

Dexter, Michigan
Downtown Development Authority

MEETING NOTICE

JULY 19, 2012

7:30 AM

**DEXTER SENIOR CENTER
7720 ANN ARBOR STREET
DEXTER, MICHIGAN 48130**

Dexter Downtown Development Authority

Meeting Agenda

July 19, 2012 <> 7:30 AM

Dexter Senior Center

7720 Ann Arbor Street

Dexter, MI 48130

1. Call to Order:
2. Roll Call

Bellas, Rich	Brouwer, Steve	Covert, Tom
Darnell, Don	Finn, Doug	Jones, Carol
Keough, Shawn	Lundy, Dick	Model, Fred
O'Haver, Dan	Schmid, Fred	Willis, Randy
3. Approval of Minutes from May 17, 2012:
4. Approval of Agenda:
5. Arranged Audience Participation:
6. Non-Arranged Citizen Participation:
7. Treasurer's Report: **SENT IN SEPARATE EMAIL**
 - a) Invoices: Scott Munzel - \$635.50
US Bank – Bond Fees - \$500.00
 - b) Approval of Treasurer's Report-May/June
8. Correspondence / Communications:
9. Action Items: None
10. Discussion and Updates:
 - a) Mill Creek Park Update.

c) Broad Street Redevelopment Update.

d) Purchase of Banners for Light Poles Downtown

11. Village Reports:

- a) President
- b) Staff Update

12. Chairman's Report:

13. Non-Arranged Citizen Participation:

14. Adjournment:

Dexter Downtown Development Authority

May 17, 2012 <> 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:30 by Chairman Steve Brouwer.

2. Roll Call

Bellas, Rich	Brouwer, Steve	Covert, Tom
Darnell, Don	Finn, Doug	Jones, Carol
Keough, Shawn	Lundy, Dick-ab	Model, Fred
O'Haver, Dan-ab	Schmid, Fred-arrived at 7:33 PM	
Willis, Randy		

Also in attendance: Donna Dettling, Dexter Village Manager, Nathan Voght and Louis Stultz.

3. Approval of Minutes from April 19, 2012: Motion by Don, second by Randy to approve the minutes of April 19, 2012 as presented. Motion carries.

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

5. Arranged Audience Participation: None

6. Non-Arranged Citizen Participation: None

7. Treasurer's Report:

a) Invoices: to PNC Bank – Bond Payment for \$68,027.00 paid on 4/30/2012 to be approved after the payment because of invoice due date. Motion by Doug, second by Don to approve payment of the invoice to PNC Bank for a total of \$68,027.00. Motion carries.

b) Approval of Treasurer's Report: Motion by Rich, second by Fred S to accept the Treasurer's Report for May as presented. Motion carries.

8. Correspondence / Communications: None

9. Action Items:

a) ADOPT 2012/2013 FISCAL YEAR BUDGET

Motion by Doug, second by Don to adopt the 2012/2013 Fiscal Year Budget with an increase in the Village Maintenance Fund from \$2500 to \$7500 and a change in the DDA Capture Refund from \$10,000 to \$5000. Motion carries.

10. Discussion Updates:

a) LaFontaine Brownfield Update – Nathan Voght attended the meeting to update the DDA on the LaFontaine Brownfield. *Mr. Voght reported the cost of the Brownfield at the LaFontaine site came in at a lesser cost due to not needing a vapor barrier system. It should take 2 ½ years to pay back the \$113,000 with revenue beginning 1 ½ years sooner than expected and looking for the project to be completed by mid summer.*

b) Mill Creek Park Update – *Shawn reported that the contractor never really stopped working over the winter months but continued to work as long as they could. They were supposed to be done by May 15 but they needed more time so an extension was granted until July 1 so that the work could be done correctly. Shawn stated that it is beginning to look like a park. They did raise the concrete level under the bridge to help with the flooding issue. The name has been changed on the north side from Warrior Creek Park to Mill Creek Park. A Kayak launch has been constructed and the whole project has stayed mostly on budget.*

c) Old DAPCO Site Redevelopment Update. *Discussion included potential leases to two tenants and looking at what is useable and what part of the property needs to be demolished. Shawn mentioned being approached by the Encore Theatre to be a part of this area and looking at the Village/DDA to donate the land. Also discussed was a possible Senior Citizen development and Dancer's Edge would like to stay at the site. It was suggested to reconvene the Redevelopment Committee to look at options and possibilities of the proposals.*

d) Purchase of Banners for Light Poles Downtown
Fred S would like to look at something to enhance the present streetscape. Rich mentioned that the Arts, Culture & Heritage Committee is looking into banners for downtown.

