

Dexter Downtown Development Authority

SPECIAL MEETING

March 26, 2019 < > 7:30 AM

Dexter Senior Center

7720 Ann Arbor Street

Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:31 AM on March 26, 2019 by Chairman Doug Finn.

2. Roll Call

Becker, Patrick-ab	Bellas, Rich	Brouwer, Steve
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.

3. Approval of Minutes from the Regular Meeting on January 17, 2019

Motion Willis; support Fitzpatrick to approve the minutes of the Regular Meeting of January 17, 2019 as presented.

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

4. Approval of Agenda:

Motion Darnell; support Willis to approve the agenda as presented.

Unanimous voice vote approval with Becker, 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 information on the March Treasurer's Report. The following action was taken:*

a) December/January Invoices: Pear Sperling Eggen & Daniels, PC invoices of \$1,197.00, \$2,158.36, \$1,916.25, and \$2,167.73 for invoices for Dexter Wellness; PSLZ invoice for Annual Audit for \$1,500.00; Chase Bank invoice for Bond Payment for \$86,749.60; US Bank invoice for

Bond Payment for \$58,670.00; and PNC Bank invoice for Bond Payment for \$35,578.25 for a total of all invoices of \$187,994.19.

Motion Keough; support Brouwer to pay the invoice total amounts of \$187,994.19.

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

b) Approval of March 2019 Treasurer's Report.

Motion Willis; support Brouwer to approve the March Treasurer's Report as presented.

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

c) Annual Report – Year Ending June 30, 2018

Motion Keough; support Bellas to approve the Annual DDA Report for the FY 2017-2018.

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

d) DDA Audit – Year Ending June 30, 2018

Motion Brouwer; support Willis to approve the Annual DDA Audit for the FY 2017-18.

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

e) Budget Amendment – Dexter Wellness Center Costs

Motion Keough; support Fitzpatrick to approve the Budget Amendments as proposed on Dexter Wellness Center costs.

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

8. Correspondence / Communications:

a) Joint Council/Board/Commission/Committee meeting: Monday, April 29, 2019

Discussion followed on items that the DDA would present at the meeting with consensus on a future parking structure.

9. Action Items:

a) Old Business – None

b) New Business – Dumpster Area Concrete Work – Consider estimates for concrete repairs, in front of the dumpster, behind Hotel Hickman.

Motion Willis; support Brouwer to approve the quote from Romine Construction to perform the concrete work on the dumpster behind Hotel Hickman in an amount not to exceed \$6,684.

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

Nays: none

Absent: Becker, Model, O’Haver, and Schmid

Motion carries

10. Discussion and Updates

a) FY 2019-20 DDA Forecast: Discussion regarding updates to the approved FY2018-19 DDA forecast for FY2019-20.

Discussion followed on the forecast and the budget discussion will continue at the April 2019 meeting.

b) TIF Reporting Requirements: Discussion regarding requirements for two semi-annual “informational meetings.

This requirement begins after July 1, 2019 and there will be additional information needed for the website. Discussion followed.

11. Reports:

a) Mayor – Shawn Keough

Mayor Keough includes his written report per packet and provided the following updates:

- *I received an email letter announcing that Thomson Shore is selling the business to CJK, who also own Sheridan in*
- *Chelsea.*
- *City Council completed the second goal setting session on Saturday, March 23, 2019. They will now be moving into budget planning.*
- *On April 27, 2019 there will be a Public Meeting to discuss facilities in the City.*
- *Council and the City continue to work with Dexter Schools on pedestrian safety. We have authorized OHM to prepare walking maps and will be looking at needed improvements in the City.*
- *I will be meeting with the Schools on Thursday, March 28, 2019 on the pathway for Phase 2 of Mill Creek Park.*
- *There was a vote at the March 25, 2019 Council Meeting to postpone any decision on the purchase of property for facilities until after the Public Meeting.*

b) Staff – Michelle Aniol

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

- *The Washtenaw Economic Forum will be held on March 28, 2019 and will be providing updates on Washtenaw County.*
- *Erratic Ales Special Land Use request was passed by City Council with the recommended payment-in-lieu parking for six spaces reduced to \$2,500 and paid over a five year period.*

12. Chairman's Report: April 18, 2019 Agenda - DDA Forecast and Budget for FY 2019-20.

Chairman Finn stated he'd like to add a strategy session at the April 18, 2019 meeting.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Willis; support Fitzpatrick to adjourn at 8:30 AM.

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

Respectfully submitted,

Carol J. Jones, Secretary

Approved for filing: April 18, 2018