

Dexter Downtown Development Authority

March 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 March 19, 2015 by Chairman Steve Brouwer

2. Roll Call

Becker, Patrick	Bellas, Rich	Brouwer, Steve
Covert, Tom	Darnell, Don	Finn, Doug-ab
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; Jim Carson and Jim Smith, City Council Members; Jim Tischler, Michigan State Housing Development Authority; Peter Allen and Doug Allen, Peter Allen & Associates; Jim Porth, Thomas Duke Company; Jim Chaconas and Dick Timmins, Collier International; John Evans and Jeffrey Evans, Swisher Commercial; and Terry Bailey and John Heiss, Foremost Development.

3. Approval of Minutes from the Regular February 19, 2015 Meeting:
Motion by Randy, second by Patrick to approve the regular meeting minutes of February 19, 2015 as presented. Motion carries.

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

5. Pre-arranged Audience Participation:

Jim Tischler, Director of Community Development at the Michigan State Housing Development Authority (MSHDA) regarding alternative process for selecting a developer for the 3045 Broad Street Redevelopment Project.

Mr. Tischler introduced himself and gave a presentation on the development of 3045 Broad Street. He spoke about how communities can advance their site with the use of target market analysis which measures the market potential not the market demand. The question was raised do we solicit for a RFP (Request for Proposal) or RFQ (Request for Qualifications). Mr. Tischler explained the process and discussion followed.

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) March Invoices: Invoice from ASTI Environmental Services for 3045 Broad Street for \$800.00; Invoice from Peter T. Allen for 3045 Broad Street for \$195.00, and invoice from Scott Munzel, for Dexter Wellness for the amount of \$3,637.50 for a total of invoices of \$4,632.50. *Motion by Randy, second by Shawn to pay the March invoices in the amount of \$4,632.50. Motion carries.*

b) Approval of March 2015 Treasurer's Reports – *Motion by Fred S, second by Don to accept the March Treasurer's report as presented. Motion carries.*

8. Correspondence / Communications:

None

9. Action Items:

a) Easement Agreement for Ingress-Egress and Shared Parking with Monument Park Investment.

Motion by Tom; second by Randy to approve the Easement Agreement for ingress and egress and shared parking with Monument Park Investment located on and behind 8031 Main Street and Doug Finn vice-chairman signing for the DDA. Motion carries with Chairman Brouwer abstaining from the vote.

b) Real Estate Broker Listing Proposals

Discussion on how to proceed in regards to listing the property or looking into a RFQ process. The four brokerage companies who presented the DDA with listing proposals were allowed to speak, ask and answer questions regarding the property and process.

Motion by Shawn, second by Randy to postpone the decision on selecting a listing agent in order for staff to prepare a RFQ for DDA review. Motion carries.

10. Discussion Updates:

a) Potential DDA/TIFA participation in the 3045 Broad Street redevelopment project. .

Mayor Keough explained the need to clarify who will pay for the improvements needed at 3045 Broad Street. Discussion followed.

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

Courtney Nicholls, Jim Smith and I met recently with personnel from the PBS Under the Radar regarding Dexter and how they may be able to help the community.

b) Staff Support Update - Michelle Aniol

Report included in the packet.

12. Chairman’s Report:

Items for April 16, 2015 Agenda –

Request from Fred S to look at the relocations of the dumpster near the Encore Theatre. Have someone who will build the pad but looking for direction as where to locate it.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

*Motion by Fred S, second by Randy to adjourn the meeting at 9:15 AM.
Motion carries.*

Respectfully submitted,
Carol Jones
Secretary

Approved for Filing: _____

Memo

To: Dexter DDA
From: Thomas Covert, DDA Treasurer and Marie Sherry, Village Treasurer
Date: April 13, 2015
Re: Treasurer's Report – April 2015 Meeting

Invoice Approval Notes

- Scott E. Munzel: \$1558.00 – Wellness. 248-248-810.000
- US Bank: \$51,870.00 – Bond payment, 2008 Taxable. 394-850-997.003
- US Bank: \$71,720.63 – Bond payment, 2008 Non-Taxable. 394-850-997.004
- Combined total due for all invoices is \$125,148.63

Cash Status

DDA Cash Balances Report 3-31-15

Fund	Account Name	General Ledger Balance	Notes
248 - DDA General	TCF Pooled Account	\$ -	
394 - DDA Debt	TCF Pooled Account	\$ -	
494 - DDA Project	TCF Pooled Account	\$ -	
	Total DDA Pooled Checking	\$ -	This account is now a zero balance account (attached to Savings)
248 - DDA General	TCF Money Market Account	\$ 431,508.32	
394 - DDA Debt	TCF Money Market Account	\$ 491.58	
494 - DDA Project	TCF Money Market Account	\$ -	
	Total DDA Pooled Savings	\$ 431,999.90	
248 - DDA General	ONB Money Market Account	\$ 50,553.20	
394 - DDA Debt	ONB Money Market Account	\$ -	
494 - DDA Project	ONB Money Market Account	\$ 201,948.24	
	Total DDA Pooled Savings	\$ 252,501.44	
248 - DDA General	Ann Arbor State Bank	\$ 250,000.00	.65% Renews 12/10/2015
	Total Non-Pooled	\$ 250,000.00	
Total General Cash		\$ 732,061.52	
Total Debt Cash		\$ 491.58	
Total Project Cash		\$ 201,948.24	
		\$ 934,501.34	
Month End Cash		\$ 934,501.34	
Projected FY 14/15 Revenue All Funds		\$ 436,869.72	
Projected FY 14/15 Expenditures All Funds		\$ (799,002.84)	
Wellness Center Set Aside		\$ (115,042.00)	
Due to Other Units		\$ (170,743.09)	
Projected Year End Cash		\$ 286,583.13	

Budget FY 14/15

- Following are the Fiscal Year 2014-2015 Revenue and Expenditure Reports through March 31st.

04/13/2015 REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER
 PERIOD ENDING 03/31/2015
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET NORMAL	YTD BALANCE 03/31/2015 (ABNORMAL) NORMAL (ABNORMAL)	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
248-000-415.000	TAX CAPTURE REVENUE	295,000.00	295,000.00	293,604.36	1,395.64	99.53
248-000-665.000	INTEREST EARNED	300.00	300.00	427.70	(127.70)	142.57
Total Dept 000-ASSETS, LIABILITIES & REVENUE		295,300.00	295,300.00	294,032.06	1,267.94	99.57
TOTAL Revenues		295,300.00	295,300.00	294,032.06	1,267.94	99.57
Expenditures						
Dept 248-ADMINISTRATION						
248-248-802.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	1,500.00	3,500.00	30.00
248-248-803.000	CONTRACTED SERVICES	1,500.00	13,800.00	12,285.00	1,515.00	89.02
248-248-810.000	ATTORNEY FEES	0.00	10,000.00	16,072.38	(6,072.38)	160.72
248-248-843.000	PROPERTY TAXES	7,200.00	7,200.00	7,133.82	66.18	99.08
248-248-880.000	DOWNTOWN EVENTS	0.00	0.00	300.73	(300.73)	100.00
248-248-957.002	DDA CAPTURE REFUNDS	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 248-ADMINISTRATION		18,700.00	41,000.00	37,291.93	3,708.07	90.96
Dept 442-DOWNTOWN PUBLIC WORKS						
248-442-803.015	CITY MAINTENANCE	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 442-DOWNTOWN PUBLIC WORKS		5,000.00	5,000.00	0.00	5,000.00	0.00
Dept 965-TRANSFERS OUT - CONTROL						
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	336,000.00	336,000.00	122,188.65	213,811.35	36.37
248-965-999.494	TR TO DDA PROJECT FUND - 494	231,800.00	231,800.00	9,800.00	222,000.00	4.23
Total Dept 965-TRANSFERS OUT - CONTROL		567,800.00	567,800.00	131,988.65	435,811.35	23.25
TOTAL Expenditures		591,500.00	613,800.00	169,280.58	444,519.42	27.58
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		295,300.00	295,300.00	294,032.06	1,267.94	99.57
TOTAL EXPENDITURES		591,500.00	613,800.00	169,280.58	444,519.42	27.58
NET OF REVENUES & EXPENDITURES		(296,200.00)	(318,500.00)	124,751.48	(443,251.48)	39.17

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Fund 394 - DDA DEBT FUND

Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-665.000	INTEREST EARNED	200.00	200.00	395.51	(195.51)	197.76
394-000-695.248	TRANSFER IN FROM DDA FUND 248	336,000.00	336,000.00	122,188.65	213,811.35	36.37
Total Dept 000-ASSETS, LIABILITIES & REVENUE		336,200.00	336,200.00	122,584.16	213,615.84	36.46

TOTAL Revenues		336,200.00	336,200.00	122,584.16	213,615.84	36.46
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Expenditures						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1,000.00	1,000.00	500.00	500.00	50.00
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	135,400.00	360,400.00	285,166.88	75,233.12	79.13
394-850-997.004	DDA 2008 BOND (\$2+M)	118,500.00	118,500.00	46,720.63	71,779.37	39.43
394-850-997.005	2011 REFUNDING BOND (\$620K)	81,100.00	81,100.00	41,264.57	39,835.43	50.88
Total Dept 850-LONG-TERM DEBT		336,000.00	561,000.00	373,652.08	187,347.92	66.60

TOTAL Expenditures		336,000.00	561,000.00	373,652.08	187,347.92	66.60
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Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		336,200.00	336,200.00	122,584.16	213,615.84	36.46
TOTAL EXPENDITURES		336,000.00	561,000.00	373,652.08	187,347.92	66.60
NET OF REVENUES & EXPENDITURES		200.00	(224,800.00)	(251,067.92)	26,267.92	111.69

