

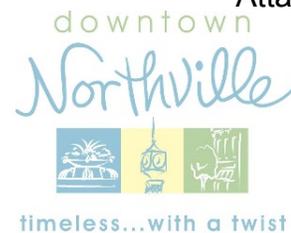
## AGENDA

**Wednesday, April 11, 2018**

**City Manager's Conference Room – 8:00 am**

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1. Current DDA Project Updates (Attachment 1)
2. Library Parking
3. Parking RFP Update (Attachment 3)
4. Economic Development
  - A. Brownfield Redevelopment
  - B. Redevelopment Ready (Attachment 4.B)
5. Non DDA Businesses
6. Ford Field Discussion
  - A. Comprehensive Plan (Attachment 6.A)
  - B. Comfort Station (Attachment 6.B)
  - C. Plaza and Connection (Attachment 6.C)
7. Next Executive Committee Meeting – Wednesday, May 9, 2018



## April Executive Committee Update

### EV Charging Stations

Additional electrical work is being completed on the charging stations to install a “Fifth Jaw” per DTE. DDDA staff has consulted with Arcadia Power to buy renewable energy (wind) credits (REC) that will then be used to pay DTE’s units of electricity. In order to establish the account, the EV stations have to have several months of utilization in order to determine an average monthly cost. DDA staff is working with Up2Go, the project’s energy sponsor who has agreed to assume any additional costs associated with using Arcadia Power.

The EV signs have been fabricated and are ready to install once the Fifth Jaw is installed. The DDA has prepared a Press Release to go out to help get the word out about the new EV Stations. DDA staff is working to make sure that the units are listed on all of the EV websites that list locations of EV Stations in the area. Tesla will have electric cars available at the event for test drives.

### Parking RFP

A RFP for professional services was prepared by DDA staff and was posted to MITN, the DDA and City websites, and emailed to several local vendors that expressed interest in the project. The RFP was reviewed by MMRMA and the City Attorney. Six submissions were received at a bid opening on March 29<sup>th</sup> and ranged in fees from \$13,900 - \$32,280. A project Selection Committee made up of the DPW Director, DDA Director and two members of the Parking Committee (Jerry Mittman and Fred Sheill) met on April 5<sup>th</sup> to review and discuss the proposals. The Selection Committee will make their recommendation to the City Council and DDA Board at their next meetings. The project is scheduled to begin in early May and will take approximately 12 weeks to complete. Once the repair and maintenance plan is received by the City/DDA, the consultant will prepare bid documents for distribution. This phase of the project will be negotiated separately with the selected consultant.



### Redevelopment Ready Status

The Executive Committee discussed whether to proceed forward with the obtaining Redevelopment Ready Certification for the city at the Committee’s last meeting. Questions were raised about the amount of time and reporting that would be required to not only obtain the certification but to maintain the certification. Because the City has limited staff resources, the concern was raised. DDA Staff contacted City’s MEDC CAT team member Dominic Romano to discuss the requirements. Romano outlined the process below:

1. City attends training sessions for Best Practices (completed)
2. City complete the RRC Self –Evaluation Form (sample provided)
3. City Council pass a Resolution of Intent
4. Evaluation of submission by MEDC staff
5. Certification

During the evaluation period, the city will address outlined in the MEDC report. During this process a monthly report is made to City Council on the staff's progress. In addition a quarterly or biannual report is submitted to MEDC. Communities generally complete the implementation process within one year of receiving the report from MEDC. Once the community reaches RRC status, biannual reports to MEDC are required. The Economic Development Committee supports the efforts to become a RRC community.

## Ford Field Project



The Northville Rotary Club has been in contact with the City of Northville to express interest in contributing resources to replace the play structure at Ford Field. Rotary representative DJ Boyd met with the City Manager and Parks and Recreation Director to learn more about the project. Boyd contacted the DDA when they learned of the DDA's interest in address the access or link from downtown to Ford Field. DDA staff reached out to landscape architect Marc Russel and architect David Mielock who previously designed a comprehensive plan and comfort station for Ford Field

respectively. DDA staff met with Boyd, Russel, Mielock and Rotary member Parick Geisa to discuss a comprehensive approach to improving Ford Field. The members present at the meeting discussed a desire to pull together all of the community resources to address the project and the need to explore additional funding sources to make the project(s) happen and determine who will lead the effort.

