

G. NON-ARRANGED PARTICIPATION:

Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives

H. COMMUNICATIONS:

1. Washtenaw County – 2009 Recommended Budget Amendment
2. Upcoming Meeting List
3. Arts Alliance – Cultural Plan: Progress Report – 4/17/08
4. President Keough's Proclamation regarding the Human Rights Torch Relay
5. DTE Energy Foundation Tree Planting Grant- 3/24/08

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I. REPORTS:

1. Community Development Manager-Allison Bishop

2. Board, Commission, & Other Reports- "Bi-annual or as needed"

Assistant Village Manager
Dexter Area Chamber
Gordon Hall Mgmt Team Representative
Downtown Development Chair- Dan O'Haver
Dexter Area Fire Department Representative
Farmer's Market Representative
Huron River Watershed Council Representative
Library Board Representative
Planning Commission Chair
Parks Commission Chair
Tree Board Chair
Washtenaw Area Transportation Study Policy Committee Representative
Western Washtenaw Area Value Express Representative

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3. Subcommittee Reports
 - Facility Committee – none
 - Mill Pond Park Planning Team - none
 - Utility Committee - none

4. Village Manager Report

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5. President's Report

J. CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business.

1. Consideration of: Bills & Payroll in the amount of: \$348,291.12

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2. Consideration of: American Legion Post #557 – Request to sell poppies on the sidewalks of Dexter on Friday, May 16 and Saturday, May 17, 2008

3. Consideration of: American Legion Post #557 – Request to hold the 60th Annual Memorial Day Parade and Festivities on May 26, 2008

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K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Main Street Bridge Project – Phase 2 Funding Update
Construction Updates

2. Discussion of: Preparation for the next Town Hall Meeting

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L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: Research on space analysis from Rich Henes
Page# 45-46

2. Consideration of: Request from Darryl Barlett of K-Space Associates, Inc. for an Industrial Facilities Tax Exemption Certificate
Set for Public Hearing- May 12, 2008
Page# 47-60

3. Consideration of: Resolution for Changing the Member Contribution to the Municipal Employees' Retirement System for bargaining employees hired prior to March 1, 2008
Page# 61-62

4. Consideration of: Proposal for Engineering Services to complete a Pavement Asset Management Plan in an amount not to exceed \$9,500
Page# 63-66

5. Consideration of: RESOLUTION APPROVING THE MDOT CONTRACT NO. 08-5091 AND AUTHORIZING THE VILLAGE PRESIDENT AND MANAGER TO EXECUTE MDOT CONTRACT NO. 08-5091 FOR THE DEXTER ANN-ARBOR ROAD IMPROVEMENTS PROJECT
Page# 67-70

6. Consideration of: Recommendation to accept the bid from GM & Sons in the amount of \$28,807.00 to complete the Outdoor Basketball Court
Page# 71-74

7. Consideration of: Making an offer to the Dexter Area Library Board to purchase the library property on Fourth Street for Village Offices.

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

Same as item F. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.

O. ADJOURNMENT:

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, MARCH 24, 2008

AGENDA 4-14-08

ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 by President Keough in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL:

D. Fisher P. Cousins
J. Semifero J. Carson R. Tell
J. Smith S. Keough

C. APPROVAL OF THE MINUTES

Regular Council Meeting Minutes- March 10, 2008

Motion Fisher, support Smith to approve the regular Council minutes of March 10th with the following changes:

- Addition of a summary of the discussion under items L9-L12
- Semifero Council Comments – should read upcoming meetings “at” instead of “of”
- Change wording of motion re: letter to the library – should read “requesting more time to evaluate our options.”
- Change Hopefully submitted to Respectfully submitted as the salutation

Ayes: Cousins,Fisher,Smith,Semifero,Tell,Carson,Keough.

Nays: none

Motion carries

Work session Meeting Minutes-March 10, 2008

Motion Fisher, support Smith to approve the Work Session minutes of March 10th with the inclusion of who attended and start time.

Ayes: Smith,Semifero,Tell,Carson,Fisher,Cousins,Keough.

Nays: none

Motion carries

D. PREARRANGED PARTICIPATION

Dan Whalen- 5th well update

E. APPROVAL OF THE AGENDA

Motion Carson, support Semifero to approve the agenda with the addition of Farmer’s Market Representative under I. Reports.

Ayes: Semifero,Tell,Fisher,Carson,Cousins,Smith,Keough

Nays: none

Motion carries

F. PUBLIC HEARINGS

NONE

G. NON-ARRANGED PARTICIPATION

Mark Ouimet- Washtenaw County Commissioner, relates the County's position regarding 08 budget shortages and 09 exploration of combining functions.

Anthony Godin of 7727 Huron River Dr. is referred to the parks commission re: a skate park.

Dick Ulrich of Delhi CT. would like to put up signs re: the Pride and Honor Bottle drive.

Motion Fisher, support Semifero to suspend rules to allow the issue of signs for the "Pride and Honor flight" to be added to the consent agenda.

Ayes: Tell, Carson, Cousins, Smith, Fisher, Semifero, Keough

Nays: none

Motion carries

Don Schnettler of the Washtenaw County Building Department introduced himself and offered his services re: set back inspections and rental unit inspections.

H. COMMUNICATIONS:

1. Seasonal weight restriction- media advisory 3-5-08
2. upcoming meeting list
3. Third St. project informational meeting
4. Dexter District Library 3-13-08

I. REPORTS

1. Community Development Manager- Allison Bishop
Zoning board of appeals notice of decision
2. Board, commission, & other reports
 - a. Gordon Hall Management Team Representative- Donna Fisher
Financial condition report requested by Mr. Cousins
 - b. Farmer's Market Rep-Donna Fisher, reports on a brainstorming session
 - c. Parks Commission report-Alan Green submits his report as included in packet.
3. Subcommittee reports
 - a. Facility Committee- J. Smith or Shawn Keough 3-20-08
 - b. Mill Pond Park Planning Team- Alan Green
4. Village Manager Report
Mrs. Dettling submits her report as per packet.

5. President's Report

Mr. Keough submits his report as per packet

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$299,318.08
2. Consideration of: Lion's White Cane Week Proclamation and permission to raise funds through the sale of miniature white canes in the Village of Dexter from April 25th through May 3, 2008.
3. Consideration of: Request from the Dexter Soccer Club to set up signs two weeks prior to the June 15 and 16 soccer registration.
4. Consideration of: Request from Dick Ulrich to put signs out in the Village re: the pride and honor bottle drive from the week of 3-24-08 through the week of 4-24-08.

Motion Fisher, support Semifero to approve the consent agenda as amended.

Ayes: Carson, Cousins, Fisher, Smith, Semifero, Tell, Keough.

Nays: None

Motion carries

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of : Main Street Bridge Project- Phase 2 funding update
Permit conditions update from Mike Donahue 3-18-08
Bridge/dam pre-construction and public meetings updates
Dam Removal Event – potentially in conjunction with the Watershed Council
2. Discussion of: preparation for the next Town Hall Meeting
Town Hall Meeting date will remain June 19, presentation from the Michigan Municipal League to be scheduled as a Council work session

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Recommendation to appoint Rich Bellas to the Downtown Development Authority Board

Motion Semifero, support Carson to approve the recommendation to appoint Rich Bellas to the Downtown Development Authority Board.

Ayes: Cousins, Fisher, Smith, Semifero, Tell, Carson, Keough

Nays: none

Motion carries

2. Consideration of: Recommendation from Parks to expend \$3,325 from the streets fund for design services for Ryan Dr. speed mitigation and pedestrian crossing with Midwestern Consulting.

Motion Semifero, support Carson to approve the recommendation from the Parks Commission to expend \$3,325 from the street fund for design services for Ryan Dr. speed mitigation and pedestrian crossing with Midwestern consulting.

Ayes: Smith, Semifero, Tell, Carson, Fisher, Cousins, Keough

Nays: none

Motion carries

3. Consideration of: Recommendation to approve the proposal from Orchard, Hiltz and McCliment for the Third St. engineering inspection services in the amount of \$64,500

Motion Cousins, support Fisher to approve the recommendation to accept the proposal from Orchard, Hiltz, and McCliment for the Third St. engineering inspection services in the amount of \$64,500

Ayes: Semifero, Tell, Fisher, Carson, Cousins, Smith, Keough

Nays: none

Motion carries

4. Discussion of: the November 1, 2006 \$1.7 million Village bond, internal revenue service spending requirements
Bond money does not have to be spent until November 2009 – after that point it can only be saved and applied to the bond repayment
After November 2008 additional reporting requirements will be required with the Internal Revenue Service

5. Discussion of: restructuring of the Dexter Area Chamber of Commerce Board
Presentation will be scheduled with Steve Gergely of the Dexter Chamber of Commerce regarding the New Order as a work session at 6:30 p.m on April 14

6. Consideration of: Amendment to economic development trust & revolving loan fund reuse plan

Motion Smith, support Cousins to approve the amendment to economic development trust & revolving loan fund reuse plan

Ayes: Tell, Carson, Cousins, Smith, Fisher, Semifero, Keough

Nays: none

Motion carries

M. COUNCIL COMMENTS

- Semifero Ouimet’s comments re: flattening revenues, Village should heed Meeting with park’s commission prospective consultants was very helpful
- Fisher no
- Smith no
- Boyle no
- Cousins art, food wine May 9th
- Carson would like project maps for distribution at upcoming Washtenaw Area Transportation Study meeting
- Tell town hall meeting subject for the future could be Mill Stream Park

N. NON-ARRANGED PARTICIPATION

Don Schnettler of the Washtenaw County Bldg. Dept. informs that the County Commissioners have agreed to keep his departments function through 2010.

O. MOTION TO GO INTO CLOSED SESSION

Motion Fisher, support Smith to go into closed session at re: union negotiations and land acquisition at 10:36

Ayes: Carson,Cousins,Fisher,Smith,Semifero,Tell,Keough

Nays: none

Motion carries

Motion Smith, support Carson to exit closed session at 11:43

Ayes: Cousins,Fisher,Smith,Semifero,Tell,Carson,Keough

Nays: none

Motion carries

Consideration of: acceptance of union contract as negotiated

Motion Cousins, support Smith to authorize the acceptance of the union contract as negotiated by the staff.

Ayes: Smith,Semifero,Tell,Carson,Fisher,Cousins,Keough

Nays: none

Motion carries

Consideration of: notification to the library board that the library building does not meet the future needs of the Village for a municipal building.

Motion Carson, support Tell to approve the notification to the library board that the library building does not meet the future needs of the Village for a Municipal building.

Ayes: Carson

Nays: Semifero,Tell,Fisher,Cousins,Smith,Keough

Motion fails

P. ADJOURNMENT

Motion Smith, support Cousins to adjourn at 12:17

Unanimous voice vote

Respectfully submitted,

The Honorable David F. Boyle
Clerk, Village of Dexter

Approved for Filing: _____

WORK SESSION MINUTES
Monday, April 7, 2008
7:30 p.m.
THE VILLAGE OF DEXTER
VILLAGE COUNCIL

AGENDA 4-14-08
ITEM C-2

Dexter Senior Center, 7720 Dexter Ann Arbor Road

Present: Fisher, Cousins, Tell, Smith, Carson, Semifero, Keough

Discussed Facilities Philosophy

- Short vs. Long Term Solution
 - a. General consensus that Council is interested in a long term solution
- Offices sizes, needs assessment
 - a. Need to continue gathering data to support office space needs requirement
- Property purchase for future
- How much are we willing to spend?
 - a. General range of \$500,000 to \$1,000,000
- Single Ownership vs. Condominium Style Ownership
- Location

Discussed Facilities & Property Purchase Options

- Library
 - a. Review of documents from Rich Henes & Paul Cousins
- Mill Creek Terrace Building
- Wallace Property on Broad Street
- Stay in National City Building
- Vacant lot on Baker
- Vacant lot near Copeland
- Other sites as indicated on DDA District Map

This is a Special Council work session meeting; action will NOT be taken.

"This meeting is open to all members of the public under Michigan Open Meetings Act"

AGENDA 4-14-08

ITEM H-1

Donna Dettling

From: Terri Blackmore [blackmoret@miwats.org]
Sent: Wednesday, April 02, 2008 11:34 AM
To: Ryan Buck; Eric Bombery; Nicholas Sapkiewicz
Subject: County Discussion of 2009 Cuts to Budget

Good Morning,

At the WATS Technical meeting this morning, the county budget cuts were mentioned and the discussion points for the 2009 cuts. Below is a link to what the County Board of Commissioners will be discussing tonight at Ways and Means meeting for final consideration on April 16.

http://www.ewashtenaw.org/government/boc/agenda/wm/year_2008/2008-04-02wm/2008-04-02wm3

Terri Blackmore
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Washtenaw Area Transportation Study
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TO: Barbara Levin Bergman, Chair
Ways & Means Committee

FROM: Robert E. Guenzel
County Administrator

DATE: April 16, 2008

SUBJECT: 2009 Recommended Budget Amendment

BOARD ACTION REQUESTED:

It is requested that the Board of Commissioners authorize the County Administrator to implement the recommended budget adjustments and position modifications as a partial solution to the projected budget shortfall in 2009, and to continue work with the organization to further pursue additional long-term structural solutions with recommendations on these items to be brought to the Ways & Means Committee no later than August 2008.

