

JOINT MEETING AGENDA
Village of Dexter & Scio Township
Monday, April 27, 2009
6:00 p.m. to 7:00 p.m. – Dexter District Library

A. CALL TO ORDER

B. ROLL CALL OF MEMBERS

C. GENERAL DISCUSSION TOPICS

The following topics, as determined by the previous joint meeting, will be discussed as appropriate:

1. Current and future annexation issues (e.g. Bates Farms, etc.)
2. Inter-related parks, trails, recreation and open space plans of each community
3. Inter-related growth, development and land use plans
4. Update on Prospective plans of Village for incorporation as a City
5. Consolidation of fire and/or police services (Update on CAPT/DART effort)
6. Prospective plans for expansion of public water or sewer systems
7. Status of Gordon Hall
8. Shield Road bridge
9. Inter-related public transportation issues

D. PUBLIC COMMENT

E. ADJOURNMENT

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

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F. PUBLIC HEARINGS

Action on each public hearing will be taken immediately following the close of the hearing

Drinking Water Revolving Fund

Consideration of: RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR WATER SYSTEM IMPROVEMENTS AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE

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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. Upcoming Meeting List
2. Comcast Response 4-13-09
3. Michigan Public Service Commission Response 4-16-09

Page# 11-16

I. REPORTS:

1. Treasurer/Finance Director – Marie Sherry

Page# 17-26

2. Board, Commission, & Other Reports- "Bi-annual or as needed"
 - Arts, Culture & Heritage Committee Representative
 - Chelsea Area Planning Team / Dexter Area Regional Team – Jim Carson**
 - Dexter Area Chamber
 - Dexter Area Fire Department Representative
 - Downtown Development Authority Chair
 - Farmers Market Representative
 - Gordon Hall Mgmt Team Representative
 - Huron River Watershed Council Representative

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Library Board Representative
Parks & Recreation Commission Chair
Planning Commission Chair
Tree Board Chair
Washtenaw Area Transportation Study Policy Committee Rep
Western Washtenaw Area Value Express Representative

3. Subcommittee Reports

4. Village Manager Report

Page# 27-38

5. President's Report

Page# 39-42

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: \$ 98,864.08

Page# 43-50

2. Consideration of: Request from the Dexter Soccer Club to place signs in the Village from May 29 to June 15 to advertise their tryouts

3. Consideration of: Request from the Knights of Columbus to place signs from May 13 to May 23 around the Village advertising their Annual Spring Chicken Broil on May 23.

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K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Main Street Bridge Project

Page# 53-54

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2. Discussion of: Phase 2 Funding Updates

3. Discussion of: Facilities

L. NEW BUSINESS- Consideration and Discussion of:

1. Discussion of: Midwestern Consulting – Results of Speed Study
Page# 55-64

2. Discussion of: Cityhood – Information for Website & Petition Kick-Off Meeting
Page# 65-74

3. Consideration of: Formal Adoption of the current Village Logo
Page# 75-76

4. Consideration of: RESOLUTION FOR THE PURPOSE OF AFFIRMING THE VILLAGE'S COMMITMENT TO LOCAL PURCHASING
Page# 77-78

5. Consideration of Setting 2009-2010 Budget-related Public Hearings for June 8, 2009
Page# 79-82

M. COUNCIL COMMENTS

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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.

Motion to go into closed session to discuss Village Manager Performance Review per MCL 15.268 section 8(a).

O. ADJOURNMENT

**Town Hall Meeting Reminder
June 3rd – 6:30 p.m. to 8:30 p.m. at the
Dexter District Library
Topic: 2009-2010 Budget, Cityhood and
General Questions & Answers**

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DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, APRIL 13, 2009

AGENDA 4-27-09
ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:35 by President Keough in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL: President Keough

J. Carson	P. Cousins
D. Fisher	J. Semifero - absent
J. Smith	R. Tell

C. APPROVAL OF THE MINUTES

Regular Council Meeting Minutes- March 23, 2009.

Motion Smith; support Carson to approve the regular Council minutes of March 23, 2009 with the following correction:

H – Add the following to Mr. Smith’s remarks, “Mr. Smith expressed concern from Senior Citizens that the basic cable package does not include the Weather Channel nor are there rates that would give a discount to seniors.”

Unanimous voice vote for approval

D. PREARRANGED PARTICIPATION

Introduction of Jeremy Hilobuk – Community Engagement Officer

E. APPROVAL OF THE AGENDA

Motion Cousins; support Smith to approve the agenda with a request to separate Phase 2 from the Bridge Project under Old Business in future agendas.

Unanimous voice vote for approval

F. PUBLIC HEARINGS

Drinking Water Revolving Fund

Christine Cale of Orchard, Hiltz & McCliment opened the Public Hearing at 7:42 pm reporting on the means of improving the existing water system, increasing capacity and the reliability of the system.

Robert Murphy of 3713 Bristol Drive, Dexter asked the question as to where the 12-inch main from the High School intersect with the existing main and why does the Village charge for water by the gallon rather than by cubic feet. Councilman Cousins requested that residents on the street affected by the improvements be given ample notification.

The Public Hearing was closed at 8:06 pm.

G. NON-ARRANGED PARTICIPATION

Jon Rush of 7930 Fifth Street, Dexter spoke on the subject of speeding on Fifth Street and requested that Council address the speeding issue and have the Sheriff's Department address this issue. Mr. Rush handed out a tally of citations issued in 2008 for speeding in Dexter Village.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. United Way – Day of Caring
3. Comcast – Service Changes
4. Letter to Comcast re: Service Concerns

I. REPORTS

1. Community Development Manager – Allison Bishop
Quarterly Report

Ms. Bishop submits her report as per packet. In addition Ms. Bishop highlighted the following: the \$500,000 grant request has been submitted to the Michigan Natural Resources Trust Fund; Dexter has been named a Tree City USA and will be presented with a plaque, sign and flag; 20 trees will be planted on Dexter Ann Arbor Road as part of Arbor Day on April 24th; and notification of the approval of a minor amendment to the Cedars of Dexter PUD site plan amendment.

2. Board, Commission, & Other Reports – “Bi-annual or as needed”

Dexter Area Chamber of Commerce - Joe Nowak reported on the following: a tree and plaque was dedicated to Carol Jones on March 28; will be meeting with the Ann Arbor Chamber to look at working together on insurance coverage for members; luncheon meeting coming up on April 21 with the Ann Arbor Convention and Visitors Bureau to expand working relations; will have a booth this year at the Townie Party prior to the Art Fair; the Golf Outing will be held in July; and have tabled the ‘New Order’ project until 2010.

3. Subcommittee Reports

No affected reports

- 4 Village Manager Report

Mrs. Dettling submits her report as per packet. In addition the Village Manager gave verbal updates about the break ins at Dexter Crossing Mall; on-site bridge meeting on April 14 and will decide on meeting times; working on the budget and council should have it in hand by the next meeting; and in regards to the Cityhood kick-off, yes Council can be involved.

5. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough spoke of a meeting between Donna Dettling, Joe Nowak and Shawn Ferguson of Ferguson Advisory Services to better understand the businesses in the

community and recruit new businesses. Mr. Keough requested the Village Manager distribute the proposal from Shawn Ferguson as to what he will do and the costs. Mr. Keough discussed the April 9 Downtown Development Authority meeting and showed a concept of Jeffords Street and reported that an extensive amount of the bank will need to be excavated due to contamination. Mr. Keough also shared a letter from the Dexter Area Fire Department and Inspector Dettling regarding the roadway on Broad Street at the Encore Theater that may need to be re-configured. Mr. Cousins stated that he might want this as an item on a future agenda.

At 8:57 pm a recess was taken and the meeting re-convened at 9:05 pm

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$427,873.05
2. Consideration of: American Legion Post #557 Poppy Sale on the sidewalks of Dexter May 15 & 16, 2009
3. Consideration of: Memorial Day Parade on May 25, 2009
4. Consideration of: White Cane Solicitation on the sidewalks of Dexter May 1 & 2

Motion Fisher; support Smith to approve items 1, 2, 3 and 4 of the consent agenda as presented.

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Main Street Bridge Project & Phase 2 Funding Update
Stimulus funding potential for Phase 2
Department of Environmental Quality letter regarding dam removal
Construction update

Mr. Cousins reported that regarding the letter from Aaron Berkholtz, the wetlands delineation has been done and the decision on the sediment traps will be decided on April 14.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Discussion of: Midwestern Consulting – Results of Four Way Stop Analysis

Jim Valenta of Midwestern Consulting addressed Council regarding the traffic study and the implementation of a 4-way stop at Fifth and Dover. The analysis showed that a 4-way stop is not warranted at this corner. Mr. Cousins requested that the Sheriff's Department continue to patrol this area.

2. Consideration of: 8050 Main – Lease Agreement with Denise Livingston, d.b.a. Hazel's Home Cookin'

Motion Fisher; support Tell to approve the lease agreement for 8050 Main Street with Denise Livingston, d.b.a. Hazel's Home Cookin', for a period of 2 years commencing on May 1, 2009.

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

Nays: None

Absent: Semifero

Motion carries

3. Consideration of: Proposal for Design Services from Orchard, Hiltz & McCliment – Water Main Upgrades Phase 1

Motion Cousins; support Fisher to approve the proposal for design services for the Village Water Main upgrades – Phase 1 from Orchard, Hiltz & McCliment for the amount of \$70,000.

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

Nays: None

Absent: Semifero

Motion carries

4. Consideration of: Purchase of Tandem Axle Cab & Chassis

Motion Cousins; support Smith to approve the purchase of a Kenworth Tandem Axle Cab & Chassis in the amount of \$99,172.

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

Nays: None

Absent: Semifero

Motion carries

5. Consideration of 2009-2014 Capital Improvement Plan

Motion Tell; support Smith that the Village of Dexter Village Council accepts the Planning Commission recommended 2009 – 2014 Capital Improvements Program as a guide in funding priority capital projects within the plan and to develop the FY 2009-2010 Budget.

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

Nays: None

Absent: Semifero

Motion carries

6. Discussion of: RESOLUTION FOR THE PURPOSE OF AFFIRMING THE VILLAGE'S COMMITMENT TO LOCAL PURCHASING

Ms. Nicholls reviewed the resolution to be placed on the April 27 agenda.

7. Consideration of: Setting a 2nd Public Hearing on April 27, 2009 as a Part of the Drinking Water Revolving Fund Application Process.

Motion Fisher; support Cousins to set a 2nd Public Hearing on April 27, 2009 as a part of the Drinking Water Revolving Fund application process.

Ayes: Carson, Cousins, Fisher, Smith, Tell and Keough
Nays: None
Absent: Semifero
Motion carries

M. COUNCIL COMMENTS

Cousins	Paul reported on the Rotary Club's challenge throughout Washtenaw Count to eradicate Polio worldwide with a benefit concert on Friday, April 24 at Skyline High School in Ann Arbor featuring 3 Men and a Tenor. Paul also mentioned meeting 8 Lansing people who came to Dexter on April 12 to kayak on the Mill Creek
Fisher	None
Carson	Jim announced the next Chelsea Area Planning Team / Dexter Area Regional Team meeting on Monday, April 20 at 7 pm in Chelsea with a presentation from SEMCOG on consolidation of fire protection services.
Jones	None
Smith	None
Tell	Fire Board will meet this week, Thursday April 16 and ZBA will meet next Monday, April 20.
Semifero	Absent

N. NON-ARRANGED PARTICIPATION

None

O. ADJOURNMENT

Motion Smith; support Fisher to adjourn at 9:28

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

DEXTER VILLAGE COUNCIL
SPECIAL COUNCIL MEETING
MONDAY, APRIL 13, 2009
6:00 p.m.

AGENDA 4-27-09
ITEM C-2

A. CALL TO ORDER

The meeting was called to order at 6:07 pm by President Keough in the Copeland Board Room located at 7714 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL:

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

Motion Smith; support Cousins to go into closed session to discuss Village Manager Performance Review per MCL 15.268 section 8(a).

Ayes: Cousins, Fisher, Smith, Tell, Carson and Keough
Nays: None
Absent: Semifero
Motion carries

Special Council session closed at 7:25 pm

Respectfully submitted

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN
FOR WATER SYSTEM IMPROVEMENTS AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the Village of Dexter recognizes the need to make improvements to its existing water treatment and distribution system; and

WHEREAS, the Village of Dexter authorized Orchard, Hiltz & McCliment, Inc. to prepare a Project Plan, which recommends the construction of the installation of a new community well, construction of a well house and transmission main for connection to the existing system, upgrades to the existing high service pumps at the water treatment plant and replacement of existing 4-inch cast iron water main with 8-inch ductile iron water main; and

WHEREAS, said Project Plan was presented at a Public Hearings held on April 13, 2009 and April 27, 2009 and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the Village of Dexter formally adopts said Project Plan and agrees to implement the selected alternative (Alternative 2 for increase in capacity and Alternative 1 for upgrade of the water mains).

BE IT FURTHER RESOLVED, that the Village Manager, a position currently held by Donna Dettling, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water Revolving Fund Loan to assist in the implementation of the selected alternative.

Yeas:

Nays:

I certify that the above Resolution was adopted by Village of Dexter on _____.

BY:

Name and Title (please print or type)

Signature Date

2009 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Dexter Community Schools Board of Education	4/27/2009	7:00 p.m.	Creekside Intermediate School	http://web.dexter.k12.mi.us/	
Chelsea City Council	4/28/2009	7:00 p.m.	Washington Street Education Center	http://www.city-chelsea.org/	
Dexter Township Planning	4/28/2009	7:00 p.m.	Dexter Township Hall	http://www.twp-dexter.org/	
Scio Township Board	4/28/2009	7:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Western Washtenaw Area Value Express	4/28/2009	8:15 a.m.	Chelsea Community Hospital		Jim Carson
Cityhood Petition Meeting	4/29/2009	6:30 p.m.	Dexter District Library	http://www.villageofdexter.org	
Huron River Watershed Council	4/30/2009	5:30 p.m.		http://www.hrwc.org/	Paul Cousins
Dexter Community Schools Board of Education	5/4/2009	7:00 p.m.	Creekside Intermediate School	http://web.dexter.k12.mi.us/	
Dexter District Library Board	5/4/2009	7:30 p.m.	Dexter District Library	http://www.dexter.lib.mi.us/	
Dexter Village Planning Commission	5/4/2009	7:30 p.m.	Senior Center	http://www.villageofdexter.org	Jim Carson
Washtenaw County Road Commission	5/5/2009	1:00 p.m.	Road Commission Offices	http://www.wcroads.org/	
Village Arts, Culture & Heritage Committee	5/5/2009	7:00 p.m.	Senior Center	http://www.villageofdexter.org	Paul Cousins
Washtenaw Area Transportation Study-Technical	5/6/2009	9:30 a.m.	Road Commission Offices	http://www.miwaits.org/	Rhett Gronewelt
Washtenaw County Board of Commissioners	5/6/2009	6:45 p.m.	Board Room, Admin Building	http://www.ewashtenaw.org/government/boc/	
Dexter Area Historical Society	5/7/2009	7:30 p.m.	Dexter Area Historical Museum	http://www.hvcn.org/info/dextermuseum/	

AGENDA 4-27-09
ITEM H-1

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



AGENDA 4-2-09

ITEM H-2

Comcast Cable
41112 Concept Drive
Plymouth, MI 48170

4/13/2009

Ms. Donna Dettling
Village Manager
Village of Dexter
8140 Mail St.
Dexter, MI 48130

Dear Ms. Dettling:

Thank you for your letter of March 30, 2009, regarding the Weather Channel's placement in the Comcast channel line-up, as well as the pricing of cable service.

