

Dexter Downtown Development Authority

August 20, 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 August 20, 2015 by Vice-Chairman Doug Finn in the absence of the Chairman.

2. Roll Call

Becker, Patrick	Bellas, Rich	Brouwer, Steve-ab
Covert, Tom-ab	Darnell, Don	Finn, Doug
Jones, Carol	Keough, Shawn-arr 7:31	Model, Fred
O'Haver, Dan-ab	Schmid, Fred-arr 7:33	Willis, Randy

Also in attendance: Courtney Nicholls, City Manager; Pat Greve, Waste Management; Brian Tomazic, EnviroWirx; and media.

3. Approval of Minutes from the Regular June 18, 2015 Meeting:
Motion Darnell; support Willis to approve the regular meeting minutes of June 18, 2015 as presented. Unanimous voice vote approval with Brouwer, Covert, Keough, O'Haver, and Schmid absent.

4. Approval of Agenda:
Motion Darnell; support Model to approve the agendas presented. Unanimous voice vote approval with Brouwer, Covert, Keough, O'Haver and Schmid absent.

5. Pre-arranged Audience Participation:

a) Brian Tomazic, representative with EnviroWirx regarding in-ground trash containers. *Mr. Tomazic explained the Deep Waste trash container as an alternative to an enclosed dumpster style of container near the Encore Theatre. Discussion followed.*

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) August Invoices: Invoice from Scott Munzel for May Attorney fees in the amount of \$5000; invoice from Scott Munzel for June Attorney fees in the amount of \$6,799; and invoice from Todd's Services for Brick Paver

Project in the amount of \$13,928 which includes the 10% retainage for a total of \$25,727.

Motion Keough; support Darnell to pay the August invoices in the amount of \$25,727.

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

Nays: None

Absent: Brouwer, Covert and O'Haver

Motion carries

b) Budget Amendment

Motion Schmid; support Darnell to approve the budget amendment in the amount of \$8300.

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

Nays: None

Absent: Brouwer, Covert and O'Haver

Motion carries

c) Approval of August 2015 Treasurer's Reports

Motion Schmid; support Model to approve the Treasurer's Report as presented.

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

Nays: None

Absent: Brouwer, Covert and O'Haver

Motion carries

d) Updated Budget Forecast

8. Correspondence / Communications:

a) 2015 Downtown Development Refunding Bonds

9. Action Items:

a) Election of Officers – Action to elect a Chair, Vice-Chair, Treasurer and Secretary.

Request to table action until September Meeting.

b) Retail Market Study – Discussion and possible action to recommend awarding a contract for a Retail Market Study.

Motion Keough; support Darnell to award a contract for the Retail Market Study to the firm of Chuck Eckenstahler & Fanning Howey in an amount not to exceed \$10,950 and subject to the Dexter Area Chamber of Commerce obtaining the grant for the project.

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

Nays: None

Absent: Brouwer, Covert and O'Haver

Motion carries

10. Discussion Updates:

a) Downtown Redevelopment RFQ

Discussion followed with the suggestion of keeping the same committee for the interviewing process. Mr. Covert provided questions to consider during the interview and these were determined to be good questions to ask in the interviewing process.

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *We are in the midst of the Plein Air Event and wrapped up a pretty successful Dexter Daze. Fred S mentioned that a lot of people asked about parking and possibly using the grass areas on Broad Street.*
- *Will be starting street improvements around town – in Huron Farms, in Westridge, and on Hudson and Grand Streets.*
- *On this past Tuesday, there were 40 people from the Michigan Trust Fund – MDNR and area counties in Dexter to view Mill Creek Park and show off the town. The Dexter Dairy Queen provided refreshments.*
- *Met with representatives from DTE about the sub-station decommission. We had asked for payments to be made over 15 years and DTE has asked for payment of 5 years. DTE will take care of the environmental concerns and have said that the building will come down. Have a better idea of the amount of property DTE will need in the Industrial Park.*

12. Chairman's Report:

Items for September 17, 2015 Agenda –

- Election of Officers

13. Non-Arranged Citizen Participation:

None

14. Adjournment

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

Respectfully submitted,
Carol Jones
Secretary

Approved for Filing: September 17, 2015