BACKGROUND:

On November 14, 2007 the Board of Commissioners adopted the 2008/09 Biennial Budget (resolution 07-0222). This was done after a year-long process with much information and deliberation conducted by County Administration and the Board. During the development of the budget, it was clear through a review of financial indicators that the county was in good financial condition presently although there were uncertain times ahead. The county has worked over the years to make Guiding Principle #1 a top priority which has resulted in extremely high bond ratings, reasonable levels of debt, General Fund reserves in line with policy and annual surpluses. However, the picture was mixed when looking forward, especially when estimating the impact the State and local economy would have on the county revenues and demand for services.

The adopted 2008/09 budget included a planned expenditure reduction of \$1.38 million, with details on reductions to be identified during the 2008 fiscal year. This reduction was necessary primarily due to the revised assumptions around property tax revenues, with a projected revenue growth rate of only 3.5% rather than the original estimated 5.5%. Since the adoption of the budget, new information has been gained resulting in a much larger projected shortfall. On March 5, 2008, the Board of Commissioners adopted a resolution that outlined a projected deficit of \$8-10 million in the 2008 fiscal year, with solutions for 2008 being identified and approved at that time. Almost all of the projected deficits for 2008 are expected to continue annually in 2009 and each subsequent fiscal year causing the need for a structural or permanent budget reduction to bring the budget into balance. In addition, many of these issues compound in each fiscal year, causing 2009 to be projected with a worse fiscal status than 2008, 2010 to be worse than 2009, and so forth. It is necessary for the county to take substantial action to return to a focus on Guiding Principle #1, Long Term Fiscal Stability.

Some of the approved solutions adopted on March 5th were structural in nature and will carry forward. Some additional solutions, as well as a process for fully balancing the 2009 budget, are provided below.

DISCUSSION:

The organization began working in partnership with County Administration as soon as the revised budget projections were apparent. Administration met with each department at least once to discuss possible department solutions, met with each Community of Interest to discuss possible collaborations and systems integration efforts, and continued to gather input through various forums including the Strategic Oversight Committee, Department Head Group, County Management Support Group, Labor Management Team, individual department staff meetings and the internal intranet site which allowed for anonymous employee comments and feedback.

The following represents the Administrator's recommended solutions from all of these discussions. In some cases, the solutions are consistent with those previously approved by the Board as part of the 2008 budget solution. In addition are many new recommendations. Most of these are structural, or permanent, in nature resulting in savings for 2009 and beyond. However, a few are short-term one time savings that will result in savings only for 2009. It is recommended that all of these identified solutions be implemented upon adoption to maximize the savings for the 2008 fiscal year as well as allow the organization to begin the necessary change management for successfully carrying out these reductions.

Recommended Short-Term Solutions for 2009

Property Foreclosure Restricted Funds

The adopted 2008 budget adjustments included the use of excessive proceeds from the property foreclosure restricted funds. Through a change in law, excess proceeds, as identified by the County Treasurer, become available for transfer into the General Fund. The Treasurer agreed to transfer \$1 million in 2008 and she agreed to work with administration to identify excess proceeds for fiscal year 2009 without compromising the efforts being made to help homeowners prevent foreclosure as well as maintain fiscal stability for the county. The amount available for 2009 may be as much as \$300,000.

Use of Revenue Sharing Reserve Fund for Cash Flow

This solution is also a carry-forward of one approved by the Board of Commissioners as part of the 2008 solution. Due to the shifting of county property tax levies from December to July, the General Fund now has a cash flow problem requiring the transfer of cash from the Revenue Sharing Reserve Fund as allowed by law. This has a favorable unintended impact on the General Fund through an increase in interest earnings. It is estimated that interest earnings can be budgeted at \$1.1 million in 2009, or an increase of approximately \$550K from the level it would otherwise be.

Administration - Personnel Savings

The Assistant to County Administrator for Public Safety & Justice position has been focusing much effort on the 800 MHz initiative. As a result, it has been determined that \$25K can be funded through the funds of this project, thereby saving the General Fund. This allocation is anticipated to continue throughout fiscal years 2009 and 2010 at which time the position will return to 100% General Fund.

District Court - Anticipated Surplus

The Board of Commissioners adopted resolution #07-0220 which stated that any surplus within District Court beginning in fiscal year 2008 was to be transferred into the Saline Court construction project to fund phase II of this initiative. Through negotiations with the court, it is agreed if approved by the board to alter this arrangement to begin in 2010 and for 2008 and 2009 to allow any surplus to remain in the General Fund.

Drain Commissioner - Equipment Purchases

The 2008/09 budget included the approval of equipment within the Drains Office, including a front loader tractor that would assist with maintenance yard and field operations. The Drains Office has agreed to cancel this equipment purchase at this time due to the budget constraints of the county. The total estimated cost of the equipment is \$60K. The Drains Office will continue its current practice of borrowing or renting equipment during necessary times.

Recommended Structural Solutions for 2009

Labor Settlement Savings

A large portion of the projected budget deficit is due to anticipated labor savings that were determined would not materialize as originally budgeted. However, significant savings due to revised assumptions and the final settlement is still expected. The largest changes causing a reduced cost to the county include a salary increase of only .5% rather than the 2% budgeted, the conversion of retirement benefits to the defined benefit system for all county employees, as well as adjustments to medical benefits. All of the negotiated changes are projected to save the county \$4.2 million in 2009; however, final savings won't be known until the final actuary report is presented to the county in July of this year for use in the 2009 budget. In addition, since the county is self-insured in medical, actual costs savings will need to be monitored during the 2009 fiscal year to ensure they materialize at the level being budgeted.

Strategic Planning / Organizational Consultant Reductions

A total of \$300K has been budgeted annually for the use of outside consultants for process reviews, long-term planning efforts and organizational development initiatives. This budget will be permanently reduced by \$200K leaving a budget of \$100K.

Financial Information Systems Reduction

An annual budget of \$100K is being eliminated. These funds were previously used for strategic enhancements to the county's financial information system. Beginning in fiscal year 2008, these efforts will now be directed to the county's Technology Plan and needs will be prioritized among other technology enhancement initiatives.

Take Home Vehicle Reductions

As outlined in the 2008 budget reductions, an analysis has been completed resulting in a permanent reduction in the number of vehicle assignments in which employees are allowed to take these vehicles home. It is estimated that this will save the county approximately \$30K per year.

Children's Services – Position and Contractual Reductions

It is recommended that the county implement a program reduction for the Washtenaw Area Teens for Tomorrow (WATT) and Teen Center Without Walls (TCW2). County funding would be reduced by \$30K annually which would minimally reduce service levels. Alternative funding sources are also being pursued. The county would continue its support to the Youth

Development Initiative through its \$20K allocation to Neutral Zone. In addition to the contract revision, it is recommended that a Management Analyst II position as well as other operating expenses be eliminated. It is recommended that the county proceed with the hiring of the Contract Specialist position created in the 2008/09 budget although split this position 50/50 with the Child Care Fund as this individual will maintain responsibilities tied to the Juvenile Detention and Day Program which are CCF eligible. A Supervisor and Youth Counselor can be kept vacant for the indefinite future. It is projected that these modifications combined will save the General Fund \$225K in fiscal year 2009.

Clerk / Register of Deeds – Allocation of Clerk Automation Capital Fund

A change in State law back in fiscal year 2003 resulted in the creation of the Clerk Automation fund for the Register of Deeds Office. A portion of certain transactions were to be set aside in this fund for technology related purchases. The Clerk's Office, Support Services Infrastructure & Planning and County Administration have worked together to identify \$400K in technology related expenses that can be allocated to this fund rather than being paid for out of the General Fund. For 2010 and beyond, it is estimated this amount will be closer to \$200K annually.

CSTS / WCHO – Increased CAP Payment and Position Reductions

As outlined in the 2008 budget reduction resolution, an agreement has been reached between the county and CSTS/WCHO for an unfreezing for their Cost Allocation Plan (CAP). In addition, CSTS has agreed to place 1.5 FTE on hold vacant status and to identify an additional position reduction through attrition. These modifications should have no impact on service delivery and are projected to save the General Fund a total of \$1,126,650.

ETCS – Appropriation Reduction

It is recommended that the county reduce its General Fund allocation by 10% or \$63,202. In the past these funds have supported the Emergency Services programs. It is anticipated that outside funding will be sufficient to cover the needs of these programs, so no impact on county services or department operations should result from this funding reduction.

Finance – Position and Operating Budget Reductions

The Finance Office has determined that their operations can continue at reasonable service levels with the elimination of 1.0 FTE (currently vacant) in their Purchasing Division. In addition, all part-time staff and overtime funding will be eliminated. Operating budget adjustments are recommended in regards to Printing and Contractual use. These modifications are projected to save the General Fund \$142,833 annually beginning in 2009.

Head Start – Appropriation Reduction

A commitment has been reached for a reduction in the General Fund appropriation to the Head Start program in the amount of \$100K annually, net of appropriation increases for annual personnel cost adjustments. The department is committed to maintaining services at current levels.

Human Resources – Revenue Increase due to Collaborations

An increase in revenue is anticipated in the amount of \$40K annually for the newly formed collaboration with the County Road Commission. In addition, a collaboration has been formed with the county Sheriff resulting in the eliminating their 2.0 FTE HR staff. The county Human Resources department will begin to provide HR services to the Road Commission and Sheriff's Office. A reallocation of 1.0 FTE from Support Services Infrastructure & Planning to Human Resources will occur to assist with this increased workload.

MSU Extension – Operating Budget Reductions

A recommended adjustment of \$69,200 in the operating budget of MSU Extension is recommended. These savings will result from a reduced level of part-time temporary staff, printing, travel and special project costs. The use of electronic communication sharing will be increased with limited paper marketing materials being used. Support for some programs including 4-H will be impacted to some degree. The department will continue seeking alternative funds through grants, councils and fundraising.

Drain Commissioner – Operating Budget Reductions

A total of \$32,700 in operating budget reductions are recommended for approval. These reductions include part-time temporary staff, use of consultants, operating supplies, printing, and employee development. Service level reductions are expected to be minimal with a possible reduction in the availability of materials and ability to respond to unexpected situations.

Planning & Environment – Position and Operating Budget Reductions, New Revenue

A total of 3.0 FTE have been identified for elimination, all of which are currently vacant. These include two Sanitarian positions in Environmental Health and the newly created Management Analyst position for the Community Success initiative. In addition, intern funding will be reduced which had been targeted for environmental communication efforts. These reductions may result in delays in service within Environmental Health as well as the loss of flexibility to respond to new mandates and community needs. A restructuring of the Community Success initiative, with the partial use of consultants rather than permanent staff, will allow this initiative to continue without significant harm. These modifications will result in an estimated savings of \$273,205. In addition to the expenditure reductions outlined above, new revenue from Brownfield Administration fees is anticipated in an amount of \$37,500 annually.

Prosecuting Attorney – Position Reductions

It is recommended that the county eliminate the Prosecuting Attorney's Juvenile Diversion program including 3.0 FTE. Personnel savings of \$191K in 2009 is projected.

Public Health – Position and Contractual Reductions

The elimination of 3.8 FTE is recommended including 0.1 Receptionist, 1.0 Clerk Typist II, 1.0 Health Educator, 1.0 Communication Manager and 0.7 Public Health Nurse. The annual Public Health budget revision will detail the balance of the 2009 budget reduction. This resolution is anticipated for board review in August 2008 which will include the authorization of the Public Health state Comprehensive Plan and Budget contract submission for the 2009 fiscal year beginning October 1, 2008. This timeframe allows for a holistic approach incorporating all state and federal funding and program changes in the same cycle. All reductions within Public Health are estimated to save \$355,192 annually and will have a service impact. The department will reallocate resources to focus on the highest priority work needed by its customers to minimize any direct service reductions. In addition, these funds will no longer be available to support the Medicaid ICA-based DSH payments to area hospitals, which in turn support indigent health care programs in the community. These reductions are also subject to the continued monitoring of the State Maintenance of Effort requirement which requires counties to maintain a minimal level of financial support to Public Health, including Environmental Health.

Sheriff – Position Reductions

As stated above (see Human Resources), the Sheriff's Office has agreed to eliminate 2.0 FTE Human Resources staff due to the new collaboration with the county to take over their HR needs. This will save approximately \$167K annually.

Support Services Infrastructure & Planning – Position and Contractual Reductions

The majority of reductions within Support Services Infrastructure & Planning are tied to restructuring around current vacant positions. It is recommended that a total of 6.9 FTE be eliminated or placed on hold vacant status, all of which are currently vacant. Realignment between Organizational Development and LLRC will need to occur, resulting in a reduced level of internal capacity for process reviews, facilitation, team training and coaching. Also, the LLRC will return to provide-day time only support. Support Services will reduce its warehouse functions limiting the ability for deliveries, moves and furniture reconfigurations, and the ability to manage the county donations of old PCs to Not-For-Profit organizations. A reduction in IT application development and enhancement will also materialize, with a focus on maintaining existing systems rather than developing new ones. Building maintenance would also be reduced primarily through a newly defined response standard for non-urgent requests and a reduced cleaning schedule for non-public spaces. A \$200K reduction in IT maintenance contracts is anticipated due to renegotiation with current vendors. These reductions are projected to save the General Fund \$1,004,000 annually beginning in 2009.