The placement of channels in the line-up is the result of a number of factors, including contractual terms between Comcast and the programmer, the cost to Comcast of carrying the channel, popularity of the channel and the availability of a channel position. In the case of the Limited Basic channel line-up, the legal requirement that must-carry broadcast channels as well as Public, Educational and Government access channels be carried reduces the availability of channel positions for even the most popular of cable channels. That said, I will share your residents' wish to have the channel included in the Limited Basic line-up with those in the company responsible for determining such matters.

As for the personal safety issue you mention in your letter, there are many sources for information about the weather already carried in the Limited Basic programming tier including the broadcast channels and in the event of severe weather, Emergency Alert System channel overrides triggered by the National Weather Service.

Your letter also references the cost of cable service. Comcast charges are determined on the basis of programmer cost, the cost of maintaining and improving the cable system and other factors. We make every attempt to keep the cost of our Limited Basic service down and to offer other cable packages to meet the varying needs of our customers.

You also mention the idea of a senior discount. Comcast does not distinguish between our customers based on age. Rather, Comcast offers a variety of levels of service with appropriate price points which enable our customers to choose a level of service which matches their budgets and their viewing habits.

Ms. Donna Dettling
4/13/2009
Page 2

I thank you again for passing on your constituents' concerns, and hope that you will find this information helpful.

Sincerely,



Frederick G. Eaton
Government Affairs Manager
Michigan Region

cc: U.S. Rep. Mark Schauer
U.S. Sen. Debbie Stabenow
U.S. Sen. Carl Levin
State Sen. Liz Brater
State Rep. Pam Byrnes
The Federal Communications Commission
The Michigan Public Service Commission



AGENDA 4-27-09

ITEM H-3

Jennifer M. Granholm
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
PUBLIC SERVICE COMMISSION

STANLEY "SKIP" PRUSS
DIRECTOR

Monica Martinez Orjiakor N. Isiogu Steven A. Transeth
COMMISSIONER CHAIRMAN COMMISSIONER

April 16, 2009

Village of Dexter
Donna Dettling
8140 Main Street
Dexter, Michigan 48130

Dear Ms. Dettling:

Thank you for contacting the Michigan Public Service Commission (MPSC) in regards to your Comcast cable request for senior rates and the addition of the Weather Channel on the basic tier. Upon receiving your letter, I forwarded the information to Comcast for investigation and response. The company has now providing the following information:

The appropriate Comcast Governmental Affairs leadership team member sent Ms. Dettling a detailed written response, which addressed her concerns expressed on behalf of the Village of Dexter.

At this time, based on the above information which has been provided by Comcast, your complaint request will now be closed. Again, thank you for contacting the MPSC and allowing me to assist you with your concerns. If you have any cable questions or concerns in the future, please do not hesitate to contact our office by calling 866-552-7725.

Sincerely,

Ryan McAnany, Senior Analyst
Michigan Public Service Commission

DELEG is an equal opportunity employer/program.
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Treasurer/Finance Director's Report to Council
Fiscal Year 2008/2009
Third Quarter

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the Third Quarter of Fiscal Year 2008/2009.

In this report I will give Council a more detailed view of this department's activities, as well as an overview of the Village's financial outlook. As always, if you have any questions, please call me. I would be happy to sit down with you.

Department Activities

Village Investments

Much of the Village's investment scenario has been changed in this quarter.

The municipal investment funds (MIF) at National City Bank have all been changed over to FDIC insured accounts. When the FDIC raised the insurance amount to \$250,000 they also created something called a NOW account, which some banks (including National City) have chosen to offer. NOW accounts limit interest earned in exchange for full insurance of the accounts, no matter how much is invested in the institution. Until recently, NOW accounts were earning less than the MIF accounts, but with the recent downswing in rates they have become competitive.

In order to achieve higher FDIC coverage and diversification, certificate of deposit accounts have been opened with two Ann Arbor banks. Also, the Village has entered into a relationship with Chelsea State Bank Investments in order to purchase investment vehicles such as CDARs certificates of deposits.

As a result, almost 65% of the Village's funds are currently covered by FDIC insurance. The majority of the remaining funds are at TCF Bank, which has a four star (out of five) rating at Bankrate.com, and I have plans to move some more of the cash into insured certificates of deposit.

The Cash balances report has been revised to show whether or not the investment is FDIC insured. Also, United Bank and Trust is being used solely for Downtown Development Authority investments at this time.

2008 Village Taxes

Delinquent real property taxes were turned over to the County Treasurer on March 3, 2009. The Village was one of the first communities to receive payment from the County. The payment of \$158,421.57 was deposited in our accounts on April 21st.

Delinquent Personal Property Taxes

The last open lawsuit has been settled, and we should soon see the final bills from the attorney.

There were two goals in filing these lawsuits - collection and compliance. As of March 31st, we have collected \$10,433.05 in delinquent personal property taxes. Additionally, some businesses that have traditionally been very slow payers have paid their 2008 personal property taxes upon receiving the February reminder. I believe that personal property tax statements for 2009 have been filed with the township assessor by at least one of the business owners that was the subject of a lawsuit, which goes towards the goal of compliance.

2009-2010 Budget

The 5-year financial model has been updated in preparation for the 2009-2010 budget cycle. In addition, a revised comprehensive budget document is being prepared with the goal of completion to coincide with the public hearing in June.

Education and Committee Memberships

- I attended the Michigan Government Finance Officers Association's (MGFOA) Spring Conference in East Lansing.
- I have received a new mentoring assignment from the MGFOA's Mentoring Committee.

Fiscal Year 2008/2009 Third Quarter Revenues and Expenditures

The Revenue/Expenditure Report is used to track how our revenue and expenditures compare to our budget. A general rule of thumb is that each quarter represents 25% of the budget, although certain departments may spend all of their budget at one time. I will give you an overview of the different funds, and then I will detail areas of concern.

The following is a summary of the revenues and expenditures for the Third Quarter:

		QTD Actual	% of Budget
Revenue		\$ 2,432,890.13	81.8%
Expenditures		\$ 2,511,260.71	66.5%
	Village Council	\$ 38,038.56	61.0%
	Village Manager	\$ 203,752.50	75.5%
	Finance Department	\$ 10,636.36	74.9%
	Attorney	\$ 20,540.00	41.1%
	Village Clerk	\$ 2,330.50	19.9%
	Village Treasurer	\$ 73,126.07	72.9%
	Buildings & Grounds	\$ 53,708.01	71.4%
	Village Tree Program	\$ 19,419.30	39.6%
	Law Enforcement	\$ 363,867.73	67.8%
	Fire Department	\$ 248,999.93	72.3%
	Planning Department	\$ 81,427.16	67.8%
	Zoning Board of Appeals	\$ 40.50	3.4%
	Dept of Public Works	\$ 152,378.79	57.5%
	Downtown Public Works	\$ 49,225.93	64.3%
	Storm Water	\$ 8,409.50	84.1%
	Engineering	\$ 6,734.00	61.2%
	Municipal Street Lights	\$ 36,126.35	65.7%
	Solid Waste	\$ 337,684.21	65.3%
	Parks & Recreation	\$ 56,650.63	42.9%
	Long-Term Debt	\$ 35,003.75	28.0%
	Insurance & Bonds	\$ 218,606.30	94.8%
	Contributions	\$ 75,833.30	91.0%
	Capital Improvements	\$ 360,473.33	87.9%
	Transfers Out	\$ 58,248.00	26.8%

Most departments in the General Fund are at or near benchmark in this quarter. None of the departments that are higher than benchmark are expected to exceed their budgets by the end of the fiscal year. No budget amendments are necessary for this fund in this quarter.

Fund 202 - Major Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 207,752.29	22.1%
Expenditures			\$ 307,461.82	32.8%
	Administration		\$ 40.88	40.9%
	Contracted Road Construction		\$ 170,532.25	24.5%
	Routine Maintenance		\$ 61,966.24	44.9%
	Traffic Services		\$ 14,248.47	46.4%
	Winter Maintenance		\$ 60,673.98	95.5%
Fund 203 - Local Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 214,805.36	70.0%
Expenditures			\$ 178,123.01	58.0%
	Administration		\$ 92.65	92.7%
	Contracted Road Construction		\$ 61,039.81	67.8%
	Routine Maintenance		\$ 51,959.17	41.5%
	Traffic Services		\$ 10,191.06	47.2%
	Winter Maintenance		\$ 54,840.32	91.4%
Fund 204 - Municipal Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 564,190.32	94.6%
Expenditures			\$ 240,815.98	56.0%
	Administration		\$ 815.98	2.4%
	Transfers Out		\$ 240,000.00	60.6%

The Streets funds are fine at this time. The Major Streets Fund has seen a reduction in its revenue since the second quarter due to the receipt of more detailed information on the bridge project from the Washtenaw County Road Commission. Some of the invoices that were previously charged to the Major Streets Fund were actually sedimentation management, so the transfer of funds between the General Fund and the Major Streets Fund were changed to reflect this. Administration in the Local Streets Fund are high, but the new NOW accounts don't charge fees so there should not be a problem with that line. No amendments are being presented for this fund in this quarter.

Fund 590 - Sewer Fund					
				QTD Actual	% of Budget
Revenue				\$ 553,680.26	46.8%
Expenditures				\$ 714,001.25	61.9%
	Administration			\$ 4,196.58	4.9%
	Sewer Utilities			\$ 527,575.33	78.3%
	Long-Term Debt			\$ 104,635.13	62.1%
	Contingencies			\$ -	0.0%
	Capital Improvements			\$ 77,594.21	38.8%
Fund 591 - Water Fund					
				QTD Actual	% of Budget
Revenue				\$ 418,093.68	48.6%
Expenditures				\$ 410,509.84	34.3%
	Administration			\$ 5,233.01	6.0%
	Water Utilities			\$ 200,593.45	55.6%
	Long-Term Debt			\$ 146,385.00	74.6%
	Contingencies			\$ -	0.0%
	Capital Improvements			\$ 58,298.38	38.9%

The sewer and water revenue appears low, but this is due to the timing of the billings. We will continue to monitor the Sewer Utilities department. No amendments are being presented for these funds at this time.

Miscellaneous Funds

We will continue to monitor the Equipment Replacement Fund's Vehicle Maintenance and Repair department, which is currently at 83.8%.

Village of Dexter
Cash Accounts

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/09	Status of Cash	FDIC Insurance
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General Fund

Cash	TCF & National City Pooled	General operating	\$ 95,921.81	Unrestricted	No
Chelsea Bank CD	Chelsea Bank	General operating	\$ 200,055.36	Unrestricted	Yes
National City Bank CD	National City Bank	General operating	\$ 250,000.00	Unrestricted	Yes
CSB Investments Money Market	Chelsea Bank	General operating	\$ 270,591.54	Unrestricted	Yes
TCF Bank CD	TCF Bank	General operating	\$ 400,000.00	Unrestricted	Partial
Comerica Bank CD	Comerica Bank	General operating	\$ 250,000.00	Unrestricted	Yes
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 206,924.11	Restricted	No
Main Street Bridge Project	TCF Pooled	Bridge project	\$ 177,924.85	Restricted	No
Petty Cash	Office	Small cash purchases	\$ 50.00	Unrestricted	No
Park Fund	Nat City Parks & Recreation	General parks use	\$ 12,923.76	Restricted	Yes
Tree Replacement Program	Nat City Parks & Recreation	Reserved for tree related activities	\$ 21,081.51	Restricted	Yes
Facilities Bond Debt	National City Bank	Debt retirement	\$ 38,104.91	Restricted	Yes
Property Tax Savings	TCF Property Tax Savings	Cleaning account for undistributed tax collections	\$ 1,000.00	Restricted*	No
Property Tax Checking	TCF Property Tax Checking	Used to distribute taxes and make refunds	\$ 737.77	Unrestricted	Yes
Subtotal Unrestricted			\$ 1,467,356.48		
Subtotal Restricted			\$ 457,959.14		
Total General Fund			\$ 1,925,315.62		

*This account contains undistributed taxes collections

Major Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 34,888.90	Unrestricted	No
Cash - Savings	TCF Major & Local Streets	General operating for major streets activities	\$ 55,928.84	Unrestricted*	No
5th/3rd Bank CD	Fifth Third Bank	General operating for major streets activities	\$ 200,000.00	Unrestricted**	Yes
Subtotal Unrestricted			\$ 90,817.74		
Subtotal Restricted			\$ 200,000.00		
Total Major Streets Fund			\$ 290,817.74		

*These funds come from the State in the form of Act 51 payments. I move money to the cash (pooled) account as needed. If we need more than what is available in this account, I will transfer funds from the Municipal Streets accounts, which is part of the budget.
**This is the reimbursement for the Ann-Arbor Street project, which must be used in Major Streets.

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/09	Status of Cash	FDIC Insurance
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Local Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 29,290.40	Unrestricted	No
Cash - Savings	TCF Major & Local Streets	General operating for major streets activities	\$ 27,951.52	Unrestricted*	No
ROW Account (Pooled)	TCF Pooled	Reserved for ROW activities	\$ 55,557.90	Restricted	No
Subtotal Unrestricted			\$ 57,241.92		
Subtotal Restricted			\$ 55,557.90		
Total Local Streets Fund			\$ 112,799.82		

*These funds come from the State in the form of Act 51 payments. I move money to the cash (pooled) account as needed. If we need more than what is available in this account, I will transfer funds from the Municipal Streets accounts, which is part of the budget.

