

Dexter Downtown Development Authority

November 19, 2015 < > 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

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

2. Roll Call

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

Also in attendance: Michelle Aniol, Community Development Manager; and Carl Baxmeyer of Fanning/Howey.

3. Approval of Minutes from the Regular October 15, 2015 Meeting:
Motion Willis; support Finn to approve the regular meeting minutes of October 15, 2015 with the following correction:

- *Correct Mr. Coverts name under the approval of the Agenda.*

Unanimous voice vote approval with Becker, Model and O'Haver absent.

4. Approval of Agenda:

Motion Schmid; support Covert to approve the agendas presented.

Unanimous voice vote approval with Becker, Model and O'Haver absent.

5. Pre-arranged Audience Participation:

Carl Baxmeyer – Retail Market Analysis; Project Kick-off

Mr. Baxmeyer introduced himself. He explained that beginning today (November 19) he will begin to collect data and demographics for the analysis. Chuck Eckenstahler will look at the economics of the analysis. He spoke of using the 48130 zip code area for the parameters of survey although the school district may be a better comparison.

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) November Invoices: Invoice 1653 from Scott Munzel for Attorney fees in the amount of \$10,255.72 and invoice from PNC Bank, 2011 Refunding Bond in the amount of \$42,260.18 for a total of \$52,515.90.

Motion Finn; support Darnell to pay the November invoices in the amount of \$52,515.90.

Ayes: Bellas, Brouwer, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Model and O'Haver

Motion carries

b) Approval of November 2015 Treasurer's Report

Motion Darnell; support Schmid to approve the November Treasurer's Report as presented.

Ayes: Bellas, Brouwer, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Model and O'Haver

Motion carries

8. Correspondence / Communications:

None

9. Action Items:

None

10. Discussion Updates:

a) CIP update

Mayor Keough gave the following input: cleanup the DTE project costs; the Main Street Crosswalk project is done and what is left is the maintenance; there is \$20,000 in the budget for property payback and this should be shown; the Riverwalk could be deleted as this will never happen but it could be left in case a developer wants to do this but can it be explained better.

Mr. Bellas asked about the placement of the new dumpster. (This is to be determined.)

Mr. Schmid inquired about the downtown building façade improvements. (This may be done privately as there is no program in place.)

Motion Schmid; support Darnell to do utility and underground survey on the parking lot behind Main Street.

Ayes: Bellas, Brouwer, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Model and O'Haver

Motion carries

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *Mr. Munzel will be submitting his summary disposition on Tuesday (November 24). The judge will allow two weeks for responses. A trial date has been set for January 4 although one of Chelsea Wellness Foundation's has left the firm and they may ask for a delay*
- *Question – any progress on the DTE sub-station? (Not as yet. Probably things will happen in 2016 as transformers will need upgrading. DTE will use the land on Dan Hoey for future use.)*

b) Staff – Michelle Aniol

- *Dexter Family Dentistry will have a ground breaking on November 20 for their new building.*
- *The Farmer's market building will be undergoing upgrades with painting of the sign and installing hooks for shades.*
- *Planning Commission will hold an educational work session at their December meeting on December 7 at 6 PM on oil and gas drilling with participation from MDEQ and West Bay.*

12. Chairman's Report:

Items for December 17, 2015 Agenda

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Darnell; support Willis to adjourn the meeting at 8:16 AM.

Unanimous voice vote approval with Becker, Model and O'Haver absent.

Respectfully submitted,
Carol Jones, Secretary

Approved for filing: December 17, 2015