

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. State of Michigan Boundary Commission Agenda for August 18, 2011
4. Information Letter from the Michigan Municipal League
5. Washtenaw Area Transportation Study Dues Renewal Letter
6. Medical Marijuana Article from Zoning Practice Magazine

Page # 7-22

I. REPORTS:

1. Treasurer/Finance Director – Marie Sherry **Page#23-30**

2. Community Development Manager – Allison Bishop
4th Quarter Report **Page # 31-38**
ZBA Notice of Decision **Page# 39-45**

3. Board, Commission, & Other Reports- “Bi-annual or as needed”
Arts, Culture & Heritage Committee
Chelsea Area Planning Team / Dexter Area Regional Team
Dexter Area Chamber
Dexter Area Fire Department – Jim Seta/Ray Tell
Downtown Development Authority Chair
Farmers Market/Community Garden Rep.
Gateway Initiative
Gordon Hall Mgmt Team Representative
Huron River Watershed Council Representative
Library Board Representative
Parks & Recreation Commission
Planning Commission
Washtenaw Area Transportation Study Policy Rep
Western Washtenaw Area Value Express Representative

4. Subcommittee Reports

Old DAPCO Site Redevelopment Team
Downtown Fire Detection
Economic Preparedness
Facilities
Website

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5. Village Manager Report

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6. President's Report

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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: \$ 318,683.11
2. Consideration of: Appointments to the Planning Commission and Zoning Board of Appeals

Page#83-95

K. OLD BUSINESS- Consideration and Discussion of:

L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: Tentative Bid Award to Bricco Excavating in the amount of \$1,164,566.50 for the 2011 DWRP Water Main Replacement Project
2. Consideration of: Set a Public Hearing on August 8, 2011 on the North Middle Interlocal Agreement to Participate in the Act 196 Countywide Transit Authority Board

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Page#103-106

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

www.villageofdexter.org

3. Consideration of: Approval for Raymer to Perform Inspection and Cleaning of Wells 1 & 4 for \$30,000

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4. Consideration of: Restriction of Water Funds for Future Water Tower Maintenance Work

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M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

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

O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING POTENTIAL PURCHASE OF PROPERTY AND PENDING LITIGATION IN ACCORDANCE WITH MCL 15.268 Sec. 8

P. ADJOURNMENT

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, JULY 11, 2011

AGENDA 7-25-11
ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:32 PM by President Keough at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

B. ROLL CALL: President Keough

J. Carson
D. Fisher
J. Smith

P. Cousins
J. Semifero - ab
R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Allison Bishop, Community Development Manager; Carol Jones, Village Clerk; Kurt Augustine, Streets Forman; Dan Schlaff, Public Utility Foreman; Rhett Gronevelt of Orchard, Hiltz & McCliment; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – June 27, 2011

Motion Smith; support Cousins to approve the minutes of the Regular Council Meeting of June 27, 2011.

Unanimous voice vote for approval

D. PREARRANGED PARTICIPATION

None

E. APPROVAL OF THE AGENDA

Motion Cousins; support Fisher to approve the agenda as presented.

Unanimous voice vote for approval

F. PUBLIC HEARINGS

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

None

G. NON-ARRANGED PARTICIPATION

James McCargar, 3580 Hudson Street, Dexter, handed out his comments regarding the position of an English Walnut tree on the Village's right of way that may be in jeopardy during the water main project. (Rhett Gronevelt from Orchard, Hiltz and McCliment was able to meet with Mr. McCargar and address his concerns.)

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. June Citation List

I. REPORTS

1. Public Utility Foreman – Dan Schlaff

Mr. Schlaff submits his report as per packet. Mr. Schlaff also provided additional information on the cutting chamber project that he will be working on this summer. Mr. Schlaff mentioned that the department will be working on the primary clarifying tanks, the activated sludge tanks, and will be handling the orthophosphate project in house rather than bid out the project. Mr. Schlaff also mentioned doing preventive maintenance on Well 1 and Well 4 and would like to continue to do the preventative maintenance every 3-4 years.

Trustee Semifero entered the meeting at 7:44 PM

2. Streets Foreman – Kurt Augustine

Mr. Augustine highlighted the following areas that the Department of Public Works have or will be working on: storm water, salt shed, baffle box by Jolly Pumpkin, underground detention, playground inspection, sealing on bridge, vactoring catch basins in Westridge, detention in the Industrial Park, and restoration work on Grand, Forest and Inverness Streets. Mr. Augustine also mentioned a Hazemat spill on Huron River Drive that was taken care of DTE and some stop signs and speed signs were bought with money left in last year's budget to begin replacing those in the village.

3. Boards, Commissions. & Other Reports-“Bi-annual or as needed”

Gateway Initiative – Paul Cousins

Trustee Cousins included in the packet a printed copy of a power point presentation of the Gateway Community Initiative, and he discussed the concept of a branding project for the Gateway area. Mr. Cousins also mentioned a fund raiser the group will be having on July 22 at the Sandhill Crane Winery.