11. Village Reports:

a) President - Shawn reported that on May 9 the State Boundary Commission approved the revised boundary by a vote of 5-0. It now goes to the Director of Licensing for his signature. Shawn reported that Council is going through the budget process and that water and sewer rates will increase due to the sludge project; the General Fund is doing OK; and are looking at storm water projects as well as street projects and have noticed to increase Village mileage for street improvements. Shawn mentioned the Public Art and DDA Rep to the committee Rich spoke of the selection of 4 pieces and a possible 5th. Shawn also mentioned that the Central Street project will begin on June 11.

b) Staff Support Update – Donna reported that she would have an updated forecast and banner update at the June meeting. Also will look to have the DAPCO committee meet.

12. Chairman's Report: None

13. Non-Arranged Citizen Participation:

None

14. Adjournment: Motion by Fred S and second by Randy to adjourn the meeting at 8:52 AM. Motion carries.

Respectfully submitted,

Carol Jones
Secretary

5/7/2012

Invoice

768

Ms. Donna Dettling
Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

Re: Invoice for Legal Services - Tupper

248,248.000. 803.000

Dear Ms. Dettling:

The invoice for legal services provided in April is below. Please contact me if you have any questions.

C
2011-2012

4/18/2012	Review Tupper Purchase Agreement re environmental clause; review ASTI Phase 1 and 2; TC Brian Kuberski re update, memo	0.9
4/23/2012	Review leases with Tupper building; meet with Donna D. re environmental issues, related issues to Tupper purchase, leasing of Tupper building	2
4/25/2012	Review Donna D. memo to Shawn re Tupper purchase agreement; send email with additional comments re purchase agreement	0.8
4/26/2012	Review information from Donna D. re bond issues, ASTI proposal, Bird Houk analysis; double check Tupper appraisal	1
		4.7 at \$165/hr

Current Invoice \$ 775.50
Expenses- none \$ -
Minus courtesy discount \$ 140.00
Total Balance Due \$ 635.50

Sincerely,

SEM
Scott E. Munzel

EIN 38-3120196



Corporate Trust Services
 EP-MN-WN3L
 60 Livingston Ave.
 St. Paul, MN 55107

Invoice Number: 3135937
 Account Number: 802463400
 Invoice Date: 05/25/2012
 Direct Inquiries To: TRACEY L. NAWROT
 Phone: 313-234-4725

VILLAGE OF DEXTER
 ATTN: MARIE SHERRY
 8140 MAIN STREET
 DEXTER, MI 48130

VILLAGE OF DEXTER
 DOWNTOWN DEV BOND, SERIES 2008A (LTGO)

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$500.00

All invoices are due upon receipt.

394-850.000 - 992.000 mes

2011-2012

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

VILLAGE OF DEXTER
 DOWNTOWN DEV BOND, SERIES 2008A (LTGO)

Invoice Number:	3135937
Account Number:	802463400
Current Due:	\$500.00
Direct Inquiries To:	TRACEY L. NAWROT
Phone:	313-234-4725

Wire Instructions:

U.S. Bank
 ABA # 091000022
 Acct # 1-801-5013-5135
 Trust Acct # 802463400
 Invoice # 3135937
 Attn: Fee Dept St. Paul

Please mail payments to:

U.S. Bank
 CM-9690
 PO BOX 70870
 St. Paul, MN 55170-9690



Corporate Trust Services
 EP-MN-WN3L
 60 Livingston Ave.
 St. Paul, MN 55107

Invoice Number: 3135937
 Invoice Date: 05/25/2012
 Account Number: 802463400
 Direct Inquiries To: TRACEY L. NAWROT
 Phone: 313-234-4725

VILLAGE OF DEXTER
 DOWNTOWN DEV BOND, SERIES 2008A (LTGO)

Accounts Included 802463400
 In This Relationship:

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04120 Paying Agent	1.00	500.00	100.00%	\$500.00
Subtotal Administration Fees - In Advance 05/01/2012 - 04/30/2013				\$500.00
TOTAL AMOUNT DUE				\$500.00

The fees shown on this invoice are reflective of the most recent fee schedule or notice of fee adjustment provided by U.S. Bank.