immediate area around Broad Street is not street-facing row housing, but a mixture of rear historic facades, modern buildings and residential. A market study commissioned by Foremost Development did not indicate any demand for brownstone-style housing anywhere in the county. Though faux-historic brownstone housing was built in Ann Arbor before the recession, no housing of this class is currently underway.

The target market of young professionals (22-32) has no interest in this housing style, preferring instead apartment lay-outs and shared amenities in every market in the nation. Brownstone style housing would produce many fewer units and residents, probably by one-half or more. Additional parking would be required in a location in your city that cries for recreation, walkability and pedestrian-friendly experiences.

Q: Why not retail / Commercial / Office?

R: Our development includes a retail/office component on the first floor. Market studies have indicated that there is limited demand for commercial office building space in downtown Dexter. There is already a great deal of commercial and office space for lease in both the city of Dexter and in Scio Township where occupancy is falling. Vibrant downtowns across America from Chicago to Ann Arbor are witnessing the incredible difference full-time residents bring to cities. We are not trying to build a "24-hour a day Dexter", but we do not want the excitement to end at 5pm when the office closes. You can witness in Southfield, Troy and Auburn Hills communities that are quiet after hours.

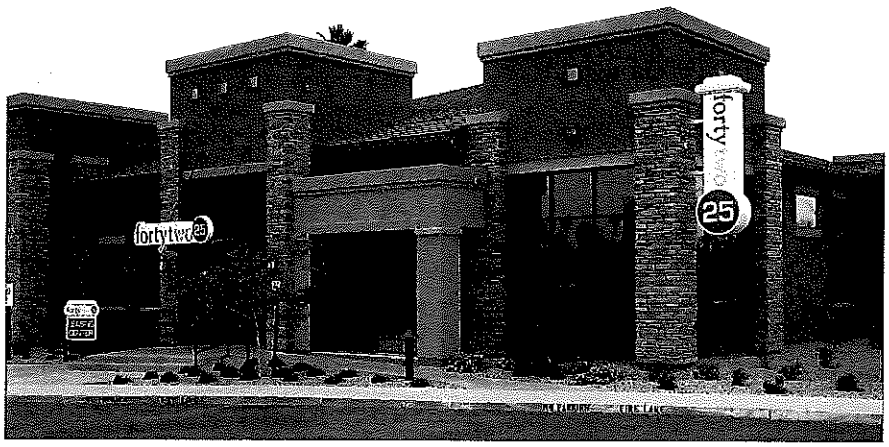
Q: P28 Are you married to the plan provided? Are you married to the unit layouts as provided? What happens if/when collaboration brings us to a different plan, use etc.?

R: Foremost Development provided a concept and unit count as a first step in the development process. We are looking forward to working with your staff, elected/appointed officials, citizens and stakeholders to shape the final plan for Broad Street. We always believe that great ideas are out there that we have not conceived and the "all of us are smarter that any of us". Adjusting the course of the development in the collaborative process will make the project stronger.

Q: Are you planning on market rate, affordable market rate, or section 8 type units?

R: We propose market rate residential and retail leasing at Broad Street in Dexter. Market rate mixed use housing and retail fits the current housing market in downtown Dexter - all market rate properties. Market rate mixed use builds a stronger tax base for the city, both property taxes and sales taxes. The residents at higher income levels that market rate housing brings will have annual incomes starting at $50,000 - $70,000 per household or unit. That means that gross resident annual income is about $4,500,000 even at a 75-unit design. Based on U.S. Department of Commerce calculations, 40% of gross income is spent within 5 miles of home, so that $1,800,000 in new puchases will happen in Dexter every year. That will spur more retail operations. Our market analysis also indicates that Dexter is a strong market for rental housing with high demand, very limited supply and strong absorption rates. Downtown Dexter is so charming and beautiful and the site so strategically important, that only a high-end design and budget would be appropriate.

Our team has built thousands of units of affordable and supportive housing. The federal government and state housing development authorities (MSHDA) have recently shifted their policies and seek to encourage less concentration in affordable housing across the nation. We are happy to talk about how affordable or supportive housing can be developed and possibly integrated into the development at Broad Street. HUD Section 8 Vouchers are not a unit or specific apartment, but a portable voucher issued to eligible families and individuals. A family or individual who receives a voucher must find housing with an owner who agrees to participate in the program. The owner then receives a payment equal to 30% of the family's income from the tenant and an additional payment from the local Public Housing Authority -Jennifer Hall at Ann Arbor Housing Commission for non-participating jurisdictions in Washtenaw County.



DOWNTOWN REDEVELOPMENT NEXT STEPS

Steps after Developer Interviews

- Committee meets immediately after interviews to discuss and possibly identify a candidate to recommend to DDA
- Draft and Finalize Pre-Development Agreement
- DDA makes recommendation to Council
- Council selects Developer
- Execute Pre-development Agreement

Pre-Development Agreement Activities

- Establish a schedule for the investigations and preparations to determine the feasibility
- Conduct Property Study and Prepare Conceptual Development Plan
  - Commission Property Study
  - Jointly evaluate TMA

GO/NO GO

- Determine current capacity of infrastructure to support project
  - water, sanitary, storm, roads
- Prepared conceptual development plan utilizing the charrette process
- Identify development review process (conditional rezoning, PUD, SPR, variances, etc)
- Identify architectural standards

GO/NO GO

- Undertake studies to determine infrastructure improvements (including actual costs) needed to support Project, per
  - utility construction
  - extensions/relocations,
  - road construction
  - sewer and underground utility construction
  - walkways/public spaces
- Finalize decommissioning of Broad Street electric sub-station
- Development a plan for land acquisition and sale of property
- Identify financing and incentive sources
  - Brownfield TIF
  - Sewer/water connection fees

GO/NO GO

Development Approval Activities

- Prepare detailed site plan/PUD plan
  - Obtain final site plan/PUD plan approval

GO/NO GO

Development Agreement Activities

- Draft Development Agreement
- Include the following:
  - Approved final site plan/PUD plan
  - Plan for land acquisition and sale of property
  - Construction schedule
  - Engineering and construction plans
  - Financing and incentive plans
  - Construction of infrastructure improvements
  - Financial participation
- Finalize and execute an exclusive development agreement

The City of DEXTER Michigan

OFFICE OF COMMUNITY DEVELOPMENT
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager
Re: Target Market Analysis Update

Date: October 12, 2015

- The final Target Market Analysis report was presented on October 7th. A copy of the executive summary and handout are attached for your convenience. Results of the TMA are based on rigorous data analysis and modeling, and include a detailed study of in-migration into the city; internal migration within the city; and movership rates by tenure and lifestyle cluster.

  Key criteria to identify target markets (TM) include:

  - TM propensity to choose urban settings over suburban or rural places.
  - TM propensity to choose attached rather than detached housing units.

  There are 71 possible lifestyle target markets assigned to the United States. Twelve (12) moderate target markets and 6 upscale target markets were identified. Each target market is unique and has varying propensities for tenure (renter v. owner), price the target market is willing to pay (contract rent v. home value), housing type desired (attached v. detached), and location (urban v. suburban/rural). The report also includes descriptions of the lifestyle target markets.

  For Dexter, combining the upscale target markets with the moderate target markets has the effect of doubling the total market potential, in other words, a 100% lift.

  The TMA also presents both "conservative" and "aggressive" scenarios. The conservative scenario is based on gross in-migration of households into the city (unadjusted for out-migration) over a 5-year period. The aggressive scenario is based on both in-migration, plus households moving within the city over a 5-year period.

  The report identified row houses, townhouses and small to large multiplexes as appropriate for Dexter. Such projects should be designed for 6 to 20+ units per building. The report suggests that Dexter should build only one large (20+ units) project each year for the next 5 years.

  The report also recommends the potential for detached houses in the City would be met by focusing on the rehabilitation of the existing detached housing stock.

  According to the report, over the course of the next 5 years, the potential for some type of attached housing product is outlined in the table below:

Annual Market Potential by Tenure and Scenario

	Conservative Scenario			Aggressive Scenario		
	Owners	Renters	Total	Owners	Renters	Total
Moderate	5	47	52	15	109	124
Upscale	1	50	51	6	107	113
Total	6	97	103	21	216	237

Executive Summary

Through a collaborative effort among public and private stakeholders, and with funding and assistance from the Michigan State Housing Development Authority (MSHDA), LandUse|USA has been engaged to conduct this Residential Target Market Analysis (TMA) for the Cities of Dexter, Saline, Chelsea, and Ypsilanti in Washtenaw County. The study focuses on the potential for adding Missing Middle Housing choices by measuring the residential market potential for rehabilitation of existing stock, conversions of existing buildings, and new-builds.

Results are based on rigorous data analysis and modeling, and include a detailed study of in-migration into the cities; internal migration within each city; and movership rates by tenure and lifestyle cluster. Several important criteria are used to identify the target markets, namely a) their propensity to choose urban settings over suburban or rural places; and b) their propensity to choose attached rather than detached housing units. These propensities could be high for some of the target markets, and low for others. Therefore, the analysis captures not only the magnitude of market potential for attached units, but also for detached houses.

The target market criteria correlate closely with high renter occupancy rates and low-to-moderate incomes. Moderate-income renters tend to have higher movership rates; are more likely to live in compact urban places; and are more likely to choose attached units. However, there are many exceptions and better-income households and owners are following the urban trend. Across the nation, single-person households are gaining as a share of total. They span all ages, incomes, and tenures; and they too are seeking urban alternatives to detached houses.

The following narrative highlights the study results and is followed by a more complete explanation of the market potential under both conservative (minimum) and aggressive (maximum) scenarios. Each of the four cities is unique and all have varying degrees of capacity to support new and rehabbed residential units, and in a range of formats. All of them have downtown districts that can support lofts and flats above street-front retail, and they all have unique opportunities for new mixed-use projects, and owners as well as renters.

The Market Potential – Summary Observations

- *Moderate and Upscale Target Markets* – Among 71 possible lifestyle clusters living throughout the United States, 12 represent moderate target markets for the four cities, and 6 represent upscale target markets. Again, each target market is unique and has varying propensities for tenure (renter v. owner), price (contract rent v. home value), format (attached v. detached), and location (urban v. suburban or rural).

For the City of Dexter, combining the upscale target markets with the moderate target markets has the effect of doubling the total market potential (i.e., a 100% lift). For the City of Saline, the upscale target markets generate a +30% boost to the overall market potential. For the City of Chelsea, the upscale target markets add a +50% premium to the market potential. Ypsilanti is a much more moderate market, and the upscale targets only lift the total market potential by +5%.