Washtenaw Area Transportation Study Policy Rep – Jim Carson

Trustee Carson included The Vehicle, the Washtenaw Area Transportation Study's newsletter, in the packet. He highlighted the policy meeting held on June 17 with invited elected officials and made a presentation to them. Mr. Carson also mentioned that the federal government will offer another round of stimulus money that will require a benefit cost analysis and job creation and retention as a part of the process.

4. Subcommittee Reports

Old DAPCO Site Redevelopment Team
Downtown Fire Detection
Economic Preparedness
Facilities
Website

5. Village Manager Report

Mrs. Dettling submits her report as per packet Mrs. Dettling gave the following verbal updates: a) firefighters will be training at 8077 Forest on July 23 and 24 and demolition will follow, neighbors have been notified; b) the Cedars sidewalk will be a project for spring or summer in 2012; c) will have the water tower report for the next meeting; d) the Revenue Sharing checks have come; e) are preparing a bid for street lights and chemical purchases; and f) the Downtown Development Authority will probably do the bond restructuring on the smaller bond and provided a handout of tax forecasting through 2036-2037.

6. President's Report

Mr. Keough submits his report as per packet. Mr. Keough reported that he will be meeting with applicants for the Planning Commission and other commission positions and announced that there will be a Wednesday morning meeting on county wide transit process.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$150,866.53

Motion Fisher support Semifero to approve item 1 of the consent agenda.

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Consideration of: Extension of the Medical Marihuana Dispensary Moratorium until July 18, 2012

Motion Cousins; second Carson that be it resolved, that the Village Council hereby extends the moratorium temporarily prohibiting the initiation of the use of any property in the Village as a facility for dispensing marihuana for medical or any other purpose for 365 days, in conjunction with the continued study of the Village Zoning ordinance or other ordinances regarding this issue and the outcome and/or clarification of the Michigan Medical Marihuana Act, MCL 333.26423(d) in order to protect the public health, safety and welfare.

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

Nays: None

Motion carries

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Additional Orthophosphate Design Services from Orchard, Hiltz & McCliment in the amount of \$6,500

Motion Cousins; support Fisher to approve additional orthophosphate design services from Orchard, Hiltz & McCliment in the amount of \$6,500.

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

Nays: None

Motion carries

2. Consideration of: \$14,000 Project Budget for Orthophosphate Project Implementation

Motion Cousins; support Carson to approve the \$14,000 budget for the orthophosphate project implementation.

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

Nays: None

Motion carries

3. Consideration of: Tetra Tech Additional Services

Motion Carson; support Semifero to approve an additional \$10,000 for the Tetra Tech As-Needed Services to accommodate approximately 90 additional hours of service.

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

Nays: None

Motion carries

M. COUNCIL COMMENTS

Tell	None
Semifero	None
Smith	None
Jones	Reminded Council that she was also a part of the Gateway Initiative organizational workshop.
Fisher	None
Carson	Noted that it is 8:45 PM and we are at Council Comments.
Cousins	Have tickets for the Missy Rains concert and Suds on the River is September 15.

N. NON-ARRANGED PARTICIPATION

Larry Cobler of 9081 Lotie Lane, Dexter, reminded those in attendance that Wednesday, July 13 is the airing of the transformation of his daughter and son-in-law's home on Broad Street on the DIY Network at 10 PM.

O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING POTENTIAL PURCHASE OF PROPERTY AND PENDING LITIGATION IN ACCORDANCE WITH MCL 15.268 Sec. 8

Motion Carson; support Smith to go into closed session at 8:46 PM for the purpose of discussing potential purchase of property and pending litigation.

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

Nays: None

Motion carries

Motion Smith; support Semifero to leave closed session at 9:06 PM.

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

Nays: None

Motion carries

P. ADJOURNMENT

Motion Smith; support Fisher to adjourn at 9:06 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