Veteran Services – Operating Budget Reductions

Operating budget reductions of \$6,462 have been identified that will have a minimal impact on service delivery. This includes subscriptions, dues, travel and telephone related expenses.

Possible 2009 Solutions for Further Analysis

The short term and structural solutions identified above are estimated to save approximately \$10 million for 2009. However, an additional \$3 million is currently projected to be needed to balance the budget for 2009. This projection will be revised in the coming months as more information will be obtained on property taxes (2008 Equalization Report to be provided to the BOC on April 16th), fringe benefit costs (actuary reports for WCERS and VEBA to be used in the 2009 budget are expected in July and August, respectively), and anticipated attrition that can be reasonably quantified for the 2009 fiscal year. Some additional possible structural solutions have been identified and it is recommended that the board direct the County Administrator to continue pursuing these options over the coming months with a resolution to be brought back to the Ways & Means Committee no later than August 2008. This resolution will include a revised projected budget status including updated information on property taxes and actuary reports, and a final recommendation to balance any remaining 2009 budget projected shortfall.

All of the identified possible solutions demonstrate promise for structural cost savings to the county. Some of these items will take longer to analyze and determine feasibility than the August timeline for recommendations coming back to the Board. Where possible, these items will have a status update and the county will continue pursuing discussions as needed to bring firm recommendations as quickly as possible. The items for further consideration include:

City of Ann Arbor Shared Services

An effort has been underway during the 2008 fiscal year to identify possible collaborations and shared services between the county and City of Ann Arbor. Further exploration is needed as to

which services should be pursued, the required implementation timeline and the projected cost savings for both the city and the county.

Community Collaborative of Washtenaw County (CCWC)

The CCWC has been undergoing a restructuring for the past couple of years, with an effort being placed on its governance structure, membership and direction. The county's involvement and level of support has been part of these discussions. Final determination as to the future of the CCWC should be known within the next few months at the latest. It is possible that the recommendation would include the county eliminating this initiative.

CSTS / WCHO / WHP Restructuring

Conversations are ongoing within the Health Community of Interest as to the potential restructuring and collaboration possibilities. It is thought that some further integration could occur, especially within the Administration of CSTS and WCHO, resulting in significant cost savings and increased levels of efficiency and effectiveness. More analysis and deliberation is needed before any firm recommendations can be made.

Equalization Operations

Most county departments identified some operating cost reductions as outlined above. With the current focus on SEV and Taxable value reductions and their corresponding impact on property tax revenues, there are no recommended reductions to Equalization at this time. However, more conversations need to occur to determine options for efficiencies that will not hinder the county's ability to meet all mandated responsibilities as well as focus on county property tax revenue projections.

ETCS / Community Development Collaboration

Collaborations between these two county departments have existed for years. Related services are provided by both departments relating to rehabilitation and housing needs. It is possible that further collaboration is possible that will result in both service enhancements and cost savings.

Juvenile Detention / Day Program Restructuring

The county chose years ago to implement a county run juvenile detention as well as a juvenile day program for youth on behalf of the Juvenile Center branch of the Trial Court. These are both non-mandated programs, although the county is still responsible for the cost of detention placements whether or not detention is provided internally. All options are being considered, including possible contracting for services.

Planning & Environment Collaborations, Staffing Levels and Revenue Collections

All options are again being reviewed, including programs provided, staffing levels, possible collaborations between county departments and with external agencies, charges for services and revenue collection levels.

Public Safety & Justice Determination of Indigent Status

The Public Safety & Justice community of interest has identified the possibility of a restructuring of the process for determining indigent status for offenders. This is a potential revenue source that needs further exploration to better understand the potential cost savings and community impact.

Regional Dispatch

The county has participated for several years in the discussions about creating a regional dispatch center. These discussions are ongoing but are anticipated to come to fruition over the next several months.

Sheriff Collaborations, Staffing Levels and Revenue Collections

Further position and expenditure reductions as well as new level of revenue collections are possible within the Sheriff's Office. All possibilities are being pursued and further analyzed. This includes continuing the discussions around collaborations between the Sheriff's Office and Support Services for the handling of all support functions to avoid any duplication of services. The first step was included above in the alignment of human resource needs from the Sheriff's Office to the county-wide Human Resources department.

Support Services Integration

This community of interest has restructured many times over the past five years, with a focus where possible on integration. Further consideration is being taken to determine the appropriate next steps in this ongoing initiative. This includes possible realignments, process efficiencies, a review of management to staff levels and the entire management structure.

Trial Court Revenue Collections, Community Corrections and Level of County Support

Conversations between County Administration and the Trial Court continue. With the Trial Court being a separate branch of government, these discussions focus on the level of county support being available for Trial Court operations. In addition, possible collaborations between the county and court are being reviewed that may result in increased revenue collections. The county and court are continuing discussions about the oversight and management of Community Corrections as well and how to maximize the impact of this non-mandated yet essential program on the entire Public Safety & Justice system.

Financing of VEBA Obligation

The county's commitment to retiree healthcare continues to be a significant cost burden to the county. The recently adopted GASB 45 required accounting practice change as it pertains to VEBA resulted in the county's liability growing by over \$2.7 million. While it is not required to fund this liability at this time, the liability will continue to grow and compound over time if not funded as quickly as possible. The State of Michigan has been reviewing possibilities that would allow local units of government to finance their VEBA obligation. All options are being considered by the county. Further analysis is pending and final determination by the State is needed before a recommendation can be made.

Continuation of Hiring Freeze

The 2008 budget solution included the implementation of a hiring freeze as of January 1, 2008. It is projected that this will save the county between \$2-3 million in the 2008 fiscal year. Many of these vacant positions are recommended for elimination in this resolution. It is anticipated that additional vacancies through normal attrition and retirements will occur although more analysis and projections are needed to determine realistic cost savings. It is also needed to review the possible impact on services if a hiring freeze were to be extended into the 2009 fiscal year. If recommended for implementation, it is important to note that these savings would be short-term in nature unless any vacant positions were identified for permanent elimination.

Items Reviewed but Not Recommended

The items for consideration and further analysis outlined above were identified as possibilities through many discussions with departments and the Strategic Oversight Committee. These discussions were extremely thorough with an attempt to consider all options from top to bottom. The items above have been targeted due to their probability of success in realizing savings without a substantial service reduction. Some additional areas of consideration were originally being pursued but have been removed from this list of recommended options for further analysis as they are not deemed to be successful, lack adequate support or are determined to not be in the best interest of the organization and community. These include:

- Reducing General Fund appropriation to the Housing Contingency Fund
- Restructuring of Head Start
- Eliminate the Third Share program (part of Washtenaw Health Plan)
- Restructuring of Library for the Blind and Physically Disabled (LBPD)
- Reducing General Fund support of MSU Extension
- Providing only mandated level of Public Health services
- Review staffing levels within Treasurer's Office
- Restructuring of Veteran Services
- Reducing Outside Agency Allocations – To be further explored for inclusion in 2010/11 budget

As stated above, the August resolution will include an updated budget status report including final actuary reports and improved property tax revenue projections for the 2009 budget. Final recommendations will be provided at this time that will balance the projected 2009 budget. In addition, these items and cost savings will be confirmed when the Board of Commissioners officially reaffirm the 2009 budget in November.

IMPACT ON HUMAN RESOURCES:

The requested Board action includes the net elimination of 25.2 FTE with an effective date of July 1, 2008 unless otherwise noted in the resolution. Of these, 19.2 are currently vacant with 6 positions being filled with county employees. These changes include 19.2 union and 6.0 non-union positions being eliminated.

IMPACT ON BUDGET:

While many variables are still unknown and are closely being monitored, the current projected shortfall within the General Fund for fiscal year 2009 is approximately \$13 million. Implementing the recommended solutions will save the county just over \$10 million. Additional savings are still needed to balance the budget for 2009 and beyond. Further analysis on several items is recommended with a final proposal on structural budget reductions to be brought to the BOC no later than August 2008. A summary of the projected shortfall and recommended solutions identified at this time is provided on the following page.

Budget Variables and Solutions

	2009 Projected
Potential Budget Issues	
Property Tax Revenue - Assuming 0% for 2008 - 2010 revised from 3.5%	(5,000,000)
Interest Earnings - Dependent on Cash Flow in GF	(250,000)
Labor Negotiations - Original Pension Savings Assumption	(5,200,000)
Planned Reduction in 2009	(1,386,000)
VEBA New Actuarial Report	(197,000)
Community Corrections	(26,000)
PS&J Statutory Line Items	(150,000)
Jail Overcrowding & Expansion Project Transition	(800,000)
Total Calculated Shortfall - Remaining Variables to Be Monitored	(13,009,000)
Non Departmental Solutions Identified	
Final Projected Labor Savings	4,276,637
Reduce Strategic Planning / Organizational Consultant Use	200,000
Reduce Budget for Financial Information Systems	100,000
Reduce take home vehicles unless under contract	30,000
Use of Revenue Sharing Reserve Fund Interest	550,000
Total Non Departmental Savings Identified	5,156,637
Surplus / (Shortfall)	(7,852,363)
Department Solutions Identified	
Administration	25,000
Children's Services	205,000
Clerk/Register of Deeds	400,000
Community Support & Treatment Services (CSTS) / Washtenaw Community Health Organization (WCHO)	1,126,649
District Court	250,000
Emergency Management	-
Equalization	-
ETCS	63,202
Finance	142,833
Head Start	100,000
Human Resources	40,000
MSU Extension	69,200
Office of Community Development	-
Office of the Drain Commissioner	92,700
Parks and Recreation	-
Planning & Environment	310,705
Prosecuting Attorney	191,000
Public Defender	-
Public Health *	355,192
Sheriff	167,000
Support Services Infrastructure & Planning	1,004,000
Treasurer	300,000
Trial Court	-
Veteran Services	6,462
Total Department Savings Identified	4,848,943
Surplus / (Shortfall)	(3,003,420)

* Contingent on State Maintenance of Effort Requirement

IMPACT ON INDIRECT COSTS:

These recommendations will not alter the calculated indirect cost amounts for any county department. As many of the non General Fund departments are charged at a level significantly less than their calculated amount, it is possible that the implementation of the reduced General Fund support will occur through the unfreezing of their Cost Allocation Plan actual charges, thereby allowing for more CAP revenue to be brought into the General Fund.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

All county departments and many outside agencies are impacted by these recommendations. These solutions were developed in an attempt to minimize the direct service impact that would be felt by the citizens of Washtenaw County.

CONFORMITY TO COUNTY POLICIES:

This action conforms with county policy.

ATTACHMENTS/APPENDICES:

Resolution

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO IMPLEMENT THE RECOMMENDED BUDGET AMENDMENTS INCLUDING POSITION ELIMINATIONS TO PROVIDE SAVINGS FOR THE 2009 BUDGET AND TO CONTINUE WORK WITH THE ORGANIZATION TO IDENTIFY ADDITIONAL LONG-TERM STRUCTURAL SOLUTIONS THAT WILL BALANCE THE 2009 BUDGET TO BE BROUGHT TO THE WAYS & MEANS COMMITTEE NO LATER THAN AUGUST 2008

WASHTENAW COUNTY BOARD OF COMMISSIONERS

May 7, 2008

WHEREAS, the Board of Commissioners adopted the 2008/09 Biennial Budget (Resolution #07-0222) on November 14, 2007; and

WHEREAS, since the adoption of the 2008/09 Biennial Budget several variables including revenue assumptions for property taxes and anticipated savings from labor negotiations have changed resulting in a projected general fund budget shortfall approximately \$13 million in the 2009 fiscal year; and

WHEREAS, the Board of Commissioners adopted a budget amendment for 2008 on March 5, 2008 in resolution 08-0043 in which both short-term and structural solutions were identified to balance the 2008 budget; and

WHEREAS, some identified solutions for 2008 can carry forward into 2009 and beyond; and

WHEREAS, additional short-term and structural solutions have been identified through discussions with each county department and agency; and

WHEREAS, the structural solutions result in the net position elimination of 25.2 FTE, of which 19.2 position are currently vacant and 6.0 positions are filled with county employees; and

WHEREAS, the identified solutions are projected to save the county approximately \$10 million in 2009 leaving a remaining projected shortfall of just less than \$3 million still to be identified; and

WHEREAS, items for further analysis and review have been identified with final recommendations on most of these items targeted for Ways & Means consideration in August 2008; and

WHEREAS, the forthcoming resolution with final recommendations to fully balance the 2009 budget will include revised projections on key budget variables including anticipated property tax revenues and final fringe benefit costs for retirement and retiree medical costs through revised actuary reports; and

WHEREAS, the projected budget status and solutions will be confirmed within the official reaffirmation of the 2009 budget planned to come to the board in November; and

WHEREAS, this matter has been reviewed by Corporation Counsel, the Finance Department, the Human Resources Department, the County Administrator's Office, the County's Strategic Oversight Committee and the Ways and Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the County Administrator to implement the recommended budget amendments to provide savings in the 2009 fiscal year, including:

- Transfer of \$350K from property foreclosure fund balance into General Fund
- Redirecting the cash from the Revenue Sharing Reserve Fund into the General Fund as a means to not have negative cash flow in the General Fund as allowed by law which will also increase the interest earnings in the General Fund
- Personnel cost adjustments of approximately \$4.2 million as a result of revised anticipated savings from labor negotiations, with actual savings to be known by August with final actuary reports for use in the 2009 budget
- General Fund Central Charges operating budget adjustments including a reduction in Strategic Planning/Organizational Consultant Use and Financial Information Systems
- Reduced level of take home vehicles
- Negotiated position and operating budget reductions for most county departments as outlined below:
 - Administration Personnel Savings from 800 MHz Project Reimbursement
 - Children's Services Position and Contractual Reductions
 - Clerk / Register of Deeds Allocation of Clerk Automation Capital Fund
 - CSTS / WCHO Increased CAP Payment and Position Reductions
 - ETCS Appropriation Reduction
 - Finance Position and Operating Budget Reductions
 - Head Start Appropriation Reduction
 - Human Resources Revenue Increase due to Collaborations
 - MSU Extension Operating Budget Reductions
 - Drain Commissioner Operating Budget Reductions and Cancellation of Equipment Purchases
 - Planning & Environment Position and Operating Budget Reductions, New Revenue
 - Prosecuting Attorney Position Reductions
 - Public Health Position and Contractual Reductions, contingent upon the county obligation for minimal funding levels as outlined in the Maintenance of Effort agreement with the State of Michigan
 - Sheriff Position Reductions
 - Support Services Infrastructure & Planning Position and Contractual Reductions
 - Veteran Services Operating Budget Reductions

BE IT FURTHER RESOLVED that the Board of Commissioners directs the Administrator to continue pursuing the following items as additional possible structural solutions to balance the 2009 budget, with a final recommendation on these items to be provided to the Ways & Means Committee no later than August 2008:

- City of Ann Arbor Shared Services
- Community Collaborative of Washtenaw County (CCWC)
- CSTS / WCHO Restructuring
- Equalization Operations
- ETCS / Community Development Collaboration
- Juvenile Detention / Day Program Restructuring
- Planning & Environment Collaborations, Staffing Levels and Revenue Collections
- Public Safety & Justice Determination of Indigent Status
- Regional Dispatch
- Sheriff Collaborations, Staffing Levels and Revenue Collections
- Support Services Integration

- Trial Court Revenue Collections, Community Corrections and Level of County Support
- Financing of VEBA Obligation
- Continuation of Hiring Freeze

BE IT FURTHER RESOLVED that the Board of Commissioners hereby modifies resolution 07-0220 which stated that any surplus within District Court beginning in fiscal year 2008 was to be transferred into the Saline Court construction project to fund phase II of this initiative. Through negotiations with the court, it is agreed to alter this arrangement to begin in 2010 and for 2008 and 2009 to allow any surplus to remain in the General Fund.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby approves the following position modifications, with an effective date of July 1, 2008 unless otherwise noted:

POSITION CONTROL NO.	POSITION TITLE	NOTE	EMPLOYEE GROUP	GRADE	CREATE	ELIMINATE	HOLD VACANT
CHILDREN'S SERVICES							
2719-0059	Management Analyst I/II		32	29		1.0	
2270-0004	Youth Counselor-Day Treatment		26	22		1.0	
7741-0001	Detention Supervisor		28	77			1.0
CSTS							
1579-0001	Consumer Benefit Specialist		12	15			1.0
2110-0156	Mental Health Professional		11	21			0.5
DRAIN COMMISSIONER							
2935-0002	Storm Water Engineer I/II	c	11	29		1.0	
FINANCE							
1239-0002	Buyer Assistant II		12	12		1.0	
PLANNING & ENVIRONMENT							
2571-0003	Sanitarian		11	25		1.0	
2571-0014	Sanitarian		11	25		1.0	
2719-0085	Management Analyst I/II		32	27		1.0	
PROSECUTING ATTORNEY							
2720-0039	Management Assistant		32	27		1.0	
2720-0041	Management Assistant		32	27		1.0	
1646-0008	Legal Assistant		12	16		1.0	
PUBLIC HEALTH							
1004-0002	Receptionist		12	10		0.1	
1201-0053	Clerk Typist II		12	12		1.0	
2063-0008	Health Educator I/II		11	20		1.0	
2325-0033	Public Health Nurse		18	23		0.7	
3060-0001	Communications Manager		32	30		1.0	
SHERIFF							
5706-0001	HR Generalist - Sheriff's Office		16	57		1.0	
5706-0002	HR Generalist - Sheriff's Office		16	57		1.0	
SUPPORT SERVICES INFRASTRUCTURE & PLANNING							
1213-0002	Stock/Warehouse Clerk		12	12		1.0	
1262-0002	LLRC Facility & Tech Asst I/II		12	12		0.5	
2262-0001	Library Coordinator	a	11	23		1.0	
3061-0001	Library Manager	a	32	30	1.0		
2745-0001	Telecommunications Admin I		11	27		0.4	
2949-0002	GIS Developer I/II		11	29			1.0
3055-0001	Application Specialist I		11	30			1.0
3057-0002	Support Services Project Manager		32	30		1.0	
3248-0001	Application Specialist II	b	11	33			1.0
3322-0001	Director of Library Services		32	33		1.0	

NOTES:

a-Reclassification & Union Shift

b-Effective 1/1/09

c-Reimbursed at ~90%

2008 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Dexter Community Schools Board of Education	4/14/2008	7:00 p.m.	Creekside Intermediate School	http://web.dexter.k12.mi.us/	
Scio Township Planning	4/14/2008	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Lima Township Board	4/14/2008	8:00 p.m.	Lima Township Hall	http://twp-lima.org	
Scio Township Downtown Development Authority	4/14/2008	12:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Dexter Township Board	4/15/2008	7:00 p.m.	Dexter Township Hall	http://www.villageofdexter.org/	Joe Semifero
Dexter Village Parks Commission	4/15/2008	7:00 p.m.	Village Offices	http://www.wcroads.org/	
Washtenaw County Road Commission	4/15/2008	1:00 p.m.	Road Commission Offices	http://www.twp.webster.mi.us/	
Webster Township Board	4/15/2008	7:30 p.m.	Webster Township Hall	http://www.miwats.org/	Jim Carson
Washtenaw Area Transportation Study-Policy	4/16/2008	9:30 a.m.	Scio Township Hall	http://www.ewashtenaw.org/	
Washtenaw County Board of Commissioners	4/16/2008	6:45 p.m.	Board Room, Admin Building	http://www.twp.webster.mi.us/	
Webster Township Planning	4/16/2008	7:30 p.m.	Webster Township Hall	http://dexterareafine.org/	Joe Semifero
Dexter Area Fire Board	4/17/2008	6:30 p.m.	Webster Township Hall	http://www.a2artsalliance.org/	
Arts Alliance-Cultural Plan Update Breakfast	4/17/2008	7:30 a.m.	Chelsea Comfort Inn	http://www.mml.org	
MML - Region 1 Annual Meeting	4/18/2008	10:30 a.m.	Community Services Bldg-Wixom	http://www.ewashtenaw.org/	Jim Carson
Chelsea Area Planning Team/Dexter Area Regional	4/21/2008	7:00 p.m.	Webster Township Hall	http://www.villageofdexter.org/	Ray Tell
Dexter Village Zoning Board of Appeals	4/21/2008	7:00 p.m.	Senior Center	http://www.twp-dexter.org/	
Dexter Township Planning	4/22/2008	7:00 p.m.	Dexter Township Hall		Jim Carson
Western Washtenaw Area Value Express	4/22/2008	8:15 a.m.	Chelsea Community Hospital	http://www.city-chelsea.org/	
Chelsea City Council	4/22/2008	7:30 p.m.	Washington Street Education Centre	http://www.twp.scio.mi.us/	
Scio Township Board	4/23/2008	7:00 p.m.	Scio Township Hall	http://www.semco.org	Shawn Keough
SEMCOG Outreach Workshop	4/23/2008	4:30 p.m.	Weber's Inn - Ann Arbor	http://www.hrwc.org/	Paul Cousins
Huron River Watershed Council	4/24/2008	5:30 p.m.	Botanical Gardens-Ann Arbor		
Dexter Community Schools Board of Education	4/28/2008	7:00 p.m.	Creekside Intermediate School	http://web.dexter.k12.mi.us/	

AGENDA 4-14-08

ITEM 1-2

Due to the possibility of cancellations please verify the meeting date with the listed website or the Village Representative

AGENDA 4-14-08ITEM 1-3

Donna Dettling

From: Arts Alliance [artsalliance@annarborchamber.org]

Sent: Wednesday, March 26, 2008 10:20 AM

To: Donna Dettling

Subject: Cultural Plan Update - Save the Date, April 17

Arts Alliance®



Cultural Plan: Progress Report Thursday, April 17

Keynote speaker: Ben Cameron

Please be our guest and save the date for the second
Cultural Plan: Progress Report.

Thursday, April 17

7:30-9:30 a.m.

Chelsea Comfort Inn & Village Conference Center

1645 Commerce Park Dr., Chelsea, Michigan 48118

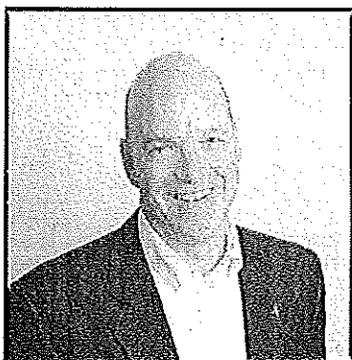
Hear the results of our online survey and community forums. Discover the issues we'll be focusing on in the cultural plan. Prepare to gain a new perspective from our keynote speaker, **Ben Cameron**, Program Director at the Doris Duke Charitable Foundation.

Please RSVP by April 4 to Cindy. **Space is limited.**

Quick Links

[Arts Alliance](#)

Keynote Speaker
Ben Cameron



In 2006, Ben Cameron assumed his current position as Program Director, Arts at the Doris Duke Charitable Foundation in New York, NY. In that capacity, he supervises a \$17 million grants program focusing on organizations and artists in the theatre, contemporary dance, jazz and presenting fields.

Previously, he served for more than 8 years as the Executive Director of Theatre Communications Group (TCG), the national service organization for the American nonprofit professional theater, significantly expanding its programs, membership base and grantmaking activities.

A former theatre professional, frequent public speaker and arts activist, Mr. Cameron has served on numerous nonprofit boards and currently is a member of the national Grantmakers in the Arts board. He has received honorary degrees from DePaul University in Chicago and American Conservatory Theatre in San Francisco, in addition to an MFA from the Yale School of Drama. In 2007, he was one of five recipients of the Distinguished Alumnus Award from UNC.

communityfoundation
FOR SOUTHEAST MICHIGAN

RSVP to Cindy by April 4 to attend this event.

Forward email

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This email was sent to ddettling@villageofdexter.org, by artsalliance@annarborchamber.org

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Arts Alliance | 115 West Huron St., Suite 301 | Ann Arbor | MI | 48104

PROCLAMATION

WHEREAS, *the Chinese communist regime has been granted the honor of hosting the 2008 Beijing Olympics with the provision that it improve its treatment of Chinese citizens, and*

WHEREAS, *human rights violations have continued since this honor was granted, and*

WHEREAS, *the Chinese regime imprisons millions of democracy advocates, Christians, labor organizers and other innocent citizens in slave labor camps, and*

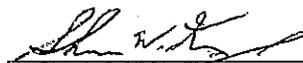
WHEREAS, *the Olympic Charter calls for the Games to represent "respect for universal fundamental ethical principles...harmonious development of man, with a view to promoting a peaceful society concerned with the preservation of human dignity", and*

WHEREAS, *any form of discrimination with regard to a country or a person on grounds of race, religion, politics, gender or otherwise is incompatible with belonging to the Olympic Movement; and*

WHEREAS, *the Human Torch Relay is dedicated to righting these wrongs, ending human rights abuses in China, and preserving the Olympic Spirit.*

NOW, THEREFORE BE IT RESOLVED that I Shawn W. Keough, as President of the Village of Dexter, proclaim support for the aims and intentions of the HUMAN RIGHTS TORCH RELAY, and invite all citizens to join me in supporting this effort to improve society by ending human rights violations in China.

I hereby set my hand and seal this 27th day of March, 2008.



Shawn W. Keough, Village President



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES

LANSING

AGENDA 4-14-08

ITEM H-5



REBECCA A. HUMPHRIES
DIRECTOR

March 24, 2008

Ms. Allison Bishop
Village of Dexter
8140 Main St.
Dexter, MI 48130

Dear Ms. Bishop:

Thank you submitting an application to the 2007-08 DTE Energy Foundation Tree Planting Grant Program. A total of 103 applications were received and considered for funding. Approximately \$75,560 will be awarded to 41 projects throughout the state.

Unfortunately your project was not among those selected for award this year. While your proposal reviewed well, DTE felt that other applications within your particular region better met their needs this year.

All proposals are reviewed by representatives from DTE Energy and the DNR. Proposals are evaluated for completeness, budgetary accuracy, technical soundness, and overall project quality. Ultimately, DTE selects awards from among the highest ranking proposals which also meet their regional needs.

I encourage you to reapply for this grant next year. If you questions about how your application reviewed, the selection process or the grant program, please contact me at the number listed below. Again, thank you for your interest in the DTE Energy Foundation Tree Planting Grant Program.