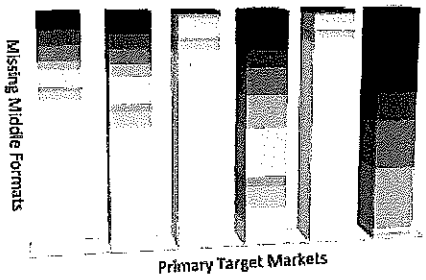
- *Conservative v. Aggressive Scenarios* – This TMA Strategy Report references both a "conservative scenario" and an "aggressive scenario." The conservative scenario is based on gross in-migration of households into each city, unadjusted for out-migration. The aggressive scenario is based on both in-migration, plus households moving within each city each year. For each of the four cities, the aggressive scenario is at least twice as large as the conservative scenario. For the City of Ypsilanti, the high internal movership rates among university students generate even higher numbers under the aggressive scenario.
- *Attached Building Formats* – Among the attached products, midrise building formats are appropriate in Downtown Ypsilanti and Ypsilanti, but may not translate as well for smaller cities like Dexter, Saline, and Chelsea; and row houses, townhouses, and small and large multiplexes will be more appropriate. Any new builds should be designed for 6 to 20+ units per building. Dexter and Chelsea should each build only one large (i.e., 20+ units) project per year over the next five years. Saline could support up to 3 larger projects; whereas high movership rates among student in Ypsilanti generates a seemingly inexhaustible market potential.
- *Detached Houses* – The market potential also includes estimates on each target market's propensity to choose detached houses (or single-family units). The potential for detached houses should be met by focusing on the rehabilitation of existing stock within each of the four cities. Among new-builds, detached houses may also include some new houses with small footprints, as long as they are arranged around a shared courtyard or town square; plus some infill among established neighborhoods.
- *Market Potential by Price* – Each target market includes households with a range of price tolerances. For example, most of the moderate target markets will seek contract rents of less than $900 per month, but some of them will also have a tolerance for higher rents. In addition, some of the upscale target markets have higher household incomes, and even more tolerance for higher rents. In general, about 80% of the households will seek market rate or lower prices; and 20% will be able to afford market rates or above.
- *Vacant Housing Stock v. Market Potential* – A comparison of the conservative market potential to each city's current stock of vacant housing units reinforces the need for more attached products and more diversity among choices. A comparison of the aggressive market potential to vacant housing units greatly widens the gap. In every city, there is a gap between the market potential for detached houses and the current stock. However, the gap is even wider among attached products, and particularly in buildings with at least 5 units.

Target Market Analysis

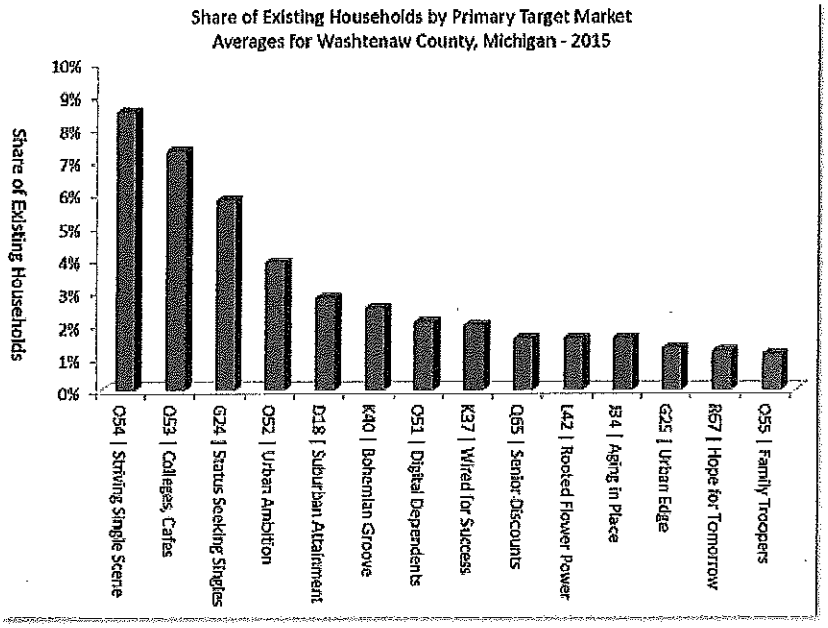
Washtenaw Co., Michigan

Market Strategy Report

September 1, 2015



Sections A - J



Prepared for
4 Partner Communities:
The City of Dexter
The City of Saline
The City of Chelsea
The City of Ypsilanti

Investing in People.
Investing in Places.
MSHDA
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

Prepared By:

LandUse|USA

Growing home design

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The Dexter Advantage (Exhibits A.1 – A.6)

The City of Dexter's downtown district is nearly 3 miles north of Interstate 94, but that distance hasn't hampered its vitality. Many of the downtown's historic buildings are three levels in scale, which is relatively rare for similarly-sized small markets. It has several redevelopment sites along Mill Creek that could be leveraged for significant mixed-use projects with attached residential units. Dexter is located along Washtenaw County's 35-mile Border-to-Border (B2B) trail, which follows the Huron River and also connects through Ann Arbor and Ypsilanti (see Exhibit K.7 in the Supply-Demand Workbook).

The Saline Advantage (Exhibits A.7 – A.11)

Similar to Dexter and Ypsilanti, Saline is also proximate to Ann Arbor, so its residents enjoy some of the same benefits of small town quality of life and easy access to big-city services. The downtown does not benefit from waterfront properties, but there are several significant redevelopment and reinvestment opportunities (including a large vacant commercial building located at the southwest quadrant of Michigan Ave. and Hall St.).

Downtown Saline aligns along the Highway 12 / Michigan Avenue corridor, so benefits from good visibility and traffic. Traffic counts along Highway 12 and through its downtown are favorable and approaching 30,000 vehicles daily, which could be leveraged as an economic advantage.

The Chelsea Advantage (Exhibits A.12 – A.16)

Among the three smaller cities, Chelsea is most ideally located for two-income households that are holding or seeking jobs in both Ann Arbor and Jackson, and commuters have a half-hour drive in either direction. Its downtown begins just 1 mile north of I-94 and is aligned along the Highway 52 corridor.

Although Chelsea's downtown does not have waterfront properties, it does have two large buildings (the Mack and Rockwell Buildings) that represent significant reinvestment opportunities for adaptive reuse. Although Chelsea is a little farther from Ann Arbor, that distance creates a need for more localized services (including a hospital) and shopping choices, which in turn benefits the local economy.

Among the three smaller cities, residents in Chelsea have to drive the farthest for national stores. In comparison, Saline's shoppers have the shortest drive to national chain stores like Walmart, Home Depot, and Target. Lowe's and Meijer are also reasonably close by for Dexter's shoppers. Among all four cities, Chelsea is closest to the Pinckney and Waterloo State Recreation Areas, which are significant natural resource and recreational amenity. The City of Dexter can also reach these recreational areas easily.

Table 7
18 Moderate and Upscale Target Markets – Demographic Criteria
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan – 2015

Moderate Target Profiles	Urbanicity Index	Owner Tenure	Renter Tenure	Detached 1 unit (house)	Attached 2 - 9 units	Attached 10+ units
K40 Bohemian Groove	1.10	16.1%	83.9%	18.5%	56.1%	25.4%
O51 Digital Dependents	0.92	59.3%	40.7%	85.0%	13.7%	1.3%
O52 Urban Ambition	1.13	7.2%	92.8%	39.6%	47.6%	12.8%
O53 Colleges and Cafes	1.08	20.6%	79.4%	41.0%	27.0%	32.0%
O54 Striving Single Scene	1.15	3.1%	95.4%	1.6%	10.5%	87.9%
O55 Family Troopers	0.99	3.5%	96.5%	22.2%	44.2%	33.6%
Q62 Reaping Rewards	0.92	91.3%	8.7%	80.2%	14.6%	5.3%
Q65 Senior Discounts	1.05	30.4%	69.6%	1.1%	5.3%	93.6%
R66 Dare to Dream	1.13	6.8%	93.2%	39.0%	59.4%	1.6%
R67 Hope for Tomorrow	1.17	3.1%	96.9%	48.7%	50.4%	0.9%
S69 Urban Survivors	1.10	68.8%	31.2%	91.3%	8.4%	0.3%
S71 Tough Times	1.22	5.4%	94.6%	2.7%	11.1%	86.2%

Upscale Target Profiles	Urbanicity Index	Owner Tenure	Renter Tenure	Detached 1 unit (house)	Attached 2 - 9 units	Attached 10+ units
E19 Full Pockets Empty Nests	1.19	82.8%	17.2%	48.6%	29.5%	21.9%
G24 Status Seeking Singles	1.10	70.9%	29.1%	73.2%	23.6%	3.2%
K37 Wired for Success	1.03	24.8%	75.2%	13.6%	34.4%	52.0%
L41 Booming, Consuming	0.83	82.3%	17.7%	86.6%	11.4%	2.0%
L42 Rooted Flower Power	1.03	88.4%	11.6%	90.3%	8.4%	1.3%
O50 Full Steam Ahead	1.06	3.9%	96.1%	1.3%	2.1%	96.6%

For all four cities, the lowest risk projects will be attached townhouses and row houses with 5 to 9 units per building. For building design purposes, this could be qualified for 6- to 12-unit buildings, with no more than 6 row houses in each building; or a maximum of 12 units back-to-back. The following Table 9 shows the unadjusted and original model results, plus the adjusted results after "sliding" the potential down along the building sizes. This is followed by Table 10 on the next page, which collapses the number of units down into the number of buildings.