Municipal Streets Fund

Cash	TCF Pooled	Available for transfer to Major & Local Streets	\$ 288,239.43	Unrestricted	No
CDARS CD/CSB Investments	Chelsea State Bank	Available for transfer to Major & Local Streets	\$ 500,000.00	Unrestricted	No
Subtotal Unrestricted			\$ 788,239.43		
Subtotal Restricted			\$ -		
Total Municipal Streets Fund			\$ 788,239.43		

Streetscape Debt Service Fund

Cash	TCF Pooled	Tax collections for GO Bond payments	\$ 139,803.98	Restricted	No
Streetscape Debt Retire	Nat City Streetscape	Special Assessments for bond payments	\$ 127,657.47	Restricted	Yes
Subtotal Unrestricted			\$ 267,461.45		
Subtotal Restricted			\$ -		
Total Streetscape Debt Service Fund			\$ 267,461.45		

Village of Dexter
Cash Accounts

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/09	Status of Cash	FDIC Insurance
Special Projects Fund					
Cash	TCF Pooled	Reserved for facilities improvements	\$ 3,014.70	Restricted	No
2007 Bond Money Market	Fifth-Third Bank	Reserved for facilities improvements	\$ 329,632.64	Restricted	Yes
Subtotal Restricted			\$ 332,647.34		
Total Special Projects Fund			\$ 332,647.34		
Equipment Replacement Fund					
Cash	TCF Pooled	Reserved for vehicle expenses including capital pu	\$ 297,461.96	Restricted	No
Subtotal Restricted			\$ 297,461.96		
Total Equipment Replacement Fund			\$ 297,461.96		
Sewer Enterprise Fund					
Cash	TCF Pooled	Sewer operating	\$ 63,791.68	Unrestricted	No
RD Sewer Bond Reserve	Nat City RD Sewer Bond	Reserved for RD Sewer final year bond payment	\$ 157,083.69	Restricted	Yes
RD Sewer Repair & Improve	Nat City RD Sewer R&I	Reserved for infrastructure & equipment replaceme	\$ 102,524.40	Restricted	Yes
University Bank CD - Taps	University Bank Ann Arbor	Sewer tap-in fees	\$ 250,000.00	Unrestricted	Yes
Sewer Tap Fees Account	TCF Sewer & Water	Sewer tap-in fees	\$ 171,686.24	Unrestricted	No
Subtotal Unrestricted			\$ 485,477.92		
Subtotal Restricted			\$ 259,608.09		
Total Sewer Enterprise Fund			\$ 745,086.01		

Village of Dexter
Cash Accounts

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/09	Status of Cash	FDIC Insurance
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Water Enterprise Fund

Cash	TCF Pooled	Water operating	\$ 271,258.83	Unrestricted	No
RD Water Debt Retirement	Nat City RD Water Debt	Reserved for RD Water bond payments	\$ 255,425.96	Restricted	Yes
RD Water Bond Reserve	Nat City RD Water Bond	Reserved for RD Water final year bond payment	\$ 140,448.20	Restricted	Yes
RD Water Repair & Improve	Nat City RD Water R&I	Reserved for infrastructure & equipment replaceme	\$ 36,375.08	Restricted	Yes
Bank of Ann Arbor CD	Bank of Ann Arbor	Water tap-in fees	\$ 250,000.00	Unrestricted	Yes
Water Tap Fees Account	TCF Water & Water	Water tap-in fees	\$ 103,781.80	Unrestricted	No
Subtotal Unrestricted			\$ 625,040.63		
Subtotal Restricted			\$ 432,249.24		
Total Water Enterprise Fund			\$ 1,057,289.87		

Trust & Agency Fund

Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds such as tree bond	\$ 63,523.40	Restricted	Yes
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 23,080.59	Restricted	No
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ 775.00	Restricted	No
Subtotal Unrestricted			\$ -		
Subtotal Restricted			\$ 87,378.99		
Total Trust & Agency Fund			\$ 87,378.99		

Payroll Fund

Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 12,164.63	Restricted	Yes
Subtotal Unrestricted			\$ -		
Subtotal Restricted			\$ 12,164.63		
Total Trust & Agency Fund			\$ 12,164.63		

Total Unrestricted			\$ 3,514,174.12		
Total Restricted			\$ 2,402,488.74		
Grand Total Cash			\$ 5,916,662.86		

Total FDIC Insured			\$ 3,718,330.32		
Total Non-Insured			\$ 2,198,332.54		
			\$ 5,916,662.86		

**Village of Dexter
Cash Accounts**

Summary of General Funds Available for Non-Operational Use

General Fund Unrestricted	\$ 1,467,356.48
15% Fundbalance	\$ (566,130.00)
Expected revenue for 04/01/09 - 06/30/09 (based on budget)	\$ 539,744.87
Expected expenditures for 04/01/09 - 06/30/09 (based on budget)	\$ (1,104,187.29)
Available Unrestricted	\$ 336,784.06
Restricted for Parks	\$ 34,005.27
Restricted for Bridge Project	\$ 177,924.85
Restricted for Equipment	\$ 297,461.96
Restricted for Facilities (Includes Special Projects Fund accounts)	\$ 539,571.45

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 27, 2009
Re: Village Manager Report

1. Meeting Review:

- April 13th – Staff Review
- April 14th – WCRC & URS Bridge Status Meeting
- April 15th – Chamber After Hours
- April 17th – Nagle Start Up Meeting
- April 17th – Carlisle Wortman re: Evaluate Service
- April 20th – Safe Routes to School
- April 21st – SEMCOG Economic Growth Workshop
- April 21st – Main Street Bridge Group
- April 22nd – Staff Review

2. Upcoming Meeting Review:

- April 23rd – County Waste Knot Annual Meeting
- April 24th – Central Street Design Review
- April 24th – Forest/Broad/Alley Project re: Construction Meeting
- April 24th – Arbor Day Celebration
- April 27th – Joint Session Scio Township
- April 29th – Cityhood Petition Kick-off Meeting
- April 30th – SEMCOG Building Prosperous Communities Workshop

3. 2009/2010 Budget Hearing – **REMINDER Wednesday, May 6, 2009 from 6-9 p.m. at the Copeland Board Room** is the date set for review of the Manager proposed 2009/2010 Budgets. All funds will be reviewed during this workshop. The budget documents will be delivered on Wednesday, April 29th at the City Petition Meeting.4. Safe Routes to School (SR2S). The SR2S group met on Monday, April 20, 2009 to review progress. SR2S secured grant dollars to complete a planning phase, which will provide a comprehensive work plan to improve routes to school and encourage walking. A comprehensive audit conducted over the next several months is part of the process. On May 27, 2009 the first of several mini-walking audits will be conducted. Anyone is welcome to take part. We will meet at 6:30 a.m. at Foggy Bottom and expect to complete the school property assessment portion of audit by 9:00 a.m. The next meeting of the SR2S group is on Monday, May 11, 2009 at 7:00 p.m. at Creekside in the conference room.5. SEMCOG Southeastern Michigan Council of Governments Attended a free SEMCOG education program on April 21, 2009. Program focused primarily on efforts to bring vacant and underutilized buildings and sites back into productive use to generate new jobs and revenues while eliminating potential safety hazards and blighting. Discussed growth industries such as energy, defense, aerospace, homeland security and medical devices; and making municipal buildings more energy efficient. The workshop highlighted initiatives

implemented by local communities and the private sector. These programs make it clear that opportunities are there for communities that are READY.

6. Economic Preparedness "Next Steps". Attached are two proposals for economic development services for your review. President Keough has asked that a **Council Work Session be held prior to the May 11, 2009 meeting** to discuss this topic further.
7. City Status: REMINDER City Petition kick-off meeting, Wednesday, April 29, 2009. The kick-off meeting will be used to provide information to citizens interested in circulating petitions. Information will be distributed about the proper methods of obtaining signatures, along with the FAQ list for them to have available when answering citizen's questions. Council members are encouraged to participate.
8. ATT Phone Service. The Village office and DPW facility are in transition for phone service to voice over Internet Provider with Comcast. The annual cost savings will be approximately \$4,000. Comcast provides for 911 calls to be properly directed through their system with location identification for emergency serves.
9. Fluoridation. Attached to my report is information requested by President Keough regarding historical village fluoride levels. Several residents have contacted Council and staff and asked that this topic appear on the agenda as a discussion item. At the May 11, 2009 meeting a discussion item on Fluoridation will be on the agenda. Let me know what information you'd like included to help with this discussion.

Ferguson Advisory Services, LLC
21 North Drive, Brooklyn, Michigan 49230
Consulting Agreement With:
Village of Dexter

Proposal:

- Start Date: June 1, 2009
- Term: 8 Months ends February 1, 2010
- Fees: \$2,200 per month / \$17,600 per term of agreement
- Payments on Monthly Basis
- Village Covers Following Expenses:
 - Printing Expenses Associated to all Marketing Activities
 - Travel Expenses Specific to all Projects and Meetings outside the Village of Dexter "With Prior Approval". Travel and Meeting Examples:
 - Meetings with SPARK, MEDC, and SEMCOG
 - Meetings with Washtenaw County Economic Development
 - Meetings with Utilities Companies
 - Meetings with Prospective Customers
 - Mileage Calculated at .55 per mile

Services and Products Delivered:

- **Business Expansion and Jobs Retention Program**
 - A comprehensive listing of companies within your community that also functions as an analysis tool to track business activity
 - On site visits to each company within your community with a primary focus on industrial activities, followed by service and retail
 - Specific follow-up with companies on potential projects generated from initial visits
 - Negotiation and packaging of expansion / job retention projects
 - A confidential report on each company visit
- **Business Attraction and Jobs Creation Program**
 - Target Market Industry Analysis
 - Review of existing industry
 - Identify potential opportunities that could enhance existing business activity
 - Review and align Village of Dexter potential targets with regional and state objectives
 - Conclusions and recommendations of specific target industries
 - Target Market Company Study
 - Identification of specific companies within industries identified per Target Market Industry Analysis

- Development of specific “Marketing Strategy” to approach select companies from Target Market Company Study using “existing” Dexter marketing materials
 - Creation and Implementation of “targeted” marketing mailings using various formats including hard copy and electronic communications
 - Follow up communication via phone conversations, e-mail, and hard copy correspondence
 - Brainstorming and “advisory” assistance with the creation of a long term branding and marketing strategy
- Assist with attracting new business to the community on a per project basis
- **Review and Recommendations on Local Incentive Programs**
- **Assistance with Development of Incubator Project**
 - Establish relationships with private sector investment
 - Identify new business growth opportunities
- **Participation as Requested for State and Regional Economic Development Meetings and Seminars**
 - SPARK, MEDC, SEMCOG, Washtenaw County Economic Development, Utility Companies
- **Reporting and Documentation**
 - Daily communication with Village of Dexter, Village Manager
 - Monthly written report to Village Council
 - Monthly and/or as needed verbal reporting to Village Council
 - Annual review of program activities and success

Reference Documents:

- Village of Dexter Master Plan
- Washtenaw County Economic Development Plan
- Michigan Economic Development Corporation
 - Strategic Action Plan
- Data and Information Available Through SPARK

Benefits to the Village of Dexter:

- Over 20 Years of Economic and Workforce Development Experience
- Assistance to existing Economic Enhancement Efforts
- Professional Services Delivered at Cost Effective Rates
- No Computer / Technology Costs
- No Office Expenses
- No Employment Taxes
- No Health Care Costs

Village of Dexter

Ferguson Advisory Services, LLC

Donna Dettling, Village Manager

Shawn Ferguson, Principle

SHAWN D. FERGUSON

21 North Drive
Brooklyn, Michigan 49230
Sfergus59@comcast.net
Phone (419) 265-4510

SUMMARY OF STRENGTHS

- Outstanding organizational and administrative skills providing sharp focus on project development
- Energetic and motivated with extensive experience in business development and strategic planning
- Creative and insightful with a specific focus on customer needs

EXPERIENCE

PRESIDENT

Ferguson Advisory Services, LLC

- Established consulting firm to service public and private sector entities
- Primarily focused on economic development and business development projects
- Clients include IPS Construction, EDS Consulting, and Village of Walton Hills

CHIEF EXECUTIVE OFFICER

Lucas County Improvement Corporation (LCIC) Toledo, Ohio

- Provided executive direction to the development and implementation of agencies start up activities including administrative policy, personnel, financial policy and procedure, computer technology, data collection and analysis, marketing and sales, and long term business development strategies
- Developed and Managed \$650,000 annual operating budget
- Directed the completion of \$50,000,000 of capital investment projects resulting in the creation of 263 new jobs and the retention of 259 jobs in Lucas County, Ohio
- Clients included Reiter Automotive, Peterson Spring, and HCR Manor Care
- Successfully merged the counties economic development and workforce development efforts

DIRECTOR, ECONOMIC DEVELOPMENT

Fulton County Economic Development, Wauseon, Ohio

- Reported directly to the Fulton County Board of Commissioners
- Management of all department activities including budgeting, personnel, and strategic development
- Responsible for negotiations of all industrial and commercial expansion and attraction projects
- Successful completion of 55 economic development projects, creating 4168 jobs and retaining 4322 jobs, generating \$1,293,596,060 in new capital investment in Fulton County
- Clients included Northstar Bluescope Steel, Worthington Industries, ConAgra and Lear Corporation
- Development and maintenance of business relations with local, state, and federal economic development officials
- Successfully merged the counties economic development and workforce development efforts
- Participation in the creation of several county planning documents including the Fulton County Comprehensive Development Plan, Pike-Delta-York Land Use Plan

DIRECTOR, REGIONAL BUSINESS DEVELOPMENT

Toledo Regional Growth Partnership, Toledo, Ohio

Toledo-Lucas County Port Authority, Toledo, Ohio

- Responsible for "Partnership" generated projects in 10 county region of Northwest Ohio
- Clients included AP Parts, Allied Signal, Great Lakes Window, and Crown Cork and Seal
- Development and implementation of marketing program to attract business opportunities to the Toledo Express Airport

EDUCATION

University of Toledo, Associates Degree, Business Management

University of Toledo, Bachelor Degree, Entrepreneurial Foundations

University of Toledo, Graduate Program, Geography and Planning Course-Work Completed

Ferguson Advisory Services, LLC
Client References

- 1) Michelle Reed
President
Brooklyn-Irish Hills Area Chamber of Commerce
Brooklyn, Michigan
517-592-5452
- 2) Marlene Anelski
Mayor
Village of Walton Hills
Walton Hills, Ohio
(440) 232-7800
anielskim@waltonhillsohio.gov
- 3) Dan Tyrell
President
NPK Construction Equipment
Walton Hills, Ohio
440) 232-7900 ext 184
dant@npkce.com

Shawn Ferguson
Professional References

- 1) Steve Weathers
Chief Executive Officer
Regional Growth Partnership
Toledo, Ohio
419-252-2700 ext. 307
weathers@rgp.com
- 2) Steve Cavanaugh
Chief Financial Officer
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Toledo, OH
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scavanaugh@hcr-manorcare.com
- 3) Rich Menzel
Vice President Human Resources
Northstar Bluescope Steel
Delta, Ohio
419-822-2200
Rich.Menzel@northstarbluescope.com
- 4) Jerry Dehnbostel
Mayor
Wauseon, Ohio
419-335-3866
mayor@cityofwauseon.com



CARLISLE/WORTMAN ASSOCIATES, INC.

Community Planners /Landscape Architects

605 S. Main, Suite 1
Ann Arbor, MI 48104
734-662-2200
fax 734-662-1935

6401 Citation Drive, Suite E
Clarkston, MI 48346
248-625-8480
fax 248-625-8455

April 16, 2009

Donna Dettling, Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

RE: Proposal of Services: Economic Development Services

Dear Donna:

Carlisle/Wortman Associates, along with Deborah Schutt from Schutt and Company, is pleased to submit a proposal to complete a multi-pronged approach to economic development within the Village. Because our involvement with the Village's DDA, and other similar economic development authorities, has been minimal, we would suggest that the process begins with an audit of the tools presently being used by the community. We would also envision interviewing various community stakeholders to identify areas that they feel should be emphasized. A questionnaire would also be submitted to all business owners within the Village to gauge their short- and long-term needs. Subsequently, one project focus would be to inventory existing spaces (vacant and filled) while the second project focus would be to identify short-term implementable efforts to retain the existing businesses. The culmination would be a report that evaluates the economic development tools presently in use, a summary of the recommendations from the stakeholders, and recommendations for the next phase of the initiative. The second phase to the project would be a business attraction strategy along with implementing the recommendations from the opportunities study (i.e. creation of new employment opportunities). A formal work plan and budget will be submitted for the second phase (long-term strategy) following completion of the initial short-term strategy phase. The combined approach will provide for adequate planning/strategizing that will ensure future sustainability.

We appreciate the opportunity to submit this proposal and look forward to discussing it in further detail at our meeting next week.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

Douglas Lewan, PCP, AICP
Principal

cc: Jennifer Coe, AICP, Associate
Deborah Schutt, Schutt and Company

Work Plan and Budget

1. **Project Initiation** – Meet with staff to finalize the scope, meeting schedule, and identification of community stakeholders. Receive copies of all economic development plans/initiatives and annual reports.

