

# Dexter Downtown Development Authority

December 17, 2015 < > 7:30 AM

**Dexter Senior Center**  
7720 Ann Arbor Street  
Dexter, MI 48130

## **MINUTES**

1. Call to Order: Called to order at 7:31 on December 17, 2015 by Vice-Chairman Doug Finn.

2. Roll Call

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

Also in attendance: Michelle Aniol, Community Development Manager; and Chuck Eckenstahler, Fanning/Howey; Jim Carson, Dexter City Council Member; John Heiss, O'Brien Construction; residents and media.

3. Approval of Minutes from the Regular November 19, 2015 Meeting: *Motion Willis; support Darnell to approve the regular meeting minutes of November 19, 2015 as presented.*

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

4. Approval of Agenda:

*Motion Keough; support Schmid to approve the agendas presented.*

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

5. Pre-arranged Audience Participation:

*None*

6. Non-Arranged Citizen Participation:

*None*

7. Treasurer's Report:

a) December Invoices: Invoice Scott Munzel for Attorney fees in the amount of \$4,093.81, invoice from Scott Munzel for Broad Street/DTE

substation in the amount of \$68.00, and invoice from US Bank for Bond Fees in the amount of \$1,000.00 for a total of \$5,161.81.

*Motion Schmid; support Willis to pay the December invoices in the amount of \$5,161.81.*

*Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.*

*Nays: None*

*Absent: Becker, Brouwer, Model and O'Haver*

*Motion carries*

b) Approval of December 2015 Treasurer's Report

*Motion Schmid; support Darnell to approve the December Treasurer's Report as presented.*

*Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.*

*Nays: None*

*Absent: Becker, Brouwer, Model and O'Haver*

*Motion carries*

8. Correspondence / Communications:

*None*

9. Action Items:

a) RFQ Committee Recommendation RE: Development Partner for the Downtown Redevelopment Opportunity

Ms. Aniol reported that the RFQ Committee voted unanimously to select Foremost Development as the development partner for the 3045 Broad Street project. Mr. Keough explained the pre-development agreement.

*Motion Willis; support Covert that the Dexter Downtown Development Authority recommends to the City Council to have the RFQ Committee negotiate a Pre-Development Agreement with Foremost Development Company for the Downtown Redevelopment Opportunity known as 3045 Broad Street. The Committee came to this decision following a thorough vetting process, which included a Request for Qualifications (RFQ), a public interview, and two face-to-face interviews. The committee cited the following findings in making their decision:*

- Conventional financing*
- Proposed a well thought out timeline/schedule*
- Continual engagement in the process*
- Experience with other similar success development projects*

- *Qualified team of consultants*
- *Thorough check of references*
- *Commitment to community input*
- *Communicated an understanding of existing site conditions*

*Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.*

*Nays: None*

*Absent: Becker, Brouwer, Model and O'Haver*

*Motion carries*

## 10. Discussion Updates:

a) Chuck Eckenstahler and Carl Baxmeyer – Retail Market Analysis Update.

*Mr. Eckenstahler gave a presentation on the Retail Market Study reporting that they have used 2016 information and that the key variables for Dexter are growth in households, household income that is higher in the area and state and the use of the school system area for the study. He reported receiving 14 responses from merchants. What does this study mean to Dexter? First floor retail with living areas above. The next step will be to take the information and break it down to recommend what store types and business for the next five years.*

*Comments: Numbers of households may be underestimated knowing the proposed project and this study doesn't take into consideration of businesses along the Jackson Road corridor.*

b) OHM Scope of work RE: Trash Receptacle Installation

*Discussion followed.*

## 11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *All motions for summary disposition in the Dexter Wellness case have been filed as well as the responses from Chelsea Wellness Foundation. Now waiting for the judge to respond. The trial is scheduled to start on January 4, 2016.*
- *Wish all a Merry Christmas and Happy New Year.*

b) Staff – Michelle Aniol

- *Congratulations to Don Darnell for getting the 8080 Grand Street property under contract.*
- *Is the DDA interested in reviewing the zoning use in various districts? Planning Commission will be looking at this at their January 4 meeting for the purpose to clarify usage.*

12. Chairman's Report:

Items for January 21, 2016 Agenda

- OHM Report on Trash
- Planning Commission Update

13. Non-Arranged Citizen Participation:

*None*

14. Adjournment

*Motion Darnell; support Covert to adjourn the meeting at 8:22 AM.  
Unanimous voice vote approval with Becker, Brouwer, Model and  
O'Haver absent.*

Respectfully submitted,  
Carol Jones, Secretary