Table 9
"Sliding" the Annual Market Potential along Typologies (in Units)
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan
The Conservative Scenario for 18 Target Markets

Number of Units Unadjusted Model Results	City of Dexter	City of Saline	City of Chelsea	City of Ypsilanti
1 | Rehab & Carriage	19	25	24	314
2 | Side-by-Side & Stacked	3	9	1	93
3 | Side-by-Side & Stacked	9	25	5	262
4 | Side-by-Side & Stacked	5	13	3	115
5-9 | Townhouse, Live-Work	20	56	11	506
10-19 | Multiplex: Small	13	26	6	252
20-49 | Multiplex: Large	11	23	7	230
50-99 | Midrise: Small	7	15	7	146
100+ | Midrise: Large	16	30	10	332
Total	103	222	74	2,250

Number of Units Qualified Results ("Slide")	City of Dexter	City of Saline	City of Chelsea	City of Ypsilanti
1 | Rehab & Carriage	20	26	25	315
2 | Side-by-Side & Stacked	2	10	2	94
3 | Side-by-Side & Stacked	12	24	3	261
4 | Side-by-Side & Stacked	4	12	4	116
5+ | Townhouse, Live-Work	25	60	10	510
10+ | Multiplex: Small	20	30	10	270
20+ | Multiplex: Large	20	60	20	280
50+ | Midrise: Small	0	0	0	100
100+ | Midrise: Large	0	0	0	300
Total	103	222	74	2,250

Table 10
Annual Market Potential along Typologies – Number of Buildings
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan
The Conservative Scenario for 18 Target Markets

Number of Buildings Qualified Results ("Slide")	City of Dexter	City of Saline	City of Chelsea	City of Ypsilanti
1 | Rehab & Carriage	20	26	25	315
2 | Side-by-Side & Stacked	1	5	1	47
3 | Side-by-Side & Stacked	4	8	1	87
4 | Side-by-Side & Stacked	1	3	1	29
5+ | Townhouse, Live-Work	5	12	2	102
10+ | Multiplex: Small	2	3	1	27
20+ | Multiplex: Large	1	3	1	14
50+ | Midrise: Small	0	0	0	2
100+ | Midrise: Large	0	0	0	3
Total	34	60	32	627

Vacant Housing Stock – A comparison of the city's vacant housing stock and allocation of conservative and five-year market potential by format is provided in attached Section B_1. Under the conservative scenario, the City of Dexter has a market potential for 100 townhouses (i.e., buildings with 5 to 9 units) over the next five years, and does not appear to have vacant stock in this format (see Exhibit B_1.6).

Similarly, the City of Saline has a five-year market potential for 190 units that are in triplexes or fourplexes (either side-by-side or stacked), but does not have any vacant stock in this format (Exhibit B_1.5). The market potential and gaps are lowest for Chelsea, but there is still a need to add more units in buildings sizes of 5 units or more (Exhibit B_1.8).

For the City of Ypsilanti, high movership rates among students inflates apparent gap between the market potential and vacant housing stock. So, we compared the 1-year market potential instead, and still found that there is a shortage of available units across most formats with the exception of duplexes and townhouses (Exhibit B_1.9).

Table 12
Annual and Cumulative Market Potential by Scenario – Attached Units Only
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan - 2015
For 18 Moderate and Upscale Target Markets

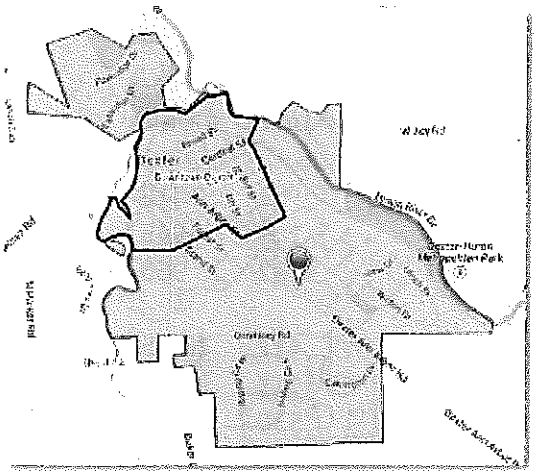
	Conservative Scenario (Minimum)		Aggressive Scenario (Maximum)	
Renters and Owners Attached Units Only	Annual # Units	5 Years # Units	Annual # Units	5 Years # Units
Moderate Targets	35	175	83	415
Upscale Targets	49	245	109	545
The City of Dexter	84	420	192	960
Moderate Targets	152	760	417	2,085
Upscale Targets	45	225	113	565
The City of Saline	197	985	530	2,650
Moderate Targets	33	165	87	435
Upscale Targets	17	185	48	240
The City of Chelsea	50	350	135	675
Moderate Targets	1,831	9,155	4,680	23,400
Upscale Targets	105	525	239	1,195
The City of Ypsilanti	1,936	9,680	4,919	24,595

Again, all figures for the five-year timeline assume that the annual potential is fully captured in each year through the rehabilitation of existing units, plus conversions of vacant buildings (such as vacant warehouses or schools), and some new-builds. If the market potential is not captured in each year, then the balance does not roll-over to the next year. Instead, it dissipates into outlying areas or is intercepted by other markets.

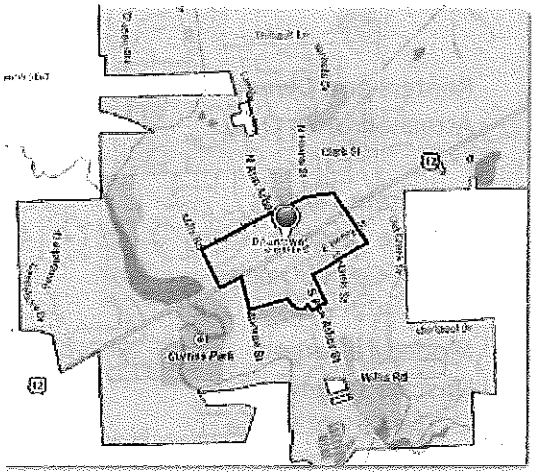
The aggressive scenario also represents a best-case scenario or not-to-exceed maximum, and can be achieved only if all impediments to development are removed or overcome. It assumes that any impediments to securing loans, approving permits, selling and buying real estate, paying for construction materials and labor, and all other related development challenges are all resolved.

Downtown Market Potential

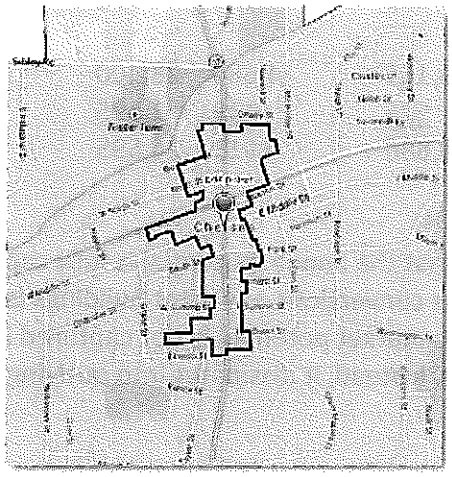
We have also detailed the market potential for each city's downtown, which are delineated on maps in the Supply-Demand Workbook, and also in the map insets shown below:



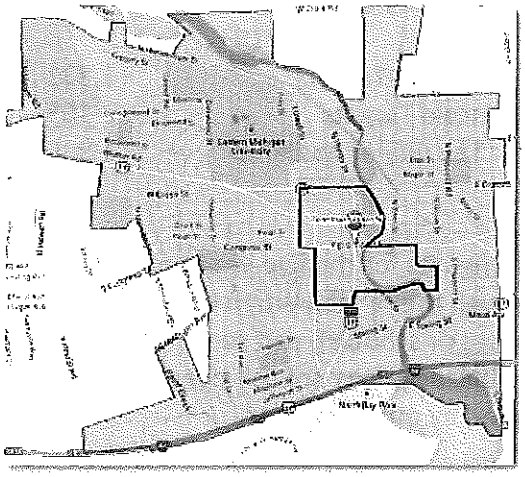
Downtown City of Dexter



Downtown City of Saline



Downtown City of Chelsea



Downtown City of Ypsilanti

The annual market potential for the downtowns is detailed in the following Tables 13 - 16, for both owner-occupied and renter-occupied units, and for both the aggressive and conservative scenarios. Based on the results, we consider the downtown market potential (as generated by the conventional TMA model) to be understated for all of the downtowns, mainly due to their low number of existing households.

For example, there are so few households living in downtown Chelsea that the model generates an insignificant market potential. Households have not been able to move into the downtown due to a lack of choices, and this erroneously implies a low propensity to live there. In other words, if there were choices in the downtown, then households would be living there. Their lifestyle preferences, migration patterns, and movership rates of those households would then be captured by the model.

To more accurately gauge the downtown market potential for Chelsea, we suggest that the city use downtown Dexter as one standard, and its own city-wide market potential as a second standard. If Chelsea adds up to 10 downtown lofts in 2016 (through upper level rental rehabs), then they probably would be absorbed quickly by new tenants. Among all of the downtowns, units above street-front retail will be well received by the target markets, and may include a combination of hard lofts (with exposed ductwork, etc.), or soft lofts and flats that are relatively more finished.

Table 13
Annual Market Potential by Tenure and Scenario
The City of Dexter, Michigan - 2015
18 Moderate and Upscale Target Markets

	Conservative Scenario			Aggressive Scenario			
The City of Dexter	Owners	Renters	Total	Owners	Renters	Total	Notes
Moderate Targets	5	47	52	15	109	124	- -
Upscale Targets	1	50	51	6	107	113	- -
The City of Dexter	6	97	103	21	216	237	- -
Moderate Targets	*1*	*10*	*11*	*3*	*23*	*26*	*Don't Use*
Upscale Targets	*0*	*1*	*1*	*0*	*3*	*3*	*Suppressed*
Downtown Dexter	*1*	*11*	*12*	*3*	*26*	*29*	*Results*
Moderate Targets	0	10	10	6	22	28	Corrected
Upscale Targets	0	10	10	2	20	22	for
Downtown Dexter	0	20	20	8	42	50	Mill Creek

Market Potential by Form

Product Strategies – By matching unique housing formats with the preferences of the target markets, the four cities can benefit through population retention and growth. With variations between target markets and geographic sectors, the market potential can be met with a combination of a) new-builds among Missing Middle Housing formats; b) conversion or adaptive reuse of existing buildings like vacant warehouses and elementary schools; and c) renovation and rehabilitation of existing housing stock.

A Focus on Product Types – Attached units may include a mix of duplexes, triplexes, fourplexes, townhouses (no more than 6 units in a row, with private entrances), multiplexes, and other midrise buildings (no more than 6 units along the side of any given building, with shared entrances). Townhouses may include some live/work units. Anticipating that the markets are likely to include young renters, including singles, couples, and/or have unrelated roommates, the vast majority of new units should include either 1 or 2 bedrooms. Additional guides are provided in attached Exhibits B_1.16 through B_1.23 (provided by the Metropolitan Design Center at the University of Minnesota).

Developer Proposals – Local developers should align their proposals with the market potential outlined in this TMA, and should focus on modern Missing Middle Housing formats of attached units in both the renter- and owner-occupied markets, and in both the affordable and market-rate markets. It is also recommended that they focus on new housing formats that a) are truly unique to each community; b) support socio-economic diversity; and c) are smartly planned and well-constructed as quality projects with appropriate placemaking attributes. Additional criteria are listed on below.