Phase One – Short Term Strategy

2. **Existing Tool Evaluation** – Review existing plans/initiatives, interview appropriate staff and internal stakeholders (i.e. DDA chair). The results will be summarized for Council to review.
3. **Interviews/Questionnaires** – The CWA team will conduct interviews with key Village stakeholders (i.e. Chamber president, business owners, property owners, etc.) as identified by the Village Manager in step one. The goal is to gain a more detailed understanding of the visions/desires, problems and opportunities, of the existing board members, business owners, vested citizens, and staff. Additionally, a questionnaire will be mailed to all business owners (including home businesses) to gauge their needs to ensure the long-term viability of their operation. The results will be summarized for Council to review.
4. **Inventory Vacant Commercial and Industrial Spaces** – In coordination with Village Staff, the CWA team will work with existing property owners to inventory vacant spaces (owners, contact information, age of building, tax credits, usable floor area, amenities, etc.) and then make the information available on the City website (see <http://www.downtownrochestermi.com/lease.aspx>) as well as through SPARK. Advertising could also include reaching out to existing home occupations/businesses that need additional space but can only do such if an incubator space is made available whereby the community could off-set some of their costs. Filling vacant storefronts with information from various community groups, school groups, artwork, etc., may also assist in giving the appearance of occupancy.
5. **Inventory Occupied Commercial and Industrial Spaces/Uses** – In coordination with Village Staff, the CWA team will work with existing property owners to inventory occupied spaces (same information as vacant spaces as well as existing land use(s)).
6. **Business Retention Strategy** – Based upon the inventory of occupies spaces, face-to-face interviews, and questionnaires we will identify short-term implementable business retention strategies such as joint advertising that takes advantage of some of the known qualities about the community and some of the established outreach efforts. Other options include links from the City's website, grant or loan programs for site improvements, joint employment arrangements (where one person can be shared by several businesses), cross promotions, etc. The most pressing matter will be to address the immediate needs of the businesses perceived or known to be in danger of leaving the Village and/or going out of business.
7. **Draft Economic Development Opportunities Study** – The study will include all of the data from steps two through five, along with an economic development action plan with associated short-, middle-, and long-range recommendations. Funding sources such as available grants and loans will also be identified. The draft will be presented at a workshop with the Council.
8. **Final Economic Development Opportunities Study** – Recommendations from the Council workshop will be incorporated into the report and resubmitted for final consideration.

Phase Two – Long Term Strategy (separate proposal)

9. **Business Attraction Strategy** – Create a vision for each segment of the community, complete a marketing analysis (i.e. identify gaps, strengths, etc.), and then design a specific attraction strategy. Since attraction is more labor intensive and is presently being hampered by the economy, this effort is not going to have an immediate impact, but should help the Village upon improvement within the commercial and industrial markets. Some efforts to be considered include rent subsidies, training, a website where each business gets a page, broker bonus, grant or loan programs, destination boot camp training, incubators, more cross promotions, etc. Another, but more time-consuming, strategy would be to have a street fair of banks, financial planners, insurance companies, etc. (“Planning for the Future”). This effort would require enlisting several individuals/groups and would have to have a very specific timeline. Revisions in the planning, zoning, and development/business location process may also need to be considered.

10. **Implementation of Economic Development Opportunities Study** – While not yet defined, this phase would implement the recommendations of the Study as well as the Business Attraction Plan. The goal is to bring new businesses and jobs to the community while utilizing all of the available economic development tools.

Task	Principal in Charge Douglas Lewan (hours)	Project Manager Jennifer Coe (hours)	Support Staff / Graphics
Project Initiation	2	2	
Existing Tool Evaluation	2	8	4
Interviews/Questionnaires (Village staff to assist)	2	16	4
Inventory Vacant Commercial and Industrial Space	Village staff		
Inventory Occupied Commercial and Industrial Spaces/Uses	Village staff		
Business Retention Strategy	2	16	
Draft Opportunities Study / Workshop	4	20	4
Final Opportunities Study	2	8	2
Business Attraction Strategy	Separate Proposal		
Implementation of Economic Development Opportunities Study	Separate Proposal		
(hours/hourly rate)	14 hours @\$80/hr.	70 hours @ \$75/hr.	14 hours @ \$55/hr.
Fee	\$1,120	\$5,250	\$770

TOTAL PROJECT COST:

\$7,140 *

(* can be adjusted with more Village staff involvement)

Note: Eight (8) meetings/interviews are included (excluding the unknown phases): a kick-off meeting with staff, up to two (2) one-on-one interviews with internal stakeholders, up to three (3) one-on-one interviews with external stakeholders, one (1) workshop with the Council, and one (1) final presentation to Council. Additional meetings will be billed at the hourly rates. Printing costs will be directly billed to the Village.

Village of Dexter Natural Fluoridation Levels

	1984	1988	1991	1992	1994	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Former Well Field	0.4	0.4	0.4	0.4	0.4		0.4	0.3	0.3	0.4	0.4							
Current Well Field						0.6				0.4	0.4	0.5	0.4	0.4	0.31	0.34		
High School Well Site																	0.23	0.26

Village President Report

AGENDA 4-27-09

ITEM I-5

Hello Residents and Council Members,

Here is my written update of my activities:

Activities since April 13, 2009 Village Council meeting:

April 17, 2009 - Attended Forest/Jeffords/Alley Spring Pre-Start meeting with Nagle Paving. I asked for a contractor's schedule to complete the work. A copy of the preliminary schedule is attached for your review.

April 17, 2009 - Met with Carlisle Wortman representatives to discuss their proposal to assist the Village in our efforts to be ready for Economic Development opportunities (along with Donna Dettling).

April 20, 2009 - Attended the Chelsea Area Planning Team/Dexter Area Regional Team meeting in Chelsea. The meeting included a presentation from SEMCOG and discussion on the topic of creating a regional fire authority by combining the Chelsea Area Fire Association (CAFA) and the Dexter Area Fire Department (DAFD).

April 21, 2009 - Attended a meeting at Village offices to discuss project schedules for Forest/Alley project, the Bridge Project and improvements to Jeffords.

Future activities:

April 27, 2009 - Joint meeting between Scio Twp and Village of Dexter (6:00 p.m. - Dexter District Library) - this meeting is planned to allow Village and Township officials an opportunity to provide updates, share information and be a forum for discussion of items that are common to both communities. These meetings are held approximately every quarter.

April 27, 2009 - Village Council Meeting

April 29, 2009 - Meeting on Petition Process to support Cityhood Boundary - Residents should understand that the next step in the Cityhood Process is the submittal of a formal petition of signatures along with a boundary description of the Village limits to the State Boundary Commission. The Village has prepared the boundary description of the existing Village boundaries and the meeting on the 29th (6:30 p.m. - Dexter District Library) is planned to inform residents who want to assist in the collection of signatures that would be part of the submittal. Residents are encouraged to attend the meeting to learn more about Cityhood and/or get involved in this process.

May 6, 2009 - Budget Planning Workshop with Village Council

May 11, 2009 - Village Council Meeting

May 14, 2009 - Downtown Development Authority meeting

I will provide additional details on anything else that comes up and be happy to answer any questions before or at the meeting.

Please feel free to call me at home or send me an email anytime. I look forward to seeing you around town.

Shawn Keough, Village President (734) 426-5486 (home number) skeough@villageofdexter.org

April 21, 2009

Ms. Janet Griscom
Beckett & Raeder, Inc.
535 W Williams, Suite 101
Ann Arbor, MI 48103

Subject: Project Schedule – Phase Two

Dear Janet,

Per your request, please accept this letter that outlines the schedule for the Village of Dexter - Forrest Street and Alley Improvements Project (Phase Two). The following is a rough outline of the duration needed to complete the work associated with some of the major work item:

- Start up, barricading and mobilization – two days
- Saw cutting, pavement removal, miscellaneous demolition and minor rough grading – one week
- Installation of underground utilities – three weeks (two for sewers and one for electrical)
- Complete rough grading and install aggregate base course – one week
- Install site concrete – one week (including cure times)
- Finish grade of base and installation of asphalt – one week (includes final course of asphalt and striping)
- Erect light poles and complete landscaping and restoration – one and a half to two weeks (includes final clean up).

This schedule includes some minor accounting for inclement weather. If weather becomes an issue, we would need to adjust accordingly. It is our desire to start the work the week of May 4th, 2009. This is predicated on Nagle Paving company receiving revised, approved construction documents for phase two prior to Friday May 1st, 2009. Please forward those documents as soon as they are available. Finally, the duration outline is based on the elimination of the baffle box from this phase. It is our goal to be substantially complete with phase two by the 4th of July holiday provided we are able to start the project no later than the week of May 4th. If documents are available sooner and a sooner start date can be established, Nagle Paving Company is open to discussing pushing the date up as much as possible as we are anxious to get started.

I trust that this is acceptable. If you have any questions or concerns, please feel free to contact me at (248) 553-0600. Once a final construction document is provided and we have mobilized to site, a more detailed scheduling document can be prepared at your request.

Sincerely,

Rob Wilson

Project Manager

Nagle Paving Company

VENDOR APPROVAL SUMMARY REPORT

Date: 04/21/2009

Time: 10:43am

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ABSOLUTE COMPUTER SERVICES	ABSOLUTE C	DELL VOSTRO 220 MT	394.00	0.00
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	DEPOSIT FEE REFUND	735.00	0.00
ANN ARBOR TECHNICAL SERVICES	A2 TECHNIC	LAB SERVICES	80.00	0.00
ARBOR CARE TREE SURGEONS	ARBOR CARE	TREE REMOVAL	450.00	0.00
ARBOR SPRINGS WATER CO.INC	ARBOR SPRI	1 5 GAL WATER	5.75	0.00
AT&T	AT&T	734 426-8530 597 1	1,724.79	0.00
BALLENTINE MARK	M BALLENTI	Patient: Alesha Tuscano	97.50	0.00
BLUE CARE NETWORK OF MICHIGAN	BLUE CARE	COVERAGE PERIOD 5/1-5/31/09	14,101.41	0.00
BOULLION SALES	BOULLION	FILTERS AND BLADE	111.89	0.00
KIM BROWN	KIM BROWN	Reimbursement	40.24	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	Cedars of Dexter	502.50	0.00
COMCAST - DPW	COMCAST -	DPW 04/19/09-05/18/09	59.09	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	GAS	782.56	0.00
DENTAL NETWORK OF AMERICA	DENTAL NET	Coverage 5/01-5/31/09	233.40	0.00
DEXTER AREA FIRE DEPARTMENT	DAFD	HOT WATER HEATER IMPROVEMENTS	1,502.02	0.00
DEXTER PHARMACY	DEX PHARMA	Shipping	17.58	0.00
DIUBLE EQUIPMENT INCORPORATED	DIUBLE EQU	LAWN MOWER PARTS	98.64	0.00
DR. DAVID TRAYNOR	DR. DAVID	MARK TUSCANO	1,034.00	0.00
DTE ENERGY	DET EDISON	0000-7727-1	12,966.27	0.00
ENVIRONMENTAL CONSULTING TECH	ECT	Grant Application	7,737.50	0.00
ETNA SUPPLY CO	ETNA SUPPL	Supplies	407.15	0.00
GADALETO, RAMSBY & ASSOCIATES	FORT-GAD	Life Ins	527.86	0.00
HERITAGE NEWSPAPERS	HERITAGE N	Public Notice	162.00	0.00
HOWLETT LOCK & DOOR INC	HOWLETT	Service Call	133.00	0.00
JJR,LLC	JJR,LLC	Mill Pond	175.00	0.00
KEMIRA WATER SOLUTIONS INC	KEMIRA	Chemicals	7,034.38	0.00
SHAWN KEOUGH	KEOUGH S	Economic Development Review	111.78	0.00
LEONA DRUGALIS	LEONA DRUG	Patient: Chris Tuscano	95.00	0.00
EDWARD A. LOBDELL	LOBDELL/ED	Regional Meeting	350.15	0.00
LOWE'S BUSINESS ACCOUNT	LOWE S	Frame	48.43	0.00
MEDA	MEDA	Regisstration	320.00	0.00
MICHIGAN ASSOC OF PLANNING	MICHIGAN A	Membership	625.00	0.00
MIDWESTERN CONSULTING	MIDWEST	March Services	2,060.00	0.00
MML WORKERS COMPENSATION FUND	MML	Premium	5,035.00	0.00
NATIONAL RECREATIONAL AND PARK	NRPA	Membership	110.00	0.00
NORTH CENTRAL LABORATORIES	NCL	Chemicals	56.44	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	Laor Rates	1,455.50	0.00
SCHWALBACH'S AUTO CARE	SCHWALBACH	Service	146.95	0.00
SIGNS IN 1 DAY	SIGNS	Arbor Days Signs	114.00	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	Post / Case	247.56	0.00
SUN VALLEY EQUIPMENT	SUN VALLEY	Parts	60.49	0.00
SYNAGRO CENTRAL	SYNAGRO	Testing	740.81	0.00
URBAN FORESTER, INC	URBAN FORE	Tree Pruning	750.00	0.00
WASTE MANAGEMENT	WASTE MANA	30 yard dumpster	468.00	0.00
WEST SHORE SERVICES INC	WEST SHORE	Storz	1,124.38	0.00
Grand Total:			65,033.02	0.00

INVOICE APPROVAL LIST BY FUND

Date: 04/21/2009
 Time: 10:46am
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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund							
Dept: Village Council							
101-101.000-956.000	Council Di		SHAWN KEOUGH	0		04/20/2009	111.78
			Economic Development Review		04/20/09		
101-101.000-958.000	Membership		MEDA	0		04/20/2009	240.00
			Membership		04/20/09		
101-101.000-958.000	Membership		MEDA	0		04/20/2009	80.00
			Regisstration				
Total Village Council							431.78
Dept: Village Manager							
101-172.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	1,654.15
			COVERAGE PERIOD 5/1-5/31/09				
101-172.000-721.000	Health & L		DR. DAVID TRAYNOR	0		04/20/2009	1,034.00
			MARK TUSCANO				
101-172.000-721.000	Health & L		BALLENTINE MARK	0		04/20/2009	70.00
			Patient: Chris Tuscano		X04/20/09		
101-172.000-721.000	Health & L		BALLENTINE MARK	0		04/20/2009	27.50
			Patient: Alesha Tuscano				
101-172.000-721.000	Health & L		LEONA DRUGALIS	0		04/20/2009	95.00
			Patient: Chris Tuscano		04/20/09		
101-172.000-721.000	Health & L		DENTAL NETWORK OF AMERICA	0		04/20/2009	116.70
			Coverage 5/01-5/31/09		04/20/09		
101-172.000-722.000	Life & Dis		GADALETO, RAMSBY & ASSOCIATES	0		04/20/2009	127.93
			Life Ins				
101-172.000-977.000	Equipment		ABSOLUTE COMPUTER SERVICES	0		04/20/2009	394.00
			DELL VOSTRO 220 MT		58		
Total Village Manager							3,519.28
Dept: Village Clerk							
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		04/20/2009	117.00
			Public Notice		1964123		
Total Village Clerk							117.00
Dept: Village Treasurer							
101-253.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	1,195.97
			COVERAGE PERIOD 5/1-5/31/09				
101-253.000-722.000	Life & Dis		GADALETO, RAMSBY & ASSOCIATES	0		04/20/2009	37.30
			Life Ins			COVERAGE 5/1-6/1/09	
Total Village Treasurer							1,233.27
Dept: Buildings & Grounds							
101-265.000-727.000	Office Sup		ARBOR SPRINGS WATER CO. INC	0		04/20/2009	5.75
			1 5 GAL WATER		1109882		
101-265.000-727.000	Office Sup		STAPLES BUSINESS ADVANTAGE	0		04/20/2009	247.56
			Post / Case		8012214694		
Total Buildings & Grounds							253.31
Dept: Village Tree Program							
101-285.000-803.000	Contracted		ARBOR CARE TREE SURGEONS	0		04/20/2009	450.00
			TREE REMOVAL		04/20/09		
101-285.000-803.000	Contracted		SIGNS IN 1 DAY	0		04/20/2009	114.00
			Arbor Days Signs		04/20/09		
101-285.000-803.000	Contracted		URBAN FORESTER, INC	0		04/20/2009	750.00
			Tree Pruning		25614		
Total Village Tree Program							1,314.00
Dept: Law Enforcement							
101-301.000-935.000	Bldg Maint		HOWLETT LOCK & DOOR INC	0		04/20/2009	133.00
			Service Call		19104		
Total Law Enforcement							133.00
Dept: Fire Department							
101-336.000-935.000	Bldg Maint		DEXTER AREA FIRE DEPARTMENT	0		04/20/2009	1,502.02
			HOT WATER HEATER IMPROVEMENTS				
Total Fire Department							1,502.02
Dept: Planning Department							
101-400.000-721.000	Health & L		BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	1,195.97
			COVERAGE PERIOD 5/1-5/31/09				
101-400.000-722.000	Life & Dis		GADALETO, RAMSBY & ASSOCIATES	0		04/20/2009	36.54
			Life Ins			COVERAGE 5/1-6/1/09	