## Streetlighting

Three streetlights have been hit by a car/truck over the past month and require replacement. The three streetlights are all high pressure sodium lights. Two fixtures are located on Cady Street and one is located on E. Main Street. Discussions are underway with the DDA, DPW, and with Councilmember Geisa about the possibility of advancing the City/DDA's interest in retrofitting the remainder of downtown streetlights with higher efficiency lighting. Technology and costs have both come down quite a bit since the decision to retrofit the DDA High Pressure Sodium lights with Induction lights was made. The City is now facing the decision whether to replace the remainder of the downtown lights with Induction lights or to move to LED lights. Councilmember Geisa has offered to gather information to aid to the discussion. Recently wall mounted fixtures at the Cady Street Parking Deck were replaced by DPW with a LED light source. Please take some



time to review the new lights and to determine if the color rendition of the lights is compatible with the Induction lighting on Mary Alexander Court. The retrofit for each wall mounted light was less than \$50 in parts. DPW labor would need to be calculated to determine the total cost of retrofitting the remainder of the lights.

## Yard Inventory

Last summer the DDA's summer seasonal employees prepared an inventory of DDA street furnishings and other materials stored at the DPW yard. Items stored at the yard include:

- Street lighting luminaires
- Approximately 125 tree grates
- 11 benches
- 10 square trash receptacles
- Pallets of both old and new brick
- 5 new bike racks
- Bike racks for larger areas
- 2 damaged tree fences
- Wood that was salvaged from the Comerica Community Connection

DDA staff is working with the DPW department to determine which items need to be disposed of and what method to utilize. DDA staff is seeking guidance on the process that needs to be followed to dispose of these items.

## Newspaper Racks

Last year the DDA made the decision to remove the deteriorating newspaper rack at Hutton and E. Main Street and to replace the newspaper rack at W. Main Street with a smaller version. The rack on E. Main has been removed. A letter was sent to all publications that have previously occupied space in the Northville Newsracks to determine their interest in occupying a space in the new rack. To date the DDA has received confirmation from 5 publications: Metro Times, Northville Eagle, and three free real estate publications. Staff is continuing to follow up with additional publications. Several publications have indicated that they will not be continuing. Explanations include declining circulation, placement inside of stores/restaurants, and cost. DDA staff will discuss with the DDA Board whether or not to continue this service to the downtown. The cost of the single rack is \$1,786.

**Bike Repair Station** DDA staff is collaborating with Eagle Scout candidate Jackson Cooney to install a bike repair station downtown. The station will include Allen wrenches, screw drivers, tire levers and every other tool you would need to fix a bike. It also includes a tire pump and a rack to hold the bike off the ground while it is being worked on. All the tools are connected to the metal housing with steel cables to prevent them from being taken. DDA staff held a Bike Focus Group on April 10<sup>th</sup> to talk about the best location for the repair station to be installed, location for single hoop racks to be located and whether to install the on-street bike rack that was hit this summer.



Comparison								
Name	Years in Business	# of Employees	# of Projects	Schedule	Fee	Maintenance Plan	Presentation	Other
								Recommends no Life Cycle Analysis (\$)
Walker Consultants	53	300		6 weeks	\$13,900	10	Brief Report & Meeting	Offers a 10 year Maintenance Plan only Work at off hours to accommodate City
					\$1,850			
O & S Associates	22	62	1,000 +	13 weeks	\$20,000	Duration	Yes, \$2,000	Less municipal work, \$2,000 for presentation
							Teleconference	No testing mentioned
								Provided example of end product
Carl Walker/WGI	34/46	400	1,000 +	12 weeks	\$15,075	Duration	Report	Currently working on Plymouth structure, WGI
					\$3,100		& Meeting	Did preliminary visual inspection
WJE	62	600		13 weeks	\$32,280	Duration	Report	Worked on deck previously, owns their own testing facility, fee does not include any testing
SME	54	275		12 weeks	\$28,200	10	Report	Lots of testing (\$13,900 in testing) normal business hours, others extra. Worked on decks previously with WJE
Desman	45	110	2,000 +	13 weeks	\$21,500	Duration	Report	Fee included preparation of bid documents