Fund 494 - DDA PROJECT FUND

Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
494-000-665.000	INTEREST EARNED	200.00	200.00	214.06	(14.06)	107.03
494-000-695.248	TRANSFER IN FROM DDA FUND 248	231,800.00	231,800.00	9,800.00	222,000.00	4.23
Total Dept 000-ASSETS, LIABILITIES & REVENUE		232,000.00	232,000.00	10,014.06	221,985.94	4.32

TOTAL Revenues		232,000.00	232,000.00	10,014.06	221,985.94	4.32
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Expenditures						
Dept 908-TUPPER REDEVELOPMENT						
494-908-802.000	PROFESSIONAL SERVICES	50,000.00	50,000.00	11,964.50	38,035.50	23.93
494-908-830.008	ENVIRONMENTAL STUDY	0.00	0.00	900.00	(900.00)	100.00
Total Dept 908-TUPPER REDEVELOPMENT		50,000.00	50,000.00	12,864.50	37,135.50	25.73

Dept 965-TRANSFERS OUT - CONTROL						
494-965-999.002	TRANSFER OUT TO GENERAL FUND - HOUSES	20,000.00	20,000.00	0.00	20,000.00	0.00
494-965-999.101	TRANSFER OUT TO GENERAL FUND	110,000.00	110,000.00	0.00	110,000.00	0.00
Total Dept 965-TRANSFERS OUT - CONTROL		130,000.00	130,000.00	0.00	130,000.00	0.00

TOTAL Expenditures		180,000.00	180,000.00	12,864.50	167,135.50	7.15
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Fund 494 - DDA PROJECT FUND:						
TOTAL REVENUES		232,000.00	232,000.00	10,014.06	221,985.94	4.32
TOTAL EXPENDITURES		180,000.00	180,000.00	12,864.50	167,135.50	7.15
NET OF REVENUES & EXPENDITURES		52,000.00	52,000.00	(2,850.44)	54,850.44	5.48

TOTAL REVENUES - ALL FUNDS		863,500.00	863,500.00	426,630.28	436,869.72	49.41
TOTAL EXPENDITURES - ALL FUNDS		1,107,500.00	1,354,800.00	555,797.16	799,002.84	41.02
NET OF REVENUES & EXPENDITURES		(244,000.00)	(491,300.00)	(129,166.88)	(362,133.12)	26.29

Budget FY 15/16

- We are beginning the process of developing the budget for June 2015 (or earlier approval)
- Any interest in participation by any of the members
 - Review and assist in development of the forecast
 - Review and assist in development of draft to present to board

Debt Fund Summary / Forecast – Unchanged from August 2014

- Working on revised forecast to assist with development of 2015-2016 FY Budget

Bond Restructuring – Nothing new at this time

- Consider refinancing bond if Broad Street Property sale not eminent

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.
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year).
- 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

- Work on verifying parcel inclusion has been substantially completed. Next step is to analyze the data with assessor.

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

3/16/2015

Invoice
 DDA 1501

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

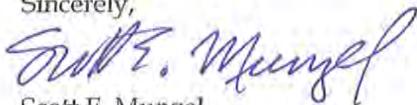
Re: Invoice for Legal Services - Village/Dexter Wellness Center

Dear Ms. Nicholls:

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

2/5/2015	Review Keough deposition; email to Shawn K., Courtney C., Paul C., with questions, comments	3.3
2/6/2015	TC Courtney re answers to questions on process, Co op Nursery in Webster Township	0.2
2/7/2015	Review Cousins deposition testimony, questions	2
2/11/2015	Email to Courtney re CWF 2015 taxes and automatic inclusion in 2014 appeal, question about Merte	0.5
2/19/2015	Attend DDA meeting and give report on status of case	1.7
2/22/2015	Review thumb drive delivery of discovery requests; 2014 CWF annual report; email Shawn, Courtney re receipt	0.3
2/23/2015	TC Adam Sadowski at Attorney General's office re State will intervene, request for Dexter Answer, timing of intervention request; email Shawn K., Courtney N. re update; prepare attorney-client communication re update	1.0
2/28/2015	Review Order from MTT re variety of issues before it will produce information requested- no need for motion to compel	0.3
	Total Time	10.0 at \$170/hr
	Current Invoice	\$ 1,700.00
	Expenses- \$1,416 deposition fee- 2 depositions	\$ 1,416.00
	Total Balance Due	\$ 3,116.00
	Divided between DDA and Village	\$1,558.00
	Outstanding balance	\$3,377.88
	Total amount due	\$4,935.88

Sincerely,


 Scott E. Munzel

EIN 38-3120196

Debt Service Invoice



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 2008A (LIMITED TAX GENERAL
OBLIGATION) (TAXABLE)*P/O CHK*
Account Number: 802463400
Debt Service Date: 05/01/2015
Payment Due Date: 05/01/2015
Page: 1 of 1

Maturity Date	Rate	Principal Outstanding	Accrual Start Date	Accrual End Date	Interest Due	Principal Due	Call Premium
05/01/2033	7.80%	1,330,000.00	11/01/2014	04/30/2015	51,870.00	0.00	0.00
Totals		1,330,000.00			51,870.00	0.00	0.00

Total Amount Due:	\$51,870.00
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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: 802463400
For questions contact: SOTTA SEM 651-466-6106

Coded by: Marie
GL # 394-850-997.003 Amt. 51,870.00
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 2008A (LIMITED TAX GENERAL
OBLIGATION) (TAXABLE)*P/O CHK*

Account #	802463400
Debt Service Date:	05/01/2015
Payment Due On:	05/01/2015
Net Amount Due:	\$51,870.00
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



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: 05/01/2015
Payment Due Date: 05/01/2015
Page: 1 of 1

Table with 8 columns: Maturity Date, Rate, Principal Outstanding, Accrual Start Date, Accrual End Date, Interest Due, Principal Due, Call Premium. Includes a Totals row at the bottom.

Total Amount Due: \$71,720.63

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 # 394-850-997-204 Amt. 71,720.63
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*

Summary table with 2 columns: Field Name, Value. Fields include Account #, Debt Service Date, Payment Due On, Net Amount Due, 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:

BUDGET REPORT FOR CITY OF DEXTER
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY
Calculations as of 03/31/2015

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY THRU 03/31/15	2014-15 AMENDED BUDGET	2014-15 PROTECTED ACTIVITY	2015-16 REQUESTED BUDGET
ESTIMATED REVENUES						
DEPT 000-ASSETS, LIABILITIES & REVENUE						
248-000-415.000	TAX CAPTURE REVENUE	295,385	293,604	295,000	293,600	276,000
REMOVES LAFONTAINE BROWNFIELD CAPTURE AND DEXTER WELLNESS CENTER FROM REVENUE ESTIMATES. REDUCTION FROM LAST FY DUE TO LOSING CAPTURE OF						
248-000-665.000	TOWNSHIP TAXES.	2,041	428	300	400	500
248-000-667.000	INTEREST EARNED	20,549				
248-000-671.000	RENTS (GENERAL)	122,174				
	OTHER REVENUE					
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	440,149	294,032	295,300	294,000	276,500
	TOTAL ESTIMATED REVENUES	440,149	294,032	295,300	294,000	276,500
APPROPRIATIONS						
DEPT 248-ADMINISTRATION						
248-248-802.000	PROFESSIONAL SERVICES	2,500	1,500	5,000	1,500	5,000
248-248-803.000	CONTRACTED SERVICES	1,500	12,285	13,800	12,300	1,700
248-248-810.000	ATTORNEY FEES	15,767	16,072	10,000	22,000	15,000
248-248-843.000	PROPERTY TAXES	10,374	7,134	7,200	7,200	
	3045 BROAD IS OFF THE TAX ROLL					
248-248-880.000	DOWNTOWN EVENTS	500	301		300	
248-248-935.002	DAPCO BUILDING MAINTENANCE	8,499				
248-248-955.000	MISCELLANEOUS	10				
248-248-957.002	DDA CAPTURE REFUNDS	4,691		5,000		300
	BOARD OF REVIEW FOR DOWNTOWN SEEM					
	TO HAVE SLOWED DOWN - NO MAJOR APPEALS PENDING					
	Totals for dept 248-ADMINISTRATION	43,841	37,292	41,000	43,600	21,700
DEPT 442-DOWNTOWN PUBLIC WORKS						
248-442-803.015	CITY MAINTENANCE	10,000		5,000	5,000	5,000
	Totals for dept 442-DOWNTOWN PUBLIC WORKS	10,000		5,000	5,000	5,000
DEPT 965-TRANSFERS OUT - CONTROL						
248-965-999.101	TRANSFER OUT TO GENERAL FUND	85,000	122,189	336,000	336,000	318,200
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	257,100	9,800	231,800	9,800	
248-965-999.494	TR TO DDA PROJECT FUND - 494	60,600	131,989	567,800	345,800	318,200
	Totals for dept 965-TRANSFERS OUT - CONTROL	402,700	169,281	613,800	394,400	344,900
TOTAL APPROPRIATIONS						
	NET OF REVENUES/APPROPRIATIONS - FUND 248	(16,392)	124,751	(318,500)	(100,400)	(68,400)
	BEGINNING FUND BALANCE	342,907	326,515	326,515	326,515	226,115
	ENDING FUND BALANCE	326,515	451,266	8,015	226,115	157,715

BUDGET REPORT FOR CITY OF DEXTER
 Fund: 394 DDA DEBT FUND
 Calculations as of 03/31/2015