INVOICE APPROVAL LIST BY FUND

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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: Planning Department							
101-400.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES	0		04/20/2009	390.00	
		March services		294-115			
101-400.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES	0		04/20/2009	112.50	
		Cedars of Dexter		294-116			
101-400.000-958.000	Membership	MICHIGAN ASSOC OF PLANNING	0		04/20/2009	625.00	
		Membership		901060			

Total Planning Department						2,360.01	
Dept: Zoning Board of Appeals							
101-410.000-901.000	Printing &	HERITAGE NEWSPAPERS	0		04/20/2009	27.00	
		Public Notice		1964123			

Total Zoning Board of Appeals						27.00	
Dept: Department of Public Works							
101-441.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	741.50	
		COVERAGE PERIOD 5/1-5/31/09					
101-441.000-721.000	Health & L	DENTAL NETWORK OF AMERICA	0		04/20/2009	116.70	
		Coverage 5/01-5/31/09		04/20/09			
101-441.000-722.000	Life & Dis	GDALETO, RAMSBY & ASSOCIATES	0		04/20/2009	38.81	
		Life Ins			COVERAGE 5/1-6/1/09		
101-441.000-740.000	Operating	LOWE'S BUSINESS ACCOUNT	0		04/20/2009	48.43	
		Frame		04/20/09			
101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY	0		04/20/2009	315.21	
		GAS		5308832			
101-441.000-920.000	Utilities	COMCAST - DPW	0		04/20/2009	59.09	
		DPW 04/19/09-05/18/09					
101-441.000-920.000	Utilities	DTE ENERGY	0		04/20/2009	1,026.36	
101-441.000-920.001	Telephones	AT&T	0		04/20/2009	66.50	
		734 426-8530 597 1					

Total Department of Public Works						2,412.60	
Dept: Downtown Public Works							
101-442.000-740.000	Operating	DIUBLE EQUIPMENT INCORPORATED	0		04/20/2009	98.64	
		LAWN MOWER PARTS		62529			
101-442.000-920.000	Utilities	DTE ENERGY	0		04/20/2009	24.04	

Total Downtown Public Works						122.68	
Dept: Municipal Street Lights							
101-448.000-920.003	St Lights	DTE ENERGY	0		04/20/2009	4,395.61	
		0000-7727-1					

Total Municipal Street Lights						4,395.61	
Dept: Solid Waste							
101-528.000-740.000	Operating	SUN VALLEY EQUIPMENT	0		04/20/2009	60.49	
		Parts		18786			
101-528.000-806.000	Contracted	WASTE MANAGEMENT	0		04/20/2009	468.00	
		30 yard dumpster		3630984-1389-3			

Total Solid Waste						528.49	
Dept: Parks & Recreation							
101-751.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	119.60	
		COVERAGE PERIOD 5/1-5/31/09					
101-751.000-722.000	Life & Dis	GDALETO, RAMSBY & ASSOCIATES	0		04/20/2009	6.26	
		Life Ins			COVERAGE 5/1-6/1/09		
101-751.000-955.000	Miscellaneous	NATIONAL RECREATIONAL AND PARK	0		04/20/2009	110.00	
		Membership		04/20/09			
101-751.000-970.000	Capital Im	ENVIRONMENTAL CONSULTING TECH	0		04/20/2009	3,737.50	
		Permit application		091576			
101-751.000-970.000	Capital Im	ENVIRONMENTAL CONSULTING TECH	0		04/20/2009	4,000.00	
		Grant Application		091578			
101-751.000-970.000	Capital Im	JJR, LLC	0		04/20/2009	175.00	
		Hill Pond		0067771			

Total Parks & Recreation						8,148.36	
Dept: Insurance & Bonds							
101-851.000-721.001	Retiree He	BLUE CARE NETWORK OF MICHIGAN	0		04/20/2009	2,123.81	
		COVERAGE PERIOD 5/1-5/31/09					
101-851.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND	0		04/20/2009	2,542.68	
		Premium		15231200			

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: Insurance & Bonds						
Total Insurance & Bonds						4,666.49
Fund Total						31,164.90
Fund: Major Streets Fund						
Dept: Routine Maintenance						
202-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	621.90
202-463.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	32.55
202-463.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND Premium	0		04/20/2009	231.61
Total Routine Maintenance						886.06
Dept: Traffic Services						
202-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	191.36
202-474.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	10.02
202-474.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND Premium	0		04/20/2009	80.56
Total Traffic Services						281.94
Dept: Winter Maintenance						
202-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	382.71
202-478.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	20.03
202-478.000-802.000	Profession	KIM BROWN Reimbursement	0		04/20/2009	40.24
202-478.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND Premium	0		04/20/2009	118.32
Total Winter Maintenance						561.30
Fund Total						1,729.30
Fund: Local Streets Fund						
Dept: Contracted Road Construction						
203-451.000-970.000	Capital In	WEST SHORE SERVICES INC Storz connectors	0		04/20/2009	843.73
203-451.000-970.000	Capital In	WEST SHORE SERVICES INC Storz	0		04/20/2009	280.65
Total Contracted Road Construction						1,124.38
Dept: Routine Maintenance						
203-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	191.36
203-463.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	10.02
203-463.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND Premium	0		04/20/2009	70.49
Total Routine Maintenance						271.87
Dept: Traffic Services						
203-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	47.84
203-474.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	2.50
203-474.000-802.000	Profession	MIDWESTERN CONSULTING March Services	0		04/20/2009	2,060.00
203-474.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND Premium	0		04/20/2009	25.18
Total Traffic Services						2,135.52
Dept: Winter Maintenance						
203-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	95.68
203-478.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES Life Ins	0		04/20/2009	5.01

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: Local Streets Fund							
Dept: Winter Maintenance							
203-478.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND	Premium	0	15231200	04/20/2009	55.39
Total Winter Maintenance							156.08
Fund Total							3,687.85
Fund: Equipment Replacement Fund							
Dept: Department of Public Works							
402-441.000-939.000	Vehicle-Ma	BOULLION SALES	FILTERS AND BLADE	0	171316	04/20/2009	111.89
Total Department of Public Works							111.89
Fund Total							111.89
Fund: Sewer Enterprise Fund							
Dept: Sewer Utilities Department							
590-548.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	4,431.66
590-548.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES	Life Ins	0		04/20/2009	120.53
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION	CHEMICLAS	0	413739	04/20/2009	780.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION	DEPOSIT FEE REFUND	0	413740	04/20/2009	-45.00
590-548.000-742.000	Chem Plant	KEMIRA WATER SOLUTIONS INC	Chemicals	0	9017041639	04/20/2009	7,034.38
590-548.000-743.000	Chem Lab	NORTH CENTRAL LABORATORIES	Chemicals	0	250628	04/20/2009	56.44
590-548.000-802.000	Profession	SYNAGRO CENTRAL	Testing	0	29125	04/20/2009	740.81
590-548.000-824.000	Testing &	ANN ARBOR TECHNICAL SERVICES	LAB SERVICES	0	3055	04/20/2009	80.00
590-548.000-824.000	Testing &	DEXTER PHARMACY	Shipping	0	04/20/09	04/20/2009	17.58
590-548.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND	Premium	0	15231200	04/20/2009	1,359.45
590-548.000-920.000	Utilities	DTE ENERGY		0		04/20/2009	4,207.25
590-548.000-920.001	Telephones	AT&T	734 424-1425 243 0	0		04/20/2009	41.27
590-548.000-920.001	Telephones	AT&T	734 426-8303 494 6	0		04/20/2009	473.88
590-548.000-920.001	Telephones	AT&T	734 426-4572 813 0	0		04/20/2009	754.48
590-548.000-937.000	Equip Main	SCHWALBACH'S AUTO CARE	Service	0	04/20/09	04/20/2009	146.95
Total Sewer Utilities Department							20,199.68
Fund Total							20,199.68
Fund: Water Enterprise Fund							
Dept: Water Utilities Department							
591-556.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN	COVERAGE PERIOD 5/1-5/31/09	0		04/20/2009	1,107.90
591-556.000-722.000	Life & Dis	GADALETO, RAMSBY & ASSOCIATES	Life Ins	0		04/20/2009	80.36
591-556.000-751.000	Gasoline &	CORRIGAN OIL COMPANY	GAS	0	5308831	04/20/2009	467.35
591-556.000-861.000	Travel & M	EDWARD A. LOBDELL	Regional Meeting	0	04/20/09	04/20/2009	350.15
591-556.000-901.000	Printing &	HERITAGE NEWSPAPERS	Hydrant Flushing	0	1964679	04/20/2009	18.00
591-556.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND	Premium	0	15231200	04/20/2009	551.32
591-556.000-920.000	Utilities	DTE ENERGY		0		04/20/2009	3,313.01
591-556.000-920.001	Telephones	AT&T	734 426-4572 813 0	0		04/20/2009	388.66

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: Water Enterprise Fund								
Dept: Water Utilities Department								
		591-556.000-977.000	Equipment	ETNA SUPPLY CO Supplies	0	1662017	04/20/2009	407.15

Total Water Utilities Department								6,683.90

Fund Total								6,683.90
Fund: Trust & Agency Fund								
Dept: Assets, Liabilities & Revenue								
		701-000.000-253.054	Dexter Sch	ORCHARD, HILTZ & MCCLIMENT INC Labor Rates	0	125648	04/20/2009	1,455.50

Total Assets, Liabilities & Revenue								1,455.50

Fund Total								1,455.50

Grand Total								65,033.02



AGENDA 4-27-09

ITEM 5-3
Knights of Columbus

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April 21, 2009

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Dexter Village Council,

The Dexter Knights of Columbus will be holding its Annual Spring Chicken Broil on Saturday, May 23rd. In order to help advertise this charity event, we are requesting approval to place lawn signs on Village easement property. With the exception of the date change, the signs are the same as used last year. One of these signs is provided for your review. Given the Mar 23rd date, we would like to begin placing them on Wednesday, May 13th, or 10 days prior.

Over the years the proceeds from our charity events have helped to support several local charities in Dexter such as the Dexter Senior Center, Dexter Schools Special Education, Dexter Fire Department, Dexter Boy and Girl Scouts and Rebuilding Together – formerly called Christmas in April. This year is no exception.

Thank you for your attention in this matter.

John Finke, Trustee
Dexter Knights of Columbus
734-645-1897 (cell)

Attendance: Aaron Berkholz, Dan Heath, Paul Cousins, Mike Donahue, & Donna Dettling

The following bullet points relate to the remaining Bridge items:

- Access Drive-Concrete work for curbs and sidewalks expected to start May 1, 2009. Then the blacktop base coat will be applied, with final asphalt course applied with the Bridge approaches.
- Access Drive Retaining Wall-Aaron Berkholz is securing a determination from Dan Garcia at MDOT as to the retaining wall cost being participating or non-participating. The preliminary estimate for the retaining wall is \$17,700. Discussed modular wall (inter-locking block to match the Farmer's Market wall) vs. form-line wall (to match the Bridge rock-forms). There will be additional cost for Form-line wall for design as well as hand staining. ***Based on a conversation Aaron had with Dan Garcia after our meeting, it is unlikely the retaining will be considered an MDOT participating item. Village/DDA needs to evaluate our options.***
- Design for pedestrian access next to retaining wall. This improvement is a village/park plan improvement and is being considered for a stepped sidewalk design or a sloped sidewalk design. The concern is making sure there is room between the retaining wall and the edge of curb to install the stepped or sloped pedestrian access (not ADA).
- Curb and gutter area at Main & Jeffords- Some of the curb installed by ET MacKenzie may need to be removed when Jeffords is widened.
- Sidewalk extensions 20' from Bridge. The sidewalk extension from the Bridge at the Park Drive will include an ADA compliant ramp, including detectible warning (truncated domes). Three other 20' extensions will not include ADA ramps.
- Discussed the possibility that E.T. MacKenzie could install temporary sidewalk into the new park area vs. installing this sidewalk as part of the Jefford's project. Aaron's concern is that the temporary sidewalk would not meet ADA requirements and it would be compromised when the construction of Jeffords starts.
- Sidewalk under bridge to be installed in May.
- Sidewalks on both sides of bridge to be opened once railing is installed. Railing to be installed after concrete surface coating sealant is applied. No confirmed date for application of sealant as this process is weather dependent.
- Discussed the re-opening of Warrior Creek Park in June
- Discussed getting a price from ET MacKenzie to clear trees along Jeffords to advance the Jeffords Road widening project. Eric Evans of ET MacKenzie will provide a quote to clear the area. This item will be discussed further.

The following bullet points relate to the outstanding MDEQ Permit items:

- Response to the April 1, 2009 MDEQ letter will be sent pending the collection of updated stream monitoring point survey information.
- Sediment trap monitoring and cleaning as necessary. Wade Trim will be collecting survey data for the stream monitoring tomorrow morning. Assuming the data is supportive, a strong argument will be made to MDEQ that the upstream head cutting has stopped and therefore additional monitoring and sediment removal is NOT necessary.
- Clarify to MDEQ that base material of the temporary access road will remain as a control structure.

Bridge Meeting Summary
April 14, 2009 at 1:00 pm

- Clarify to MDEQ that stabilization with seed, mulch, or mulch blankets will be completed in May.
- Clarify to MDEQ that WCRC wants to bring closure to the Main Street Bridge and dam removal permit this year.

The following bullet points relate to Village/DDA/BRi outstanding Bridge aesthetic items:

- Carey Baker is working on contracts for construction of lighting pedestals and placement of conduit as well as installation of quad-lights.
- Carey Baker will provide Aaron with Conduits required for lighting and irrigation under the park drive. This will be provided Monday, April 20, 2009.
- Carey Baker to provide the exact product (manufacturer) specification and color to complete the Tri-Brothers (bridge subcontractor) portion of the bridge painting (concrete surface sealer application).
- Carey Baker will be soliciting a bid from CustomRock on behalf of the DDA for the "Hand Staining" portion of the bridge painting. He will specify the stain colors to be used. It was agreed that this non-participating contract item would be deleted from the ET MacKenzie contract. The original contract bid quantity for this work was 230 Syd at \$37 per Syd for a total of \$8,510. The DDA will enter into a contract with CustomRock to complete the staining.
- Carey Baker will confirm exact area for hand staining before securing a quote from Custom Rock. There is a concern that 230 Syd is not an accurate quantity.
- Carey Baker will be providing Aaron with specifications and details for the bridge pier caps.
- Carey Baker will provide final grade for the manhole rim elevations and hold down elevations for the clay cap at the southwest intersection. This is required for the proposed plaza that will be constructed under the Jeffords Phase II Project. These prefabricated caps will be placed on the bridge barrier wall columns.