2011 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Webster Township Planning	7/20/2011	7:30 p.m.	Webster Township Hall	https://www.twp.webster.mi.us/	
Dexter Area Fire Board	7/21/2011	6:00 p.m.	Dexter Township Hall	https://dexterareafire.org/	Ray Tell/Jim Seta
Dexter DOWNTOWN Development Authority	7/21/2011	7:30 a.m.	Senior Center	http://www.villageofdexter.org	Shawn Keough
Healthy Community Steering Committee	7/21/2011	8:30 a.m.	Chelsea Hospital - White Oak Room		Paul Cousins
Huron River Watershed Council	7/21/2011	5:30 p.m.	1100 N. Main, Suite 210, Ann Arbor	http://www.hrwc.org/	Paul Cousins
Dexter Village Council	7/25/2011	7:30 p.m.	Dexter Senior Center	http://www.villageofdexter.org	
Scio Township Planning	7/25/2011	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Scio Township Board	7/26/2011	7:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Western Washtenaw Area Value Express	7/26/2011	8:15 a.m.	Chelsea Community Hospital		Jim Carson
Dexter District Library Board	8/1/2011	7:30 p.m.	Dexter District Library	http://www.dexter.lib.mi.us/	
Dexter Village Planning Commission	8/1/2011	7:30 p.m.	Senior Center	https://www.villageofdexter.org	Jim Carson
Dexter Village Arts, Culture & Heritage Committ	8/2/2011	7:00 p.m.	Dexter Senior Center	https://www.villageofdexter.org	Paul Cousins
Washtenaw Area Transportation Study-Technica	8/3/2011	9:30 a.m.	Road Commission Offices	http://www.miwats.org/	Rhett Gronewelt
Washtenaw County Board of Commissioners	8/3/2011	6:45 p.m.	Board Room, Admin Building	http://www.ewashtenaw.org/government/boc/	
Dexter Area Historical Society Board	8/4/2011	7:30 p.m.	Gordon Hall	http://www.hvcn.org/info/dextermuseum/	
Dexter Village Council	8/8/2011	7:30 p.m.	Dexter Senior Center	http://www.villageofdexter.org	
Scio Township Planning	8/8/2011	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Scio Township Board	8/9/2011	7:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Dexter Area Chamber of Commerce	8/10/2011	8:00 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Paul Cousins

AGENDA 7-25-11
ITEM 11-126

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

	Name of Group	Dates	Number Approved	Approval Date	Locations		Name of Group	Dates	Number Approved	Approval Date	Locations
January	St. Andrews - Blood Drive	12/23-1/3	2 - 28" x 22"	12/9/2010	8, 22	June	Encore Theatre - Intermittent	5/9-6/5	2 - 36" x 24"	1/31/2011	15, 16
	Friends of the Library - Book Sale	1/6-1/8	5 - 18" x 24"	1/19/2010	1, 4, 16, 19, 20		Ice Cream Social	5/22-6/4	5 - 18" x 24"	5/3/2011	1, 2, 6, 7, 36
February	K of C - Rummage Sale	1/21-2/5	5 - 18" x 24"	1/7/2011	1, 5, 10, 6, 2		Dexter Soccer Club - Registration	5/28-6/18	5 - 18" x 24"	5/2/2011	5, 10, 4, 32, 11
	St. Andrews - Monthly Dinner	1/28-2/3	1 - 36" x 24"	12/9/2010	8		Historical Socy. - Civil War Days	5/29-6/12	4 - 18" x 24"	5/2/2011	1, 10
	Encore Theatre - Intermittent	1/20 - 2/20	2 - 36" x 24"	1/31/2011	15, 16		St. Andrews - Rummage Sale	5/31-6/11	1 - 36" x 24"	5/25/2011	2, 4, 5, 6, 36
	Friends of the Library - Book Sale	2/3-2/5	5 - 18" x 24"	1/19/2010	1, 4, 16, 19, 20		Friends of the Library - Book Sale	6/2-6/4	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	Knights of Columbus - Fish Fry	2/12-2/26	5 - 18" x 24"	1/24/2011	1, 6, 5, 2, 10		Community Orchestra - Concert	6/6-6/17	2 - 3' x 4'	1/3/2011	5, 9