Sincerely,

Kevin Sayers
Urban Forestry Coordinator
(517) 241-4632
sayersk@mi.gov

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 11 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Donna Dettling, Village Manager
Date: April 14, 2008
Re: Village Manager Report

1. Meeting Review:

- March 20th – Willis Property Close re: DDA Jeffords Project
- March 20th - Teamsters, Union Negotiations "Final"
- March 20th – Facilities Committee
- March 25th – WCRC Bridge/Dam Project re; Surveying QBS
- March 25th – Bridge/Dam Public Meeting
- March 26th – Met with Rob at AR Brouwer re: Alpine Alley
- March 27th – Third Street re: Pre-Construction
- March 27th – Third Street Project re: Public Informational Meeting
- March 27th – Coordination meeting re: Jeffords Project
- April 8th – Jefford's Project pre-bid meeting
- April 8th – OHM Project Update Meeting
- April 9th – DDW Police Services Meeting

2. Upcoming Meeting Review:

- April 10th – WasteManagement re: Composting Requirements
- April 10th – DDA Meeting
- April 16th – Pre-construction re: Dexter-Ann Arbor Road Project

3. Joint Session with Dexter Community School Board. A joint meeting of the DCS Board and Village Council has been tentatively scheduled for Monday, June 2, 2008 for a 5th Well Update. I need to know if this date works for Council and Superintendent Shirk is confirming this date with the School Board.4. Dexter, Dexter, Webster (DDW) Police Services Work Group. The DDW Police Services Work Group met on April 9th to discuss transition issues with the new reporting and polices service protocols as well as Over Time billing issues, and finally scheduling a joint meeting for Board members to review staffing scenarios. A joint meeting has been tentatively scheduled for Saturday, May 10, 2008 from 9:00 a.m. to noon at the Webster Township Hall. More details and reports will be provided when the meeting date is confirmed.5. Administrative Consent Order (ACO). Tiffany Meyer of MDEQ will have a draft ACO ready for review before the end of April.6. Inland Fisheries Grant Opportunity. Attached to my report is a follow-up email from Mike Donahue regard the Fisheries Grant.

If you have questions about any of the items on my report or any items in the packet, please try to contact Courtney or myself prior to the meeting. This may help reduce the time we spend on reports during our meetings and as a result trim down the total meeting length.

Thanks,

Donna Dettling

From: Michael_Donahue@URSCorp.com
Sent: Wednesday, March 26, 2008 8:03 PM
To: Donna Dettling
Subject: Inland Fisheries Grant Opportunity

Donna, per our conversation earlier today, here are my thoughts:

The MDNR grant program is a promising source of funds, and the Dexter dam removal/ stream restoration project is consistent with its objectives and funding criteria. Its worth pursuing- the question is more one of "when" than "if".

Proposal guidelines indicate that (with modest exception for some permit- related work), grant funds cannot be used to pay for work completed prior to the grant award. The proposal guidelines also indicate that it will take at least until November for projects to be selected and, I suspect, another month or two to actually make the award. Thus, the currently planned dam removal/ stream restoration work will be largely completed by then.

The proposal guidelines indicate that funding can be applied to items such as recreational, fishing access, public safety, and riparian land improvements. Thus, I believe that some of the prospective anticipated improvements (e.g., boardwalk, interpretive center, picnic area, trail, fishing site) will be eligible.

My suggestion would be to apply during the 2009 funding cycle and, in the interim, cultivate a strong partnership with MDNR and work aggressively to identify preferred improvements consistent with the funding criteria. This will greatly enhance opportunities for success.

I would be more than happy to work with the Village, its committees and current/ future consultants on this and other grant proposal opportunities. I continue to be on the lookout for them.

I hope this is helpful, and I welcome any questions you may have.

Mike Donahue

Michael J. Donahue, Ph.D.
Vice President,
Water Resources and
Environmental Services

URS Corporation
American Center Building
27777 Franklin Road, Suite 2000
Southfield, MI 48034

Tel: 248.204.5900
Dir: 248.204.4953
Fax: 248.204.5901
Cell: 734.646.4638

michael_donahue@urscorp.com

This e-mail and any attachments are confidential. If you receive this message in error or are not the intended recipient, you should not retain, distribute, disclose or use any of this information and you should destroy the e-mail and any attachments or copies.

VENDOR APPROVAL SUMMARY REPORT

Date: 04/09/2008

Time: 11:08am

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A.R. BROUWER	A.R. BROUW	WATER MAIN EXT.-DEXTER ALLEY	1,925.00	0.00
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	DEPOSIT FEE	935.00	0.00
ARBOR SPRINGS WATER CO.INC	ARBOR SPRI	2-5 GAL WATER	11.50	0.00
AT&T	AT&T	734-426-4572	504.03	0.00
ATS	ATS	LAB SERVICES	180.00	0.00
AVAYA, INC.	AVAYA, INC	SPIRIT MAINTENANCE	107.25	0.00
BOULLION SALES	BOULLION	DOOR GLASS, WEATHER SEAL,	395.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	RETAINER SERVICES	390.00	0.00
CARRIER & GABLE, INC.	CARRIER	150 WATT LAMP, 8-10 HRS	600.00	0.00
CHAMPION WATER TREATMENT	CHAMPION W	1 GAL WATER	4.25	0.00
CINTAS CORPORATION	CINTAS	DPW	759.72	0.00
COMCAST	COMCAST	VILLAGE OFFICE	95.00	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	NO LEAD	4,328.82	0.00
DEXTER VILLAGE	DEXVIL	DPW WATER BILL	66.90	0.00
DIUBLE EQUIPMENT INCORPORATED	DIUBLE EQU	SHOE	87.32	0.00
DYKEMA GOSSETT PLLC	DYKEMA	MILL CREEK ATTORNEY FEES	4,400.00	0.00
ETNA SUPPLY CO	ETNA SUPPL	SENSUS METERS	2,090.00	0.00
GOVERNMENT FINANCE OFFICERS	GFOA	GAAFR REVIEW	50.00	0.00
GREENSTREET TREE CARE	GREENSTREE	TRIM 49 TREES AA RD BETWEEN	4,000.00	0.00
GRISSOM JANITORIAL	GRISSOM	MARCH BILL 5 WKNS	400.00	0.00
HACKNEY HARDWARE	HACKNEY	VILLAGE OFFICES	447.18	0.00
HERITAGE NEWSPAPERS	HERITAGE N	LEGAL NOTICES	162.00	0.00
EDWARD A. LOBDELL	LOBDELL/ED	PRESCRIPTION REIMBURSEMENT	10.00	0.00
MCI	MCI	PHONE	13.74	0.00
NORTH CENTRAL LABORATORIES	NCL	LAB SUPPLIES	182.85	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	PROJECT# 0130-07-0101	22,865.75	0.00
RADTKE TRUCKING, LLC	ROY R	18 TONS CHLORIDE SAND AND	920.00	0.00
RONALD A. MEYER ELECTRIC, INC.	RON MEYER	HURON VIEW CT-LIGHT POLE	90.00	0.00
S.F. STRONG	SF STRONG	SUPPLIES WWTP	201.90	0.00
SPELLANE & REYNOLDS	SPELL & RE		0.00	0.00
TECH RESOURCES, INC.	TECH RESOU	LABOR & TRIP	291.53	0.00
UNIQUE PAVING MATERIALS	UN	C/M BULK, UPM #2 WINTER	545.55	0.00
URS CORPORATION	URS CORP	DEXTER MILL DAM REMOVAL	2,975.83	0.00
US BANK CORPORATE TRUST	US	GO BOND REFUND BOND 2002	225,062.50	0.00
Grand Total:			275,098.62	0.00

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Village Council 101-101.000-802.000	Profession	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0061	0	121149	04/08/2008	874.50
				Total Village Council		874.50
Dept: Attorney 101-210.000-810.000	Attorney F	DYKEMA GOSSETT PLLC MILL CREEK ATTORNEY FEES	0	1206194	04/04/2008	3,216.00
101-210.000-812.000	Atty Millp	DYKEMA GOSSETT PLLC MILL CREEK ATTORNEY FEES	0	1206194	04/04/2008	1,184.00
				Total Attorney		4,400.00
Dept: Village Clerk 101-215.000-901.000	Printing &	HERITAGE NEWSPAPERS COUCIL MTG 2/11	0	1927111	04/04/2008	112.50
				Total Village Clerk		112.50
Dept: Village Treasurer 101-253.000-958.000	Membership	GOVERNMENT FINANCE OFFICERS GAAFR REVIEW	0	98607S	04/08/2008	50.00
				Total Village Treasurer		50.00
Dept: Buildings & Grounds 101-265.000-727.000	Office Sup	S.F. STRONG SUPPLIES	0	151604-00	04/08/2008	26.84
101-265.000-727.000	Office Sup	TECH RESOURCES, INC. POWERCOM 600 BATTERY & SHIPPIN	0	6678	04/04/2008	96.58
101-265.000-727.000	Office Sup	HACKNEY HARDWARE OFF SUPPLIES	0	794894	04/08/2008	14.44
101-265.000-727.000	Office Sup	HACKNEY HARDWARE VILLAGE OFFICES	0	795964	04/08/2008	12.99
101-265.000-727.000	Office Sup	HACKNEY HARDWARE VILLAGE OFFICES	0	795969	04/08/2008	1.49
101-265.000-920.000	Utilities	AT&T 734-426-8303 494 6	0	734426830303	04/03/2008	59.31
101-265.000-920.000	Utilities	COMCAST VILLAGE OFFICE	0	04/04/2008	04/04/2008	95.00
101-265.000-935.000	Bldg Maint	CINTAS CORPORATION VILLAGE OFFICE	0	300730453	04/04/2008	46.82
101-265.000-935.000	Bldg Maint	CINTAS CORPORATION VILLAGE OFFICE	0	300741824	04/04/2008	46.82
101-265.000-935.001	Office Cle	GRISSON JANITORIAL MARCH BILL 5 WKND	0	103	04/08/2008	400.00
101-265.000-936.000	Equip Serv	TECH RESOURCES, INC. MONTHLY REMOTE BACKUP APRIL	0	6697	04/08/2008	79.95
101-265.000-937.000	Equip Main	TECH RESOURCES, INC. LABOR & TRIP	0	6727	04/08/2008	115.00
101-265.000-955.000	Miscellaneous	ARBOR SPRINGS WATER CO. INC 2-5 GAL WATER	0	1026846	04/03/2008	11.50
				Total Buildings & Grounds		1,006.74
Dept: Village Tree Program 101-285.000-803.000	Contracted	GREENSTREET TREE CARE TRIM 49 TREES AA RD BETWEEN	0	21177	04/04/2008	4,000.00
				Total Village Tree Program		4,000.00
Dept: Planning Department 101-400.000-802.000	Profession	CARLISLE-WORTHMAN ASSOCIATES RETAINER SERVICES	0	283-100	04/04/2008	390.00
101-400.000-901.000	Printing &	HERITAGE NEWSPAPERS LEGAL NOTICES	0	1927890	04/08/2008	49.50
				Total Planning Department		439.50
Dept: Department of Public Works 101-441.000-740.000	Operating	S.F. STRONG SUPPLIES	0	151604-00	04/08/2008	65.34
101-441.000-740.000	Operating	HACKNEY HARDWARE TUBE HEAT SHRINK, ELEC TAPE	0	794717	04/08/2008	57.42
101-441.000-740.000	Operating	HACKNEY HARDWARE SUPPLIES	0	794788	04/08/2008	40.13

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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Abbrev	Invoice Description	Number	Number	Date		
Fund: General Fund							
Dept: Department of Public Works							
101-441.000-740.000	Operating	HACKNEY HARDWARE SUPPLIES	0	794946	04/08/2008	22.27	
101-441.000-740.000	Operating	HACKNEY HARDWARE DPW	0	795958	04/08/2008	49.99	
101-441.000-745.000	Uniform Al	CINTAS CORPORATION DPW	0	300727549	04/04/2008	67.95	
101-441.000-745.000	Uniform Al	CINTAS CORPORATION DPW	0	300733247	04/04/2008	98.95	
101-441.000-745.000	Uniform Al	CINTAS CORPORATION DPW	0	300744659	04/08/2008	98.95	
101-441.000-745.000	Uniform Al	CINTAS CORPORATION DPW	0	300738932	04/08/2008	67.95	
101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY DIESEL	0	5182504	04/04/2008	1,086.52	
101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY DIESEL	0	5186466	04/08/2008	1,187.14	
101-441.000-920.000	Utilities	DEXTER VILLAGE DPW WATER BILL	0	04-09-08	04/09/2008	66.90	
101-441.000-935.000	Bldg Maint	HACKNEY HARDWARE SUPPLIES	0	795098	04/08/2008	16.98	
101-441.000-935.000	Bldg Maint	HACKNEY HARDWARE SUPPLIES	0	795271	04/08/2008	14.98	
Total Department of Public Works							2,941.47
Dept: Downtown Public Works							
101-442.000-802.000	Profession	CARRIER & GABLE, INC. 150 WATT LAMP, 8-10 HRS	0	221470	04/08/2008	600.00	
Total Downtown Public Works							600.00
Dept: Engineering							
101-447.000-830.000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0011	0	121155	04/08/2008	984.25	
Total Engineering							984.25
Dept: Long-Term Debt							
101-850.000-990.000	Debt Servi	US BANK CORPORATE TRUST GO BOND 11-1-06	0	BI#5230	04/04/2008	55,000.00	
101-850.000-996.004	'06 Facili	US BANK CORPORATE TRUST GO BOND 11-1-06	0	BI#5230	04/04/2008	35,878.75	
Total Long-Term Debt							90,878.75
Dept: Capital Improvements CIP							
101-901.000-974.005	CIP Well F	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0121	0	121153	04/08/2008	247.50	
101-901.000-974.008	Millcreek	URS CORPORATION DEXTER HILL DAM REMOVAL	0	3312378	04/04/2008	2,975.83	
101-901.000-974.008	Millcreek	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0011	0	121155	04/08/2008	910.00	
Total Capital Improvements CIP							4,133.33
Fund Total							110,421.04
Fund: Major Streets Fund							
Dept: Contracted Road Construction							
202-451.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0047	0	121148	04/08/2008	1,627.50	
202-451.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0011	0	121155	04/08/2008	904.00	
Total Contracted Road Construction							2,531.50
Dept: Routine Maintenance							
202-463.000-740.000	Operating	UNIQUE PAVING MATERIALS C/M BULK, UPM #2 WINTER	0	183691	04/08/2008	153.73	
202-463.000-740.000	Operating	UNIQUE PAVING MATERIALS C/M BULK, UPM #2 WINTER	0	183692	04/08/2008	391.82	
202-463.000-802.000	Profession	RONALD A. MEYER ELECTRIC, INC. HURON VIEW CT-LIGHT POLE	0	9831	04/08/2008	90.00	
Total Routine Maintenance							635.55