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY THRU 03/31/15	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-665.000	INTEREST EARNED	1,397	396	200	400	400
394-000-695.248	TRANSFER IN FROM DDA FUND 248	257,100	122,189	336,000	336,000	318,200
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	258,497	122,585	336,200	336,400	318,600
TOTAL ESTIMATED REVENUES						
		258,497	122,585	336,200	336,400	318,600
APPROPRIATIONS						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1,000	500	1,000	1,000	1,000
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	136,440	285,167	360,400	360,400	116,700
394-850-997.004	DDA 2008 BOND (\$2+M)	119,441	46,721	118,500	118,500	117,500
394-850-997.005	2011 REFUNDING BOND (\$620K)	80,005	41,265	81,100	81,100	83,000
	Totals for dept 850-LONG-TERM DEBT	336,886	373,653	561,000	561,000	318,200
TOTAL APPROPRIATIONS						
		336,886	373,653	561,000	561,000	318,200
NET OF REVENUES/APPROPRIATIONS - FUND 394						
	BEGINNING FUND BALANCE	(78,389)	(251,068)	(224,800)	(224,600)	400
	ENDING FUND BALANCE	329,949	251,560	251,560	251,560	26,960
		251,560	492	26,760	26,960	27,360

BUDGET REPORT FOR CITY OF DEXTER
 Fund: 494 DDA PROJECT FUND
 Calculations as of 03/31/2015

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY THRU 03/31/15	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 REQUESTED BUDGET
ESTIMATED REVENUES						
DEPT 000-ASSETS, LIABILITIES & REVENUE						
494-000-665.000	INTEREST EARNED	1,463	214	200	300	
494-000-671.000	OTHER REVENUE	6,500				
494-000-695.248	TRANSFER IN FROM DDA FUND 248	60,600	9,800	231,800	9,800	
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	68,563	10,014	232,000	10,100	
TOTAL ESTIMATED REVENUES						
		68,563	10,014	232,000	10,100	
APPROPRIATIONS						
DEPT 908-TUPPER REDEVELOPMENT						
494-908-802.000	PROFESSIONAL SERVICES	37,334	11,965	50,000	12,000	
494-908-830.000	ENGINEERING CONSULTING	13,295	900		900	
494-908-830.008	ENVIRONMENTAL STUDY	225				
	Totals for dept 908-TUPPER REDEVELOPMENT	50,854	12,865	50,000	12,900	
DEPT 965-TRANSFERS OUT - CONTROL						
494-965-999.002	TRANSFER OUT TO GENERAL FUND - HOT	20,000		20,000	20,000	
494-965-999.101	TRANSFER OUT TO GENERAL FUND			110,000	110,000	
	Totals for dept 965-TRANSFERS OUT - CONTROL	20,000		130,000	130,000	
TOTAL APPROPRIATIONS						
		70,854	12,865	180,000	142,900	
NET OF REVENUES/APPROPRIATIONS - FUND 494						
		(2,291)	(2,851)	52,000	(132,800)	
BEGINNING FUND BALANCE						
		211,389	209,099	209,099	209,099	76,299
ENDING FUND BALANCE						
		209,098	206,248	261,099	76,299	76,299
ESTIMATED REVENUES - ALL FUNDS						
		767,209	426,631	863,500	640,500	595,100
APPROPRIATIONS - ALL FUNDS						
		864,281	555,799	1,354,800	1,098,300	663,100
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS						
		(97,072)	(129,168)	(491,300)	(457,800)	(68,000)
BEGINNING FUND BALANCE - ALL FUNDS						
		884,245	787,173	787,173	787,173	329,373
ENDING FUND BALANCE - ALL FUNDS						
		787,173	658,005	295,873	329,373	261,373

Summary

Fiscal Year (July-June)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Revenue														
Tax Capture	448,458	399,047	362,850	350,115	295,385	288,557	276,742	305,266	327,754	337,324	347,037	356,896	366,903	377,060
Rents	-	-	-	18,700	-	-	-	-	-	-	-	-	-	-
Property Sale	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	624,566	129,000	700	-	-	-	-	-	-	-	-
Total Revenue	448,458	399,047	362,850	974,681	443,085	289,257	276,742	305,266	327,754	337,324	347,037	356,896	366,903	377,060
Expenditures														
Debt Payments	299,998	302,930	340,682	335,764	336,908	561,000	318,104	312,797	316,488	325,742	339,270	365,566	370,808	370,049
Professional Services	10,000	10,000	1,000	-	7,000	5,000	5,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Contracted Services	1,500	1,500	1,500	1,500	1,500	13,800	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
Attorney Fees	-	-	-	-	-	10,000	15,000	-	-	-	-	-	-	-
City Maintenance	40,000	40,000	9,100	7,500	10,000	5,000	5,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Downtown Events	-	-	500	500	700	-	-	700	700	700	700	700	700	700
Capture Refunds BOR/MTT	-	-	5,000	3,036	10,000	5,000	-	5,000	-	-	-	-	-	-
Other	-	-	-	16,499	-	7,200	-	-	-	-	-	-	-	-
Projects	-	-	-	49,656	155,000	180,000	-	-	-	-	-	-	-	-
Total Expenditures	351,498	354,430	357,782	414,455	521,108	787,000	344,804	340,197	338,888	348,142	361,670	387,956	393,208	392,449
Revenue/Expenditures	96,960	44,617	5,068	560,226	(78,023)	(497,743)	(68,063)	(34,932)	(11,134)	(10,818)	(14,635)	(31,070)	(26,305)	(15,389)
Beginning Fund Balance**	-	-	-	-	-	789,066	291,323	223,261	188,329	177,195	166,377	151,744	120,674	94,369
Forecasted Net Change	-	-	-	-	(497,743)	(497,743)	(68,063)	(34,932)	(11,134)	(10,818)	(14,633)	(31,070)	(26,305)	(15,389)
Ending Fund Balance	-	-	-	-	291,323	291,323	223,261	188,329	177,195	166,377	151,744	120,674	94,369	78,980

**Actual for Fiscal Year 2014-2015

Summary

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	2035-2036	2036-2037
387,369	387,299	387,639	408,134	418,786	429,598	440,572	451,711	463,017	474,492	486,140	497,962	509,962	522,141	
387,369	387,299	387,639	408,134	418,786	429,598	440,572	451,711	463,017	474,492	486,140	497,962	509,962	522,141	
383,810	406,180	416,420	425,410	433,150	274,140	278,150	260,600	243,050	-	-	-	-	-	-
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
10,000	10,000	10,000	10,000	10,000	10,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
700	700	700	700	700	700	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
406,210	428,580	438,820	447,810	455,550	296,540	334,850	317,300	299,750	56,700	56,700	56,700	56,700	56,700	56,700
(18,841)	(41,281)	(41,181)	(39,676)	(36,764)	133,058	105,722	134,411	163,267	417,792	429,440	441,262	453,262	465,441	
78,980	60,139	18,858	(22,323)	(61,999)	(98,763)	34,295	140,017	274,428	274,428	855,487	1,284,927	1,726,189	2,179,451	
(18,841)	(41,281)	(41,181)	(39,676)	(36,764)	133,058	105,722	134,411	163,267	417,792	429,440	441,262	453,262	465,441	
60,139	18,858	(22,323)	(61,999)	(98,763)	34,295	140,017	274,428	437,695	855,487	1,284,927	1,726,189	2,179,451	2,644,892	

Tax Information

Fiscal Year (July-June)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
% Increase to TV				-2.0%	0.0%	2.0%	1.6%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Total Taxable Value	28,458,189	26,182,876	24,516,056	23,989,515	31,628,408	34,482,683	35,034,406	35,559,922	36,093,321	36,634,721	37,184,241	37,742,005	38,308,135
Base Value	7,807,300	7,807,300	7,807,300	7,807,300	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413
Captured Value	20,650,889	18,375,576	16,708,756	16,182,215	16,709,995	19,564,270	20,115,993	20,641,509	21,174,908	21,716,308	22,265,828	22,823,592	23,389,722
Tax Capture Revenue	448,458	399,047	362,850	350,115	362,208	435,164	418,311	429,239	440,331	451,590	463,017	474,615	486,388
(Less Brownfield)					(66,823)	(31,565)	(32,295)	(13,060)					
(Less Wellness Withheld)*						(115,042)	(109,274)	(110,914)	(112,577)	(114,266)	(115,980)	(117,720)	(119,485)
Actual Tax Capture	448,458	399,047	362,850	350,115	295,385	288,557	276,742	305,266	327,754	337,324	347,037	356,895	366,903
Millage Rates													
Village Operating					9.8665	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807
Village Streets					2.8874	3.4380	3.4380	3.4380	3.4380	3.4380	3.4380	3.4380	3.4380
Washtenaw County (S)					4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493
Washtenaw County (W)					1.2308	1.2345	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308
Dexter Library					1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286
Washtenaw CC					3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576
Scio Township					0.9518	0.9518	Cityhood						
Twp Conservation					0.4942	0.4942	Cityhood						
Total					21.6762	22.2428	20.7950	20.7950	20.7950	20.7950	20.7950	20.7950	20.7950
Dexter Wellness Taxable					5,172,100	5,254,854	5,333,676	5,413,682	5,494,887	5,577,310	5,660,970	5,745,884	