	Community Band - Concert	2/14-2/27	2 - 2' x 4'	1/31/2011	1, 3, 5		Boy Scouts - Rummage Sale	6/15-6/18	2 - 4' x 5'	6/1/2011	1, 7
March	Community Orchestra - Concert	2/23-3/6	1 - 18" x 24"	1/3/2011	1, 3, 5	July	High School - Blood Drive	6/24-6/28	4 - 18" x 24"	6/24/2011	1, 4, 5, 10
	St. Andrews - Monthly Dinner	2/25-3/3	1 - 36" x 24"	12/9/2010	8		Encore Theatre - Intermittent	6/23-7/31	2 - 36" x 24"	1/31/2011	15, 16
	Friends of the Library - Book Sale	3/3-3/5	5 - 18" x 24"	1/19/2010	1, 4, 16, 19, 20		St. Joseph - Festival	7/4-7/18	1 - 4' x 4'	5/24/2011	1, 2, 5, 6, 10
	Historical Society - Art Fair	3/7-3/19	3 - 18" x 24"	12/15/2010	1, 2, 5, 7, 10		St. Joseph - Flea Market	7/6-7/10	2 - 18" x 24"	7/6/2011	1, 9, 43
April	St. Andrews - Festival of Hymns	3/21 - 4/4	1 - 36" x 24"	3/18/2011	8	August	St. Andrews - Ice Cream Social	7/22-8/4	5 - 18" x 24"	7/8/2011	1, 2, 4, 5, 36
	Friends of the Library - Book Sale	3/31-4/2	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		Dexter Daze	7/31-8/14	5 - 18" x 24"	6/7/2011	1, 2, 4, 5, 36
	St. Andrews - Monthly Dinner	4/1-4/7	1 - 36" x 24"	12/9/2010	8		Friends of the Library - Book Sale	8/11-8/13	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	St. Andrews - Blood Drive	4/11-4/18	2 - 28" x 22"	12/9/2010	8, 22	September	Encore Theatre - Intermittent	8/18 - 9/18	2 - 36" x 24"	1/31/2011	15, 16
	American Legion - Dinner	4/25-4/29	1 - 18" x 24"	4/25/2011	1		St. Andrews - Monthly Dinner	9/2-9/8	1 - 36" x 24"	12/9/2010	8
							Methodist Church - Rummage Sale	9/11-9/25	3 - 18" x 24"	3/14/2011	5, 10, 1, 2, 3
May	Dexter High Drama - Play	4/18-5/1	1 - 4' x 8' 1 - 3' x 3' - 18" x 24"	4/12/2010	3, 1, 19		St. Andrews - Blood Drive	9/15-9/26	2 - 28" x 22"	12/9/2010	8, 22
	Community Band - Concert	4/18-5/1	2 - 2' x 4'	1/31/2011	1, 3, 5	October	Friends of the Library - Book Sale	9/29-10/1	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	Historical Socy. - Civil War meeting	4/23-5/2	5 - 22" x 14"	4/18/2011	1, 2, 9, 5, 4		St. Andrews - Monthly Dinner	9/30-10/6	1 - 36" x 24"	12/9/2010	8
	Encore Theatre - Intermittent	4/7 - 5/8	2 - 36" x 24"	1/31/2011	15, 16	November	St. Andrews - Monthly Dinner	10/28-11/3	1 - 36" x 24"	12/9/2010	8
	Methodist Church - Rummage Sale	4/18 - 5/1	3 - 18" x 24"	3/14/2011	5, 10, 1, 2, 3		Friends of the Library - Book Sale	11/3-11/5	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	St. Andrews - Monthly Dinner	4/29-5/5	1 - 36" x 24"	12/9/2010	8	December	St. Andrews - Monthly Dinner	11/25-12/1	1 - 36" x 24"	12/9/2010	8
	Play for Life	5/2-5/16	5 - 18" x 24"	5/2/2011	1, 4, 5, 6 (2)		Friends of the Library - Book Sale	12/1-12/3	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	St. Andrews - Quilt Show	5/6-5/14	1 - 36" x 24"	12/9/2010	8						
	Friends of the Library - Book Sale	5/5-5/7	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20						
	Historical Socy. - Civil War Dinner	5/6-5/20	1 - 4' x 8' 4 - 18" x 24"	5/2/2011	2, 6, 7, 21, 41						
	St. Joseph - Plant Sale	5/7-5/15	2 - 18" x 24"	5/6/2011	1, 36						
	Community Orchestra - Concert	5/11-5/22	2 - 3' x 4'	1/3/2011	5, 9						
	Renovated Home Tour	5/13-5/16	3 - 18" x 24"	5/4/2011	1, 15 (2), 20, 42						
	Knights of Columbus-Chicken Broil	5/15-5/30	5 - 18" x 24"	5/6/2011	1, 2, 5, 6, 10						