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Major Streets Fund						
Dept: Winter Maintenance						
202-478.000-740.000	Operating	RADTKE TRUCKING, LLC 18 TONS CHLORIDE SAND AND	0	4/4/08	04/04/2008	920.00

					Total Winter Maintenance	920.00

					Fund Total	4,087.05
Fund: Local Streets Fund						
Dept: Contracted Road Construction						
203-451.000-970.000	Capital Im	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-0071	0	121150	04/08/2008	2,985.25

					Total Contracted Road Construction	2,985.25

					Fund Total	2,985.25
Fund: Streetscape Debt Service Fund						
Dept: Streetscape						
303-570.000-990.003	Debt Servi	US BANK CORPORATE TRUST GO BOND REFUND BOND 2002	0	4/4/08	04/04/2008	134,183.75

					Total Streetscape	134,183.75

					Fund Total	134,183.75
Fund: Equipment Replacement Fund						
Dept: Department of Public Works						
402-441.000-939.000	Vehicle Ma	BOULLION SALES DOOR GLASS, WEATHER SEAL,	0	158857	04/08/2008	395.00
402-441.000-939.000	Vehicle Ma	DIUBLE EQUIPMENT INCORPORATED SHOE	0	50381	04/08/2008	87.32

					Total Department of Public Works	482.32

					Fund Total	482.32
Fund: Sewer Enterprise Fund						
Dept: Sewer Utilities Department						
590-548.000-721.000	Health & L	EDWARD A. LOBDELL PRESCRIPTION REIMBURSEMENT	0	4/4/08	04/04/2008	10.00
590-548.000-740.000	Operating	HACKNEY HARDWARE WWT	0	795585	04/08/2008	2.49
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICAL SUPPLIES	0	393925	04/04/2008	1,450.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION DEPOSIT FEE	0	393926	04/04/2008	-515.00
590-548.000-743.000	Chem Lab	NORTH CENTRAL LABORATORIES LAB SUPPLIES	0	232632	04/04/2008	182.85
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWT	0	300727550	04/04/2008	43.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWT	0	300733248	04/04/2008	43.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWT	0	300738933	04/04/2008	43.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWT	0	300744660	04/04/2008	43.07
590-548.000-751.000	Gasoline &	CORRIGAN OIL COMPANY NO-LEAD	0	5182505	04/04/2008	816.23
590-548.000-751.000	Gasoline &	CORRIGAN OIL COMPANY NO LEAD	0	5186467	04/08/2008	798.93
590-548.000-824.000	Testing &	ATS LAB SERVICES	0	2853	04/04/2008	180.00
590-548.000-920.001	Telephones	MCI PHONE	0	4/4/2008	04/04/2008	13.74
590-548.000-920.001	Telephones	AVAYA, INC. SPIRIT MAINTENANCE	0	2727023046	04/04/2008	107.25
590-548.000-920.001	Telephones	AT&T 734-426-4572	0	734486457203	04/08/2008	293.52

					Total Sewer Utilities Department	3,512.29

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check Number	Invoice Number	Due Date	Amount
Fund: Sewer Enterprise Fund								
Dept: Capital Improvements CIP								
590-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-07-0091	0	121151	04/08/2008	8,697.75
590-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-07-0011	0	121155	04/08/2008	1,174.50
Total Capital Improvements CIP								9,872.25
Fund Total								13,384.54
Fund: Water Enterprise Fund								
Dept: Water Utilities Department								
591-556.000-740.000	Operating	CHAMPION WATER TREATMENT		1 GAL WATER	0	38777	04/04/2008	4.25
591-556.000-740.000	Operating	S.F. STRONG		SUPPLIES WWTP	0	151765-00	04/04/2008	109.72
591-556.000-740.000	Operating	HACKNEY HARDWARE		WWTP	0	795438	04/08/2008	35.98
591-556.000-740.000	Operating	HACKNEY HARDWARE		WWTP	0	795800	04/08/2008	55.41
591-556.000-740.000	Operating	HACKNEY HARDWARE		WWTP	0	795856	04/08/2008	7.78
591-556.000-745.000	Uniform Al	CINTAS CORPORATION		WWTP	0	300727550	04/04/2008	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION		WWTP	0	300733248	04/04/2008	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION		WWTP	0	300738933	04/04/2008	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION		WWTP	0	300744660	04/04/2008	40.00
591-556.000-751.000	Gasoline &	CORRIGAN OIL COMPANY		DIESEL	0	5186466	04/08/2008	440.00
591-556.000-920.001	Telephones	AT&T		734-426-4572	0	734486457203	04/08/2008	151.20
591-556.000-935.000	Bldg Maint	HACKNEY HARDWARE		WWTP SUPPLIES	0	795376	04/08/2008	67.08
591-556.000-935.000	Bldg Maint	HACKNEY HARDWARE		WWTP	0	795379	04/08/2008	12.99
591-556.000-935.000	Bldg Maint	HACKNEY HARDWARE		WWTP	0	795380	04/08/2008	3.79
591-556.000-935.000	Bldg Maint	HACKNEY HARDWARE		WWTP	0	795392	04/08/2008	30.97
591-556.000-977.000	Equipment	ETNA SUPPLY CO		SENSUS METERS	0	1519987	04/04/2008	2,090.00
Total Water Utilities Department								3,169.17
Dept: Capital Improvements CIP								
591-901.000-974.000	CIP Capita	A.R. BROUWER		WATER MAIN EXT.-DEXTER ALLEY	0	1585	04/03/2008	1,925.00
591-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT# 0130-07-0101	0	121152	04/09/2008	754.25
Total Capital Improvements CIP								2,679.25
Fund Total								5,848.42
Fund: Trust & Agency Fund								
Dept: Assets, Liabilities & Revenue								
701-000.000-253.047	Wallace Pr	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-05-1063	0	121145	04/08/2008	148.00
701-000.000-253.048	Dexter Ret	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-06-1052	0	121146	04/08/2008	1,495.50
701-000.000-253.048	Dexter Ret	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-06-1053	0	121147	04/08/2008	1,225.00
701-000.000-253.051	Schulz Dev	ORCHARD, HILTZ & MCCLIMENT INC		PROJECT #0130-07-1011	0	121154	04/08/2008	837.75
Total Assets, Liabilities & Revenue								3,706.25
Fund Total								3,706.25

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Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						
Grand Total						275,098.62

THE
AERICAN LEGION
8225 DEXTER-CHELSEA ROAD
DEXTER, MICHIGAN 48130
POST 557



AGENDA 4-14-08
ITEM 2-2+3
RECEIVED

MAR 20 2008

VILLAGE OF DEXTER

March 1, 2008

To: Dexter Village Council

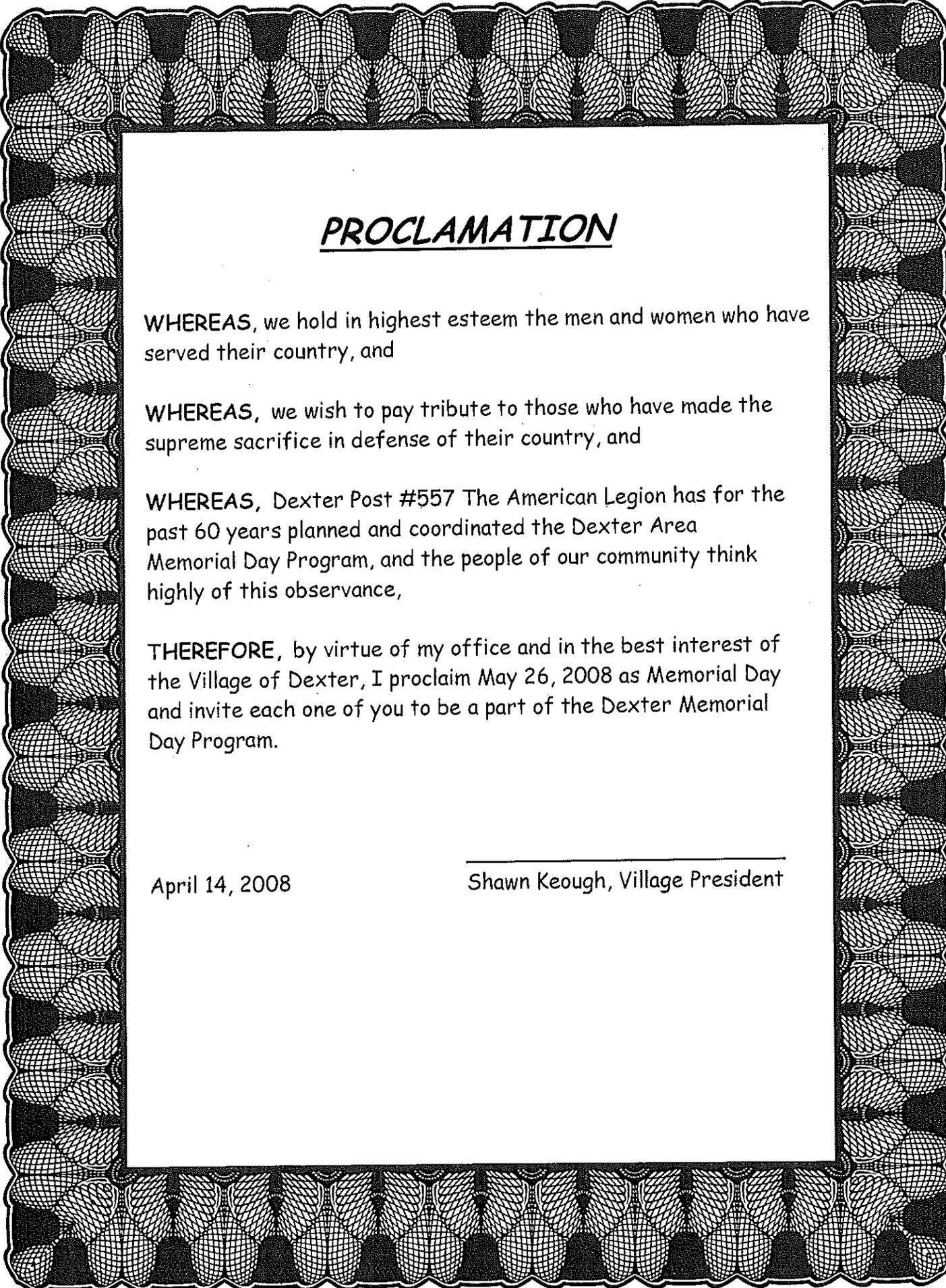
Re: Poppy Days and the Memorial Day Parade

The Dexter American Legion Post # 557 has two requests of the village council. First, we would like permission to offer poppies on the sidewalks of Dexter on Friday, May 16, and Saturday, May 17, 2008. Second, we would like permission to host the 60th annual Memorial Day parade and festivities on May 26, 2008. The parade will commence at 10 a.m. and would follow the same route as in the past with the assistance of the Sheriff Dept. We would like the village president to ride with us in the parade and appear on the gazebo to issue his proclamation for the day.

Thank you very much for your consideration of these worthwhile events for the community of Dexter.

Larry Stalker
Adjutant Post # 557

426-8315
424-0073



PROCLAMATION

WHEREAS, we hold in highest esteem the men and women who have served their country, and

WHEREAS, we wish to pay tribute to those who have made the supreme sacrifice in defense of their country, and

WHEREAS, Dexter Post #557 The American Legion has for the past 60 years planned and coordinated the Dexter Area Memorial Day Program, and the people of our community think highly of this observance,

THEREFORE, by virtue of my office and in the best interest of the Village of Dexter, I proclaim May 26, 2008 as Memorial Day and invite each one of you to be a part of the Dexter Memorial Day Program.