2014 TV Information, Wellness and LaFontaine are actual
 2015 Property Tax inflation increase = 1.6%

* Assumes Dexter Wellness wins the Michigan Tax Tribunal Appeal

Tax Information

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	2035-2036	2036-2037
	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
38,882,757	39,465,999	40,057,989	40,658,858	41,268,741	41,887,772	42,516,089	43,153,830	43,801,138	44,458,155	45,125,027	45,801,903	46,488,931	47,186,265	47,894,059	
14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413	14,918,413
23,964,344	24,547,586	25,139,576	25,740,445	26,350,328	26,969,359	27,597,676	28,235,417	28,882,725	29,539,742	30,206,614	30,883,490	31,570,518	32,267,852	32,975,646	
498,337	510,466	508,934	521,099	533,445	545,977	558,697	571,608	584,712	598,013	611,513	625,216	639,125	653,242	667,571	
(121,278)	(123,097)	(121,635)	(123,460)	(125,311)	(127,191)	(129,099)	(131,036)	(133,001)	(134,996)	(137,021)	(139,076)	(141,162)	(143,280)	(145,429)	
377,060	387,369	387,299	397,639	408,134	418,786	429,598	440,572	451,711	463,017	474,492	486,140	497,962	509,962	522,141	
9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807	9.8807
3.4380	3.4380	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874	2.8874
4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493	4.5493
1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308	1.2308
1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286	1.1286
3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576	3.4576
20.7950	20.7950	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444	20.2444
5,832,073	5,919,554	6,008,347	6,098,472	6,189,949	6,282,798	6,377,040	6,472,696	6,569,786	6,668,333	6,768,358	6,869,884	6,972,932	7,077,526	7,183,689	

Bond Payments

Fiscal Year (July-June)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
2011 Refunding (\$900K)	80,066	82,998	80,750	76,839	80,027	81,051	82,986	79,847	75,738	72,673	74,608							
2008 Taxable (\$1.6M)	123,653	123,653	138,653	137,546	136,440	351,559	116,678	115,571	114,465	113,359	112,253	141,146	137,828	134,509	131,190	127,680	124,170	120,660
2008 Tax Exempt (\$2M)	96,279	96,279	121,279	120,379	119,441	118,441	117,441	116,379	125,285	138,710	151,410	223,420	231,980	234,540	251,620	277,500	291,250	303,750
Bond Fees	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Debt	299,998	302,930	340,682	335,764	336,908	552,051	318,104	312,797	316,488	325,742	339,270	365,566	370,808	370,049	383,810	406,180	416,420	425,410

\$ 225,000

Pay down of bonds

Bond Payments

	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	2035-2036	2036-2037
	117,150	273,640	277,650	260,100	242,550	-	-	-	-	-
	315,000	-	-	-	-	-	-	-	-	-
	1,000	500	500	500	500	-	-	-	-	-
	433,150	274,140	278,150	260,600	243,050	-	-	-	-	-

Projects

2027-2028 2028-2029 2029-2030 2030-2031 2031-2032 2032-2033 2033-2034 2034-2035 2035-2036 2036-2037

Budget Amendments

DDA Fund 494

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
494-000-695.248	Transfer In from DDA Fund 248	No	Revenue	\$ 231,800	\$ 231,800	\$ (110,000)	\$ 121,800
494-965-999.101	Transfer Out to General Fund	No	Expenditure	\$ 110,000	\$ 110,000	\$ (110,000)	\$ -

Reason for Amendments To match the City budget for the Streetlight project contribution

Total change in Revenue - increase /(decrease): \$ (110,000)
 Total change in Expenditures - increase /(decrease): \$ (110,000)
 Change to Overall Budget's revenue over expenditures: \$ -

Source of Reserves, if applicable: None

DDA Fund 248

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
248-965-999.494	Transfer Out to Project Fund 494	No	Expenditure	\$ 231,800	\$ 231,800	\$ (110,000)	\$ 121,800
248-965-999-202	Transfer Out to Major Streets Fund	Yes	Expenditure	\$ -	\$ -	\$ 111,200	\$ 111,200

Reason for Amendments To match the City budget for the Streetlight project contribution and reflect actual contribution amount

Total change in Revenue - increase /(decrease): \$ (110,000)
 Total change in Expenditures - increase /(decrease): \$ 111,200
 Change to Overall Budget's revenue over expenditures: \$ 1,200

Source of Reserves, if applicable: Reserves

Approved by the DDA on April 16, 2015

 Carol J. Jones, Downtown Development Authority Secretary

Michelle Aniol

From: Michelle Aniol <maniol@dextermi.gov>
Sent: Wednesday, April 15, 2015 11:49 AM
To: 'Marie Sherry'
Cc: Courtney Nicholls (cnicholls@dextermi.gov) (cnicholls@dextermi.gov)
Subject: RE: DDA Release of Funds
Attachments: 2014-12-18_APPROVED_DDA_minutes.pdf

Marie,

The DDA authorized the reimbursement and transfer of funds for the Ann Arbor Street Lighting Project at its December 18, 2014 meeting in the amount of \$111,128.00, which included an additional \$1,128.00 due to project over runs. I've attached the approved meeting minutes for your convenience.

In regards to the request to transfer \$5,000 for Maintenance Services, I will add it to the DDA agenda.

Michelle Aniol

Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 ext. 15 (o)
248-721-5076 (m)

maniol@dextermi.gov
www.dextermi.gov

From: Marie Sherry [<mailto:msherry@dextermi.gov>]
Sent: Wednesday, April 15, 2015 10:48 AM
To: maniol@dextermi.gov
Subject: DDA Release of Funds

Michelle –

The City Manager has asked that the DDA approve the transfer of the following to the City:

\$5,000 to the General Fund for City Maintenance Services
\$108,000 to the Major Streets Fund for the Ann Arbor Street Lighting Project

They can do this through a simple motion. Thanks.

Marie

Marie A. Sherry, CPFA, ACPFIM
City of Dexter
Treasurer/Finance Director
8140 Main Street
Dexter MI 48130
(734) 426-8303 x 14

8. Correspondence / Communications:

None

9. Action Items:

- a) Fourth Amendment to the Mill Creek Terrace Development Agreement.

Motion by Fred S; second by Doug to extend the Mill Creek Development Agreement for two years until December 2016.

Ayes: Rich Bellas, Doug Finn, Carol Jones, Shawn Keough, Fred Schmid and Randy Willis

Nays: None

Absent, Patrick Becker, Tom Covert, Don Darnell, Fred Model and Dan O'Haver.

Abstained: Steve Brouwer

Motion carries.

- b) Ann Arbor Street Lighting Project Cost Reimbursement to City

Motion by Randy; second by Fred S to approve the reimbursement for the cost of the Ann Arbor Street Lighting in the amount of \$111,128.00 which includes an additional \$1,128.00 over the initial amount of \$100,000.00 and authorize the transfer of these funds to reimburse the City of Dexter for the installation of the street lighting during the Ann Arbor Street project..

Ayes: Rich Bellas, Steve Brouwer, Doug Finn, Carol Jones, Shawn Keough, Fred Schmid and Randy Willis

Nays: None

Absent, Patrick Becker, Tom Covert, Don Darnell, Fred Model and Dan O'Haver.

Motion carries.

10. Discussion Updates:

None

11. City Mayor and Staff Reports

- a) Mayor – Shawn Keough

Mr. Keough reported on the following:

- o Putting together a RFP to hire a City Assessor.*
- o Establish a Board of Review by March; this will be a joint group for the first time with Scio Township and Dexter.*
- o Have put together an Election Commission.*
- o The pretrial hearing for the tax appeal for the Dexter Wellness Center will be in the latter half of September.*

- b) Staff Support Update - Michelle Aniol



RECEIVED

APR - 6 2015

CITY OF DEXTER

April, 2015

Dear Valued Business and Community Partners,

Now entering its 43rd year, Dexter Daze is a celebration bringing together community, arts and entertainment for two summer days and nights in downtown Dexter. This year Dexter Daze will be held on **Friday August 14th and Saturday August 15th**. The festival includes over 100+ art, business and food booths, multiple music stages, as well as dozens of activities and events for individuals and families.

Our goal is to continue to provide quality activities that are free for festival goers of all ages. We pride ourselves on being Dexter's largest, most accessible and attended community and entertainment experience. The festival could not happen without the generous support of our community and business sponsors.

SPONSORSHIP BENEFITS & VALUE PROPOSITION

Festival sponsorships offer opportunities to build brand awareness, drive traffic to your business, launch new products or services, and connect with your consumers in a fun and relaxed atmosphere. Sponsors receive benefits such as frequent brand exposure through naming mentions on-site as well as in publicity and promotion. With exposure to over 5,000+ attendees per day, all sponsors benefit from the demonstrated commitment to community and quality of life.

SPONSORSHIP LEVELS*

1.	Festival Lead Sponsor	\$3,000 - \$6,000
2.	Presenting Sponsor	\$1,200 - \$2,000
3.	Supporting Sponsor	\$500 - \$1,000
4.	Friends of Dexter Daze	< \$500

Please visit our website to download the full 2015 Dexter Daze Sponsorship Packet.

***More details are available about the benefits of each level on our website: www.dexterdaze.org**

Contact us:

If you have questions please contact our sponsorship coordinator:

Tom Paup
734-255-0995



SPONSORSHIP FORM DEXTER DAZE 2015

Please complete the form below and mail with a check for your donation to

P.O. Box 31, Dexter, Michigan 48130.

Please Make Checks Payable to **Dexter Daze**

Business Name _____

Contact Person _____

Sponsor Level/Event _____ Donation \$ _____

Email Address _____

Website Address _____

Thank You for Supporting Your Community!