Location Listing: 1 - Baker/Main, 2 - Central/Mill, 3 - Dexter Ann Arbor/Copeland, 4 - Main/Alpine, 5 - Baker/Cemetery, 6 - Monument Park, 7 - Creekside, 8 - 7610 Dexter Ann Arbor, 9 - Peace Park, 10 - Dexter Ann Arbor/Limits, 11 - Cornerstone, 12 - Bates, 13 - 3443 Invenness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dover/Fifth, 19 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Invenness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy, 26 - Warror Creek Park Driveway, 27 - Dexter Flowers, 28 - Terry Bs, 29 - 7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wylla, 33 - Lions Park, 35 - Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor, 37 - Dover/Main, 38 - Fouth/Central, 39 - Baker/Hudson, 40 - Invenness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover

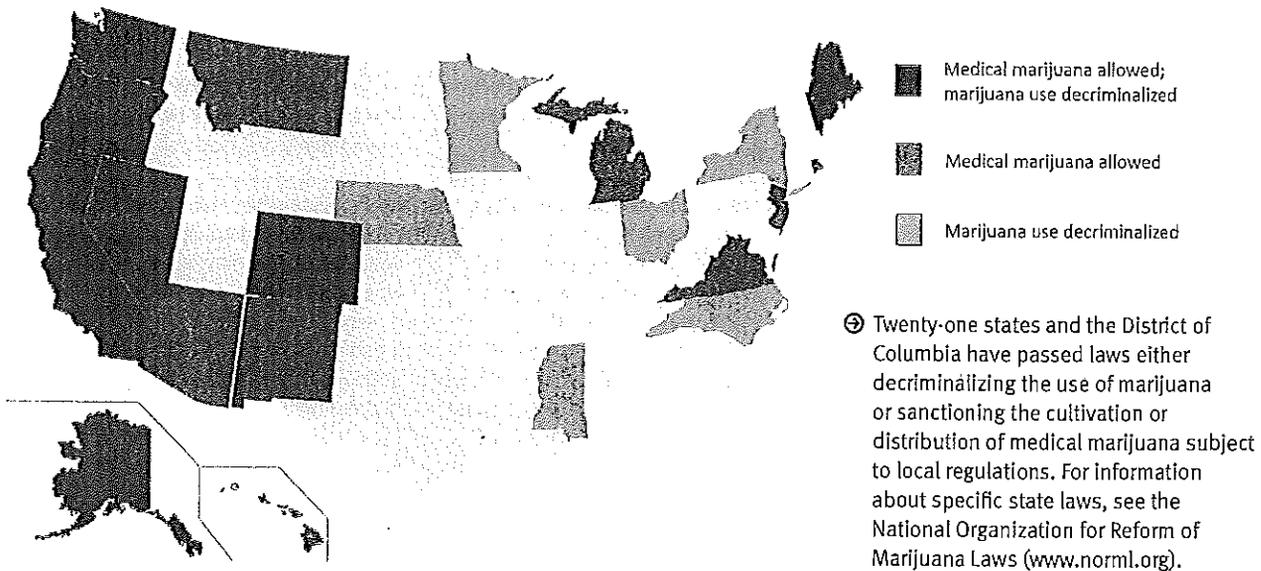
** Connexions Church received permission to place 4 signs on Sunday mornings through 2011 in locations - 1, 5, 36, 21

*** Dexter Farmers Market will place up to 5 signs on Saturday and Tuesday to advertise for the market

The Next Zoning Battleground: Trends and Challenges in Local Regulation of Medical Marijuana

By Deborah M. Rosenthal, AICP, and Alfred Fraijo Jr.

Fifteen states and the District of Columbia currently allow the private possession of small quantities of marijuana for medical use.



The trend, which began with California's adoption of the Compassionate Use Act in 1996, is expected to accelerate in the future, with the majority of state laws passed in just the last six years. Last year alone, 19 states considered measures to legalize medical marijuana, although they were approved in only two states. In most states, medical marijuana possession has initially been approved by ballot measure, not statute. Medical marijuana possession, therefore, enjoys wide public support in an increasing number of jurisdictions.

State statutes decriminalizing marijuana for medical purposes typically do not

govern marijuana cultivation, processing, distribution, and sale. This task is left to individual jurisdictions under the police power, specifically their zoning and business licensing authority. In response to this regulatory vacuum at the state level, local governments have responded with an almost staggering variety of ordinances and regulations over the past few years.

Local land-use approaches range from total exclusion to standard zoning and business permitting systems. To date, there is no national consensus on regulation of medical marijuana, although the need for local ordinances is readily apparent. The

cautionary experiences of cities like Los Angeles, which was rapidly overwhelmed by hundreds of dispensaries after legalization, have led to a recent surge in local ordinances. For purposes of this article, the term "dispensary" is used to refer generally to medical marijuana dispensing facilities without distinction to cooperatives, collectives, or other legal entities defined by state or local law.

This article reviews the most common regulatory issues, emerging trends, and judicial challenges to regulations adopted by local government in response to state law changes permitting possession of medi-

ASK THE AUTHOR FROM THE COLUMN

Go online during the month of July to participate in our "Ask the Author" forum, an interactive feature of *Zoning Practice*. Deborah Radwin, our guest author, will be available to answer questions about this article. Go to the APA website at www.apa.org and follow the links to the Ask the Author section. From there, find several peer questions about the article using the search tool. The author will reply, and *Zoning Practice* will post the answers, collectively on the website for the benefit of all subscribers. This feature will be available for selected issues of *Zoning Practice* on a regular basis. After each article discussion is closed, the answers will be saved in an online archive available through the APA *Zoning Practice* web page.

About the Authors

Deborah Radwin, Esq., is a partner in the Chicago County office of Sheppard Mullin Richter & Hampton LLP, where she is engaged in individual, local, state, and federal regulatory compliance matters for a broad range of clients.

David Frank, Esq., is a partner in the Los Angeles office of Sheppard Mullin Richter & Hampton LLP, where he handles complex land-use and real estate matters for private and corporate individuals, businesses, and financial projects in emerging markets throughout California.

cal marijuana. We conclude that traditional zoning and business licensing, for the most part, is adequate to address the local land-use issues raised by medical marijuana. However, some problems are unique to medical marijuana and require advance planning, careful policy consideration, and coordination with other local government agencies.

WHAT IS MEDICAL MARIJUANA?

At its simplest, medical marijuana is any form of the plant *Cannabis sativa* L., including its seeds and resin, intended for medical use by qualified patients (California Health & Safety Code, Section 11018). It may consist of the dried plant or products derived from or incorporating the plant, such as foodstuffs or medicines. All laws legalizing medical marijuana require that it be used to treat conditions listed in the

statute—or otherwise determined to be covered—including, but not limited to, chronic pain and terminal illnesses (e.g., Nevada Constitution, Article 33, Section 1.a.). All state statutes mandate written documentation from a physician but cannot require a prescription, which may expose the doctor to penalty under federal law (e.g., Michigan Medical Marijuana Act, MCL 333.26422).

