

# Dexter Downtown Development Authority

October 15, 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 October 15, 2015 by Chairman Steve Brouwer.

2. Roll Call

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

Also in attendance: Courtney Nicholls, City Manager; Michelle Aniol, Community Development Manager; and Scott Munzel, Attorney for the DDA.

3. Approval of Minutes from the Regular September 17, 2015 Meeting:  
*Motion Darnell; support Willis to approve the regular meeting minutes of September 17, 2015 with the following corrections:*

- *Approval of Minutes – Motion made by Schmid and seconded by Finn*
- *Approval of Agenda – Motion made by Schmid and seconded by Finn*

*Unanimous voice vote approval with Covert and O'Haver absent.*

4. Approval of Agenda:

*Motion Darnell; support Willis to approve the agenda with the addition on information from the Downtown Redevelopment RFQ.*

*Unanimous voice vote approval with Covert and O'Haver absent.*

5. Pre-arranged Audience Participation:

*None*

6. Non-Arranged Citizen Participation:

*None*

7. Treasurer's Report:

a) October Invoices: Invoice from Scott Munzel for August Attorney fees in the amount of \$4,544.07; invoice from US Bank, 2008 Bond Interest in the amount of \$46,220.63; and invoice from US Bank, 2015 Refunding Bond Interest in the amount of \$13,400.92 for a total of \$64,165.62.

*Motion Schmid; support Model to pay the October invoices in the amount of \$64,165.62.*

*Ayes: Becker, Bellas, Brouwer, Darnell, Finn, Jones, Keough, Model, Schmid and Willis.*

*Nays: None*

*Absent: Covert and O'Haver*

*Motion carries*

b) Approval of October 2015 Treasurer's Report

*Motion Darnell; support Finn to approve the October Treasurer's Report as presented.*

*Ayes: Becker, Bellas, Brouwer, Darnell, Finn, Jones, Keough, Model, Schmid and Willis.*

*Nays: None*

*Absent: Covert and O'Haver*

*Motion carries*

8. Correspondence / Communications:

*None*

9. Action Items:

*None*

10. Discussion Updates:

a) Downtown Redevelopment RFQ

*Ms. Aniol gave a brief report on the RFQ asking for any questions or comments from the DDA to be submitted to her. The committee will meet to make a decision.*

b) Target Market Analysis

*Ms. Aniol reviewed the Target Market presentation from October 7 and commented that this study should be used as a guide.*

c) Retail Market Study

*Ms. Aniol reported that Washtenaw County has approved the Dexter Area Chamber of Commerce's application for the grant.*

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *Met with the Dexter Postmaster, Tony Williams, regarding placing another drop-off box convenient for residents due to issues with traffic on Baker Road. They may have to pull one from an existing spot as they don't usually add a new one.*
- *Had a nice attendance at the meeting last night (October 14) to address the Baker/ Dan Hoey/Shield Road intersection with the Dexter Schools and Washtenaw County Road Commission. This was a public input meeting with about 35 present.*

12. Chairman's Report:

Items for November 19, 2015 Agenda

13. Non-Arranged Citizen Participation:

*None*

14. Closed Session – Pending Litigation

Motion Keough; support Finn to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 7:53 AM.

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

Nays: None

Absent: Covert and O'Haver

Motion carries

Following the vote, Chairman Brouwer recused himself from the balance of the meeting and Vice-Chairmen Finn conducted the balance of the meeting.

Motion Keough; support Darnell to leave closed session at 8:44 PM.

Ayes: Becker, Bellas, Darnell, Finn, Jones, Keough, Model, Schmid and Willis.

Nays: None

Absent: Brouwer, Covert and O'Haver

Motion carries

15. Adjournment

*Motion Darnell; support Willis to adjourn the meeting. Unanimous voice vote approval with Brouwer, Covert and O'Haver absent.*

Respectfully submitted,  
Carol Jones  
Secretary

Approved, as amended for filing: 11/19/2015