REQUEST FOR QUALIFICATIONS

DEXTER DOWNTOWN DEVELOPMENT AUTHORITY

RESIDENTIAL REDEVELOPMENT OPPORTUNITY

CITY OF DEXTER, MICHIGAN

Sealed proposals for a "**Downtown Dexter Residential Redevelopment Opportunity**" will be received by the Dexter Downtown Development Authority (DDA) up to **2:00 P.M. on June 1, 2015**, at which time they will be **publicly opened at the City of Dexter offices at 8123 N. Main Street, 2nd floor, Dexter, MI 48130.**

Please mark sealed envelopes: "Dexter DDA Residential Redevelopment Opportunity" on the lower left hand corner. In addition, if the proposal is to be express mailed, "Proposal Documents Enclosed **DO NOT OPEN**" must be conspicuously marked on the package. Faxed proposals will not be considered or accepted.

The Dexter DDA reserves the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the Dexter DDA and City of Dexter.

DRAFT

REQUEST FOR QUALIFICATIONS
DEXTER DOWNTOWN DEVELOPMENT AUTHORITY
RESIDENTIAL REDEVELOPMENT OPPORTUNITY
CITY OF DEXTER, MICHIGAN

The Dexter Downtown Development Authority (DDA), together with the City of Dexter is seeking experienced development entities that have demonstrated success in executing highly complex redevelopment projects. The selected entity will be the DDA/City's redevelopment partner for the project. The selected developer will be responsible for coordinating all development activities, including, but not limited to: holding community charrettes, conceptual and final site plans, project pro formas, property acquisition, market and feasibility studies, securing private sector equity and financing, and partnering with the Dexter DDA and City of Dexter to facilitate all project components, including the use of public financing and other incentives. Should the City select a developer, it will require that the developer enter into a Pre-Development Agreement regarding their due diligence responsibilities. Any final development plans will be subject to negotiation of a complete development agreement between the DDA/City and developer.

BACKGROUND

Nestled along the banks of the Huron River and Mill Creek, the City of Dexter is a vibrant community, located in Southeast Michigan. Dexter is a bedroom community approximately 8 miles west of Ann Arbor, and home of the University of Michigan. Dexter has a historic, picturesque downtown, existing client base, and strong traffic flow generated by northern Washtenaw County and southern Livingston County residents accessing I-94 via downtown Dexter.

Dexter has a growing population; experiencing a 74% increase in population between 2000 and 2010, growing from 2,338 to 4,067. The population increased another 16% by July 2014, growing to 4,731. The city boundaries encompass a total area of approximately two (2) square miles. Dexter's community profile can be accessed by clicking the following link:

<http://semicog.org/Data-and-Maps/Community-Profiles/Custom/view/Default/Communities=4030>

For a small town, Dexter's economy is diverse, with professional services, retail, and automotive parts and medical devices manufacturing, and value-added agricultural establishments, such as Northern United Brewing Company, home of Jolly Pumpkins Artisanal Ales and North Peak Handcrafted Brews, Dexter Cider Mill, the oldest cider mill in Michigan, the Dexter Bakery, and Hackney Hardware among others.

In recent years, Dexter has emerged as a regional entertainment, cultural and recreational destination; a dynamic place to live, work and play. The downtown boasts an assortment of restaurants, retail shops and galleries that, together with streetscape improvements, contribute to a pedestrian friendly environment and enhance the shopping experience. The downtown also hosts a successful Farmers' Market and well attended seasonal festivals. The Market is a source of community pride, offering shoppers an array of goods, from fresh fruits and vegetables to farm fresh eggs and maple syrup. Dexter Daze and Civil War Days are but two of the seasonal festivals that draw hundreds of visitors to the downtown every year.

Dexter's award winning Mill Creek Park is a 2.15-acre park located beside the Mill Creek, which flows into the Huron River. One of the Parks' most coveted and utilized amenities is the ¼-mile pedestrian path that leads visitors across the Mill Creek and through wetland habitat, before

connecting them to the West Ridge neighborhood or an additional 5 miles of trail, which leads to Hudson Mills Park, a Huron Clinton Metroparks Authority (HCMA).

Over the last 30 or so year, the City and DDA have worked hand-in-hand to improve the downtown business district aesthetically and functionally. A beautiful streetscape with plenty of on-street parking and wide sidewalk compliment the historic architecture in the downtown. One of the goals of the City and DDA has been to move existing manufacturing businesses out of the downtown and redevelop those properties to increase residential living and retail opportunities in the downtown.

DETAILED DESCRIPTION OF SITE AND OPPORTUNITY

The Dexter DDA and City of Dexter are pleased to offer a premier redevelopment opportunity in downtown Dexter and with direct frontage and access to the Mill Creek and the City's award winning Mill Creek Park.

The Dexter DDA and City of Dexter collectively own four parcels equaling approximately 3 acres, northwest of Main Street, between Grand and Forest Streets, and directly fronting onto the City's award winning Mill Creek Park, in downtown Dexter. These parcels include 3045 Broad Street, three vacant lots (8077-8087 Forest Street and 8090 Grant Street), and Broad Street, which the City is willing to relocate. The 3045 Broad Street property surrounds a DTE substation (on 3 sides). The DDA/City has a verbal commitment from DTE to decommission the sub-station in late 2015. Negotiations are currently underway regarding transfer of ownership. Hence, this property will be included in the redevelopment project area. The entire development project area is shown in Attachment A.

This project area has great residential potential due to its location overlooking Mill Creek and Mill Creek Park, as well as its close proximity to downtown Dexter.

Consideration of community goals is an important aspect of the redevelopment opportunity. Community conversations have been taken place. Notes from which have been compiled and are attached to this document (see Attachment B) in order to give interested developers current community input. This community input was a response to the following discussion topics, context (elements to consider surrounding the site itself), uses, density and design. The selected developer will be expected to engage the community in additional meetings, including a requirement to undertake a public charrette process.

DEVELOPMENT OBJECTIVE

The Dexter DDA and City of Dexter have set the following parameters for developer consideration, as general guidelines for the eventual preparation of a site development concept. The Dexter DDA and City are seeking a vision that will maximize land values, urban design and community integration:

1. Developer, through a collaborative process, will present concept or vision for the entire site. The concept can be phased in stages.
2. Mixed land use and mixed income residential is preferred.
3. High density, multi-story buildings with zero setbacks presenting an urban street wall are preferred.
4. Projects that benefit the local tax base of the community will be preferred.
5. Mill Creek Park should remain open with pedestrian access, a trailhead at the end of Grand Street.

6. Limit surface parking; promote use of shared parking, public parking and parking structures.
7. Design-enhanced streetscape, infrastructure, lighting.
8. Consideration to public art will be favorable.
9. Developer will negotiate with the Dexter DDA/City on sales prices.
10. The Dexter DDA and City will assist developer with public and private financing options with a number of local, state, and federal tools.

ADDITIONAL INFORMATION

- **Market Demand** - An important aspect of any project is an understanding and quantifying, to the degree possible, market demand. It is expected that the appropriate market analysis work be completed to justify the proposed uses. The Dexter DDA and City of Dexter are working with the Michigan State Housing Development Authority (MSHDA) on a residential target market analysis to encourage and promote greater opportunities for downtown living, coupled with the need to have a solid understanding of the housing market potential. The DDA/City is also exploring undertaking a retail market study to quantify that demand. As soon as these resources are available, they will be posted on the City's web site. The developer may need to conduct additional market studies.
- **Charrette Process.** The National Charrette Institute (NCI) provides a number of excellent resources for undertaking charrettes. While the project may not lend itself to the full NCI specifications, a number of the techniques and approaches will be useful to this project. The City and the selected developer will collaboratively define this process.

INCENTIVES AND FINANCIAL RESOURCES

- **Tax Increment Financing (TIF).** The use of Downtown Development Authority TIF and Brownfield Redevelopment Authority TIF may be used to cover public infrastructure costs.
- **Land.** The land controlled by the DDA and City is available to the selected developer to purchase, as deemed appropriate based upon the project needs.
- **State and Federal Incentives.** The City will work with the developer to secure any available State and Federal incentives, including the Michigan Economic Development Corporation (MEDC) Community Revitalization Program specifically geared for projects of this nature, and Community Development Block Grant (CDBG) through MSHDA.

RFQ CRITERIA

The Dexter DDA and City of Dexter are requesting that interested developers submit qualifications. The amount of information submitted is not limited to a set number of pages, but we ask that you be concise and mindful of the review team. The proposal must include a Letter of Interest, as well as the following content:

- **Development Entity.** Identify the development entity that would enter into a Memorandum of Understanding with the DDA/City, including all intended partners to the extent known at this time. Please indicate complete listing of names, titles, addresses, and phone numbers, as well as the primary contact person.
- **Project History.** Provide evidence of a substantial mixed-use project(s) that the development entity is currently undertaking or has completed. A substantial project is defined as having a minimum private sector investment of \$10 million and includes one or more of the following uses: retail, residential, office, entertainment, and parking. Please provide at least one reference for the DDA/City to contact in relation to each applicable project. Allow

proprietary information related to prior development to be reviewed by select members of the review team if requested.

- **Financial Capacity.** Provide evidence of developing and financing similar projects. Allow select members of the review team to review information that will enable the DDA/City to discern the financial resources available to the entity. Such information should allow the DDA/City to determine whether the development entity has the financial ability to deliver the proposed development. Evidence of financial standing could include, but is not limited to audited or reviewed financial statements. A sworn statement certifying that the submitting entity is not delinquent to any local, County, State or Federal taxing jurisdiction in any property, income, or business taxes must also be provided.

EVALUATION CRITERIA

The selection of the RFQ short list developers will be based upon the following criteria.