Testing								
Name	Chain Drag Survey	Hammer Sound	Chloride Ion	Acid Soluable Chloride	Bulk Electric Conductivity	Giatec iCORE	Petrographic	Stength Analysis
Walker Consultants	X		X					
O & S Associates		X						
		364.1-94						
Carl Walker/WGI	X		X					
			T-260					
WJE	X	X						
SME				X	X	X		
				C-1152	C-1760			
Desman			X				X	X
			T-260				C-856	C-42-04

Execution Copy



## Redevelopment Ready Communities® Joint Memorandum of Understanding

This Memorandum of Understanding ("MOU") by and between the Michigan Economic Development Corporation ("MEDC"), 300 North Washington Square, Lansing, Michigan and the City of Dexter ("Community"), 8140 Main Street, Dexter, Michigan 48130, jointly referred to as the "Parties" and individually as the "Party" is effective as of February 14, 2018 ("Effective Date").

The Community is interested in applying to the MEDC under the Redevelopment Ready Communities® Program ("Program") to become certified as a Redevelopment Ready Community ("RRC") and receive assistance from the Program in promoting sites within the Community.

The MEDC is interested in evaluating the Community and making recommendations for the Community to become certified as a RRC under the Program and help market the Community to the public for redevelopment purposes.

Therefore, the above entities have come together in a strategic collaboration to achieve the above stated goals. This collaboration is based on the following understandings:

### Community Responsibilities

1. Identifying a primary Program contact who will serve as the lead contact and provide overall technical support for all aspects of this project on behalf of the Community.
2. Provide adequate staff personnel to attend trainings, perform research collection and assessment of current practices of the Community, respond in a timely manner to MEDC questions, and to implement the needed actions to achieve certification of the Program after the evaluation.
3. Provide monthly updates to the Community's elected governing body on status of Program progress.
4. Within fourteen (14) days of receiving the draft Community Baseline Report, provide comments and any additional documentation, and schedule the baseline report presentation for the Community's elected governing body, if necessary.
5. Within thirty (30) days of the Community Baseline Report presentation, provide a resolution adopted by the Community's elected governing body that supports the Community's intent to implement the needed actions to achieve certification, if necessary, to meet the Program best practices.
6. Provide progress reports to the MEDC both pre-certification and post-certification on a quarterly or biannual basis, respectively.
7. Within three hundred sixty-five (365) days, complete implementation of the needed actions to achieve certification, if necessary, to meet the Program best practices. The Community may request additional time to complete implementation, provided at the discretion of the MEDC Program staff.
8. Provide documentation that the Community meets the Program best practices as determined by the MEDC prior to being awarded certification.

MEDC Responsibilities

1. Provide general training on the Program.
2. Provide general technical support to the primary Program contact of the Community in collecting the information necessary to complete the Program evaluation and implementation of the best practices.
3. Evaluate information collected from the Community and produce a Community Baseline Report.
4. If necessary, make recommendations of steps to meet the best practices as identified by the MEDC.
5. Once the Program evaluation is completed, the MEDC will coordinate with the RRC Advisory Council to receive input on certifying the Community as a RRC.
6. If certified as a RRC, assist the Community in marketing to the public sites packaged as redevelopment ready.
7. Prepare a license agreement between the Community and the MEDC for Community's use of the RRC certification logo.

This MOU sets forth the intent of the Parties only and does not, and is not intended to, impose any binding obligations on the Parties nor shall it be the basis for any legal claims or liabilities by or among the Parties. Any liability of the Parties, whether in contract, tort or under any other legal or equitable theory, arising out of or in connection with this MOU shall be explicitly excluded. Neither Party shall be entitled to claim compensation for any expenses or losses incurred in bad faith if the intention of this MOU cannot be reached entirely or in part.

This MOU constitutes the entire agreement between the Parties hereto. This MOU may be modified, altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.

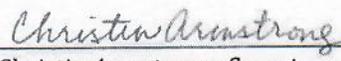
This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.

This MOU is effective until the three year anniversary of the date the Community is certified as a RRC, unless terminated earlier. However, either Party may terminate the MOU by providing notice in writing to the other Party thirty (30) days in advance of the termination. Upon the expiration of the Community's certification as a RRC, the Community may elect to apply for recertification and enter into a new Memorandum of Understanding with the MEDC.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.