Recommended Project Criteria for Developers

- Attached building formats that align with the Missing Middle Typologies.
- Mixed-use projects that include retail, shopping conveniences, and services.
- Locations that support urban infill, redevelopment, and reinvestment.
- Locations in, adjacent to, and walkable to traditional downtown districts.
- Locations walkable to shopping, public schools, health care, transit, and churches.
- Locations with vista views of waterfronts, downtowns, public plazas, etc.
- Projects that involve public-private partnerships and regional collaboration.
- Projects that involve adaptive reuse and result in historic preservation.
- Projects that include Placemaking amenities and help create a sense of place.
- High-quality projects that support environment sustainability.
- Projects designed for a spectrum of target markets, and not just one.
- Projects designed for an "age integrated" and "income integrated" community.
- Projects that meet the needs of low-income households, not just the upper crest.

Table 19
Annual Market Potential by Selected Contract Rent Bracket
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan

Detached and Attached Units	Renter-Occupied Contract Rents $0-$800	$ 800-$1,000	$1,000-$1,500	$1,500-$2,000+	Total Potential
Moderate Targets	30	12	4	1	47
Upscale Targets	25	11	7	7	50
The City of Dexter	55	23	11	8	97
Moderate Targets	105	35	14	7	161
Upscale Targets	27	12	7	6	52
The City of Saline	132	47	21	13	213
Moderate Targets	24	8	3	2	37
Upscale Targets	9	4	3	2	18
The City of Chelsea	33	12	6	4	55
Moderate Targets	1,368	391	176	100	2,035
Upscale Targets	65	27	15	11	118
The City of Ypsilanti	1,433	418	191	111	2,153

Contract Rent v. Gross Rent – On average, gross rents in Washtenaw County represent about 33% of the area's median household income (see Exhibit M.3). Based on the American Community Survey's (ACS) 5-year estimates for 2009 through 2013, the median monthly gross rent for the county was $910 and the median monthly contract rent for the county was $800.

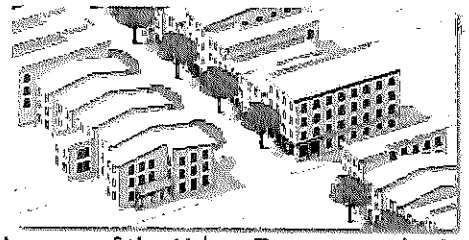
The difference of $110 can be generally attributed to utilities costs paid by the tenant, deposits, and other fees for pets, cleaning, security, parking, storage units, meals, on-call nurses, party rooms, fitness centers, and other services. The figures for gross and contract rents for each of the four cities are on Exhibit M.3 as well. It is interesting to note that while Ypsilanti's gross rent represents the lowest of the cities at $720, it also represents the highest share of the area's median household income at 37%.

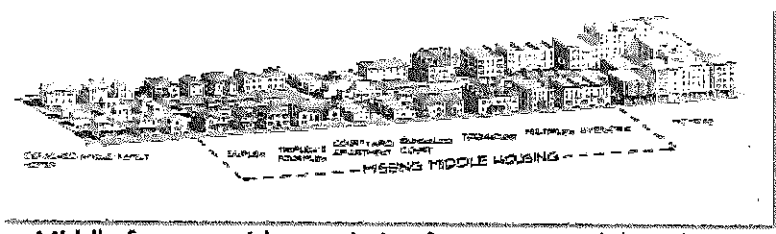
Annual Market Potential by Tenure and Building Format - CONSERVATIVE SCENARIO
The City of Dexter - Washtenaw County, Michigan - 2015 - 2020

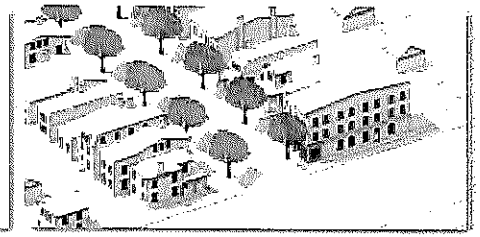
Exhibit 1

CONSERVATIVE SCENARIO	Moderate Target Markets			Upscale Target Markets			71 Lifestyle Clusters		
	Total	Owners	Renters	Total	Owners	Renters	Total	Owners	Renters
Total Housing Units	53	5	48	50	0	50	125	18	107
1 | Rehab & Carriage	18	5	13	1	0	1	39	18	21
2 | Side-by-Side & Stacked	2	0	2	1	0	1	4	0	4
3 | Side-by-Side & Stacked	6	0	6	3	0	3	9	0	9
4 | Side-by-Side & Stacked	3	0	3	2	0	2	5	0	5
5-9 | Townhouse & Live-Work	13	0	13	7	0	7	22	0	22
10-19 | Multiplex: Small	3	0	3	10	0	10	12	0	12
20-49 | Multiplex: Large	3	0	3	8	0	8	11	0	11
50-99 | Midrise: Small	2	0	2	5	0	5	7	0	7
100+ | Midrise: Large	3	0	3	13	0	13	16	0	16
Total Units	53	5	48	50	0	50	125	18	107
Detached	18	5	13	1	0	1	39	18	21
Attached	35	0	35	49	0	49	86	0	86

Source: Target Market Analysis and exhibit prepared by LandUses|USA © 2015, all rights reserved.
Notes: Not intended to imply absolutes or exclusive building formats, which may be qualified for unique projects.



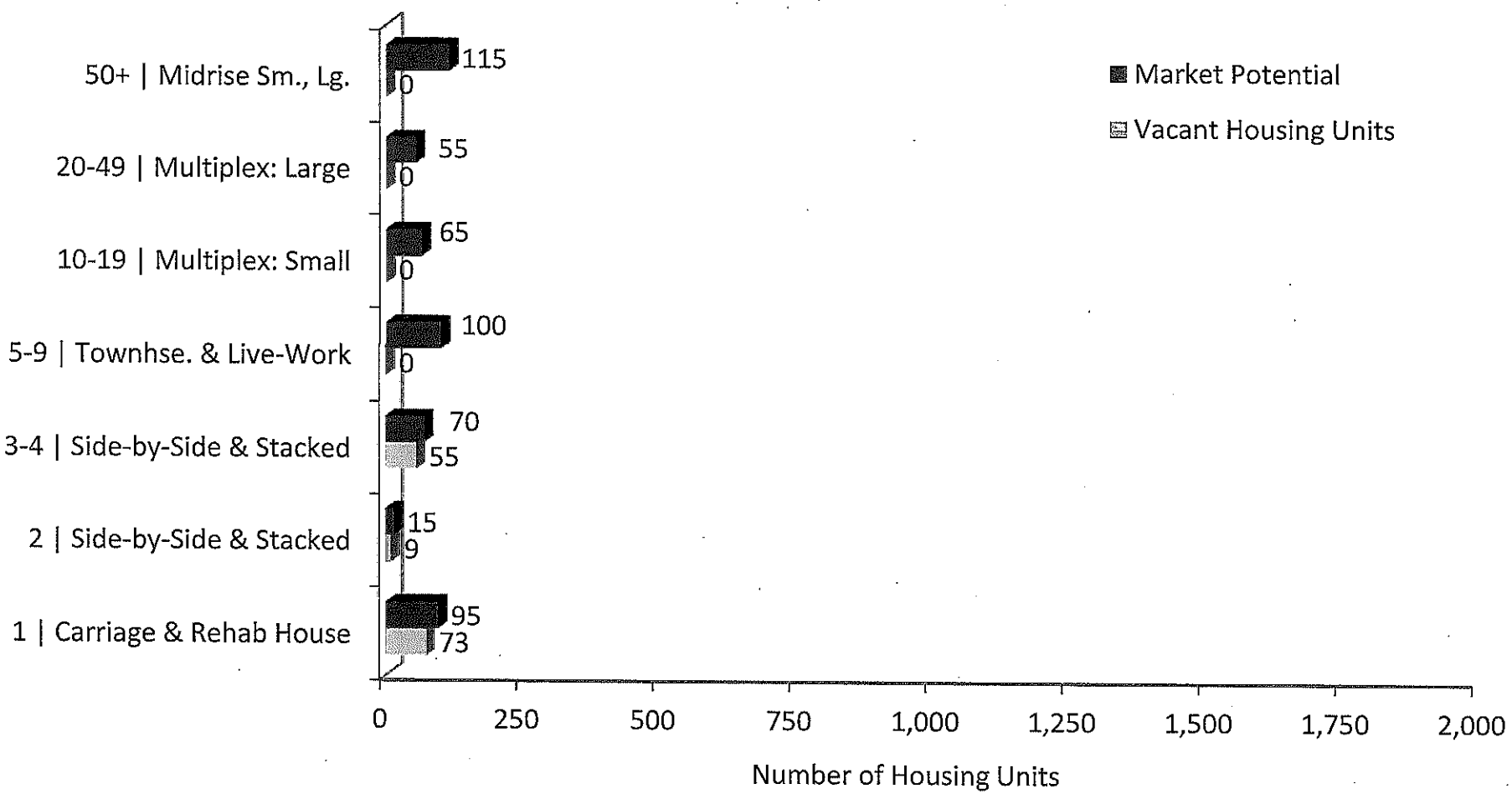




Images of the Urban Transect and Missing Middle formats with permission from Dan Parolek and Opticos Design.