We did not set another meeting, however the original village Bridge Team (Jim Carson, Paul Cousins, and Shawn Keough) are meeting on Tuesday, April 21, 2009 at 3:00 p.m. at the village office to review status, timeline, progress on the Bridge Project as well as funding and coordination issues relating to the current Forest/Alley Project, future Jeffords Project, and future Mill Creek Park Project.

VILLAGE OF DEXTER

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MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: April 27, 2009
Re: Speed Study and Analysis

Attached is the speed study of 2nd, 3rd, 4th, and 5th Streets between Broad and Hudson from Midwestern Consulting. The data was collected on a Tuesday, Wednesday and/or Thursday in April from 7:00 am to 8:00 am and again from 4:00 pm to 5:30 pm on all four streets.

Mr. Valenta will be in attendance to discuss the findings and his recommendations.

Also included for your review is a copy of the Village's Act 51 map showing our major and local streets. It is a downsized copy of a much larger map, so the quality is not the best. The major streets indicated on the map should not be confused with our Federal Aid eligible roads which are Central, Baker, and Main/Ann Arbor Street/Dexter-Ann Arbor.



MEMORANDUM

TO: Courtney Nicholls
Village of Dexter
Assistant Village Manager

FROM: James J. Valenta, P.E. Senior Project Manager

RE: Speed Study and Analysis

DATE: April 21, 2009

At your request, Midwestern Consulting collected random vehicle speed data along 2nd Street, 3rd Street, 4th Street and 5th Street between Broad Street and Hudson Street in April of 2009. At each location, the speed data was collected over two days and contained individual vehicle speed observations. Only vehicles that were traveling unimpeded by other vehicles were included in the data samples. A portable radar gun was used to collect the speed data during times when the largest traffic volumes would normally be encountered. This memorandum presents the results of the speed study and recommendations for reducing the excessive speed problem that is documented herein.

The statutory and posted speed limit on these residential streets is 25 mph. Results are tabulated separately for each street on the next page and discussed in the following paragraphs:

2nd Street between Broad Street and Hudson Street. The average speed along 2nd Street was observed to be 29.33 mph with a relatively high standard deviation about the mean speed. This indicates a variability in speed ranges. The sample size (80 speeds) is adequate to calculate speed statistics. In excess of 40 percent of all vehicles exceed the 25 mph speed limit by at least 5 mph; indicating that there is a speeding problem along this street. It is noted that there is a double yellow painted line along 2nd Street and with the wide gravel shoulders, this two lane residential street appears to serve as more of a collector street, where higher speeds can reasonably be expected. The 7.50 percent of vehicles traveling more than 10 miles per hour above the posted speed limit indicates that extreme speeds do not prevail. Two potential speed reduction measures are possible: increased police presence (only effective when the enforcement is active) and removal of the double yellow painted centerline.

3rd Street between Broad Street and Hudson Street. The average speed along 3rd Street was observed to be 27.80 mph with a reasonable standard deviation about the mean speed. This indicates consistency in speed ranges. The sample size (113 speeds) is adequate to calculate speed statistics. In excess of 23 percent of all vehicles exceed the 25 mph speed limit by at least 5 mph; indicating that there is not a generalized speeding problem along this street. It is noted that there is no double yellow painted line along 3rd Street. No vehicles were observed traveling more than 10 miles per hour above the posted speed limit.

4th Street between Broad Street and Hudson Street. The average speed along 4th Street was observed to be 29.38 mph with a reasonable standard deviation about the mean speed. This indicates consistency in speed ranges. The sample size (130 speeds) is adequate to calculate speed statistics. In excess of 39 percent of all vehicles exceed the 25 mph speed limit by at least 5 mph: indicating that there is a speeding problem along this street. It is noted that there is a double yellow painted line along 4th Street and with the wide gravel shoulders, this two lane residential street appears to serve as more of a collector street, where higher speeds can reasonably be expected. The 3.07 percent of vehicles traveling more than 10 miles per hour above the posted speed limit indicates that extreme speeds do not prevail. Two potential speed reduction measures are possible: increased police presence (only effective when the enforcement is active) and removal of the double yellow painted centerline.

5th Street between Broad Street and Hudson Street. The average speed along 5th Street was observed to be 27.12 mph with a reasonable standard deviation about the mean speed. This indicates consistency in speed ranges. The sample size (168 speeds) is adequate to calculate speed statistics. In excess of 13 percent of all vehicles exceed the 25 mph speed limit by at least 5 mph: indicating that there is not a generalized speeding problem along this street. It is noted that there is no double yellow painted line along 5th Street. Three vehicles were observed traveling more than 10 miles per hour above the posted speed limit.

These statistics indicate that speeds along 2nd St and 4th St are excessive and that remedial techniques aimed at reducing maximum speeds and compressing pace speeds would be beneficial to the area. There are several techniques available to the village to accomplish a speed reduction.

1. Enforcement: Speed enforcement along 2nd and 4th will be effective only during the time periods of active enforcement. When no enforcement is visible, speeds will tend to return to the levels as recorded in this study.
2. Speed tables. Speed tables are raised roadway elements that have been shown to be more effective in reducing speeds than speed bumps. Care must be taken when designing speed tables so that the highest speed vehicles do not become airborne, and that the speed table does no damage to low profile vehicles traveling over them. Speed tables are most effective in reducing the highest speeds of vehicles in the immediate area of the table. Along 2nd and 4th, there are not a high percentage of vehicles who exceed the speed limit by 10 mph or more. This fact and the lack of curb and gutters along the streets limit the potential for speed tables to achieve significant speed reductions in the area.
3. Roadway chokers and islands. These physical features narrow the effective width of the roadway and result in vehicle speed reductions. Along 2nd and 4th Streets the lane widths are already at the 12 foot width and further narrowing would create other issues related to roadway safety. Thus, roadway chokers and islands to control speeds are not recommended.

Speed Statistics

	2nd Str	3rd Str	4th Str	5th Str
Speed Limit, mph	25	25	25	25
Sample Size	80	113	130	168
Mean Observed Speed, mph	29.33	27.80	29.38	27.12
85 percentile speed, mph	33.00	31.25	32.55	29.80
Standard deviation, mph	4.89	3.62	3.69	3.39
Number of vehicles greater than 25 mph	63	79	113	117
Percent of vehicles greater than 25 mph	78.75%	69.91%	86.92%	69.64%
Number of vehicles greater than 30 mph	35	27	51	23
Percentage of vehicles greater than 30 mph	43.75 %	23.89%	39.23%	13.69%
Number of vehicles greater than 35 mph	6	0	4	3
Percentage of vehicles greater than 35 mph	7.50 %	0 %	3.07%	1.79%
At the 95th Percentile Confidence Level:				
Mean Speed Range	19.73 to 38.93	20.70 to 34.90	22.15 to 36.61	20.48 to 33.76
85th percentile speed	23.40 to 42.60	24.15 to 38.35	25.32 to 39.78	23.16 to 36.44

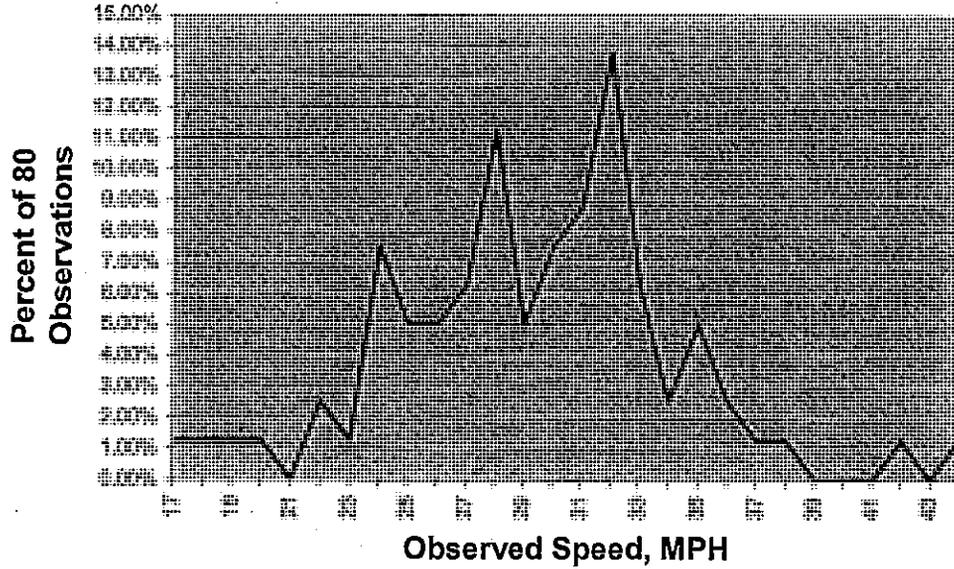
4. Pavement Marking Removal. A double yellow painted line exists along parts of 2nd and 4th Street. The painted lines, when combined with wide gravel shoulders and large building setbacks, provide the appearance of a roadway where a higher than expected speed can be safely driven by competent drivers. If the yellow lines were removed, arterial roadway appearance of both streets would be altered, and it can be anticipated that a small speed reduction would result.

To conclude, there is a documented speeding problem along 2nd Street and along 4th Street. The high percentage of motorists exceeding the posted 25 mph speed limit by more than 5 mph indicates a disregard of speed regulations. It was also noted during the data collection period that most of the sampled vehicles did not originate in the adjacent residential areas but rather was through-traffic avoiding congestion along Main Street. Attached to this memorandum are speed charts that summarize the speed data and analysis. I would be pleased to work with the village to discuss speed reduction options to safely and efficiently reduce speed in these areas.