April 14, 2008

Shawn Keough, Village President

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303 Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: April 14, 2008
Re: Research of Office Space

AGENDA 4-14-08

ITEM L-1

As a follow-up from the April 7, 2008 work session, Rich Henes was asked to evaluate and refine village office space needs. Based on the discussion during the work session, it seemed the goal was to buy or build the bare minimum space required to provide functionality.

Mr. Henes was able to meet with staff last week but was unable to prepare a report prior to packet delivery. Mr. Henes will be attending the meeting to distribute his report, review the research and answer Council questions.

AGENDA 4-14-08

ITEM L-2

VILLAGE OF DEXTER

ddettling@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 11 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Donna Dettling, Village Manager
Date: April 14, 2008
Re: K-Space – Industrial Facilities Exemption Certificate Request

Attached is a request from K-Space Associates Inc. for an Industrial Facilities Exemption Certificate. The exemption would apply to approximately \$875,450.00 of real and personal property in their 6,840 square foot facility for five (5) years. I am requesting that Council set a public hearing on this request for May 12, 2008. Per the legal requirement, the notice of the Public Hearing will be published in the Dexter Leader and mailed to all the relevant taxing authorities.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of P.A. 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date received by Local Unit March 26, 2008
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) K-Space Associates, Inc.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code)	
1c. Address of Facility (real property or personal property location) 2182 Bishop Circle East, Dexter, MI 48130		1d. City/Township/Village (indicate which) Village of Dexter	1e. County Washtenaw
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Dexter	3b. School Code 81050
		4. Amount of years requested for exemption (1-12 Years) 5	
5. Thoroughly describe the project for which exemption is sought: Real Property (Type of Improvements to Land, Building, Size of Addition); Personal Property (Explain New, Used, Transferred from Out-of-State, etc.) and Proposed Use of Facility. (Please attach additional page(s) if more room is needed). Company manufactures advanced deposition monitoring & surface characterization for the semiconductor & thin-film deposition markets. Company is building a 6840 square foot building costing approximately \$905,000.			
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		▶ \$805,450.00 Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation plus total costs		▶ \$70,000.00 Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar		▶ \$875,450.00 Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	▶ <u>1/1/08</u>	▶ <u>1/1/10</u>	▶ <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements	▶ <u>1/1/08</u>	▶ <u>1/1/10</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
9. No. of existing jobs at this facility that will be retained as a result of this project. 0		10. No. of new jobs at this facility expected to create within 2 years of completion. 15	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of valuation for the entire plant rehabilitation district and obsolescence statement for property. The SEV data below must be as of December 31 of the year prior to the rehabilitation. a. SEV of Real Property (excluding land) b. SEV of Personal Property (excluding inventory) c. Total SEV			
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit)		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the Industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Timothy Robinson, CEcD	13b. Telephone Number (734) 821-0071	13c. Fax Number (734) 761-9062	13d. E-mail Address Tim@annarborusa.org
14a. Name of Contact Person Darryl Barlett	14b. Telephone Number (734) 668-4644	14c. Fax Number (734) 668-4663	14d. E-mail Address djbarlett@k-space.com
▶ 15a. Name of Company Officer (No Authorized Agents) Darryl Barlett			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (734) 668-4663	15d. Date 3/14/08
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 3626 West Liberty, Ann Arbor, MI 48103		15f. Telephone Number (734) 668-4644	15g. E-mail Address djbarlett@k-space.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Years (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY			
▶ LUCI Code	▶ Begin Date	▶ End Date	▶ End Date2

Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, plus two additional copies, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government within six months of commencement of project.)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village) in triplicate. (Providing an accurate school district where the facility is located is vital.):

1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs (see sample). Detail listing of machinery and equipment must match amount shown on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.
4. Complete copy of lease agreement as executed, if

applicable, verifying lessee (applicant) has direct ad valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original and one complete copy are required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. Certified copy of the resolution establishing the Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. Certified copy of the resolution approving the application. The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit -- see sample).
5. Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample).

6. Affidavit of Fees (signed by the local unit of government and the applicant), (Bulletin 3, January 16, 1998). This statement may be incorporated into the Letter of Agreement (see sample).
7. Treasury Form 3222 (if applicable) - Fiscal Statement for Tax Abatement Request.

The following information is required for rehabilitation applications in addition to the above requirements:

1. A listing of existing machinery, equipment, furniture and fixtures which will be replaced or renovated. This listing should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs.
2. A rehabilitation application must include a statement from the Assessor showing the taxable valuation of the plant rehabilitation district, separately stated for real property (EXCLUDING LAND) and personal property. Attach a statement from the assessor indicating the obsolescence of the property being rehabilitated.

The following information is required for speculative building applications in addition to the above requirements:

1. A certified copy of the resolution to establish a speculative building.
2. A statement of non-occupancy from the owner and the assessor.

Please refer to the following Web site for P.A. 198 of 1974:
<http://www.legislature.mi.gov/>.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

INFORMATION FOR TAX ABATEMENT FOR

K-Space

Cost of New Machinery and Equipment

<u>Equipment</u>	<u>Cost</u>	<u>Aquisition Date</u>
Vacuum annealing Chamber	\$50,000	January-09
High Temperature furnace	\$10,000	June-08
Shop tools	\$10,000	July-08

CONSTRUCTION BREAKDOWN

Sitework	\$126,700
Structure	\$181,000
Electrical	\$45,250
Mechanical	\$90,500
General Conditions	\$362,000
Total for Construction	\$805,450

**VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
REAL PROPERTY**

Company:

SECTION 1. REAL PROPERTY INVESTMENT

A. Real Property

1 Land

If the land was purchased from the Village at a discount

What was the discount per acre? \$ _____

Subtract (1) point for each \$1,000 discount (per acre)
below established price per acre.

(Negative)

2 Building

If the building was purchased from the Village at a discount,

What was the discount? \$ _____

Subtract (1) point for each \$1000 discount below established price

(Negative)

3 Building and Site Improvements

Cost of land improvements: \$ 0

Cost of building improvements: \$ 805,450

Total \$ 805,450

Add (1) point for each \$33,000 of the first \$1,000,000 in real property investment.

_____ 24
(Max 30)

Add (1) point for each \$57,000 of the remaining real property investment.

(Max 35)

Total Section 1 Points

_____ 24 ✓
(Max 65)

**VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
REAL PROPERTY**

Company:

SECTION 2. EMPLOYMENT

A. Jobs

1 Number of Jobs retained	<u>0</u>	X	0.5	=	
					<u>0</u>
					(Max 25)
2 Number of New Jobs	<u>15</u>	X	0.5	=	
					<u>8</u>
					(Max 25)

Total Section 2 Points 8 ✓
(Max 25)

SECTION 3. AESTHETIC & PRACTICAL FEATURES

A. The Dexter Village Planning Commission will evaluate the approved final site plan for aesthetic and practical features and award points based on the scale below

Exemplary (2) points Well Designed (1) point Adequate (0) points

Building architecture & site compatibility		<u>2</u>	
Building exterior construction materials		<u>0</u>	
Landscaping & screening		<u>0</u>	
Exterior lighting & identification		<u>0</u>	
Traffic flow, safety & efficiency		<u>1</u>	

Total Section 3 Points 3 ✓
(Max 10)

**VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
REAL PROPERTY**

Company:

SECTION 3. COMMITMENT TO COMMUNITY

For businesses with existing operations in the Village OR Dexter school district the following BONUS points will be awarded

How long has the company had ongoing operations in the Village or School District?

Village _____ Months
Dexter School District _____ Months

A. Time in Community	Village	School District
For 6 to 36 months add:	2.50	1.20
For 37 to 96 months add:	5.00	2.40
For 97 to 144 months add:	7.50	3.60
For 145 or more months add:	10.00	5.00

Total Section 3 Points 0
(Max 10)

SECTION 4. COST TO COMMUNITY

A. 1 Added infrastructure costs directly necessitated by this development (including engineering):

\$ _____

If the cost to community is zero then skip this section.
If there are community costs use the following calculation to determine the number of points to subtract.

Total Project Cost: \$ _____ =
Total Community Cost \$ _____

- a. 100 or greater, subtract ZERO points for each point decline below 100.
- b. 99 to 50, subtract 0.2 points for each point decline below 100.
- c. 49 to 30, subtract 0.42 points for each point decline below 100.
- d. 29 to 1, subtract 1.0 point for each point decline below 100.

Total Section 4 Points _____
(Max -100)

Total Application Points 35
(Max 110)

VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
REAL PROPERTY

Company:

I understand that I have committed to remain within the Village of Dexter during the period of time for which the individual application for abatement has been approved, and that if my business relocates within this period of time, I shall pay to the affected taxing units an amount equal to those taxes it would have paid had the abatement not been in effect.

Signature: _____

VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
PERSONAL PROPERTY

SECTION 1. INVESTMENT

A. Personal Property

1 **Equipment** Cost of machinery and equipment: \$ 70,000
Cost of furniture & fixtures: \$ 0
Total: \$ 70,000

Add (1) point for each \$20,000 of the first \$1,000,000 in personal property investment.

4
(Max 50)

Add (1) point for each \$160,000 of the remaining personal property investment.

0
(Max 25)

Total Section 1 Points

4 ✓
(Max 75)

SECTION 2. EMPLOYMENT

A. Jobs

1 Number of Jobs retained 0 x 0.5 =

0
(Max 25)

2 Number of New Jobs 15 x 0.5 =

8
(Max 25)

Total Section 2 Points

8 ✓
(Max 25)

**VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM
PERSONAL PROPERTY**

SECTION 3. COMMITMENT TO COMMUNITY

For businesses with existing operations in the Village OR Dexter school district the following BONUS points will be awarded

How long has the company had ongoing operations in the Village or School District?

Village _____ Months
Dexter School District _____ Months

A. Time in Community

	Village	School District
For 6 to 36 months add:	2.50	1.20
For 37 to 96 months add:	5.00	2.40
For 97 to 144 months add:	7.50	3.60
For 145 or more months add:	10.00	5.00

Total Section 3 Points _____
(Max 10)

SECTION 4. COST TO COMMUNITY

A. 1 Added infrastructure costs directly necessitated by this development (including engineering): \$ _____

If the cost to community is zero then skip this section.
If there are community costs use the following calculation to determine the number of points to subtract.

Total Project Cost: \$ _____ =
Total Community Cost \$ _____

- a. 100 or greater, subtract ZERO points for each point decline below 100.
- b. 99 to 50, subtract 0.2 points for each point decline below 100.
- c. 49 to 30, subtract 0.42 points for each point decline below 100.
- d. 29 to 1, subtract 1.0 point for each point decline below 100.

Total Section 4 Points _____
(Max -100)

Total Application Points 12 ✓
(Max 110)

VILLAGE OF DEXTER
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION
TAX ABATEMENT FORM

YEARS OF TAX ABATEMENT ELIGIBILITY

<u>Points</u>	<u>Years</u>
0 - 9	0
10 - 19	1
20 - 29	2
30 - 39	3
40 - 49	4
50 - 59	5
60 - 69	6
70 - 74	7
75 - 79	8
80 - 84	9
85 - 89	10
90 - 94	11
95 - 100 +	12

47

Recommend 1 extra year for good measure.

AGENDA 4-14-08

ITEM L-3

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 17 Fax (734)426-5614

cnicholls@villageofdexter.org

MEMO

To: President Keogh and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: April 14, 2008
Re: Municipal Employees' Retirement System of Michigan

Attached is a Resolution to be submitted to the Municipal Employees' Retirement System that will change the member contribution for bargaining employees hired prior to March 1, 2008 from 4% to 0. This was a negotiated change in the recently ratified contract. This allows the 4% payment the Village was paying on behalf of the employees to count as an employer contribution which results in an approximate 1% decrease to the Village's overall annual contribution. Bargaining employees hired after March 1, 2008 and non-bargaining employees will continue to make a 4% employee contribution.



MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN

RESOLUTION FOR CHANGING MERS BENEFITS (OTHER THAN DB COMPONENT OF HYBRID PROGRAM)

In accordance with the MERS Plan Document of 1996, the Village of Dexter (Participating Municipality) 8217 adopts the following benefits for: General - Division 1 - Bargaining Employees hired before 3/1/08 (11 total) (Municipality No.) Reporting Unit No., MERS Division No. and Name

A "division" is defined as an employee or group of employees covered by the same benefit programs and the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated

BENEFIT MULTIPLIER

From (Current Benefit Multiplier) To (New Benefit Multiplier) Effective Date

Provisions for Earlier Normal Retirement

- Options for retirement: F50/25, F50/30, F(N)-Years and Out, F55/15, F55/20, F55/25, F55/30

Effective Date

EMPLOYEE CONTRIBUTION RATE

New Rate 0%

Effective Date 7/1/08

ADDITIONAL BENEFITS AFFECTING FUTURE RETIREES

- Options for additional benefits: FAC 3, FAC 5, V-6, V-8, V-10, RS - 50%, D-2, E-2, DROP + with %

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

- Options for cost-of-living: E Standard, E-1, E - Other (Specify Factor Adjustment Years)

Effective Date

WINDOW PERIOD (If applicable)

From (Date) To (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY Village of Dexter - Village Council April 14, 2008 Governing Body Date of Meeting

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303 Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: April 14, 2008
Re: Pavement Asset Management Plan
Proposal for Engineering Services

AGENDA 4-14-08
ITEM L-4

Attached is a proposal from OHM to complete a Pavement Asset Management Plan. Staff is recommending we accept the proposal with the caveat that we negotiate with OHM to further refine the scope of work.