- a. Years of experience in the field of large scale master development projects, including experience in urban mixed use redevelopment (i.e. residential, office, retail, institutional) (20 points)
- b. Qualifications, financial capacity and track record of key personnel and development entity (15 points)
- c. Ability to seek and secure multi-layer financing tools, coordinate complex construction schedules and lead a public/private partnership team and the capacity to deliver the overall project, as well as reasonable estimates of project costs and sources and uses of funds (15 points)
- d. Experience with brownfield redevelopment and with low-impact development, including innovative storm water management systems. (15 points)
- e. Proven experience conducting community input/visioning sessions and/or design charrettes (15 points)
- f. Provide sample reports, plans, schedules, financing strategies and photos of completed projects (10 points)
- g. Provide awards and recognition of successful project and partnerships (10).

The proposed scoring is intended to assist the review committee in comparing and assessing the qualifications; however, the determination of the most qualified entity or the most appropriate proposal may incorporate additional criteria or considerations.

SELECTION PROCESS

A review team made up of representatives from the City, DDA, professional consultants, and representatives from related City Boards and Commissions will evaluate the qualifications based upon the point system above. Proposals will only be scored if the entity is deemed qualified under the qualifications criteria. The review team will determine if there are one or more development entities/teams and conceptual proposals to consider further. If more than one submittal scores well when evaluated, then there will be an interview process to further evaluate the experience and qualifications of the key personnel. The review team will take their recommendation to the DDA and the City Council. City Council will make the final decision.

Upon selection of one development entity or team, the DDA and City would enter into a Pre-development Agreement that would include a defined timeline in which the developer will conduct additional due diligence in partnership with the City, and the City would commit not to sell the properties to anyone else during that defined term. During that due diligence phase the developer would be expected to conduct public charrettes as previously discussed and further

define the project scope, design and program. They would also be advancing the financial evaluation of the site and conducting appropriate feasibility studies.

During the pre-development phase the Dexter DDA/City will perform a detailed review of the developer's financial capacity to complete the proposed project, among other considerations, which will also be reviewed. At the end of the time defined in the pre-development agreement the Dexter DDA/City and Developer would evaluate the results of the due diligence and determine if there is a feasible and mutually beneficial redevelopment project for the site that would justify moving toward negotiation of a development agreement.

The Dexter DDA and City of Dexter reserves the right to reject or accept any and all proposals received. The public entities are not liable for any costs incurred by any developer prior to the negotiation, approval and execution of a development agreement.

ADDITIONAL INFORMATION

- **Inquiries**

Any and all questions related to this RFQ must be submitted in writing by 5:00 pm on May 1, 2015. No questions will be accepted after that time. Answers to questions will be provided on the City's website on, or before May 8, 2015. All inquiries related to this RFQ must be directed, in writing to:

Michelle Aniol
Community Development Manager
City of Dexter
8123 Main Street
2nd Floor
Dexter, MI 48130
734-426-8303 ext. 15, maniol@dextermi.gov

- **Acceptance of Responses**

The RFQ is not a binding agreement. Responses to the RFQ will be assessed in light of the qualifications criteria, and will be notified whether they have been chosen to proceed in the process by June 23, 2015. Submissions will be kept confidential, as permitted by law.

- **CONFLICT OF INTEREST**

The respondent should disclose any conflicts of interest, in writing, to the Dexter DDA/City of Dexter. The Dexter DDA/City of Dexter will consider the nature of the respondent's responsibilities and the degree of potential or apparent conflict in deciding the course of action that the respondent needs to take to remedy the conflict of interest.

A conflict of interest exists wherever an individual could benefit directly or indirectly from access to information or from a decision over which they may have influence and also includes a perceived conflict where someone might reasonably perceive there to be such benefit and influence.

A conflict of interest occurs when a staff member or consultant attempts to promote a private or personal interest that results in an interference with the objective exercise of their job responsibilities, or gains any advantage by virtue of his/her position and working relationship with the Dexter DDA and City of Dexter.

Conflicts of interest may be real, potential or perceived. Failure by the respondent to disclose a conflict of interest, be it real, potential, or perceived, will result in disqualification.

CITY OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 17 Fax (734)426-5614

MEMO

To: Downtown Development Authority Board
From: Mayor Keough and Courtney Nicholls, City Manager
Date: April 14, 2015
Re: Draft of Possible Ways the City Can Offer Support to the DDA for 3045 Broad

At Council's two recent Goal Setting meetings Council discussed possible ways that the City could offer support to the 3045 Broad Street property development. Below is an explanation of the items that were discussed. At this point all information is considered to be in draft form.

Water/Sewer Options

The sanitary sewer upgrades necessary along Grand are estimated at \$333,154.80. If 75 units are developed on the site, \$375,000 in tap fees would be collected.

The water main improvements necessary along Grand are estimated at \$79,740. If 75 units are developed on the site \$225,000 in tap fees would be collected.

If these two options are selected, the timing of the work would need to be carefully determined. Neither the water nor sewer fund could afford the significant loss of reserves, without a clear timeline on when the tap fees would be received. Reserve balances in each account are approximately \$300,000 in water and \$500,000 in sewer. An alternative could be that the developer completes the work in return for a waiver of a portion of the tap fees.

General Fund Options

The current estimate from DTE to remove the substation at 3045 Broad is \$362,500. Council could opt to fund a portion of this, or loan the DDA a portion of this to move the project forward. If a developer is selected, it is possible that Community Development Block Grant Funding could be available to offset all or a portion of these costs.

The current general fund reserve balance is \$440,000.

Street Fund Options

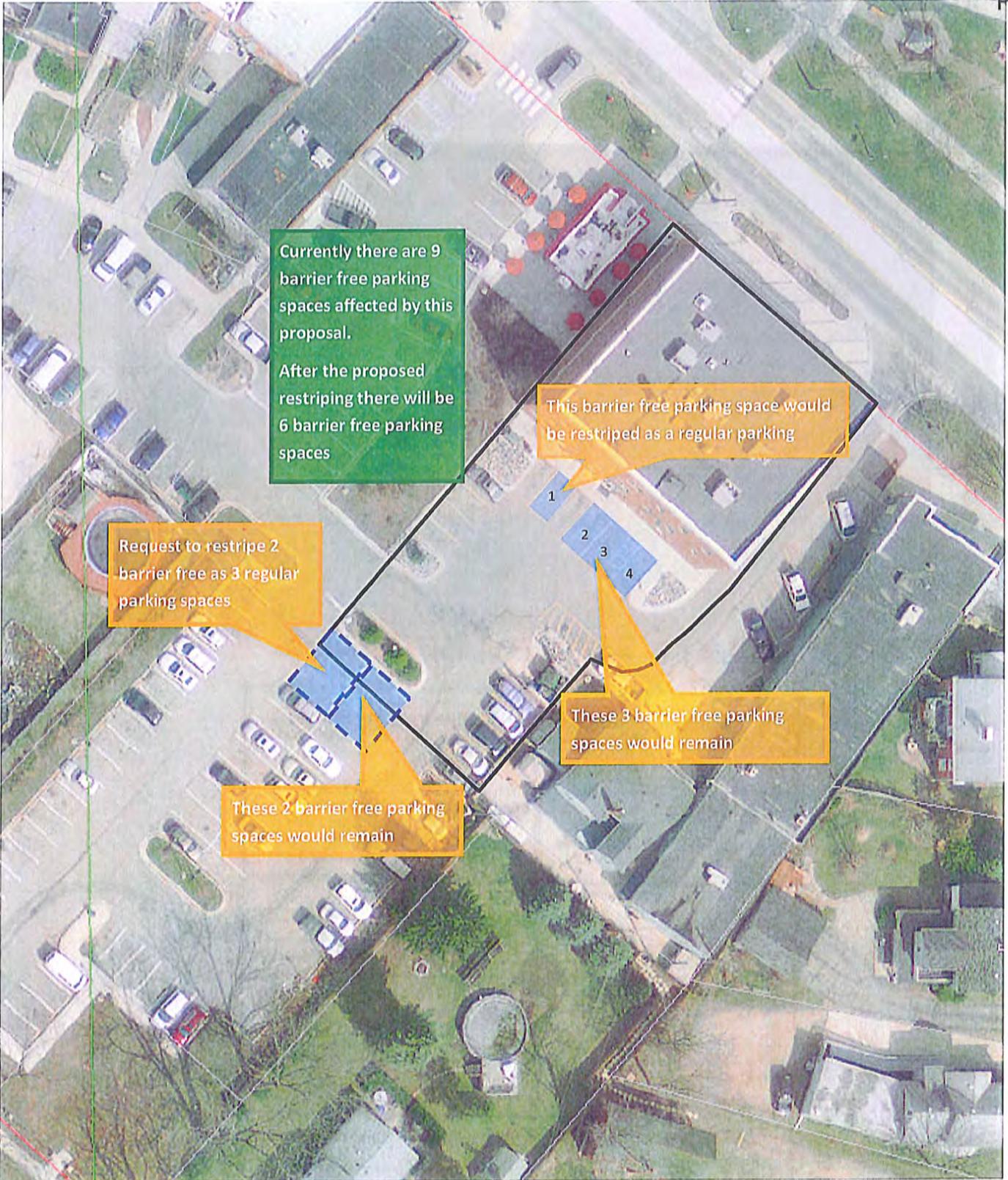
The current estimate for the relocation of Broad Street is \$374,764.20. The relocation of the roadway could be paid for or loaned from the City street funds.

The City does expect to retain the Grand Street right-of-way for possible development as a trail head or access point to Mill Creek Park and the Mill Creek Park Path.