Exhibit 2

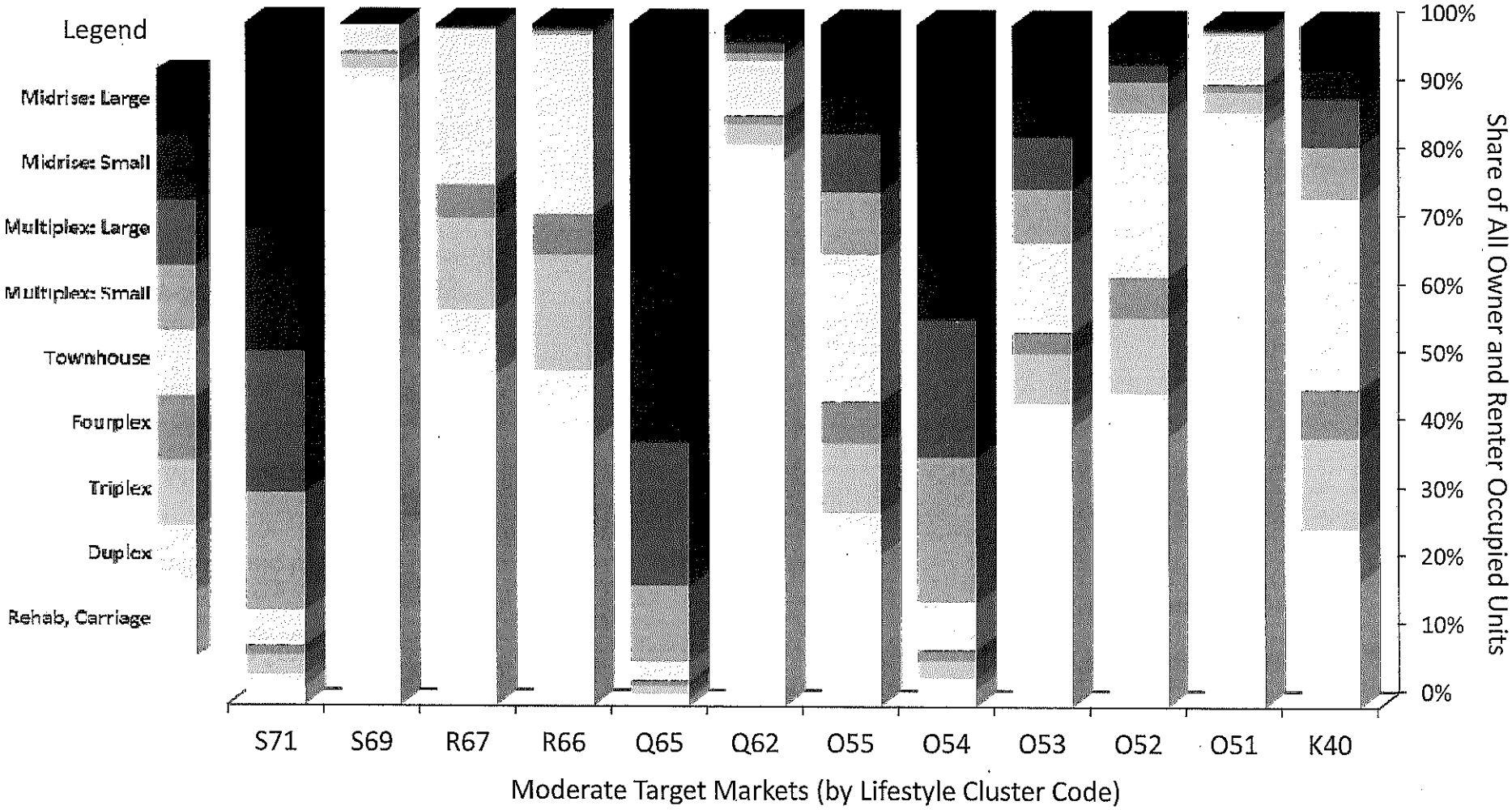
Comparison of 5-Year Market Potential v. Vacant Housing Units
By Attached Building Format - CONSERVATIVE SCENARIO
The City of Dexter (Washtenaw County), Michigan



Source: Analysis and modeling prepared by LandUse|USA, 2015. Assumes a 5-year absorption of vacant units. The conservative scenario includes in-migration only, and excludes internal movership among existing households.

Exhibit 3

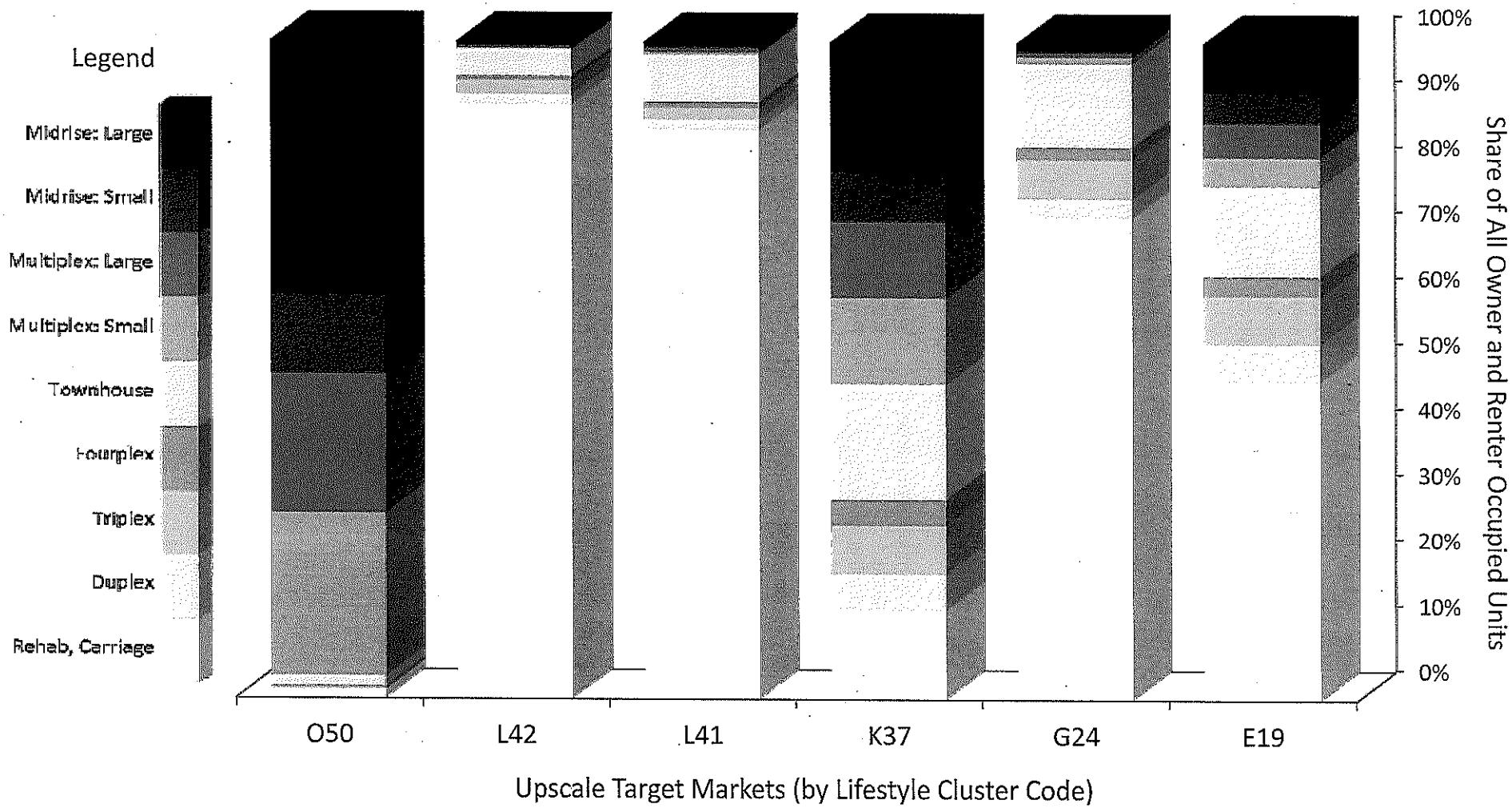
Preferences by Missing Middle Housing Format
Moderate Target Markets
Washtenaw County, Michigan - 2015



Source: Underlying Mosaic|USA data provided by Experian Decision Analytics and licensed to LandUse|USA through SItes|USA. Michigan estimates, analysis, and exhibit prepared by LandUse|USA © 2015 with all rights reserved.

Preferences by Missing Middle Housing Format
Upscale Target Markets
Washtenaw County, Michigan - 2015

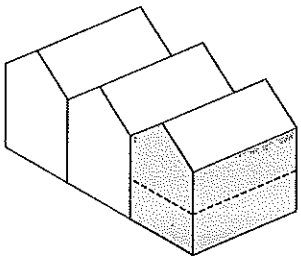
Exhibit 4



Source: Underlying Mosaic|USA data provided by Experian Decision Analytics and licensed to LandUse|USA through SIte s|USA. Michigan estimates, analysis, and exhibit prepared by LandUse|USA © 2015 with all rights reserved.

Townhouse: Side-by-Side
(May include Row House and Brownstone)

Exhibit 5

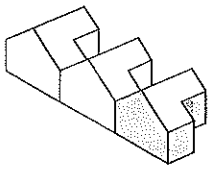


Multiple dwelling units arranged in rows, each with exterior ground floor access.

common names
Rowhouse
Townhouse
Joined court
Terrace house

data
4-8 units/building
1-3 floors/building
exterior entry
net site density:
12-35 units/acre

variations



Home design
- Individual front doors in a compact form allow for more informal surveillance.
- Personalization is critical in distinguishing one unit from the next in what can be a rather uniform streetscape.
- Many variations appear across the country.

Site design
- Overlooks and rear yard distances have significant impact on outdoor privacy.
- Side-to-side layout achieves intensity but access to outdoor space and natural light require careful design.
- Wide variety of site layouts are possible to shape outdoor spaces such as street corridors.
- Parking can be on-street, off-street, under units.
- Private and shared outdoor space can take a variety of shapes—despite limited size—and should accommodate a variety of uses.

Neighborhood amenities
- Neighborhood retail possible at this density.
- Transportation access can be good.
- Can incorporate wide variety of unit sizes and affordability to achieve broader community goals.
- Many options for ownership type and unit modification.

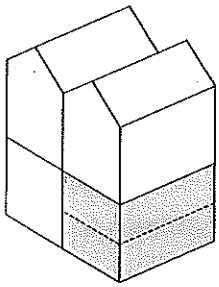
Kentlands, Gaithersburg, MD4

Augsburg Townhomes, Minneapolis, MN

Shoreview, MN

Townhouse: Stacked
(May include Row House and Brownstone)

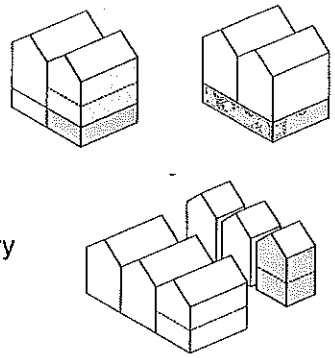
Exhibit 6



Combines side-attached units with apartments above or below. Can be used to achieve a mix of unit sizes, costs, and amenities.

common names
Stacked flats
Two-over-two
Maissonette

variations



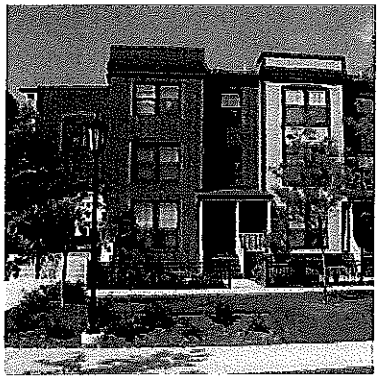
data
8-12 units/building
3-4 floors/building
interior or exterior entry
net site density:
25-40 units/acre

Home design
- Private and shared outdoor activities should be accommodated with elements such as stoops, balconies, terraces, and playgrounds.
- Increase in density begs more attention to privacy and territory, especially for sightlines and private outdoor space.
- Personalization is critical in distinguishing one unit from the next in what can be a rather uniform streetscape.