Virtually all state laws cap the amount of marijuana that may be possessed by a qualified patient, and most regulate the number or square footage of marijuana plants that may be grown at a single location. State laws may also limit the type of transaction (e.g., nonprofit or exchange) and the type of provider (e.g., collectives or cooperatives). Most, though not all, states have a registration system to ensure that patients qualify for possession of medical marijuana. A few states, like New Jersey and

Arizona, regulate the total number of dispensaries (New Jersey Compassionate Use Medical Marijuana Act, P.L. 2009, Chapter 307 (2010) and Arizona Medical Marijuana Act, Arizona Revised Statutes, Title 36, Chapter 28.1).

Consistent with the basic legal framework established by state law, local governments are expected to regulate the cultivation, processing, distribution, delivery, dispensing, storage, exchange, and consumption of medical marijuana. Each separate activity may require a different type of regulation, or different regulatory provisions within the municipal code. Local jurisdictions should carefully review existing ordinances governing each type of activity to determine whether special provisions need to be made for medical marijuana. For instance, cities may already regulate agriculture and on-site agricultural sales, but would

- ② Under a contract from the National Institute on Drug Abuse, the University of Mississippi Marijuana Project is the only producer of marijuana for medical and research purposes explicitly sanctioned by the federal government.



Many cities and counties have banned dispensaries and the consumption of medical marijuana so as not to violate the federal Controlled Substances Act, which continues to classify marijuana as a Class 1 substance.

be unlikely to have adopted standards for security fencing, setbacks, coverage, and on-site processing and sale that would be applicable to medical marijuana. Similarly, home food delivery, pharmaceutical sales, inventory storage, and alcohol use may share some objective characteristics with, but do not raise the same issues as, medical marijuana.

FEDERAL PREEMPTION

Many cities and counties have banned dispensaries and the consumption of medical marijuana so as not to violate the federal Controlled Substances Act (CSA), which continues to classify marijuana as a Class 1 substance. For example, by the end of 2010, at least 12 counties in California had banned dispensaries.

Local governments are state subdivisions authorized to exercise the state's police power rather than to enforce federal law. Local land-use regulations do not authorize the possession or use of medical marijuana; they merely establish local requirements for its distribution in accordance with state law. In the wake of these concerns, however, several states, including Colorado, have amended their laws and issued guidelines to permit municipalities to prohibit dispensaries within their jurisdiction (Colorado House Bill 1284 and Senate Bill 109, effective June 7, 2010).

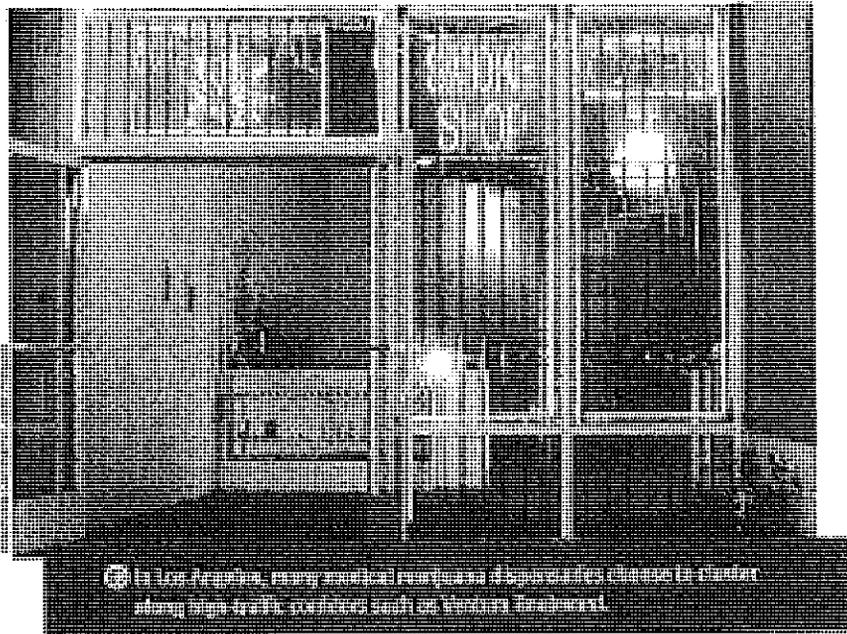
In October 2009, the U.S. Department of Justice announced that it did not intend to use scarce federal drug enforcement resources in prosecuting individuals "whose actions are in clear and unambiguous compliance with existing state laws providing for the medical use of marijuana" (U.S. Department of Justice, "Memorandum for Selected U.S. Attorneys on Investigations and Prosecutions in States Authorizing the Medical Use of Marijuana," October 19, 2009). While the memorandum did not legalize marijuana possession at the federal level or provide a defense against federal prosecution, it reduced the likelihood of conflict between

the CSA and state and local land-use regulations. It also clarified that the state and federal governments use different enforcement mechanisms and that local officials are not obligated to act on behalf of federal regulators. It is unclear whether the policy will have an impact on enforcement activities in states without laws permitting dispensaries, though recent suits against the department are testing the policy's reach.