Expectations of DDA

The City is anticipating that the DDA will:

- Continue to repay the General Fund for the purchase of the two homes on Forest. The total price for the houses was \$164,000. The first payment was made last year for \$20,000. The second is budgeted in FY 14-15 for \$20,000 which leaves \$124,000 remaining for future fiscal years.
- Provide reimbursement for the portion of the land included in the DTE land swap, which is estimated at \$71,250 per acre. The land on Dan Hoey was purchased with tax exempt bonds, which will be required to be refunded as part of the land swap process. The City will have to pay off the remaining principle amount that is allocated to the purchase of the property.
- Pay for the cost of parking improvements within the downtown area.



Currently there are 9 barrier free parking spaces affected by this proposal.
After the proposed restriping there will be 6 barrier free parking spaces

This barrier free parking space would be restriped as a regular parking

Request to restripe 2 barrier free as 3 regular parking spaces

These 3 barrier free parking spaces would remain

These 2 barrier free parking spaces would remain

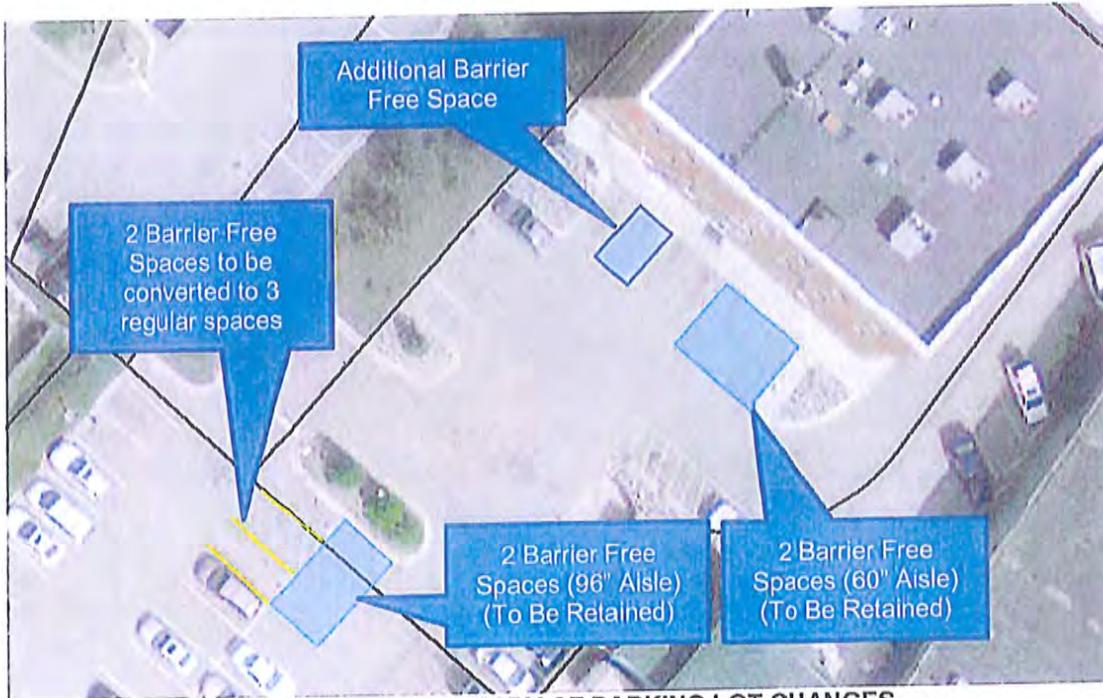


FIGURE 1: SUMMARY OF PARKING LOT CHANGES

Minimum Number of Accessible Parking Spaces <small>ADA Standards for Accessible Design 4.1.2 (5)</small>			
Total Number of Parking spaces Provided (per lot)	Total Minimum Number of Accessible Parking Spaces (60" & 96" aisles)	Van Accessible Parking Spaces with min. 96" wide access aisle	Accessible Parking Spaces with min. 60" wide access aisle
	Column A		
1 to 25	1	1	0
26 to 50	2	1	1
51 to 75	3	1	2
76 to 100	4	1	3
101 to 150	5	1	4
151 to 200	6	1	5
201 to 300	7	1	6
301 to 400	8	1	7
401 to 500	9	2	7
501 to 1000	2% of total parking provided in each lot	1/8 of Column A*	7/8 of Column A**
1001 and over	20 plus 1 for each 100 over 1000	1/8 of Column A*	7/8 of Column A**

* one out of every 8 accessible spaces ** 7 out of every 8 accessible parking spaces

TABLE 1 -- ADA PARKING REQUIREMENTS



Lafontaine Property Capture

Taxable Value Tracking
7120 Dexter Ann Arbor (new real)

	2011 Base	2014 TV	
HD-08-05-300-064	1,574,762	2,830,271	Per Village Tax Roll 7-9-14
Totals	1,574,762	2,830,271	

Village Taxes Paid by Property Owner?
Township Taxes Paid by Property Owner?

Y/N
Y/N

Local TIF Tax Authority **Millage Rate** **Capture Amt.**

<i>Summer</i>			
Washtenaw County Operating	4.54930	\$ 5,711.69	Millage Rate Verified 7-9-14 Scio Township On Line
Village Operating	9.88700	\$ 12,413.22	Millage Rate Verified 7-9-14 Village Tax Roll
Village Streets	3.43800	\$ 4,316.44	Millage Rate Verified 7-9-14 Village Tax Roll

<i>Winter</i>			
Washtenaw County	1.23450	\$ -1,549.93	Millage Rate Verified 12-16-14 Scio Township On Line (W/O Road .5)
Scio Township Operating	0.95180	\$ 1,194.99	Millage Rate Verified 12-16-14 Scio Township On Line
Dexter Public Library Operating (No Debt)	1.12860	\$ 1,416.97	Millage Rate Verified 12-16-14 Webster Township On Line
Washtenaw C.C. Operating (No Debt)	3.45760	\$ 4,341.05	Millage Rate Verified 12-16-14 Scio Township On Line
Washtenaw ISD (No Debt)	3.97450	\$ 4,990.02	Millage Rate Verified 12-16-14 Scio Township On Line
Township Conservation	0.49420	\$ 620.47	Millage Rate Verified 12-16-14 Scio Township On Line

LOCAL TIF TOTAL 29.11550 \$ 36,554.77

Payments to Washtenaw County

Due from Village of Dexter	All except Washtenaw ISD	\$ 31,564.75	
Due from Scio Township	Washtenaw ISD Only	\$ 4,990.02	Paid 3-10-15
		\$ 36,554.77	

Check payable to: Washtenaw County Office of Community and Economic Development, 415 W Michigan Ave Ste 220, Ypsilanti MI 48197
 GI# 248-000.000-230.102: Due to Crnty Brownfield - LaFontaine \$ 36,554.77

Coded by: Marie

GI # 248-000-230.102 Amt. 36,554.77

GI # _____ Amt. _____

GI # _____ Amt. _____

Scanned by: _____

Date: _____

001952

Vendor: WASH COMM WASHTENAW COUNTY DEPT OF COMMUNITY

Date	Invoice	Description/Detail	Amount
04/02/15	04-02-15	BROWNFIELD	36,554.77

04/02/15 Check #: 00000001952 DDA DCA DEXTER, MICHIGAN 48130 Total 36,554.77

36
554.77

**Notice of Assessment, Taxable
Valuation, and Property Classification**

This form is issued under the authority of P.A. 206 of 1893, Sec. 211.24 (c), as amended. This is a model assessment notice to be used by the local assessor.

FROM

SCIO TOWNSHIP ASSESSOR
827 N ZEEB RD
ANN ARBOR, MI 48103-1599

**THIS IS NOT
A TAX BILL**

NAME AND ADDRESS OF OWNER OR PERSON NAMED ON ASSESSMENT ROLL: DEXTER DOWNTOWN DEVELOPMENT 8140 MAIN STREET DEXTER MI 48130	PROPERTY IDENTIFICATION: (Parcel Code required. Property address and legal description optional): HD-08-06-280-001 3045 BROAD ST ALL OF LOTS 1, 2, 3, & 4, BLK 25, ORIGINAL PLAT VILLAGE OF DEXTER, ALONG WITH ADJACENT VACATED ALLEY DESCRIBED AS, BEG AT S COR LOT 1, TH NWLY ALONG SW BNDRY OF LOTS 1 & 2 TO W COR LOT 2, TH SWLY 24.75 FT TO N COR LOT 4, TH SELY ALONG NE BN
---	--

THIS PROPERTY IS CLASSIFIED AS 301 (INDUSTRIAL)

PRIOR YEAR'S CLASSIFICATION IF DIFFERENT:

The 2015 Inflation rate Multiplier is: 1.016

Proposal A, passed by the voters on March 15, 1994, places a limit on the value used to compute property taxes. Starting in 1995, your property taxes were calculated on Taxable Value (see line 1 below). If there is a number entered in the "Change" column at the right side of the Taxable Value line, that number is not your change in taxes. It is the change in Taxable Value.

IF THERE WAS A TRANSFER OF OWNERSHIP on your property in 2014, your 2015 Taxable Value will be the same as your 2015 State Equalized Value. Please see line 5 below regarding Transfer of Ownership on your property.

IF THERE WAS NOT A TRANSFER OF OWNERSHIP on your property in 2014, your 2015 Taxable Value is calculated by multiplying your 2014 Taxable Value (see line 1 below) by 1.016 (which is the Inflation Rate Multiplier for the current year). Physical changes in your property may also increase or decrease your Taxable Value. Your 2015 Taxable Value cannot be higher than your 2015 State Equalized Value.