  
\_\_\_\_\_  
Shawn Keough, Mayor  
City of Dexter

2/14/2018  
Date

  
\_\_\_\_\_  
Christin Armstrong, Secretary  
Michigan Economic Development Corporation

2/23/18  
Date

Attachment 6.A



PHASE ONE SUTURE ENTRY

HUTTON

FOOD VENDING & PRICE TICKETS AND GEAR (1000) FENCE

PHASE ONE SUTURE ENTRY

FEATURE PARKING SPECIAL DRIVING SCHOOL & REPAIRS IN FUTURE COURSE

HUTTON

190' x 210'

265'

265'

190' x 210'

PARKING

FUTURE SCULPTURE GARDEN

70 CARS

BRIDGE

FEATURE

GRANVILLE

ENTRY PLAZA

SIDE COURT REPAIRS TREATMENT (1000)

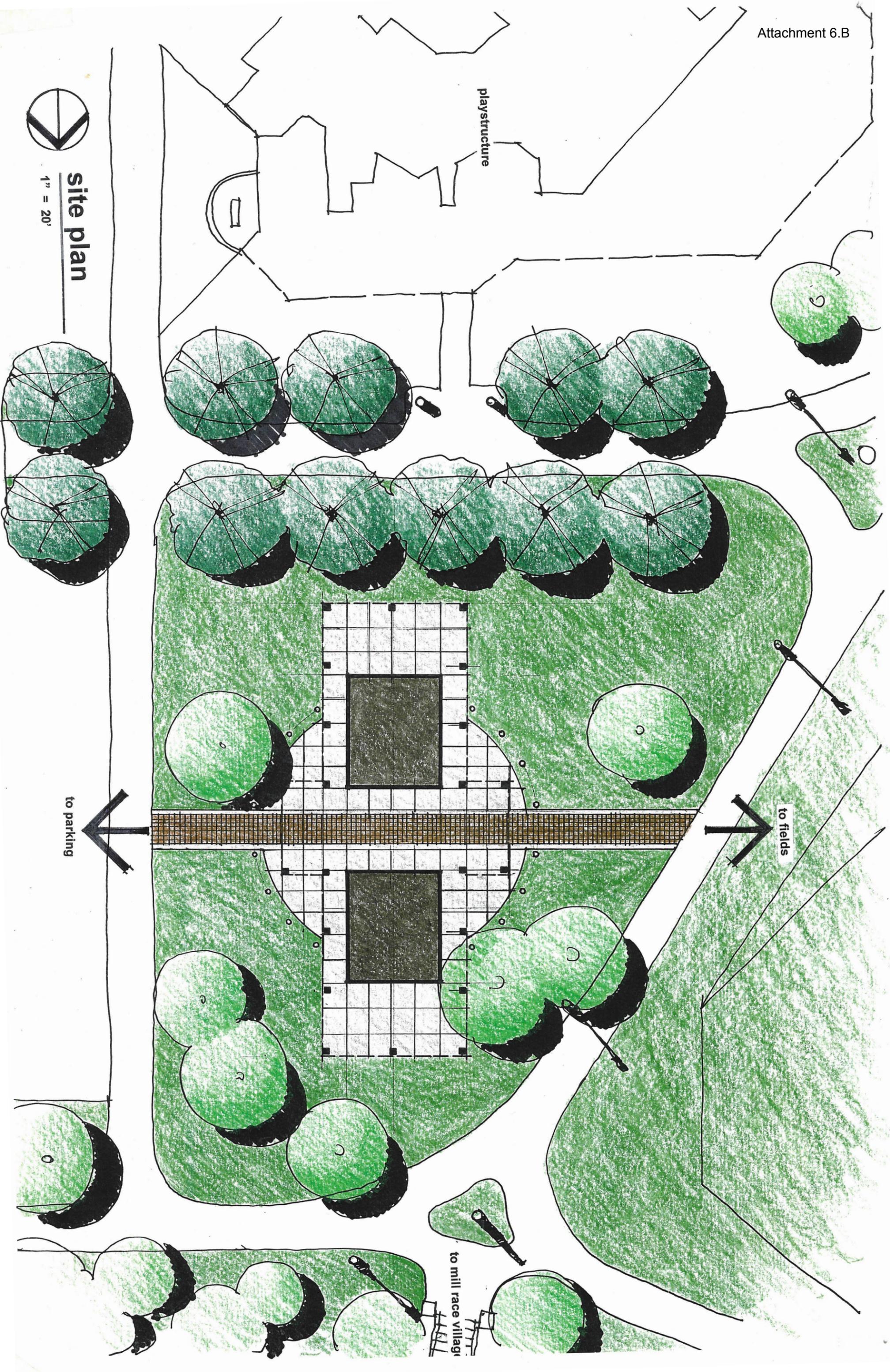
FUTURE PARKING

R. AND D. ENTERPRISES.

playstructure



site plan  
1" = 20'