Site design
- Careful attention to sun and air access is more important as building bulk increases.
- Compact form with good access offers possibility for ecologically friendly site planning and land conservation.
- Parking demands attention—on street or surface is insufficient; structured increases cost per unit.

Neighborhood amenities
- Increase in units per acre can increase activity on both neighborhood and community scale streets
- Many options for ownership type, and unit modification, and multiple strategies for affordability.5

Richfield, MN

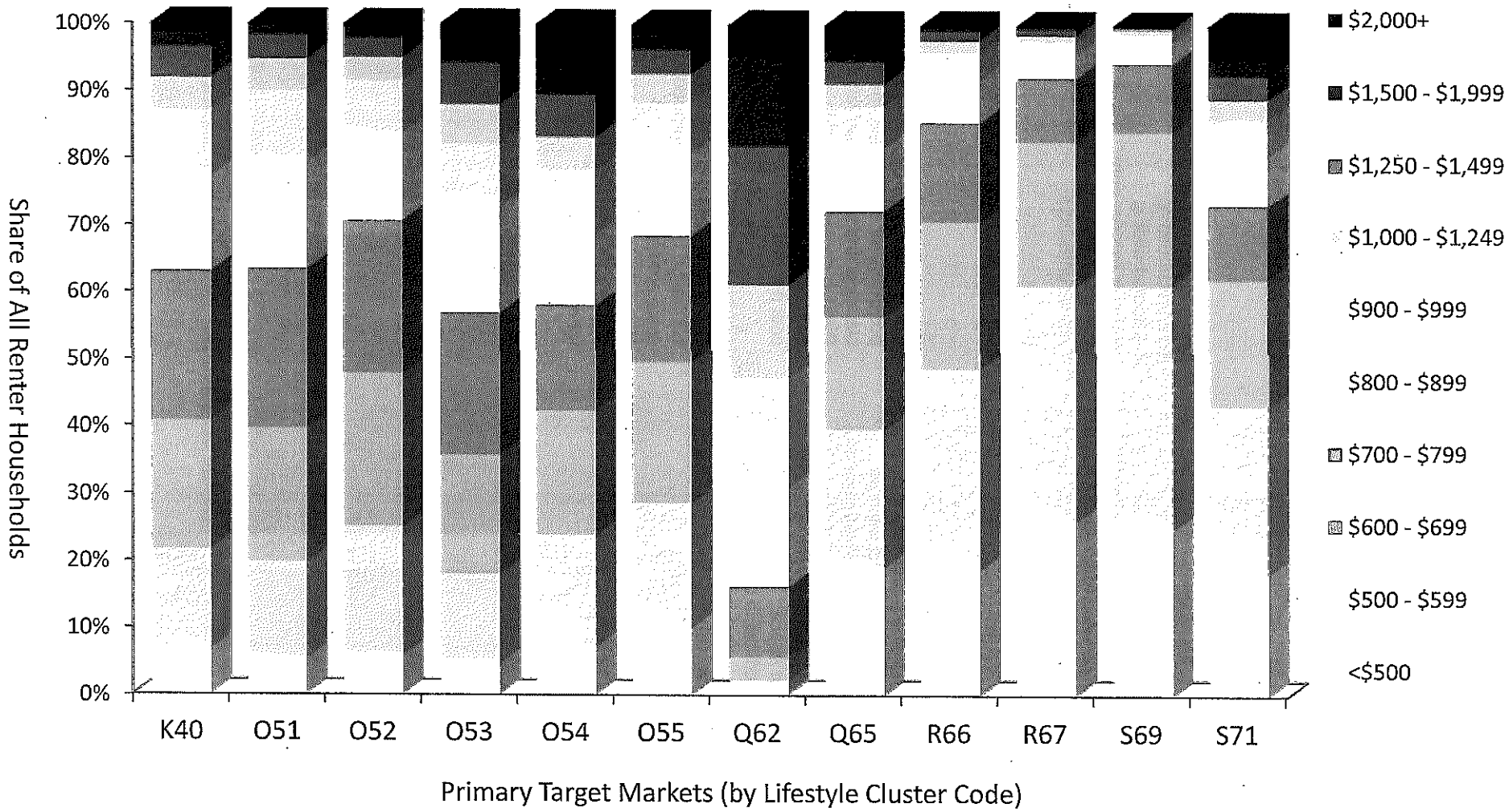


Elliot Park, Minneapolis, MN

North Quadrant, St. Paul, MN

Exhibit 7

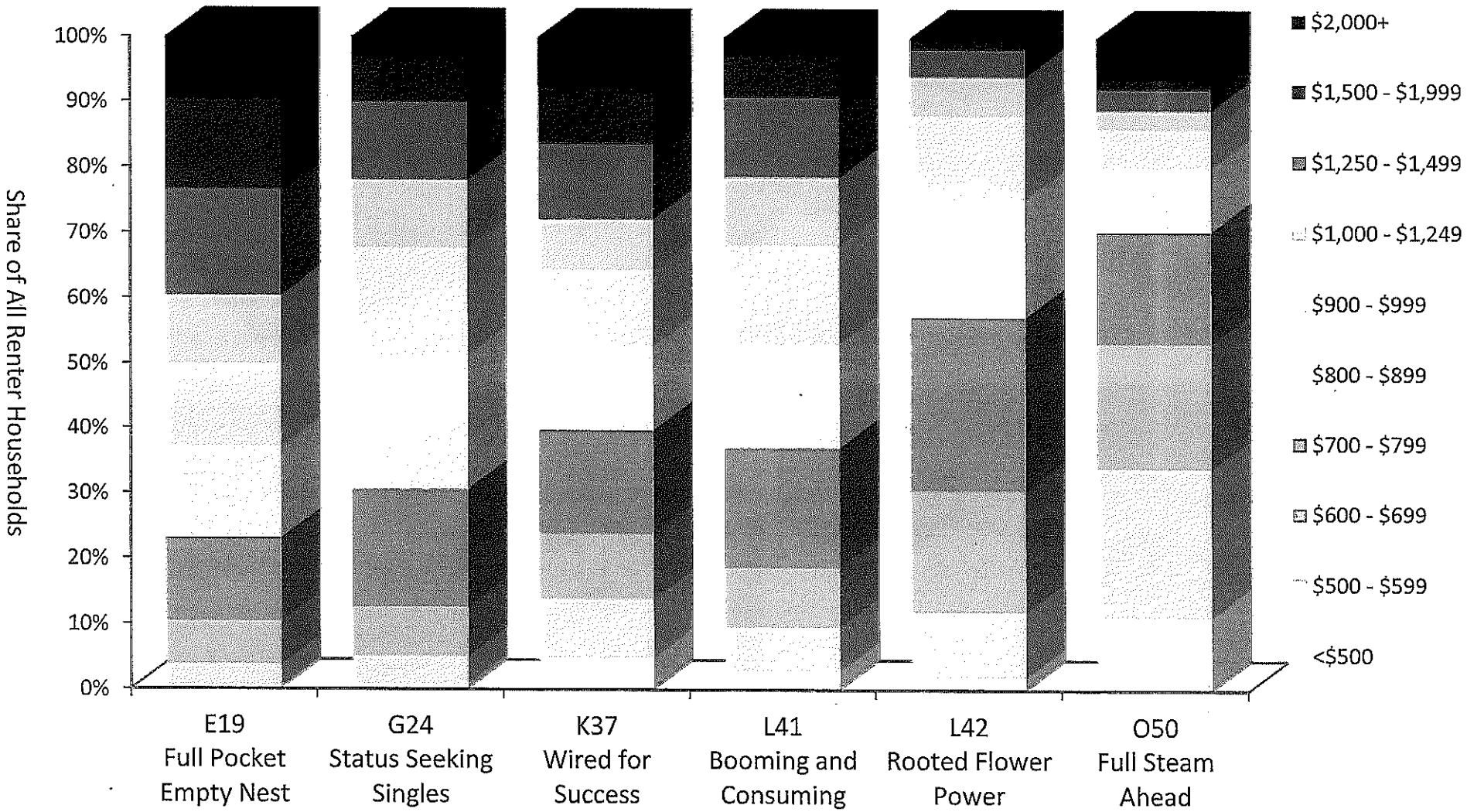
Moderate Target Markets
Stacked by Contract Rent Brackets
Washtenaw County, Michigan - 2015



Source: Underlying Mosaic|USA data provided by Experian Decision Analytics and licensed to LandUse|USA through SIte|USA. Michigan estimates, analysis, and exhibit prepared by LandUse|USA © 2015 with all rights reserved.

Exhibit 8

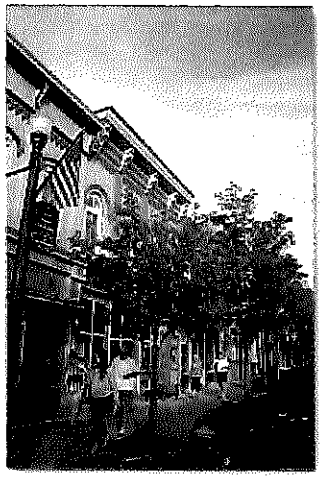
Upscale Target Markets
Stacked by Contract Rent Brackets
Washtenaw County, Michgigan - 2015



Source: Underlying Mosaic|USA data provided by Experian Decision Analytics and licensed to LandUse|USA through SIte|USA. Michigan estimates, analysis, and exhibit prepared by LandUse|USA © 2015 with all rights reserved.