Recent case law suggests that a city's ability to ban the sale or consumption of medical marijuana may be limited in states that have enacted medical marijuana laws. As noted above, several cities and counties

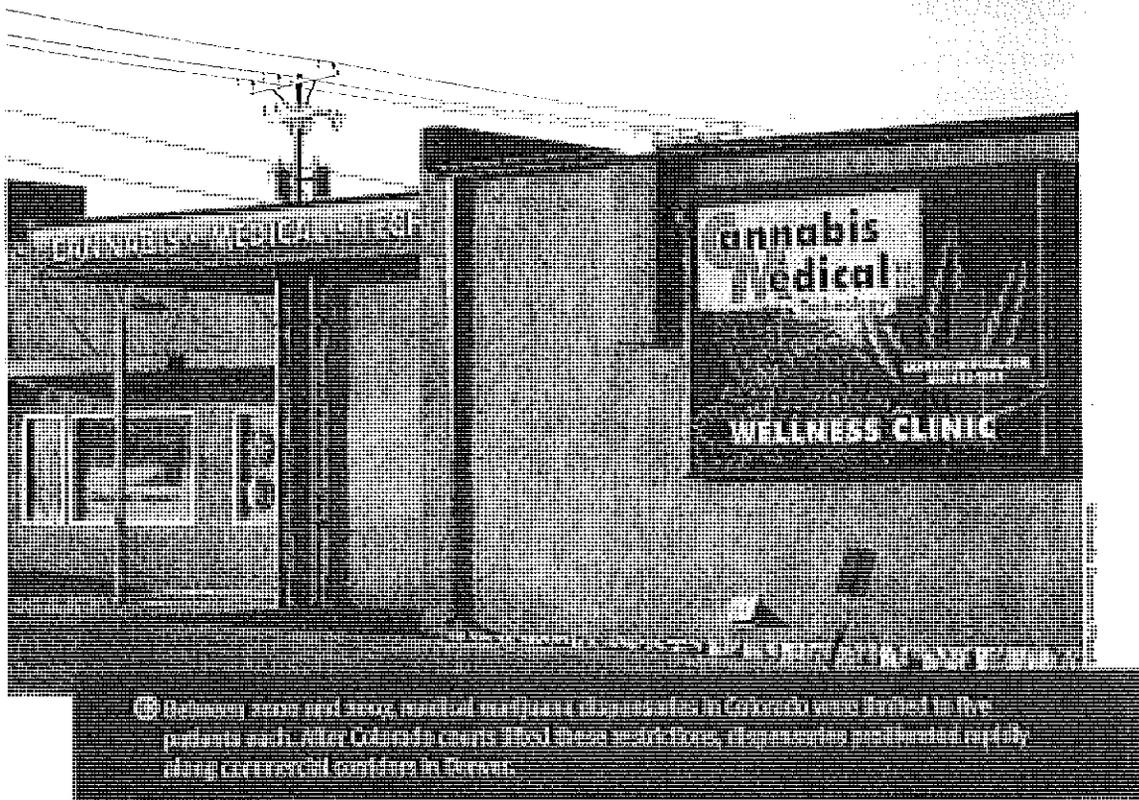
argument has been rejected by the courts. In other cases, cities have moved to ban medical marijuana by limiting or prohibiting dispensaries through local land-use controls—an area of law in which local governments have traditionally enjoyed exclusivity. Other local governments are using nuisance abatement measures to exclude marijuana dispensaries, even if possession is beyond their reach.

The proposition that a city can prohibit the operation of a dispensary by invoking federal preemption of state law was recently rejected in California in *Qualified Patients Association v. City of Anaheim* and *County of San Diego v. San Diego NORML*. The courts found that, generally, state medical marijuana laws are not preempted by federal law because the state law merely exempts individuals who possess, cultivate, transport, or sell medical marijuana from state criminal prosecution. Accordingly, the local jurisdiction could not justify its law solely under the CSA. According to *Anaheim*, "a city may not stand in for the federal government and rely on purported federal preemption



have adopted prohibitions, some through temporary moratoria, on the sale or consumption of medical marijuana and the operation of dispensaries on grounds that the federal prohibition preempts state law. The basic argument in such cases is that local law, like state law, must yield to federal law. However, the rationale for the preemption

to implement federal legislative policy that differs from corresponding, express state legislation concerning medical marijuana." Conversely, the fact that individuals or a collective may elect to act in accordance with state law in a way that violates federal law does not implicate the local jurisdiction in such violation.