Speed Distribution Diagram

2nd Street - Broad to Hudson

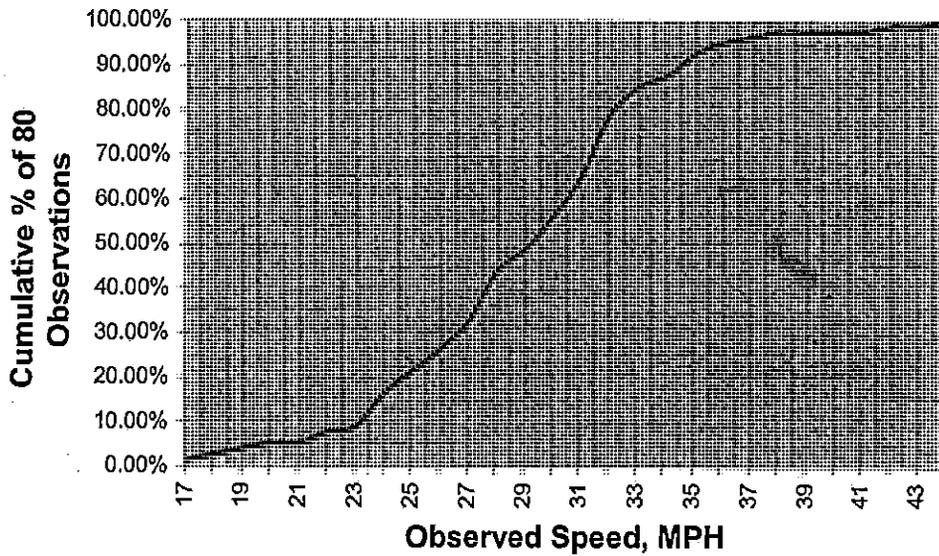
April 2009



Cumulative Speed Profile

2nd Street - Broad to Hudson

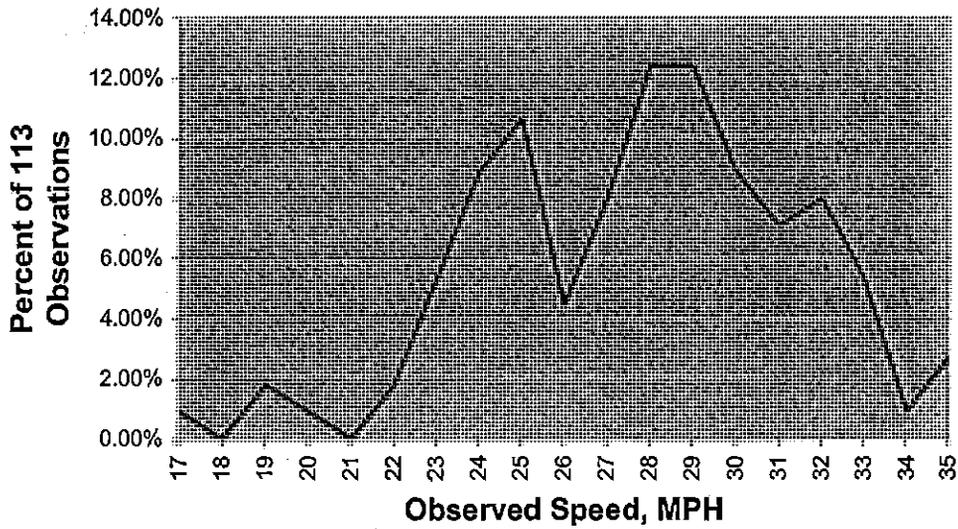
April 2009



Speed Distribution Diagram

3rd Street - Broad to Hudson

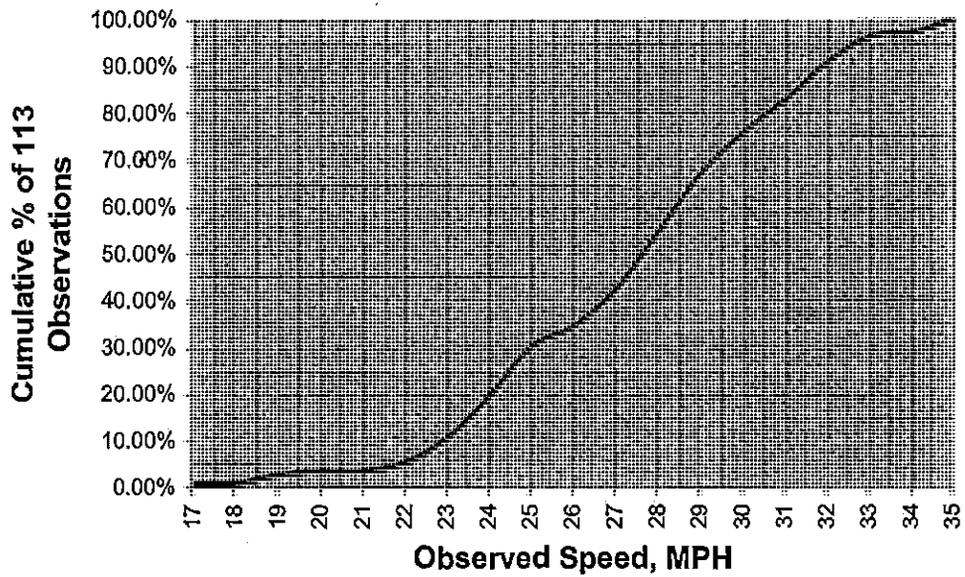
April 2009



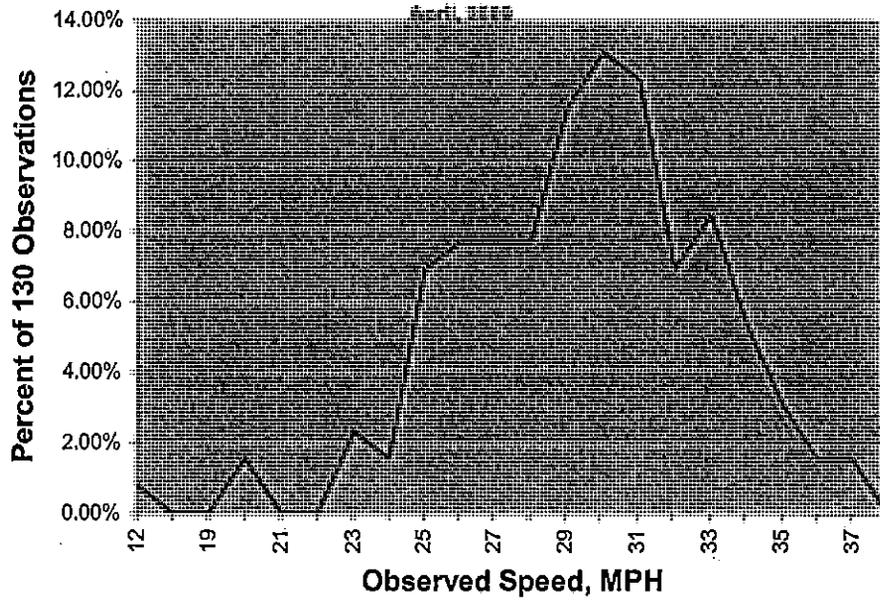
Cumulative Speed Profile

3rd Street - Broad to Hudson

April 2009

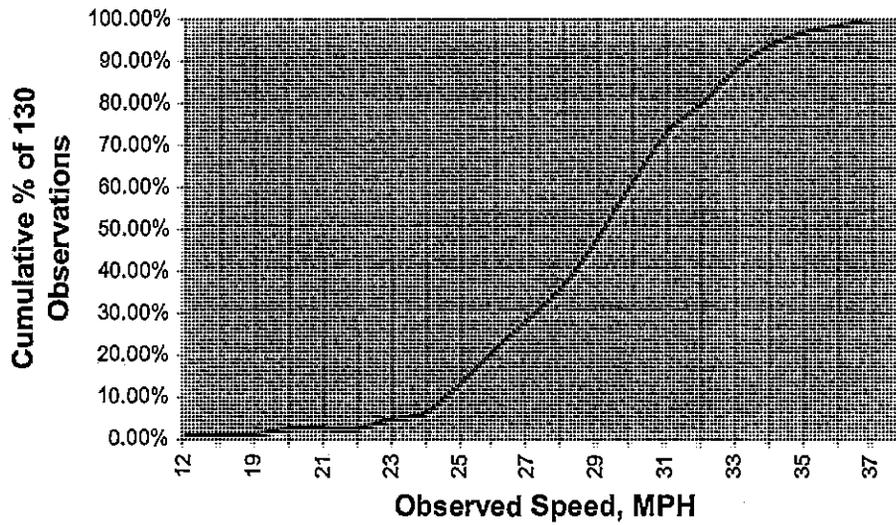


Speed Distribution Diagram 4th Street - Broad to Hudson



Cumulative Speed Profile

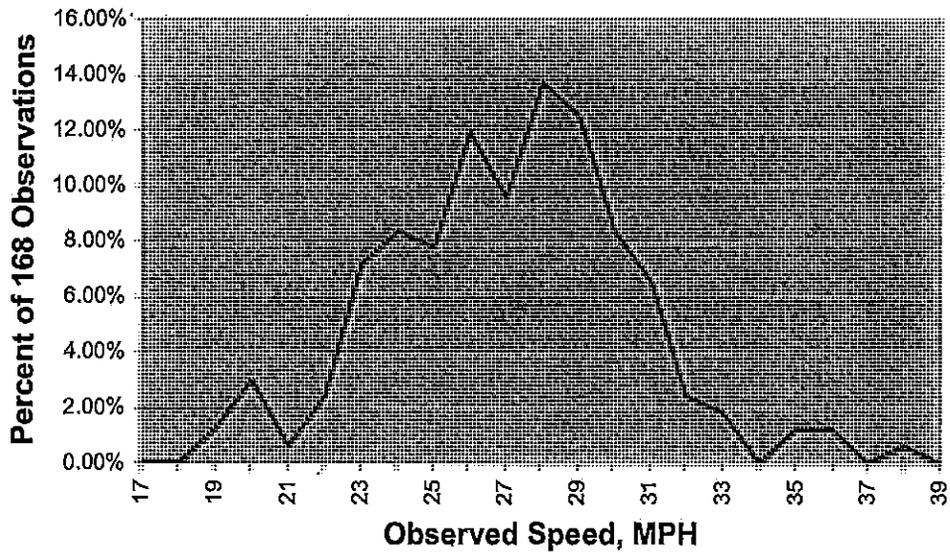
4th Street - Broad to Hudson
April 2009



Speed Distribution Diagram

5th Street - Broad to Hudson

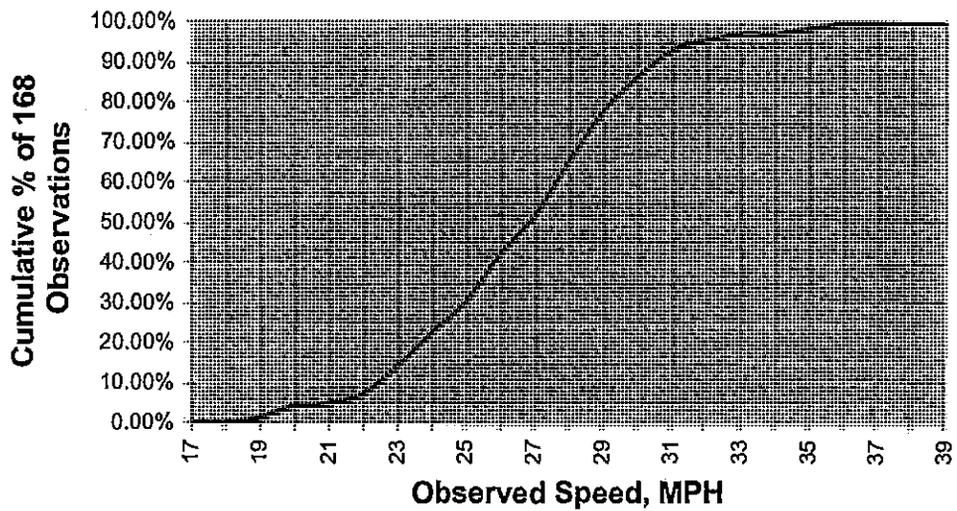
April 2009



Cumulative Speed Profile

5th Street - Broad to Hudson

April 2009



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MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: April 27, 2009
Re: Cityhood

The Cityhood petition kick-off meeting is planned for Wednesday, April 29, 2009 - 6:30 p.m. at the Library. The purpose of this meeting is to educate those who are interested in circulating petitions on the proper methods of signature collection. We will also be providing the circulators with copies of the Frequently Asked Questions that they can use to address questions residents may ask.

Along with this we would like to update the information on the website regarding where the Village is at in the process. Below is proposed language provided by Trustee Semifero.

Proposed Wording for Village Web site for explanation of status of Cityhood process.

What has been Completed

The Village formed a City Study Committee to investigate cityhood for the Village of Dexter. The City Study Committee reported back to the Village Council that pursuing cityhood was recommended. The Village contracted with OHM (an engineering firm which works with the Village) to complete an up to date and accurate survey of the current boundary of the Village. This boundary map was completed in December 2008.

What is Next

Members of the community will obtain signatures on petitions for cityhood. The City Study Committee is being contacted to determine those interested in this next step.

Petitions will be circulated and a minimum of 125 signatures (5% of registered voters in the Village) are needed, including at least 10 from Village residents of both of the townships of which the Village is part (Scio and Webster).

Once the signatures are collected, a package will be prepared to send to the State Boundary Commission. The Boundary Commission will judge if the package of documents is acceptable and either approve or reject the package back to the Village.

What Happens Later

Once the package is approved by the Boundary Commission, within 45 days any citizen can obtain signatures on a petition to call for a referendum on whether or not the Village should become a city.

If no petition is filed, an election is held to elect a City Charter Commission. These people would then write the City Charter.

Once the Charter is written, it is sent to the Governor's office for approval. If not approved, the Charter Commission works to fix the Charter and resubmits. Once approved, a Charter election is scheduled.

An election is held on the Charter. If it passes, the Village becomes a City. If not, it goes back to the Charter Commission.

Questions

When will I get to vote on whether the Village becomes a city?

There will be a number of opportunities. A vote will be held, 1) if a referendum happens once the Boundary

Commission approves the package the Village submits, 2) to elect a Charter Commission, and 3) when the Charter is voted on to ultimately decide whether or not the Village should become a city.

What are the "pros" of becoming a city?

The best source for information about becoming a city is the City Study Committee report. The report covers all aspects of the process and results in great detail. People often cite some of the following reasons as advantages to becoming a city: 1) Not paying township taxes, 2) Centralized government for the City with all elections, tax payments, etc., within the City, instead of some elections at the Township, and different polling places for people in each Township, and 3) More recognition from a state and county level since villages are still considered part of the townships, where cities are entities separate from townships.

What are the "cons" of becoming a city?

Again, the best source for information about becoming a city is the City Study Committee report. The report covers all aspects of the process and results in great detail. People often cite some of the following reasons as disadvantages to becoming a city: 1) No representation at the Township and the loss of the ability to run for elected township office, as we would no longer be a part of the Township, 2) Fear of the loss of the small town feel of the Village of Dexter and the connotation of being a city instead of a village, and 3) added responsibility of a city running their own elections and doing their own assessing instead of the Townships doing these things for us.

How much has been spent on the city process so far?

A little over \$30,000 has been spent, with about \$28,000 of this having been spent on the survey of the Village. Even if we do not become a city, this has value as all documents regarding the Village and its boundary, going back up to 150 years, have been reconciled.

How much less would taxes be?

It depends on where you live and the value of your home. If you live in Scio Township, you would see a reduction of 1.5 mills, or \$1.50 for every \$1,000 of taxable value of your home. If you live in Webster Township, you would see a reduction of 3.5 mills, or \$3.50 for every \$1,000 of taxable value of your home. The difference is because Webster Township charges a higher tax rate than does Scio Township. It is estimated the total savings to taxpayers in the Village would be over \$250,000 per year. More information is available in the City Study Committee report.

How much more would elections and assessing cost?

The Village ran elections at one time and the cost depends on the number of elections. Typical estimates are about \$10,000 a year. Assessing can be contracted and estimates are it would cost \$30,000 to \$50,000 a year.

If you have other questions, please contact a member of the Village Council or the Village staff.

Petition Circulation

All circulators and petition signers must be Village of Dexter residents.

Circulators:

- Make sure to ask all those who sign to confirm that they are registered to vote in the Village.
- Sign and date the Circulator certification **AFTER** getting the signatures.

Petition Signers:

- Must clearly complete the form with a signature, printed name, street address, zip code and date

Mistakes that can make signatures invalid include:

- signatures that are not dated or incompletely dated
- signatures dated after the circulator dated the sheet
- no street address listed

Village of Dexter Cityhood Frequently Asked Questions

Growth & Development

How will cityhood affect Dexter's growth; will it lead to a transition away from its status as a bedroom community?

Becoming a city will not affect Dexter's growth or the nature of the community. Decisions related to development density and composition are ultimately made by the Council which is the case for a Village or a city.

Will cityhood mean having to develop more low income housing?

No statutory requirement exists that would require additional low income housing if the Village becomes a city. Decisions regarding any new housing developments go through the Planning Commission and Council of both a Village and a City.

What affect will becoming a city have on expanding the business park as a research/manufacturing center to increase revenues? How will it affect the retail businesses in view of the development of Jackson Avenue as a main strip for businesses in Scio Township?
Becoming a city will not affect the Dexter Business and Research Park. Any proposed expansion would require agreements with Scio Township and any associated landowners regardless of whether Dexter is a village or city.

The retail businesses along Jackson Rd are there regardless of whether the Village becomes a city or not. The development of the entire Jackson Rd corridor is a potential threat to the retail in Dexter. Dexter becoming a city will have no impact on this situation, except that current and future business owners within the Village would not have to pay township taxes if the Village becomes a city.

Can a city annex without property owner consent or must the property owner request annexation? Would the City of Dexter have an easier time annexing property than the Village of Dexter?

As a village, Dexter must send its annexation requests through the Washtenaw County Board of Commissioners. The Board of Commissioners has taken the position that they will not get involved in boundary disputes. As a city, Dexter would send annexation requests through the State Boundary Commission, bypassing the County.

An annexation petition to the State Boundary Commission can be initiated in any one of three ways

- resolution of a city council
- by the owners of at least 75% of the land proposed for annexation
- by at least 20% of the registered voters residing in the territory proposed for annexation

If the petition is filed by the City Council a hearing is held by the Boundary Commission. The law calls for specific notification requirements, by certified mail, to the affected property owners. If the Boundary Commission votes to allow the annexation the affected homeowners (as long as there are more than 100 in the area to be annexed) have a right of referendum, which would allow the affected residents to vote on whether or not they wish to be annexed. (MCL 117.9)

Council has taken the position that any annexation requests be initiated by property owners.

Michigan Compiled Laws (MCL) can be found at <http://www.legislature.mi.gov>

How would potential growth affect the demand for water and sewer—aren't we already running the sewer plant at full capacity and have a need for an additional well for drinking water?

There is no growth associated with the Village becoming a city. The City Study Committee specifically recommended that the current Village boundaries be maintained should cityhood be pursued; and that is what is being surveyed at this time.

The sewer plant is not at full capacity. In fact, the sewer plant normally runs at levels far below its full capacity. The problem the system currently has is peak flows associated with rain events due to inflow and infiltration (I & I) into the sewer system, primarily from the portion of the Village bounded by Main, Jeffords, Broad, Grand, and Baker. Currently when it rains, some portion of the storm water (which does not need to be treated) goes into the sanitary sewer system and has to be treated by the sewer plant. In general, the more rain that falls, the more water that is being unnecessarily treated. This is being addressed in two ways - reducing I & I and planning for an equalization basin. The equalization basin is storage for incoming sewer flow mixed with storm water, which will be used to reduce the peak flow to the sewer plant by holding the wastewater until the sewer plant can treat it. This will allow all of the existing plant capacity to be utilized more efficiently. In fact, it has been estimated that a very large number of residential equivalent units (REUs) of sewage treatment capacity is going unused on a daily basis because of the I & I problem. These improvements are required by the Michigan Department of Environmental Quality regardless of whether or not Dexter becomes a city.

The same goes for the new well being explored. The current wells were anticipated to supply all currently planned development within the Village. Additional use has led to, during extremely high usage times (summer days when there is a large amount of irrigation), peak demand being higher than what the current wells can supply, when one well is taken out of service (firm capacity). For the peak demand, it was estimated by the Village engineers that the two additional wells being proposed would be needed to supply the ultimate needs of the currently planned development. Increasing our current water supply is required by the Michigan Department of Environmental Quality regardless of whether or not Dexter becomes a city.

Boundary Issues

Will the new city boundaries mean the loss of the high school?

The high school property is currently covered by a 425 agreement with Scio Township. At the end of that agreement, per Scio Township's request at the time the 425 was negotiated, the high school property will revert to the township. It was covered by this 425 so water and sewer could be provided and so cost sharing could be put in place with the high school for police and fire services. The expiration of the 425, in 2050, will result in the loss of the high school property from the Village or future city unless the current agreement is extended or a new agreement is reached.

Will the new well be outside of the city limits and how will that affect Dexter's cost for water?

A review of the Village and the surrounding area identified the High School property as the closest suitable location for a new well. This new well will be outside of the Village boundaries but within an area currently covered by a 425 agreement whether Dexter becomes a city or remains a village. Whether or not the well is within the boundaries of the city/village will have no impact on the costs for water.