Downtown Views to Convey Scale, Building Mass, and Character
The City of Dexter (Washtenaw County, Michigan) - 2015

Exhibit 9

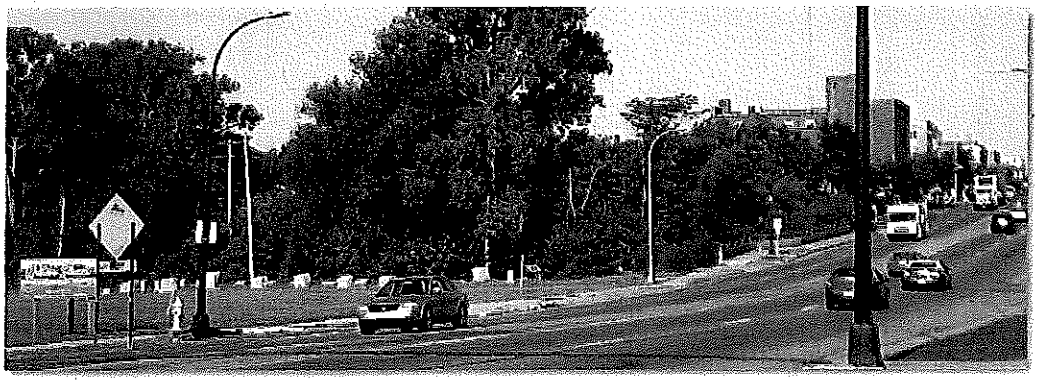


Top images: original photos by LandUse|USA; July 2015. Bottom images: original photos by Growing Home Design; September 2015.

Exhibit 10

Rivers, Creeks, and Ponds as Economic Assets
The Cities of Dexter, Saline, Chelsea, and Ypsilanti, Michigan - 2015

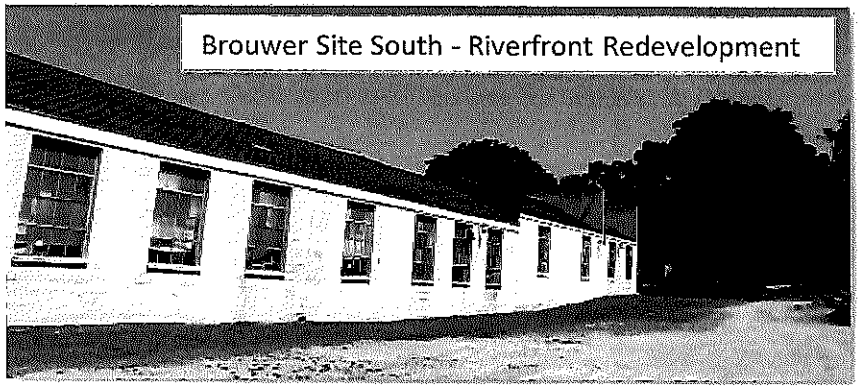
City Name	*District*	*Water Body*	*Orientation*	*Prominance*
Dexter	Downtown	Mill Creek	North-South	Primary
Dexter	Cider Mill	Huron River	East-West	Secondary
Ypsilanti	Downtown	Huron River	North-South	Primary
Ypsilanti	Depot Town	Huron River	North-South	Secondary
Saline	Mill Pond Park	Mill Pond	North-South	Secondary
Saline	Curtiss Park	Saline River	North-South	Secondary
Chelsea	Veteran's Park	Letts Creek	East-West	Secondary

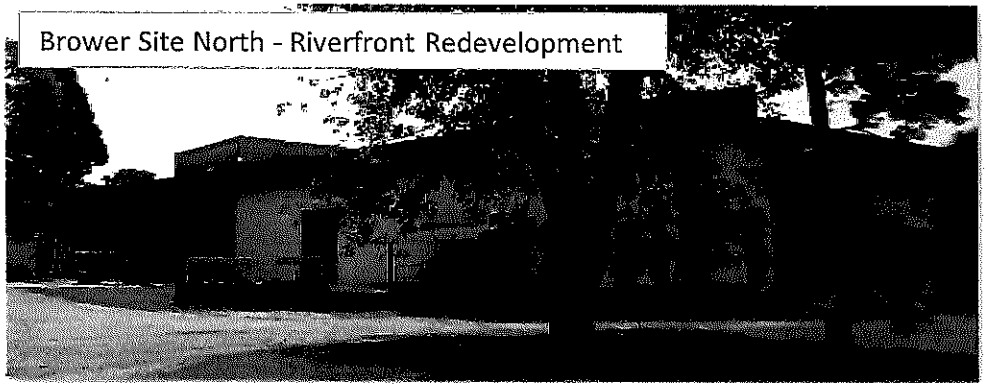


Top: Vista views of Mill Creek from redevelopment site, walkable to Downtown Dexter.
Bottom: Water Street project along the Huron River, walkable to Downtown Ypsilanti.

Examples of Investment Opportunities for Missing Middle Housing
The City of Dexter (Washtenaw County, Michigan) - 2015

Exhibit 11

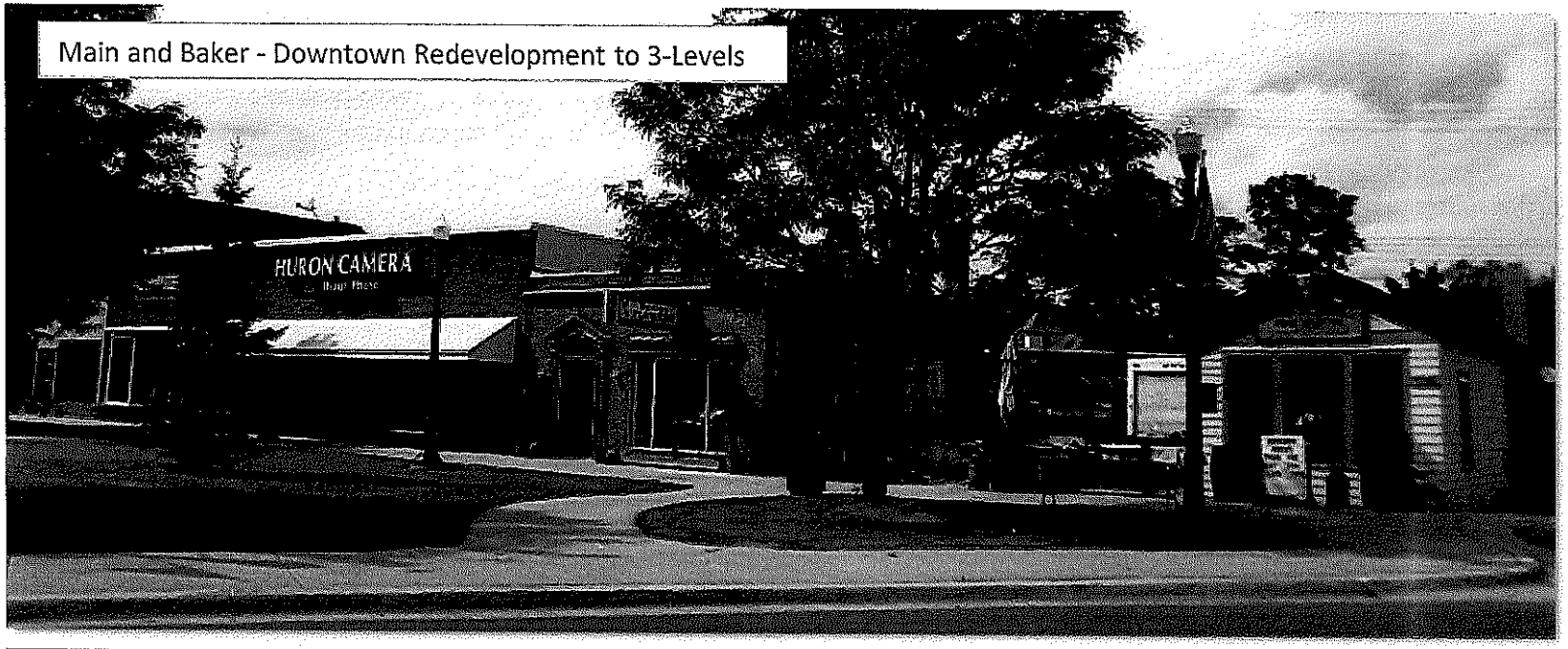


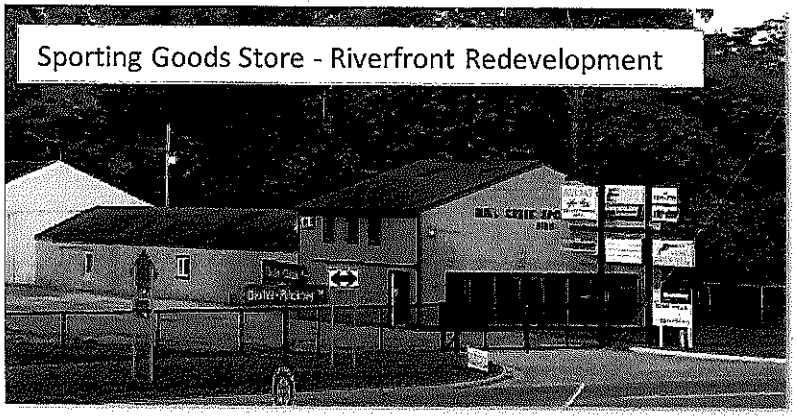


All original photos by LandUse|USA during field work and market tours; 2015.
Provides representative examples only, and prospective investors are encouraged to contact the city for additional information.

Examples of Investment Opportunities for Missing Middle Housing
The City of Dexter (Washtenaw County, Michigan) - 2015

Exhibit 12





Top: original photos by LandUse|USA; July 2015. Bottom images: origional photos by Growing Home Design; September 2015.
Provides representative examples only; prospective investors are encouraged to contact the city for additional info.

Examples of Investment Opportunities for Missing Middle Housing
The City of Dexter, Michigan (Washtenaw County) - 2015

Exhibit 13

Count	City	General Reference	General Status	River Front?	Down-Town?	Optimal Use	Additional Notes and Observations
1	Dexter	3045 Broad Street; Forest Street and Jeffords. 8080-8090 Grand Street & Broad.	Several vacant sites that could be assemblied; some brownfield, partially mitigated and capped.	Yes	Yes	Mixed-use Retail and Residential	Needs additional prep for mixed-use with some residential; existing substation will be relocated; industrial uses will eventually relocate to Business & Research Park. Mostly owned by the city; seeking bids. Jeffords St. plus Broad St. between Forest and Grand Sts. could be realigned for the right project.
2 - 3	Dexter	7905 - 7931 Grand and Baker SWQ; Brower Sites	Existing industrial use; leases may expire in next year.	Yes	~~No~~ Yes	2 - 6 unit buildings townhouses rowhouses and/or condos.	Business could eventually relocate and it could be redeveloped into attached residential units; existing building is 40,000 square feet. Owners are interested in redeveloping the site into attached residential units. Mixed tenure but owners more likely to afford the riverfront units. Lower-level units patio homes could be barrier-free, topped by 2-level condos with generous balconies.
4	Scio, Webster Twps.	Mill Creek Sports Center at 8180 Main St. and Dexter / Chelsea Roads.	Sporting goods store and outfitters.	Yes	Walkable	Mixed-Use Retail and Residential	Redevelopment site; should include riverfront rowhouses or condos, and/or retail along the commercial corridor. Redevelopment probably feasible only if it is annexed into Dexter.

