

Dexter Downtown Development Authority

September 13, 2007 < > 7:30 PM

Dexter Senior Center

7720 Ann Arbor St.

Dexter, MI 48130

MINUTES

1. Call to Order: By Chairman Dan O'Haver at 7:35 pm
2. Roll Call

Brouwer, Steve	Campbell, Milt-ab	Gergely, Steve-ab
Gochanour, Gary	Jones, Carol	Lundy, Dick
Model, Fred	O'Haver, Dan	Schmid, Fred-ab
Seta, Jim	Vander Haagen, Gary	
3. Approval of Minutes: Motion to approve the minutes for August 9, 2007 by Gary V, seconded by Steve B. Passed
4. Approval of Agenda: Motion to approve the agenda by Jim, seconded by Fred M. Passed
5. Arranged Audience Participation: None
6. Non-Arranged Citizen Participation: Angela Johnson, a resident of Main St. addressed the DDA on parking issues such as distance of parking areas and safety issues due to the distance. She recommended use of parking permit.
7. Treasurer's Report:
 - a) Approval of Treasurer's Report---no formal report
 - b) Approval of Invoices---Gary V moved to pay the following invoices: BRI, \$800.00 Pharmacy Parking Lot; BRI, \$375 Management Services; BRI, \$1594.26 Jeffords Pre-Development; BRI, \$437.50 2007 Bond Issue; Cooley Hehl Wohlgamuth & Carlton, \$3190.00 Audit Services; and Heritage Newspaper, \$67.50 Annual Report for a total of \$6464.26. Fred M seconded the motion, motion passed.
8. Correspondence / Communications: None
9. Action Items:
 - a) Treasurer/Accounting Functions---Marie Sherry reviewed the financial and accounting procedures. Steve B moved to adopt the following banking resolution: WHEREAS the Village of Dexter Downtown Development Authority maintains two bank accounts with TCF Bank; and WHEREAS there is a need to change the official signers on these accounts; and WHEREAS TCF Bank requires that a Business Account Application and Agreement be signed by the official signers and that signers to be removed request to do so in writing. THEREFORE BE IT RESOLVED that the Village Treasurer shall prepare and submit the

necessary documentation to place the following individuals on the TCF bank accounts as official signers and to remove any other individuals as necessary: Dan O'Haver, DDA Chair; Gary Gochanour, DDA Treasurer; Donna Dettling, Village Manager and Marie Sherry, Village Treasurer. Motion was supported by Gary V. and passed.

10. Discussion Items:

- a) Bonding Projects---John I explained the bonding process in that the Village issues the bonds and the DDA pays back the bond. Jim motioned to set a Public Hearing regarding the Bond Proposal on Oct. 11 at 7:30 pm at the DDA Meeting. Steve B seconded and motion passed. John I also explained the Bonding Project and Priorities. The Bond Resolution will be voted on at the Oct 11 Meeting. Jim asked to change #1 Mill Creek Bridge/Viaduct Enhancement from \$75,000 to \$175,000.
- b) Project Update: Main Street Lot/Forest Street resurfacing---project is moving right along.
- c) Update: Mill Creek Building---John I explained creating a Development Agreement for the project and what are the Village and DDA responsibilities. Would like to have the building completed by Fall 2008

11. Village Reports:

- a) President—1) Phase 2 of the Bridge/Viaduct need \$2,000,000 to complete a new viaduct to go along with the \$4,000,000 left from the Bridge, looking to complete the project in 2011; 2) UMRC site plan was postponed at the last Council meeting; 3) Review of Ordinances—no change to non-conforming properties in downtown; 4) Jim reviewed the joint meeting with Scio Township on the 425 plan for the Sloan-Kingsley Property and they will continue discussion; and 5) encouraged the DDA to visit the new Public Works building
- b) Staff Support Update—Donna introduced Courtney Nicholls, the new Assistant Village Manager and mentioned that Allison is at home in preparation for birth.

12. Chairman's Report: None

13. Non-Arranged Citizen Participation: None

14. Executive Session: Gary V motioned to move into Executive Session, Dan seconded; ayes---Steve B, Gary G, Carol, Fred M, Dan, Jim, and Gary V. (Absent Milt, Steve G and Fred S. Dick left the meeting at 8:15 pm).

Gary V moved to leave Executive Session, Jim seconded; ayes—Steve B, Gary G, Carol, Fred M, Dan, Jim, and Gary V.

15. Adjournment: Gary V motioned to adjourn at 9:13 pm and Dan seconded. Motion passed. Meeting adjourned.