What properties, if any, will the village annex to square the boundaries in order to become a city?

There is no plan to annex any properties into the Village to become a city. The boundaries recommended by the City Study Committee are the current Village boundaries and that is what is being surveyed at this time.

Does the city's boundary have to be squared? What exactly does the law say regarding this and what does squared mean for the boundaries?

The law does not indicate that the boundaries are required to be squared. The boundaries recommended by the City Study Committee are the current Village boundaries and that is what is being surveyed at this time. The State Boundary Commission has the final say on the boundaries. If they choose to modify the suggested boundaries the effected property owners would be notified and the Village would have to re-evaluate whether or not to continue with the process.

How will the boundary process impact the 425 agreements & Bates Farms?

The proposed boundary does not include Bates Farms. The existing Act 425 Agreements will remain in place. The 425 agreement with Webster Township includes a provision for Dexter to pay the Township a set millage rate for 12 years after becoming a city.

Police/Fire Services

Will Dexter be required to have its own police & fire department, or will we be paying more for police services to the county?

Becoming a city would not automatically change the Village's police and fire services. The Village currently contracts with the County for police services as this is the most cost efficient way to provide services to the Village at this time. Council asked the Village manager to investigate a police department for the Village and it was determined that it would be more expensive and would carry greater liability for the Village than the current arrangement with the County sheriff. Fire services will continue to be provided by the Dexter Area Fire Department. One significant difference is Village residents would not be paying for police and fire services twice - once to the township and once to the Village.

Administrative Costs & Duties

Will the Village have to take responsibility for issuing dog tags?

A city is not required to take on the responsibility of issuing dog tags. If the Village or future city wanted to take over this responsibility they could do so by passing a local ordinance requiring a village or city license.

What will cityhood mean in terms of administrative cost to run the city i.e. Mayoral and Council salaries? Where will the revenues come from to pay for these costs?

The general outline of a city's administration is established by its charter. The Charter Commission could set up the city's administration to mirror the current Village administration.

There are two additional responsibilities for a city: assessing and elections. The Village ran its own election prior to the enactment of the Election Consolidation Law. Assessing can be done as a

contracted service, which is the method used by many surrounding communities. Currently Village residents pay for these services to the township through total taxes that far exceeds what the services actually cost.

If Dexter became a city, would the DDA and Planning Commission's powers be reduced and the council vote to follow the pattern of other cities to have a central office/person coordinating planning in conjunction with the business community? What would this cost?

The DDA would be unchanged under a city and the Planning Commission's powers and duties would be set by the charter as developed. The Planning Commission and DDA work effectively and would not have to change. There is no reason to change the "power" of either board. The Village currently has a central planning person - Community Development Manager, Allison Bishop.

Will we have a city inspector for homes and businesses to assess taxes, construction development, health (restaurants)? Are there costs involved?

There is no reason this would change from the way it is currently handled; a Village could have an inspector as well as a city. The cost of a contracted assessor would be about \$35,000, per the City Study Committee. Scio Township collects approximately \$300,000 per year from the Village in taxes to provide us with elections and assessing. The health and building inspections currently required would continue through the County and their associated inspectors. This is not a cost to the Village or a possible city. The services are paid by fees.

Would it be necessary to hire an experienced city manager and staff to replace our current village manager and staff to run the daily operations of the city?

There is no difference between a city and village except as would be specified by the charter. The current village manager and staff are capable of handling the additional responsibilities of managing assessing and assisting the Clerk in running elections.

Taxes / Property Values

Would the village consider asking the voters to pass a green space millage?

Dexter could consider putting a green space millage before the voters whether it is a village or a city.

How long will the tax reduction for citizens truly last? Haven't Chelsea taxes jumped? Aren't Chelsea residents and businesses unhappy with cityhood? What makes you think you won't have to raise taxes for services?

Taxes in a city or village are driven by the services provided. If the Village provides more services, taxes would have to increase. There is no causation between being a city and higher taxes. There is causation between services and taxes. For instance, Barton Hills provides very little in services and only levies 10 mills. The taxation level is also related to the fiscal decisions made by the local government. How the Village handles long term items such as salaries, health care, retirement benefits, etc., will drive the costs.

What will cityhood do my property values?

Becoming a city versus a village has no direct impact on property values.

What will be done to insure that older persons with limited incomes won't be compelled to move because of the potential increases in taxes, as has happened in places such as Ann Arbor and other cities?

There is no plan to increase taxes. Villages can levy as high a tax burden as a city under current law. Ann Arbor taxes increased because of increased services and increased property values and taxes based on those property values. Becoming a city does not impact property taxes. Proposal A and the Headlee Amendment currently limit the increase in property taxes on a statewide basis.

Will there be a city income tax, how is income tax levied?

The law allows a city to levy an income tax, upon approval of the city's voters. The City Charter can be drafted without a city income tax. The residents must vote to impose a city income tax.

Community Activities / Tourism

How will cityhood change our community with its small town celebrations such as Dexter Daze, the Ice Cream Social, etc.?

Becoming a city would have no effect on these community celebrations. These events are not organized by the Village.

Aren't we drawing more interest from bicycle clubs and other tourist related groups as a village than we would as a city? Why aren't we seeking to expand this tourist related revenue base instead of offering what Ann Arbor and the cities east of Dexter are offering?

Most people in and out of the Village refer to it as a "city" already. Many people do not realize there is a difference. Tourists would not notice a change in the community beyond its official title becoming city instead of village.

Legal Requirements

When will the state requirements for cityhood reach fruition?

There is no definite timeline to cityhood. This process can take a number of years to complete.

When will the village complete all the requirements for cityhood and submit them for state approval? Will we be allowed to vote before or after state approval on whether or not we want to become a city?

No set timeline exists for the requirements to be completed and submitted to the state.

There are a number of opportunities for community input through the process which includes the issue coming before the voters. The state does not approve a village becoming a city - the people of the Village will decide whether or not the Village becomes a city. The state only makes sure the process is followed as is required by law.

When specifically in the process do residents get to vote?

There is a 45-day referendum period after the State Boundary Commission declares the petition legally sufficient. There is an opportunity to vote again when citizens petition to be on the Charter Commission and again when the Charter Commission completes the Charter and the Charter is on the ballot.

Charter

Who will write the new charter? And who will make the appointments for the candidates to be voted on to write the charter?

A Charter Commission elected by the residents of the Village would write the charter. A registered voter of the Village interested in becoming a Charter Commissioner would gather petition signatures and file to be a candidate.

How are changes made to the Charter?

Once adopted the Charter can be amended or revised. A Charter amendment can be proposed in one of two ways - either by resolution of 3/5 of the members of the city's governing body (MCL 117.21) or by initiatory petition (MCL 117.21, 117.25). Once the amendment is proposed it must be published in full and submitted to the Governor for approval. If it is approved by the Governor it is then placed on the ballot at the next election.

A Charter revision occurs when substantial changes to the document are needed. This process mirrors the process of adopting the charter - a Charter Commission is elected and writes the document which is then placed on a ballot or approval or rejection.

Will the city have partisan elections?

The current Village Council is not interested in changing to partisan elections. This issue would be addressed in the Charter by the Charter Commission.

Are there specific provisions that must be included in the Charter?

Michigan law requires every Home Rule City Charter to include the following provisions (MCL 117.3):

- election of a mayor, who will be the chief executive officer of the city
- election of a legislative body (council)
- election or appointment of a clerk, treasurer, assessor, board of review and other officers considered necessary
- determination of whether the city will have partisan or non-partisan elections
- method for filing for city elective offices
- time, manner, and means of holding elections and registering electors (subject to Michigan Election Law)
- qualifications, duties and compensation of the city's officers
- taxing powers
- levy, collection and return of state, county and school taxes
- providing for the public peace and health and for the safety of persons and property
- adopting, continuing, amending and repealing the city ordinances and for the publication of each ordinance before it takes effect
- statement that all business of the legislative body will take place in compliance with the open meetings act and that all records will be made available to the public in compliance with the freedom of information act
- keeping of records in the English language
- establishing a uniform system of accounts as required by law

What other topics might be included in the Charter?

The Charter can include a variety of topics, including but not limited to:

- code of ethics
- procedure for creating special assessment districts
- administrative organization
- creation of advisory boards/commissions
- public utility information
- filing elected official vacancies
- conflicts of interest
- budgeting procedures
- purchasing/contracts/franchises
- borrowing power

General Concerns

How many members of the study committee are from the Westridge Subdivision and what was the vote on the report? How many Council members live in Webster Township?

Three of the 18 members of the Study Committee are from Webster Township and the final vote was 16-1 in support of the final city study report. Two of the 7 members of Village Council are from the Westridge Subdivision. The original 18-member study group is from all over the Village. Each Council member asked individuals to participate. One member passed away during the study group's work.

It is said that a city is more respected than a village. Paul Bishop was effective in village management to get the state government to approve an industrial park and we have grown to the point that we have. Respect comes with the ability to negotiate and present an idea for the future. It is nice to say cityhood, but what exactly does it mean for Dexter to become a city? What are the council's ideas for the future once we become a city, and what are the ideas for Dexter's future of those who want to keep it a village?

For the Village to become a city it means, legislatively, that the city would be a recognized governmental entity to the state. The Village falls under the township in the current hierarchy. There are no specific plans that would be put into motion specifically if the Village becomes a city.

Can you tell me why I should support cityhood?

The community will decide through an election whether or not the Village should become a city. Like any other ballot issue, it is up to the individual to make a decision based on how they view the issue.

AGENDA 4-27-09

ITEM L-3

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

cnicholls@villageofdexter.org
Phone (734)426-8303 ext 17 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: April 20, 2009
Re: Logo

Following the Council Work Session on March 28 Trustee Semifero requested that consideration of approving the current Village logo be placed on the agenda. A copy of a business card containing the current Village logo is below.



www.villageofdexter.org

DONNA DETTLING
Village Manager
ddettling@villageofdexter.org

8140 Main Street
Dexter, MI 48130 -1092
(734) 426-8303 Ext.-11
FAX (734) 426-5614

RESOLUTION # -2009
RESOLUTION FOR THE PURPOSE OF AFFIRMING THE VILLAGE'S COMMITMENT
TO LOCAL PURCHASING

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Shawn Keough on April 27, 2009 at 7:30 p.m. the following resolution was offered:

Motion by Seconded by

WHEREAS, the purchase of local goods is important to support the local economy, and

WHEREAS, studies have shown that for every dollar that is spent locally approximately eighty percent is returned to that community and that one dollar spent at a locally owned business will return five times that amount within the community through taxes, employees wages, purchases of materials and supplies at other local businesses, school funding, social services and contributions to local nonprofit organizations, and

WHEREAS, Council's Goals & Objectives affirm their commitment to stimulating the local economy through the use of local vendors, and

WHEREAS, the Village purchasing policy states as an objective – to promote local supplies and contractual services by identifying local suppliers and contractors, and providing notice and opportunity to bid to local suppliers and contractors in the Village bid process,

NOW THEREFORE BE IT RESOLVED, that the Village of Dexter is committed to encouraging local suppliers and contractors to submit bids for Village projects and to continue its effort to purchase goods and services from local vendors.

Ayes:
Nays:
Absent:

I certify that the above Resolution was adopted by the Village of Dexter on April 27, 2009.

Carol Jones, Village Clerk

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

cnicholls@villageofdexter.org

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: April 20, 2009
Re: Budget Related Public Hearings

Each year Council holds three public hearing related to the budget:

- Millage Rate
- Water & Sewer Rates
- Budget

To save some cost and increase the efficiency of advertising, staff would like to propose holding all three public hearings on June 8, 2009. The budget is also a topic of the June 3 Town Hall meeting.

Having all three public hearings together will also allow residents to attend the meeting on June 8th and feel that they have been fully informed of the Village's plans for next fiscal year.

Copies of the two notices that will appear in the paper are attached for your information. These are **draft** documents, subject to change after Council's May 6th budget workshop.

An appropriate motion would be to set the three public hearings listed above for June 8, 2009.

VILLAGE OF DEXTER
NOTICE OF PUBLIC HEARING ON THE PROPOSED 2009-2010
MILLAGE RATE AND PROPOSED 2009-2010 BUDGET

Notice is hereby given that the Dexter Village Council will hold a public hearing Monday, June 8, 2009 at 7:30 p.m. at the Dexter Senior Center, 7720 Dexter-Ann Arbor Road, Dexter, Michigan, for the purpose of hearing public comment regarding the proposed 2009-2010 Millage Rate and the Proposed Fiscal Year 2009-2010 Budget.

The proposed millage rate for real and personal property is 13.5562 levied as:

General Operating – 9.8151
Streets – 2.9786
General Obligation Debt - .7625

Information regarding the Proposed Fiscal Year July 1, 2009 through June 30, 2010 Budget is available for public inspection at the Village Office, on the second floor of the National City Bank Building, 8123 Main Street, Dexter MI weekdays between 9:00 am and 5:00 pm and online at <http://www.villageofdexter.org> on the Reference Desk.

Statement as required by MCL 141.412 – “The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing”

Donna Dettling
Village Manager

Publish: May 14, 2009

NOTICE OF PUBLIC INFORMATIONAL MEETING ON PROPOSED WATER, SEWER AND REFUSE RATE INCREASE

Notice is hereby given that the Dexter Village Council will hold a public informational meeting Monday, June 8, 2009 at 7:30 p.m. at the Dexter Senior Center – 7720 Dexter-Ann Arbor Street, Dexter, Michigan for the purpose of hearing public comment regarding a proposed Water, Sewer, and Refuse Rate Increase

<u>Water Rates</u>	<u>Current Rates</u>	<u>Proposed 3% increase</u>
Ready To Serve Monthly Fee	\$6.14	\$6.32
First Meter Per 1,000 Gallons	\$2.77	\$2.85
Second Meter Per 1,000 Gallons	\$3.74	\$3.85
Out-side Village Service Area Per 1,000 gallons	\$3.88	\$4.00

<u>Sewer Rates</u>	<u>Current Rates</u>	<u>Proposed 3% increase</u>
Ready to Serve Monthly Fee	\$5.31	\$5.47
Per 1,000 Gallons	\$6.54	\$6.73
Out-side Village Per 1,000 gallons	\$9.14	\$9.42

<u>Other Charges and Penalties</u>	<u>Current Rates</u>	<u>Proposed No Change</u>
Penalties on Late Charges	5% Cumulative	5% Cumulative
Turn-on and Turn-off Charges	\$35	\$35
Meter Calibration Charge	\$35	\$35
Water Only Meter 1 inch	\$250	\$250

<u>Refuse Rates</u>	<u>Current Rates</u>	<u>Proposed No Change</u>
Monthly Charge	\$15	\$15

The chart below illustrates the impact the proposed rate adjustment will have on a family using 10,000 gallons of water during a 2-month billing cycle. The overall increase during a 2-month billing cycle would be \$9.48 each billing cycle or \$1.74 per month. The overall percent increase is 2.3%.

<u>WATER- 5%</u>	<u>Current</u>	<u>Proposed</u>
Ready to Serve Charge	\$12.28	\$12.64
Commodity Charge 10,000 gallons	\$27.70	\$28.50
<u>SEWER- 3%</u>		
Ready to Serve Charge	\$10.62	\$10.94
Commodity Charge 10,000 gallons	\$65.30	\$67.30
<u>REFUSE – No Increase</u>	\$30	\$30
	\$145.90	\$149.38

Donna Dettling
Dexter Village Manager

Publish: May 14, 2009

