

Dexter Downtown Development Authority

February 19, 2015 <> 7:30 AM

Dexter Senior Center

7720 Ann Arbor Street

Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:32 on February 19, 2015 by Chairman Steve Brouwer

2. Roll Call

Becker, Patrick-ab	Bellas, Rich-ab	Brouwer, Steve
Covert, Tom	Darnell, Don-ab	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; Courtney Nicholls, City Manager; Justin Breyer, Assistant to the Manager; Peter Allen; Tom Wackerman; Dick Timmins; John Heiss, and Scott Munzel

3. Approval of Minutes from the Regular December 18, 2014 Meeting:
Motion by Doug, second by Randy to approve the regular meeting minutes of December 18, 2014 as presented. Motion carries.

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

5. Pre-arranged Audience Participation:

3045 Broad Street Redevelopment Ready Sites Report, presented by U of M Professor Allen and his students, and Tom Wackerman of ASTI Environmental.

Peter Allen gave the following highlights from his report:

- *The market area for the Broad Street property would be young people, 25-30, who have come to the Ann Arbor area for employment and a quality of life in Dexter.*
- *Feasibility – rentals vs. condo sales*
- *Price of the Land – Looking at 2 million with the offset to stage the property and solve the problems such as utilities, re-alignment of the road, environmental issues and the sub-station.*
- *Recommend a course of action is to start a search process for a developer with a RFP.*
- *Continue to work on the development risks – DTE Sub-station and utilities.*
- *Parking – need to make use of underground parking for both residents and community parking. Sell spaces to condo owners, rent to condo renters.*

- *Payoff or pay down existing bonds.*
- *Question on expenses – who is responsible for the DTE relocate and stormwater, us or the developer?*

Tom Wackerman of ASTI gave the following information:

- *Remediation needed.*
- *1.3 million to take care of the issues with 6-9 year payback to TIF.*

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

- a) February Invoices: Invoice from PSLZ, LLP for the annual audit for \$1,500.00; invoice from Scott Munzel, legal fees for the Schultz agreement for the amount of \$99.00; and invoice from Scott Munzel, legal fees for Dexter Wellness for the amount of \$2,780.25 for a total of invoices of \$4,379.25. *Motion by Doug, second by Fred S to pay the February invoices in the amount of \$4,379.25. Motion carries.*
- b) Approval of February 2015 Treasurer's Reports – *Motion by Doug, second by Fred S to accept the February Treasurer's report as presented. Motion carries.*

8. Correspondence / Communications:

- a) 2014 Audit (<http://www.dextermi.gov/city-audit>)
- b) 4th Amendment to Development Agreement for the Mill Creek Building Project, executed by Joe Schulz
- c) Border-2-Border Trail (B-2-B) Signage

9. Action Items:

- a) 2014 Annual Report – Review and approval of the 2014 Annual Report.

Motion by Doug; second by Tom to approve the 2014 Annual Report for publication. Motion carries.

A request was made to explain the deficiency of revenues over expenditures. Ms. Aniol will talk to City Treasurer, Ms. Sherry, regarding including this in the published report.

10. Discussion Updates:

- a) 3045 Broad Street Listing Agreement – Discussion regarding request from Colliers to amend listing agreement for 3045 Broad Street.

Motion by Doug; support by Carol to extend an open invitation from Collier's and other brokers for commercial real estate purposes to be reviewed at the March DDA meeting. Motion carries.

b) Redevelopment of 3045 Broad Street – Discussion regarding Letter of Interest from Foremost Development to redevelopment of 3045 Broad Street, and consideration of next steps.

Ms. Aniol gave an overview of the interest from Foremost Development and John Heiss was present to also talk of Foremost's interest. Shawn and Doug expressed an interest of meeting with Foremost to further discuss Broad Street.

c) Act 88: Growing the Local Economy in Washtenaw County – Discussion regarding Washtenaw County economic development mini-grant program and the potential to use this grant opportunity to fund a Retail Market Study of the Downtown.

Motion by Tom, support by Randy for staff to solicit proposals for a Retail Market Study to be able to determine costs and how much of a grant to apply for. Motion carries.

d) Draft Memorandum of Understanding (MOU) for Target Market Analysis (TMA) – informational update; no action needed at this time.

A discussion of the draft and the process was held.

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

Mr. Keough reported on the following:

- *Council is expected to hire an assessing firm at the Monday, February 23 Council meeting.*
- *Council has appointed a Board of Review and the Election Commission has been set up.*
- *There will be a Town Hall meeting on February 28 beginning at 10 AM at the Dexter District Library regarding Facilities for Fire, Police and City Offices.*
- *Scott Munzel was present and reported that he is still in the discovery process with the Dexter Wellness/Chelsea Wellness Foundation case. Shawn and Paul Cousins were deposed. He has sent discovery request to Chelsea Wellness Foundation who initially objected to answering them.*

b) Staff Support Update - Michelle Aniol

Ms Aniol highlighted the following:

- *Met with owners of 8080 Grand Street property. They have a potential renter for the Dexter Rental portion who would like to have a music studio in the space with lessons and some sales. This would qualify as a*

special use in the Village Commercial zoning. There would be need for some improvements to the site.

12. Chairman's Report:

Items for March 19, 2015 Agenda –

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion by Doug, second by Randy to adjourn the meeting at 9:06 AM. Motion carries.

Respectfully submitted,
Carol Jones
Secretary