

Dexter Downtown Development Authority

May 17, 2018 <> 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:30 AM on May 17, 2018 by Vice Chairman Doug Finn.

2. Roll Call

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

Also in attendance: Michelle Aniol, Community Development Manager and Marie Sherry, Treasurer/Finance Director.

3. Approval of Minutes from the Regular Meeting on April 19, 2018

Motion Keough; support Model to approve the minutes of the Regular Meeting of April 19, 2018 as presented.

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

4. Approval of Agenda:

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

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

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

7. Treasurer's Report: *Treasurer Mike Fitzpatrick provided information on invoices, cash balances, the 2018-2019 DDA Draft Forecast, 2018-2019 DDA Draft Budget, and the 2017-2018 Budget Amendments. Ms. Sherry, City Treasurer and Finance Director, was also present to answer questions. The following action was taken:*

a) May Invoices: Two invoices to Pear Sperling Eggen & Daniels for Attorney Fees in the amounts of \$1,424.62 and \$3,515.62 for a total of invoices of \$4,940.24.

Motion Willis; support Schmid to pay the invoice in the amount of \$4,940.24.

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

b) Approval of May 2018 Treasurer's Report.

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

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

c) 2018-2019 DDA Draft Forecast – Updated to reflect comments made at the April 19, 2018 meeting.

d) 2018-2019 DDA Draft Budget – Discussion and possible action to recommend adoption to City Council

Motion Schmid; support Willis to recommend the adoption of the 2018-2019 DDA Budget by City Council.

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

e) 2017/18 Budget Amendments – Attorney cost associated with the Dexter Wellness Center

Motion Model; support Bellas to approve the 2017-2018 budget amendment for attorney costs associated with the Dexter Wellness Center.

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

8. Correspondence / Communications:

None

9. Action Items:

a) Old Business - None

b) New Business

1) Norfolk Homes Request to Extend 3045 Broad Street Pre-Development Agreement – Discussion, with possible action to recommend to City Council.

Motion Willis; support Fitzpatrick to recommend to City Council a five month extension of the Pre-Development Agreement for Norfolk Homes at 3045 Broad Street.

Ayes: Bellas, Fitzpatrick, Finn, Jones, Keough, Model, Schmid and Willis

Nays: None

Absent: Becker, Brouwer, Darnell, and O'Haver

Motion carries

10. Discussion Updates - None

11. Reports:

a) Mayor – Shawn Keough

Mayor Keough includes his written report in the packet and gave the following updates:

- *City Council is looking at locations outside of the downtown (the MAV property) for fire improvements. Mayor Keough expressed a concern on response times and felt that there is a way to remodel the current station.*
- *DDA member and Facilities Committee member Schmid spoke of issues with the current station. Discussion followed.*

b) Staff – Michelle Aniol

Ms. Aniol includes her written report per packet and provided the following update:

- *I will email the Third Quarter Report to the DDA.*

12. Vice-Chairman's Report: June 21, 2018 Agenda

a) The Dexter Relay for Life is currently holding a Show of Hope Week and will have its 1st Annual Pub Crawl on May 17.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Willis; support Schmid to adjourn at 8:17 AM.

Unanimous voice vote approval with Becker, Brouwer, Darnell and O'Haver absent

Respectfully submitted,

Carol J. Jones, Secretary

Approved for filing: June 21, 2018