to parking

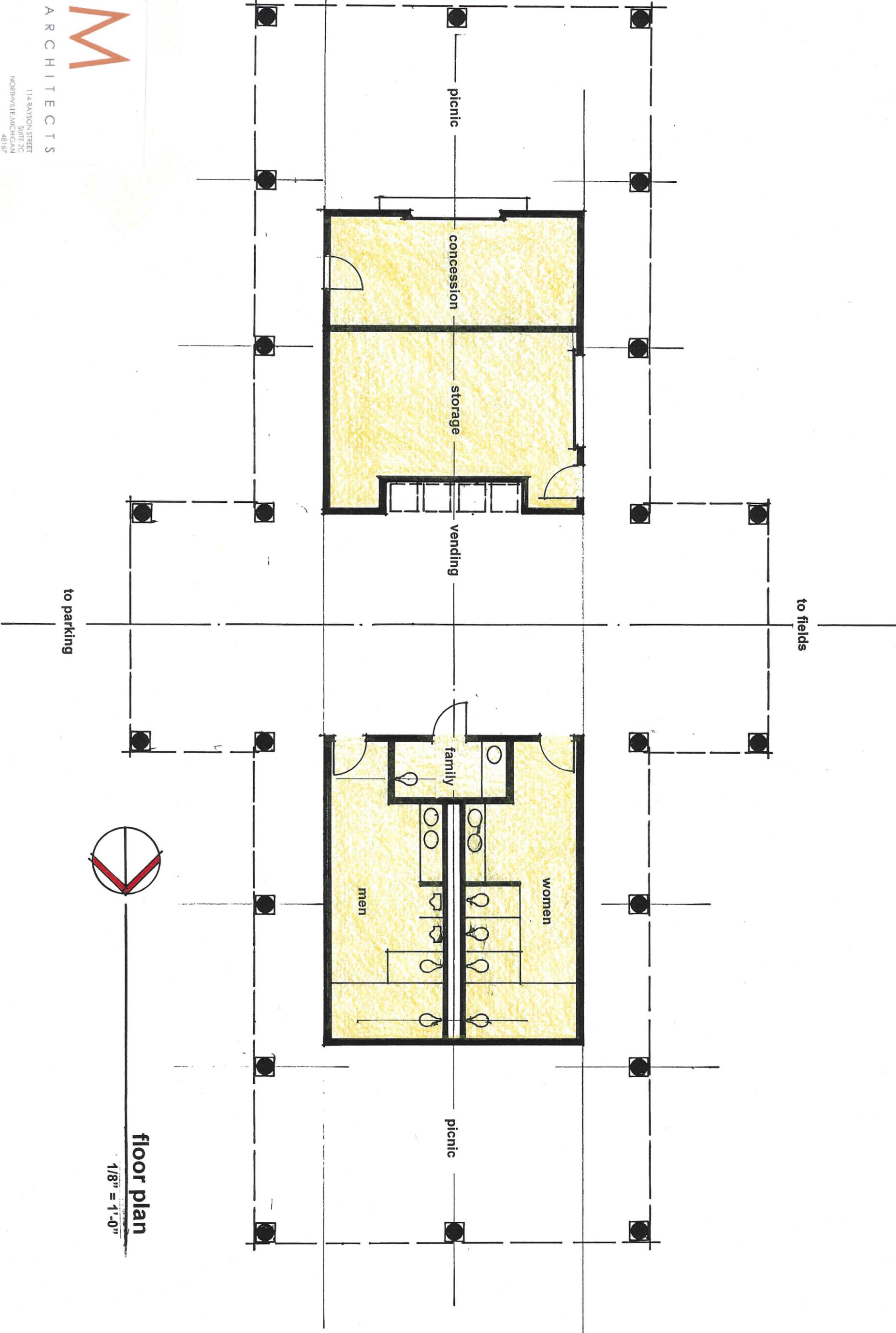
to fields

to mill race village

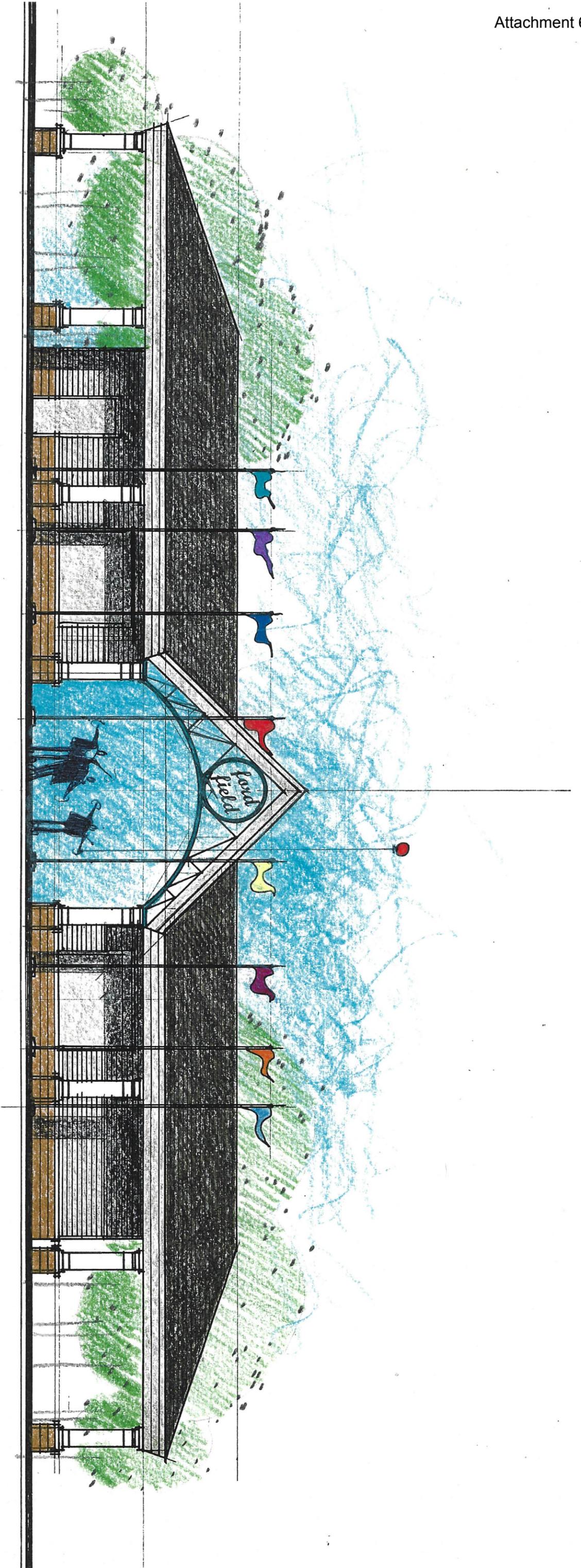


ARCHITECTS

114 RAYSON STREET  
SUITE 202  
NORTHVILLE, MICHIGAN 48167  
PHONE 248.349.2708  
FAX 248.349.2522



**floor plan**  
1/8" = 1'-0"



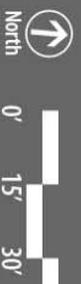
**elevation**

1/8" = 1'-0"



ARCHITECTS

114 RAYSON STREET  
SUITE 201  
NORTHVILLE, MICHIGAN 48167  
PHONE 248.349.2708  
FAX 248.349.2522



1 SET 8.3 VEGETATION  
22' LONG  
12 PLANTS

54' VEGETATION = 1/5' LF = 22

55' VEGETATION  
1/4" (5/8") PLANT  
54' VEGETATION = 1/5' LF = 22

FOR FIELD





Attachment 6.C