

Dexter Downtown Development Authority

January 19, 2017 <> 7:30 AM

Dexter Senior Center

7720 Ann Arbor Street

Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:34 AM on January 19, 2017 by Vice Chairman Doug Finn in the absence of Chairman Steve Brouwer.

2. Roll Call

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

Also in attendance: Michelle Aniol, Community Development Manager; Courtney Nicholls, City Manager; and Natalie Ceccolini, Guenther Homes.

3. Approval of Minutes from the Regular Meeting on December 15, 2016.

Motion Fitzpatrick; support Willis to approve the minutes of the Regular Meeting on December 15, 2016 as presented.

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

4. Approval of Agenda:

Motion Keough; support Bellas to approve the agenda as presented.

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

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

7. Treasurer's Report: Treasurer Mike Fitzpatrick provided the following information and the Board took the following action:

a) January Invoices: Invoices from Scott Munzel for 2016 Dexter Wellness Michigan Tax Tribunal and Dexter Wellness Appeal in the amount of \$988.50; invoice from Scott Munzel for Broad Street DTE sub-station in the amount of \$367.50; and invoice

from PLSZ LLP for the Annual Audit in the amount of \$1,500 for a total amount of invoices of \$2,856.00.

Motion Willis; support Darnell to pay the December invoices in an amount of \$2,856.00.

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

b) Approval of January 2017 Treasurer's Report: *Mr. Fitzpatrick noted that the date on the DDA Cash Balance Report should be 12/31/2016 not 12/31/2017.*

Motion Keough; support Darnell to approve the January Treasurer's Report as presented.

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

8. Correspondence / Communications:

None

9. Action Items:

a) Old Business – None

b) New Business

1) Mill Creek Terrace; consider the 5th Amendment to Development Agreement for Mill Creek Terrace

Ms. Aniol introduced the 5th Amendment to the Development Agreement for Mill Creek Terrace. Natalie Ceccolini of Guenther Homes spoke about the reason for the 5th Amendment as Guenther Homes have just recently gotten the property under contract and anxious to get the Mill Creek Terrace project underway.

Motion Darnell; support Bellas to approve the 5th and final Amendment to the Development Agreement for Mill Creek Terrace until December 1, 2017 by Guenther Homes.

Ayes: Bellas, Fitzpatrick, Darnell, Jones, Keough, Willis and Finn

Nays: None

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

Motion carries

2) Annual Report – consider publication of the Annual Report, as required by DDA Act.

Motion Keough: support Darnell to accept the Annual DDA Report for the fiscal year ending June 30, 2016 and publish the report as required by the DDA Act.

Ayes: Bellas, Fitzpatrick, Darnell, Jones, Keough, Willis and Finn

Nays: None

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

Motion carries

10. Discussion Updates:

- a) CIP 2017-22 – Review and discuss updated to DDA CIP projects.

Ms. Aniol highlighted the DDA CIP projects included in the packet. Ms Aniol suggested the following:

- *Push out the expenditures for 1.10 Parking Lot Maintenance and 1.12 Property Payback in the years FY17/18 and FY18/19.*
- *Leave 1.05 Forest Street Streetscape Enhancements in the CIP even though it is listed for beyond FY22.*
- *Add something to 1.01 DAPCO Property Redevelopment as a placeholder and note regarding DTE sub-station.*

- b) DDA Boundary Expansion – Discussion regarding library millage legislation and the amendment to the DDA Act.

Ms. Aniol discussed Public Act 506 and Miller Canfield's analysis of the aspects of the legislation to the DDA. Ms. Aniol requested that two members from the DDA to work with the Library Board and City Council Representatives to meet and discuss the legislation and what can be done going forward. Rich Bellas and Mike Fitzpatrick volunteered to represent the DDA.

11. Reports:

- a) Committee Reports

- 1) Broad Street Redevelopment Committee – Committee is scheduled to meet on January 25, 2017.

Mayor Keough reported on the possible options the Redevelopment Committee could look at:

- *Reissue a new RFP*
- *Approach the previous applicant that applied*
- *Pursue Guenther Homes who show interest.*

Discussion followed.

- b) Mayor – Shawn Keough

- *Mayor reported that on January 30, City Council will hold a Facilities Committee Workshop.*
- *The City has received a major annexation request from Peters Building and their partners on property south of the City. This item will be on the January 23 Council agenda for discussion. Discussion followed.*

c) Staff – Michelle Aniol

- *On January 23, Council will consider four projects – Special Land Use Approval Extension for an expansion of the Tasting Room of Northern United Brewing Company; Site Plan Approval Extension for Mill Creek Terrace; Major Amendment to the Approved Area Plan for Grandview Commons PUD; and Final Site Plan Approval for Grandview Commons PUD.*
- *At the Annual EDC meeting there was discussion about fiber internet connections for high speed internet in the City such as there is in the Industrial Park.*
- *Currently the Planning Commission has been going through updates to the ordinances. Since the Master Plan needs to be updated in 2017, I will be asking Council to hold on the ordinances and move to work on the Master Plan.*
- *MEDC – changes have been made in the Redevelopment Ready process and will be asking Council if the City would like to participate in the program.*
- *Commonwealth Heritage Group is a new business coming to the former Mona Lisa building.*

12. Chairman’s Report: February 16, 2017 Agenda

- a) Underground Trash Receptacles – Estimates
- b) Maintenance of Public Stair behind Dexter Pub - Bids
- c) Security Cameras in Parking Lot

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Willis; support Darnell to adjourn at 8:46 AM.

Unanimous voice vote approval with Becker, Brouwer, Darnell, O’Haver and Schmid absent.

Respectfully submitted,
Carol Jones, Secretary

Approved for filing: February 16, 2017