The cost will not be more than \$9,500 and will possibly be less when the scope of work is refined. Funding is available in Major and Local Streets Funds, and the cost will be shared 50/50.

April 8, 2008

Village of Dexter
8140 Main Street
Dexter, MI 48130



Attention: Donna Dettling, Village Manager

Regarding: Village of Dexter
Pavement Asset Management Plan
Proposal for Engineering Services

Dear Ms. Dettling:

Orchard, Hiltz & McCliment, Inc. (OHM) is pleased to submit this proposal for engineering services to assist the Village in developing a pavement asset management tool and street condition survey for the Village of Dexter.

PROJECT UNDERSTANDING

Pavement Asset Management Plans aide communities to more effectively utilize the limited funds available for road preservation and reconstruction, while MCL 247.659a(7) requires the collection of road surface condition data for all roads and streets. Further, Senate Bill 1182 requires a City or Village to adopt an asset management plan in order to transfer more than 50% of major street funding to the local system, and additional requirements to have an Asset Management Plan in place are coming.

Recently, MDOT is recommending that Asset Management plans be completed using the RoadSoft GIS software and the Pavement Surface Evaluation and Rating (PASER) rating system. This system has become the standard within the state, and is available to local communities for free through the Michigan Tech Local Technical Assistance Program. In addition to meeting the Federal requirements to receive funding, an asset management plan allows for the optimal use of road maintenance funds. Regular street condition inspections allow the Village to verify that maintenance procedures completed are performing as expected, and to identify locations that need repair.

SCOPE OF SERVICES

Street Condition Data Collection

OHM will work with the Village of obtain, install, and configure their copy of the RoadSoft program and base data, from the LTAP.

OHM will assist the Village in collection of the pavement condition data using the Laptop Data Collection portion of the RoadSoft GIS program. We would recommend doing this in conjunction with a Village DPW staff person to facilitate some training.

OHM will provide the laptop equipped with the Laptop Data Collection Software, the GPS unit, and a rater trained in the PASER rating method.

The field data collected will consist of the road surface condition, pavement type, and number of lanes. Other features that could be collected, which are not part of this proposal include, culvert information, pavement marking information, sign information, and guardrail information.

Pavement Asset Management Plan

OHM will create an asset management plan meeting the requirements of the Asset Management Council from the data collected and the federal aid road information gathered from WATS and SEMCOG. The plan will consist of the following:

1. Descriptions of different maintenance alternatives and approximate costs.
2. Details of the means and methods used to collect the data.
3. The equipment used to gather and analyze the data.
4. The staff involved in the project, and their experience/training.
5. Evaluation of the data.
6. Description of the funding available to dedicate towards maintenance procedures.
7. A five-year plan, recommending specific maintenance operations, and the expected benefit to the road network. Specific road segments will be identified for the first three years. General guidelines will be set forth for years four and five, and should be reviewed and specific locations identified in the future.
8. Maps identifying upcoming capital improvement projects, scheduled road reconstructions, and proposed maintenance activities.
9. A large index map identifying all streets in the Village network.

FEE SCHEDULE

OHM proposes to provide the above outlined professional services on a lump sum basis.

Collection of the field data, coordination with SEMCOG and WATS, and data verification:
\$5,000

Pavement Asset Management Plan: \$4,500

Total Project: \$9,500

FURTHER CLARIFICATIONS AND ASSUMPTIONS

The above fee is based upon the following assumptions:

1. The Village of Dexter will provide a vehicle and one employee to assist with the data collection.
2. WATS/SEMCOG will provide the survey data for the Federal Aid eligible roads.
3. Services not included:
 - a. Field data collection activities beyond the pavement type, number of lanes, and conditions.
 - b. Capital improvement plan. The asset management plan will include all known upcoming projects, however, the focus of the plan will be to outline maintenance procedures necessary to maintain the road network in optimal condition. Other

capital projects will not be considered as alternatives in the plan.

DELIVERABLES

OHM will provide the Village with the data for the entire Village network in PASER form, compatible with the RoadSoft GIS software. OHM will provide the Village with 15 copies of the plan. We recommend the plan be approved by Village Council prior to submission to MDOT.

BASIS OF PAYMENT

OHM will invoice the Village on a monthly basis in accordance with the continuing services agreement between OHM and the Village.

We thank you for this opportunity to provide professional engineering services. Should there be any questions, please contact us.

Should you find our proposal acceptable, please execute both copies of the agreement and return one copy to us for our files.

Sincerely,

ORCHARD, HILTZ & McCLIMENT, INC.

Rhett Gronevelt, P.E.
Client Representative

STREET CONDITION SURVEY AND 5-YEAR PAVEMENT ASSET MANAGEMENT PLAN

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____

AGENDA 4-14-08

Resolution # 2008-

ITEM L-5

**RESOLUTION APPROVING THE MDOT
CONTRACT NO. 08-5091 AND AUTHORIZING THE
VILLAGE PRESIDENT AND MANAGER TO
EXECUTE MDOT CONTRACT NO: 08-5091 FOR THE
DEXTER-ANN ARBOR ROAD IMPROVEMENT
PROJECT**

WHEREAS, the Village of Dexter submitted an application for Surface Transportation Program Funding for the upgrade of Dexter-Ann Arbor Road from approximately 300 feet west of Meadow View Drive to approximately 350 feet west of Dan Hoey Road; and

WHEREAS, the Village of Dexter was awarded Funding in the amount of \$376,100 in Federal Funds and \$84,750 in State Jobs Today Grant Funds; and

WHEREAS, the Village of Dexter is required to enter into a contract with MDOT and designate officials who are authorized to sign the contract; and

WHEREAS, the contract was reviewed by Legal Counsel as well as the Village's Traffic Engineer, Jim Valenta; and

WHEREAS, the Village of Dexter desires to complete the project and receive the Funding.

BE IT THEREFORE RESOLVED, that the Village of Dexter, Village Council approve entering into the MDOT Contract No. 08-5091 and authorizes Shawn W. Keough, Village President, and Donna Dettling, Village Manager to execute MDOT Contract No. 08-5091

MOVED BY: SUPPORTED BY:

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED THIS 14th DAY OF APRIL 2008.

CERTIFIED BY:

David F. Boyle, Village Clerk

LETTING OF APRIL 04, 2008	ENG. EST.	LOW BID
PROPOSAL 0804034	\$ 497,250.35	\$ 488,928.70
PROJECT STU 81075-102269		
LOCAL AGRMT. 08-5091		% OVER/UNDER EST.
START DATE - JUNE 16, 2008		
COMPLETION DATE - AUGUST 31, 2008		-1.67 %

0.37 mi of full-depth widening, cold milling, hot mix asphalt resurfacing, concrete curb and gutter, storm sewer construction, earth grading, pavement markings, signing, and restoration on Dexter-Ann Arbor Road from west of Meadow View Drive to west of Dan Hoey Road in the village of Dexter, Washtenaw County.

5.00 % DBE participation required

BIDDER	AS-SUBMITTED	
C & D Hughes, Inc.	\$ 488,928.70	1 **
Bailey Excavating, Inc.	\$ 490,787.35	2
Peter A. Basile Sons, Inc.	\$ 493,957.18	3
Florence Cement Company	\$ 494,812.42	4
E.T. MacKenzie Company	\$ 507,728.52	5
Sunset Excavating, Inc.	\$ 508,167.03	6
San Marino Excavating, Inc.	\$ 510,020.75	7
Barrett Paving Materials, Inc.	\$ 523,533.82	8
Brady Sand & Gravel, Inc.	\$ 530,735.29	9
Aggregate Industries-Central Region	\$ 531,654.11	10
Fonson, Inc.	\$ 534,428.14	11
Rohde Brothers Excavating, Inc.	\$ 564,606.27	12
Pro-Line Asphalt Paving Corp.		
Cadillac Asphalt, LLC.		
L.J. Construction, Inc.		
Angelo Iafrate Construction Company		
Nashville Construction Company		
Ajax Paving Industries, Inc.		
Asix Asphalt Paving LLC		

12 Bidders



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

March 20, 2008

Mr. David Boyle
Clerk
Village of Dexter
8250 Main Street,
Dexter, MI 48130-1092

Dear Mr. Boyle:

RE: MDOT Contract No.: 08-5091
Control Section: STU 81075
Job Number: 102269

Enclosed is the original and one copy of the above described contract between your organization and the Michigan Department of Transportation (MDOT). Please take time to read and understand this contract. If this contract meets with your approval, please complete the following checklist:

 PLEASE DO NOT DATE THE CONTRACTS. MDOT will date the contracts when they are executed. A contract is not executed unless it has been signed by both parties.

 Secure the necessary signatures on all contracts.

Include a certified resolution. The resolution should specifically name the officials who are authorized to sign the contracts.

 Return all copies of the contracts to my attention of the Department's Design Division, 2nd floor for MDOT execution.

In order to ensure that the work and payment for this project is not delayed, the agreement needs to be returned within 35 days from the date of this letter. *April 24*

A copy of the executed contract will be forwarded to you. If you have any questions, please feel free to contact me at (517) 335-2264.

Sincerely,
Jackie Burch
Jackie Burch
Contract Processing Specialist
Design Support Area

Enclosure



Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Community Park Plat Court
Date: April 14, 2008

Approximately 2 weeks ago OHM released bids for construction of the play court at Community Park. Two companies submitted bids for the project. Attached is the recommendation for GM and Sons, the low bidder. The project cost is \$28,807 excluding the fencing quote. The fencing will be contracted through Game Time Recreation equipment who has submitted a quote for \$5,014.

The budget estimate for the proposed work was \$35,000 therefore this portion of the project has come in under budget. Per the bid and following Council authorization on April 14th the play court should be completed by May 23, 2008.

ACTION REQUESTED

Please authorize village staff permit GM and Sons to commence the construction of the play court per the bid submitted in the amount of \$28,807.

Please feel free to contact me prior to the meeting with questions.
Thank you,



April 8, 2008

VILLAGE OF DEXTER

8140 Main Street
Dexter, MI 48130

Attention: Allison Bishop
Community Development Manager

Regarding: **Village of Dexter Outdoor Basketball Court - Recommendation Letter**
OHM Job # 0130-07-0121

Dear Ms. Bishop:

Sealed bids for the Village of Dexter Outdoor Basketball Court Project were received on Monday, April 7, 2008, at OHM. Bids were received from two (2) bidders as shown on the attached tabulation. The apparent low bid was received from GM & Sons, Inc., 6784 Whitmore Lake Rd, Whitmore Lake, MI 48189 in the amount of \$28,807.00 with additional work for fencing in the amount of \$6,750.00 for a total bid amount of \$35,557.00.

It is recommended that the Village of Dexter Outdoor Basketball Court Project contract be awarded to GM & Sons of Whitmore Lake, Michigan, based on their bid unit prices. The Village should specify in their award whether the additional fencing work is to be included in as part of this contract. GM & Sons, Inc. meets the qualifications set forth in the contract documents and has performed similar work in the past.

Should there be any questions, please contact this office at (734) 522-6711.

Sincerely,
ORCHARD, HILTZ & McCLIMENT, INC.

Christine A. Cale

Christine A. Cale, P.E.
Project Engineer

CAC/emmm

cc: Donna Dettling, Village Manager
Ed Lobdell, DPS Superintendent
Karl Schweitzer, General Manager, 6784 Whitmore Lake Road, Whitmore Lake, MI, 48189
Chris Donajkowski, OHM

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Tabulation for Bids Received on 4/7/2008
Village of Dexter Outdoor Basketball Court
 Village of Dexter, Washtenaw County, State of Michigan
 OHM Job No.: 0130-07-0121

GM & Sons, Inc.
 6784 Whitmore Lake Rd.
 Whitmore Lake, MI 48189

Saladino Construction Co., Inc.
 3303 W. North Territorial Rd.
 Ann Arbor, MI 48105

Phone: 734.665.5913
 Unit Price Amount

Phone: 734.929.1259
 Unit Price Amount

Estimated Quantity

Item No. Description

Item No.	Description	Estimated Quantity	Unit Price	Amount	Unit Price	Amount
BASE						
1)	Project Earthwork	1 LS	\$6,900.00	\$6,900.00	\$4,250.00	\$4,250.00
2)	Relocate Tree	3 Ea	\$500.00	\$1,500.00	\$750.00	\$2,250.00
3)	Concrete Pavement, Non-reinforced, 6"	3952 Sft	\$3.50	\$13,832.00	\$5.56	\$21,973.12
4)	Aggregate Base, 21AA, Limestone, 6"	470 Syd	\$7.50	\$3,525.00	\$6.81	\$3,200.70
5)	Adjust Structure	1 Ea	\$200.00	\$200.00	\$250.00	\$250.00
6)	3" Topsoil, Class A Seed and Mulch	600 Syd	\$4.75	\$2,850.00	\$4.17	\$2,502.00
TOTAL BASE BID AMOUNT				\$28,807.00		\$34,425.82

ADDITIONAL WORK

7)	8' Vinyl Coated Chain Link Fabric, Green, 9 Ga.	150 Ft	45	\$6,750.00	\$37.00	\$5,550.00
TOTAL BASE AND ADDITIONAL WORK BID AMOUNT				\$35,557.00		\$39,975.82

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