	PRIOR AMOUNT YEAR: 2014	CURRENT AMOUNT YEAR: 2015	CHANGE
1. TAXABLE VALUE (Current amount is tentative):	111,800	89,100	-22,700
2. ASSESSED VALUE:	111,800	89,100	-22,700
3. TENTATIVE EQUALIZATION FACTOR: 1.000			
4. STATE EQUALIZED VALUE (Current amount is tentative):	111,800	89,100	-22,700
5. There WAS/WAS NOT a transfer of ownership on this property in 2014 WAS NOT			

For more detailed information please check on-line at www.ScioTownship.org or contact us at the number listed below. If you believe that these values, the property classification, or the information on line 5, is incorrect you may protest by appointment to the Board of Review which will meet on: **Monday March 9th, 10am - 4pm; Thursday March 12th, 6pm - 9pm; and Saturday March 14th, 10am - 2pm.**

YOUR ASSESSMENT CHANGED FOR THE FOLLOWING REASON(S): IMPROVEMENT REMOVED. IF YOU HAVE ANY QUESTIONS ABOUT THIS NOTICE OR REQUIRE AN APPOINTMENT WITH THE BOARD OF REVIEW, PLEASE CALL THE SCIO TOWNSHIP ASSESSOR'S OFFICE AT (734) 369-9400.

% Exempt As "Homeowners Principal Residence": 0.00%	% Exempt As "MBT Industrial Personal": 0.00%
% Exempt As "Qualified Agricultural Property": 0.00%	% Exempt As "MBT Commercial Personal": 0.00%
Exempt As "Qualified Forest Property": <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

The denial of an exemption from the local school operating tax for "qualified agricultural properties" may be appealed to the local Board of Review. The denial of an exemption from the local school operating tax for a "homeowner's principal residence" may be appealed to the Michigan Tax Tribunal by the filing of a petition within 35 days of issuance of this notice.

Protest at the Board of Review is necessary to protect your right to further appeals to the Michigan Tax Tribunal for valuation and exemption appeals and/or the State Tax Commission for classification appeals. Properties classified Commercial Real, Industrial Real or Developmental Real may be appealed to the regular March Board of Review or to the Michigan Tax Tribunal prior to May 31. Commercial Personal, Industrial Personal, or Utility Personal Property may be appealed to the regular March Board of Review or to the Michigan Tax Tribunal prior to May 31 if a personal property statement was filed with the local unit prior to the commencement of the Board of Review as provided by MCL 211.19.

HOMEOWNER'S PRINCIPAL RESIDENCE AFFIDAVIT INFORMATION REQUIRED BY P.A. 114 OF 2012. If you purchased your principal residence after May 1 last year, to claim the principal residence exemption, if you have not already done so, you are required to file an affidavit by June 1 for the immediately succeeding summer tax year levy and all subsequent tax levies or by November 1 for the immediate succeeding winter tax levy and all subsequent tax levies.

Creating a Michigan Conversation

Since the beginning of **Under the Radar Michigan**, we've wanted to build a dialogue with our audience that always connects them back to Michigan. That goal has been to create a television show that extends past the 30 minutes of TV that we create each show.

Under the Radar Michigan has developed the City Partnership with this goal in mind. It allows us to combine efforts with a small group of partner cities to deliver a regular content feed to our viewers in a year-long stream.

UTR viewers are passionate about Michigan and always want to know more.



Under the Radar Michigan Audience Expansion

- o Under the Radar Michigan has seen significant audience growth from season 1 to season 2
 - o Season 1 – 10 Million Audience Impressions
 - o Season 2 – 15.5 Million Audience Impressions
 - o Season 3 – 17.5 Million Audience Impressions
 - o Season 4 – 18.1 Million Audience Impressions (thru 8/1/14. Three episodes remain to air in season 4)
- o Broadcast Occurrences: (The total number of times that UTR was broadcast on all PBS Stations):
 - o Season 1 - 812 broadcasts.
 - o Season 2 – 1214 broadcasts
 - o Season 3 – 1283 broadcasts
 - o Season 4 – 1430 broadcast (thru 8/1/14. Three episodes remain to air in season 4)
- o Under the Radar Michigan is broadcast on all PBS Stations across Michigan and in the follow markets:
 - o All PBS Station in Michigan PLUS:
 - o South Bend, IN
 - o Tampa, FL
 - o Duluth, MN
 - o Bowling Green, OH
 - o Toledo, OH
 - o 2.5 Million Homes Across Canada

o Demo Breakdown

<i>Audience Comp</i>			
i.	Adults	18-34	22% of Audience
ii.	Adults	18-49	41% of Audience
iii.	Adults	50+	37% of Audience
iv.	Adults	12-17	8.1% of Audience



UTR Facebook Metrics

- **Daily Page Stories - 6 month Average – 643.5**
Facebook Definition – Daily. The number of stories created about your Page. A story is the truest form of social media engagement and one of the most important metrics to watch. It shows you how interactive your audience is with your content and each time a story is created, it expands your social reach because that story is shared with all of the Facebook user's friends.
- **Daily Page Consumptions - 6 month Average – 2618.7**
Facebook Definition – Daily. The number of clicks on any of your content. Clicks generating stories are included in "Other Clicks." Stories generated without clicks on page content (e.g., liking the page in Timeline) are not included. Page Consumptions are another form of engagement but it's engagement that doesn't expand your reach like Page Stories. This is still important because it shows the activity that your content is generating, a key indicator on whether people like your content. Page Consumptions are when someone clicks on a link you posted, views one of your photos, watches a video you posted or any other click that does not generate a story.
- **Daily Total Impressions - 6 month Average – 39,892**
Facebook Definition – Daily. The number of impressions seen of any content associated with your Page. Think of it as the potential number of eyeballs that can see your Page's content. Anytime a post is displayed in someone's News Feed, it is considered an impression, even if it isn't clicked on. There may be multiple impressions for an individual user.
- **28 Days Total Reach – as of Aug 20, 2014 – 191,570**
*Facebook Definition – Daily. The number of people who are friends with people who liked your Page (estimated). (Unique Users)
28 Days: The number of people who have seen any content associated with our Page. (Unique Users)*
- **Total Page Likes - as of Nov 24, 2014 – 44,953**



Program Exposure Opportunities

Sponsorship Package A

Program Fee: \$20,000

The City of Dexter Partnership will include the following:

Under the Radar Video Production

Under the Radar Productions will produce Three (3) 3-5 minute videos for The City of Dexter over the year contract period. Topics to be determined by The City of Dexter and will be distributed via Social Media, YouTube and Websites. UTR will aid in the social media distribution of these videos. Tom Daldin will be the host of these videos.

Videos to be produced by UTR Productions. Include camera crew and video post-production. UTR will deliver finished files that can be used in DVD, Electronic Devices (iPad/iPhone) and web media.

Web Advertising

The City of Dexter will receive a Web ad on the Under the Radar Website (www.utrmichigan.com) that will appear for 12 months.

Social Media Engagement

Under the Radar will support The City of Dexter events and news through UTR social media reach by pushing out one message of your choice per week to our Facebook and Twitter followers. Content to be provided by The City of Dexter.

Monthly Newsletter

Under the Radar will include The City of Dexter events and news in our monthly newsletter. Once per quarter. Content to be provided by The City of Dexter.



Program Exposure Opportunities

Sponsorship Package B

Program Fee: \$10,000

The City of Dexter Partnership will include the following:

Web Advertising

The City of Dexter will receive a Web ad on the Under the Radar Website (www.utrmichigan.com) that will appear for 12 months.

Social Media Engagement

Under the Radar will support The City of Dexter events and news through UTR social media reach by pushing out one message of your choice per week to our Facebook and Twitter followers. Content to be provided by The City of Dexter.

Monthly Newsletter

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Memorandum

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

From: Michelle Aniol, Community Development Manager

Re: Report for April 16, 2015 DDA Meeting

Date: April 14, 2015

Zoning Ordinance Updates Update

Due to staff's untimely illness, work on the list of recommended changes and clarifications to the Zoning Ordinance continues. Staff anticipates reviewing the list with the Planning Commission at its May 4th meeting, and then with Council on May 11th.

Target Market Analysis RFP Update

The City received one proposal to the Target Market Analysis RFP, which was posted on Friday, March 13th. Staff is meeting with Chelsea, Saline and Ypsilanti representatives to review the proposal and determine if an interview will be necessary. Copies of the TMA Proposal will be available at the DDA meeting.

Arbor Day Update

This year's Arbor Day celebration will take place on Friday, April 24th. A variety of evergreen and deciduous seedlings will be distributed at the Dexter District Library and Downtown at the Clock, depending on the weather.

City Council Update

On Monday, April 13, 2015 City Council accepted the Planning Commission's recommendation and approved the proposal from Carlisle Wortman to amend the Master Plan and update the Zoning Ordinance in regards to oil and gas drilling operations.

Planning Commission Update

The Planning Commission voted to change the time of their regular meetings from 7:30 pm to 7:00 pm, starting May 4th.

Zoning Board of Appeals

The Zoning Board of Appeals will meet April 20, 2015 to consider a variance request from Jean Hosford, 7910 Fifth Street. Ms. Hosford desires to remove her existing detached garage (i.e. carriage house) and rebuild a new garage that would be attached to her principal residence. According to Section 20.01 Schedule of Regulations for Principal Buildings-Residential; the minimum side yard setback for a principal structure in the R-1B One Family Residential District is 10 feet. The applicant proposes a reduced setback of 5 feet due to practical difficulties associated with the property.

Business Updates

City Council approved a request from the Dexter Cider Mill for a small wine maker license from the State Liquor Control Commission to make hard cider.