Source: Based on qualitative stakeholder input during project meetings, market tours, and field work completed by LandUse|USA; 2015.
This list may be revised based on additional stakeholder input, and the original .xls Excel file is available to the City upon request.
List is preliminary, is not intended to be all-inclusive, and may include imperfections that the stakeholders are encouraged to correct.

Examples of Investment Opportunities for Missing Middle Housing
The City of Dexter, Michigan (Washtenaw County) - 2015

Exhibit 14

Count	City	General Reference	General Status	River Front?	Down-Town?	Optimal Use	Additional Notes and Observations
5	Dexter	Downtown Dexter; north side of Main, W. of Baker Road.	Former Huron Camera & Absolute Computer	No	Yes	Mixed Use with Lofts	6,000 - 7,000 square foot, single-story building is available and could be redeveloped up to 3 levels.
6	Dexter	7850 2nd Street; Adair Printing	Existing commercial use and building	No	Walkable ~~No~~	Residential Multiplex	Could be redeveloped into residential units; good urban infill location. Light commercial / industrial buildings occupied by Adair, significant acreage.
7	Dexter	St. Joeseph's Church and School at Dover & Third	Some of the space is used seasonally or intermittently	No	Walkable	Conversion to flats	Church attempted to sell it but was interceded for its nostalgic value. Could be converted to flats or studio apartments (speculated and based on functionality only.)
8	Dexter	Dexter-Ann Arbor and Eaton Court	vacant land near condominium communities	No	Walkable ~~No~~	Duplexes or attached Condos	Likely to condominiums in a relatively surburban format, consistent w/ surrounding uses.

Source: Based on qualitative stakeholder input during project meetings, market tours, and field work completed by LandUse|USA; 2015.
This list may be revised based on additional stakeholder input, and the original .xls Excel file is available to the City upon request.
List is preliminary, is not intended to be all-inclusive, and may include imperfections that the stakeholders are encouraged to correct.

Exhibit 15

Total Investment Per Approved Building Permits
Washtenaw County, Michigan - 2000 through 2014

Year	Units Detached (Single-Fam.)	Investment Detached (Single-Fam.)	Invest./Unit Detached (Single-Fam.)	Units Attached (Multi-Fam.)	Investment Attached (Multi-Fam.)	Invest./Unit Attached (Multi-Fam.)	Detach. v. Attach. Cost Invest. Index
2014	385	$99,884,713	$259,400	185	$17,940,904	$97,000	0.37
2013	394	$99,703,712	$253,100	364	$34,069,565	$93,600	0.37
2012	262	$58,518,393	$223,400	14	$1,086,880	$77,600	0.35
2011	200	$48,111,466	$240,600	277	$17,400,000	$62,800	0.26
2010	317	$53,378,602	$168,400	51	$3,511,759	$68,900	0.41
2009	210	$40,738,584	$194,000	43	$3,202,947	$74,500	0.38
2008	278	$53,018,632	$190,700	69	$4,969,251	$72,000	0.38
2007	490	$90,382,632	$184,500	75	$5,090,209	$67,900	0.37
2006	627	$124,416,640	$198,400	148	$10,629,932	$71,800	0.36
2005	1,441	$267,570,924	$185,700	235	$17,146,181	$73,000	0.39
2004	1,994	$367,878,303	$184,500	714	$50,991,535	$71,400	0.39
2003	2,153	$352,133,527	$163,600	374	$28,341,923	$75,800	0.46
2002	2,285	$332,114,558	$145,300	48	$3,732,180	$77,800	0.54
2001	1,813	$288,469,515	$159,100	292	$18,358,910	$62,900	0.40
2000	1,863	$303,076,503	$162,700	117	$16,565,500	$141,600	0.87
All Years	14,712	$2,579,396,704	$175,300	3,006	$233,037,676	$77,500	0.44
2007-14	2,536	$543,736,734	$214,400	1,078	$87,271,515	$81,000	0.38
2000-06	12,176	$2,035,659,970	$167,200	1,928	$145,766,161	$75,600	0.45

Source: Underlying data collected by the U.S. Bureau of the Census.
Analysis and exhibit prepared by LandUse|USA and Growing Home Design, 2015.

Exhibit 16

Closing and Contacts

For the sake of brevity, several sections of this narrative report have been moved into the Supply-Demand Workbook. Stakeholders are encouraged to visit all of these resources:

Supply-Demand Workbook - Narrative

- Supply-Demand Analysis
- TMA Terminology
- Advisory Report

Questions regarding the Target Market Analysis process may be addressed to Michelle Aniol, the steering committee chair for the project. Questions regarding local investment opportunities, city planning, and next-steps can be addressed to the local ambassador for each respective community, as listed on the following page.

Michelle Aniol
Community Development Manager
8140 Main Street
The City of Dexter, MI 48130
maniol@dextermi.gov
(734) 426-8308 x15

Christine Linfield
City Engineer
305 S. Main Street; Ste. 100
The City of Chelsea, MI 48118
clinfield@city-chelsea.org
734-475-1771 x210

Kathy Corfman
Business Ambassador
100 North Harris Street
The City of Saline, MI 48176
kcorfman@cityofsaline.org
(734) 944-4146

Bonnie Wessler
City Planner
One South Huron Street
The City of Ypsilanti, MI 48197
wesslerb@cityofypsilanti.com
(734) 483-9646

Questions regarding this target market analysis, work approach, analytic results, and strategy recommendations can be directed to Sharon Woods at LandUse|USA.

Sharon M. Woods, CRE
Principal, TMA Team Leader
LandUse|USA, LLC
www.LandUseUSA.com
sharonwoods@landuseusa.com
(517) 290-5531 direct

Ryan E. Griffith, CFM
Principal, TMA Consultant
Growing Home Design
www.growinghomedesign.com
growinghomedesign@gmail.com
(717) 215-7541 direct

P60

The City of Michigan

OFFICE OF COMMUNITY DEVELOPMENT
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager
Re: Retail Market Analysis Update

Date: October 13, 2015

Staff received word this week; Washtenaw County has approved the Chamber's request for a mini grant to conduct a retail market analysis. Staff plans to attend the Chamber meeting on Wed, Oct 14th, and anticipates having more details to share at your meeting.

The City of DEXTER Michigan

OFFICE OF COMMUNITY DEVELOPMENT
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

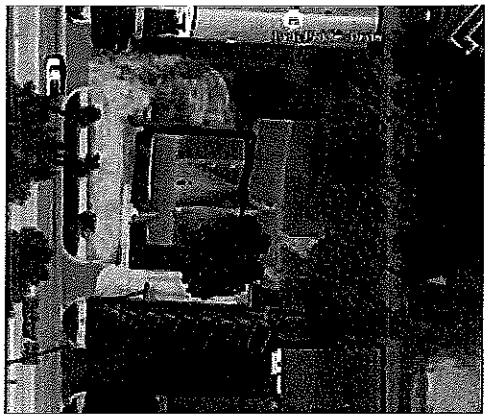
STAFF REPORT

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: October 12, 2015

- The property at 2870 Baker Road has sold. There is an existing single-story structure occupying the lot. The front portion of the structure was formerly a printing operation. The rear portion of the structure is used as an apartment. Loranger Family Chiropractic HC PC purchased the property. Staff has reached out to Drs. Brian and Anne Loranger to determine their plans for the property.



- New business coming to Wallace Building at 3219 Broad Street; called Nogginz, a hair salon. Focus was on college campuses, but market changed. So, making the move to Dexter!
- Planning Commission will conduct the following public hearings on Monday, November 2nd to consider:
    - Special land use request submitted by Northern United Brewing Company (NUBC) for an expansion of the tasting room to include a dining area.
    - Amendments to the Zoning Ordinance regarding microbreweries.
    - Special land use request submitted by Scott Thomas for an outdoor seating area at 8054 Main Street.
    - Rezoning of First Street Park from R-3 Multiple-Family Residential to PP Public Park.
- Staff met with a representative of Marhofer/Campbell Real Estate. The company was inquiring about redevelopment opportunities in Dexter, primarily for multiple-family housing.
- Staff, Economic Development Corporation (EDC) President, Jim Carson and EDC Bond Counsel, Tom Colis met with Northern United Brewing Company (NUBC) to discuss Industrial Revenue Bonds.
- MEDC laid-off a third of its work force. Staff was informed that our Business Development Manager (BDM) David Kurtycz was not laid-off, but he has been re-assigned. Our new BDM is Valerie Christofferson.

- It's that time of year again; time to update the CIP. The capital improvements plan (CIP) outlines a schedule of public service expenditures over the ensuing five-year period (fiscal years 2015-2020) and beyond. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements that are permanent in nature, including the basic facilities, services, and installations needed for the functioning of the community. These include transportation systems, utilities, municipal facilities and other miscellaneous projects.

  Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008), as amended. It is the City Planning Commission's goal that the CIP be used as a tool to implement the City's Master Plan and assist in the City's financial planning.

  The capital improvements plan proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the five-year plan. The process follows the following steps:

Task	Date
o Individual Department, Board/Commission and Staff Assessment	Sept - Dec
o Capital Improvement Programming	Oct-Dec
o Planning Commission Adoption	Dec-March
o City Council Receives CIP	March

- The SEMCOG General Assembly is scheduled for Thursday, October 22, 2015. The location is Schoolcraft College VisTa Tech Center. There will be a workshop and tours, followed by the business meeting. Governor Rich Snyder will be the Keynote Speaker!

  Agenda
  - o Registration begins at 2:00 pm.
  - o Tech Workshop and Tour 2:30 – 4:15 pm
  - o Culinary Tours: 3:00 pm
  - o Business Meeting begins promptly at 4:30

  Mayor Keough is the City's main delegate. I attend as the City's alternate delegate. Any Dexter official may attend, and since Dexter is a member of SEMCOG, there is no charge. However, advance registration is required. Please let me know if you would like to attend.

- As you will recall, earlier this summer Mr. Brouwer announced his desire to redevelopment the property has the corner of Grand Street and Baker Road for mixed density residential development. At that time, he asked Council to consider deeding over city property adjacent to the southeast corner of his property in exchange for an easement for the public storm sewer. Attached to this memo you will find a survey of the site, including an outline of the city property Mr. Brouwer would need to square off his site, and the location of the existing storm sewer easement. Mr. Brouwer is working with Robert Gibbs on housing product type, design and site layout. His goal is to submit for preliminary site plan review before the end of the year.