

Dexter Downtown Development Authority

June 18, 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 June 18, 2015 by Chairman Steve Brouwer

2. Roll Call

Becker, Patrick-ab	Bellas, Rich-ab	Brouwer, Steve
Covert, Tom	Darnell, Don	Finn, Doug-ab
Jones, Carol	Keough, Shawn	Model, Fred
O'Haver, Dan-ab	Schmid, Fred-arr 7:34	Willis, Randy

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

3. Approval of Minutes from the Regular May 21, 2015 Meeting:
Motion Darnell; support Willis to approve the regular meeting minutes of May 21, 2015 as presented. Unanimous voice vote approval with Becker, Bellas, Finn, O'Haver, and Schmid absent.

4. Approval of Agenda:
Motion Darnell, support Willis to approve the agenda with the adjustment of the order of the Treasurer's Report as follows: a) Budget Forecast, b) Approval of FY 2015-2016 Budget, c) Invoices, d) Budget Amendments, and e) Approval of June Treasurer's Report. Unanimous voice vote approval with Becker, Bellas, Finn, O'Haver and Schmid absent.

5. Pre-arranged Audience Participation:

None

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) Budget Forecast – Discussion

Mr. Covert reviewed the budget forecast, projects, and tax revenue information. Discussion followed.

b) Approval of 2015-2016 Budget

Motion Darnell; support Keough to approve the 2015-2016 Budget.

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

Nays: None

Absent: Becker, Bellas, Finn and O'Haver

Motion carries

c) June Invoices: Invoice from Michigan Association of Planning for advertisement of RFQ in the amount of \$75.00, invoice from US Bank for Bond servicing in the amount of \$500.00, and invoice from PNC Bank for the refunding bond in the amount of \$39,747.180 for a total of \$40,322.18.

Motion Schmid; support Darnell to pay the June invoices in the amount of \$40,322.18.

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

Nays: None

Absent: Becker, Bellas, Finn and O'Haver

Motion carries

d) Budget Amendments – *Discussion followed on the budget amendment and that a correction is needed for the line number, the original budget amount and the budget amount after amendment.*

e) Approval of June 2015 Treasurer's Reports

Motion Darnell; support Keough to approve the Treasurer's Report and the Budget Amendments with corrections.

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

Nays: None

Absent: Becker, Bellas, Finn and O'Haver

Motion carries

8. Correspondence / Communications:

None

9. Action Items:

a) Refunding of DDA 2008A taxable Bond

Motion Darnell; support Willis be it resolved that the DDA hereby request the City to issue the Bonds in an amount not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) and the DDA hereby agrees to [ay to the City from the Tax Increment Revenues received by the DDA the amounts necessary to pay principal of and interest on the Bonds as they come due, provided, however, that to the extent the City determines that it is in the best interest of the City to redeem all of any portion of the Bonds prior to maturity, the DDA may, but shall not be required to, prepay its obligations authorized herein. In the event the Tax Increment Revenues and any other funds of the DDA are insufficient to pay the principal of and interest on any Bonds as they become due, and the City pays such sums from its own funds, the DDA agrees to reimburse the City in whole for such payments from funds of the DDA as received by the DDA and not required to be paid to the city for payment of principal and interest on the Bonds as they become due. The DDA further agrees to reimburse the City in whole for any costs not financed from the proceeds of the Bonds, including, if necessary, the costs of issuance of the Bonds, any publication costs or other costs incurred by the City with respect to the Projects.

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

Nays: None

Absent: Becker, Bellas, Finn and O'Haver

Motion carries

10. Discussion Updates:

a) Draft Agreement with DTE

The initial draft agreement with DTE was included in the packet. A question was raised regarding the building on the property and could it stay. (Under the agreement terms, it is to be removed.) Ms. Nicholls brought up the payment schedule of the agreement and should it be at the end of the project versus up front. It was suggested that the DDA offer 25% down with the balance to be paid over a 15 year schedule. Discussion followed.

b) TMA update

The Memorandum of Understanding has been signed by all four entities and will be signing the Landuse USA agreement. There will be a Community Kick-off meeting, called TMA Tutorial, sometime in the second or third week of July.

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *Met with John Evans regarding the Schulz Property to discuss moving this building project along. Shared with him possible City office needs and they will be putting something together. By getting this structure built it could bring in \$20,000 in tax revenue.*

b) Staff Support Update - Michelle Aniol

- *On the RFQ – questions came in and were answered. The RFQ's are due on July 1.*
- *The RFP for the Retail Market Study are due on June 30 and have also answered the questions on this.*
- *The City has preliminary site plans for a medical office building on the corner of Lexington and Dan Hoey.*
- *Both the Beer Grotto and Riverside Café are talking about having outdoor seating.*
- *A lot of additions are happening in the Industrial Park – Variety Die and Stamping, QED, UIS, and Ann Arbor Fabrication is looking for a new home.*

12. Chairman's Report:

In regards to the Mill Creek Terrace property, did meet with Joe Schultz and his Mother and Dad regarding going forward with a building.

Items for July 16, 2015 Agenda –

- *Dumpster Relocation*
- *DDA Boundary Expansion*

13. Non-Arranged Citizen Participation:

Terry Bailey of Foremost Development reported that he will be one of the participants in the RFQ and is happy to hear about the DTE agreement which is crucial to this project.

14. Closed Session: Discussion of pending litigation

Motion Schmid; support Darnell to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 8:12 AM.

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

Nays: None

Absent: Becker, Bellas, Finn and O'Haver

Motion carries

*At 8:13 AM. Chairman Steve Brouwer recused himself from the meeting
an appointed Tom Covert to assume the Chairman's role*

Motion Schmid; support Model to leave the Closed Session at 8:58 AM

Ayes: Covert, Darnell, Jones, Keough, Model, Schmid and Willis.

Nays: None

Absent: Becker, Bellas, Brouwer, Finn and O'Haver

Motion carries

15. Adjournment

Motion Darnell; support Willis to adjourn the meeting at 9:00 AM.

*Unanimous voice vote approval with Becker, Bellas, Brouwer, Finn, and
O'Haver absent.*

Respectfully submitted,

Carol Jones
Secretary

Approved as presented: August 20, 2015