LOCAL PROHIBITIONS

As distinguished from federal preemption, many municipalities in states with statutes permitting medical marijuana have adopted local moratoria or prohibitions on the basis of their plenary powers to regulate local land uses and abate a nuisance. These measures have generally been upheld (e.g., *City of Claremont v. Kruse* (2000) 177 Cal.App.4th 1153). In the case of nuisance abatement, local governments may rely on existing ordinances that prohibit any use—as a nuisance per se—that is inconsistent or not specifically authorized by local regulations. In many cases, local governments have not enumerated in local codes the sale, cultivation, or distribution of marijuana as a permitted use or permitted business activity. In these jurisdictions nuisance per se, therefore, can be an effective defensive measure to close or enjoin dispensaries from operating within their limits.

Local governments have also enjoyed considerable latitude to control medical marijuana through land-use regulations even when state laws permit its consumption, cultivation, and distribution. Generally, local governments may make and enforce local land-use and business regulations that

do not conflict with state statutes. Because the majority of state laws permitting medical marijuana do not mandate specific land-use requirements or business permits, such issues are not deemed exclusively a matter of state concern that preempts local governments from adopting regulations that restrict or even prohibit such activities within their limits. Further, many of the new laws narrowly permit the use of marijuana for medical purposes for patients with specific conditions, while keeping the general law criminalizing cultivation, distribution, and use as unlawful. In that sense, local governments may enjoy wider latitude regarding their regulation on grounds of public health and safety or other concerns.

Though local measures to prohibit or restrict medical marijuana cultivation, distribution, and use have been upheld by recent case law, local municipalities will be required to support their enforcement measures with policy and findings of fact that establish a direct link between the restrictions, legitimate government concerns, and local authority. Local governments may also draw regulatory distinctions among activities (e.g., cultivators and dispensaries that implicate different policy consider-

ations). Medical marijuana cultivation for distribution may require different land-use controls or licensing compared to personal cultivation.

UNLISTED USES

There can be considerable controversy when local governments do not adopt ordinances to address changes in state laws that permit medical marijuana. Such changes in state law may create a perception among consumers, dispensaries, and other organizations that distribution, cultivation, or consumption is permitted locally as a matter of state law. Indeed, in California, a lower court judge found that state law permitting the use of medical marijuana created a “statutorily conferred right” to operate a dispensary and to obtain marijuana for medical purposes (*Medical Marijuana Collectives Litig. Americans for Safe Access v. City of Los Angeles*, Case No. BC433942, December 10, 2010). Some local governments have responded many months or years after changes in state law take effect. These jurisdictions must sometimes contend with the lack of clarity in the local permitting process that may result from the existence of dispensaries prior to enacting such local regulations.

There also may be an increase in enforcement or legal costs to local governments if dispensaries are regulated or restricted after facilities have opened and allowed to operate solely under state regulations. To illustrate, in response to a proliferation of dispensaries, Los Angeles adopted a comprehensive medical marijuana ordinance in January 2010 (effective June 2010), nearly 15 years after the statewide initiative legalizing the use marijuana for medical purposes in California.

In response to a growing number of dispensaries and prior to the enactment of a comprehensive ordinance, Los Angeles adopted an interim control ordinance, or ICO, in August 2007. The ICO permitted the operations of all dispensaries that existed prior to August 1, 2007, and that had submitted a series of documents to the city by November of the same year. The effect was a moratorium on new dispensaries in the city. However, the ICO expired by operation of state law in September 2007.

In January 2010, the city passed a comprehensive ordinance for dispensaries. Among various operating and licensing requirements, the new ordinance limited the operation of collectives to those that had registered by the November deadline. That summer, several dispensaries filed suit against the city alleging numerous constitutional and procedural claims and requested an injunction.

In December 2010, a superior court judge struck down the provisions in the law that only benefited the dispensaries with proof of registration as an unconstitutional violation of procedural due process and equal protection (*Medical Marijuana Collectives*). Because the 2007 deadline was set two months after expiration of the ICO, the judge reasoned, dispensaries that were in operation prior to the 2007 deadline, but that did not register afterward (presumably, because the expiration of the moratorium did not warrant it) were denied equal protection. “[N]o one could have anticipated that compliance with a dead statute would be necessary in order to continue as a collective three years later” (*Medical Marijuana Collectives*, p. 23). The judge also struck other provisions of the law on grounds that it violated the right to privacy (e.g., dispensaries were required to keep contact information of their members).

In contrast, Tucson, Arizona, adopted a comprehensive zoning ordinance the same

month, which voters approved in a statewide referendum, permitting the cultivation, distribution, and consumption of medical marijuana. By addressing problems in advance, Tucson hopes to avoid the problem plaguing the cities that acted after the fact.

Jurisdictions that allow staff or commissions to allow uses determined to be “similar” to specifically enumerated uses may face difficult definitional problems. Medical marijuana may have characteristics similar to agriculture, home occupations, nurseries, adult uses, pharmacies, processing plants, and retail stores, depending on the circumstances and type of applications. Conditional use permits may be desired to ensure compatibility with surrounding uses but may not be available unless the zoning code authorizes them in specified districts.

[L]icensing and zoning requirements for medical marijuana will require coordination with state law to avoid conflicting requirements.

BUSINESS VERSUS ZONING REQUIREMENTS

Local jurisdictions may benefit from carefully distinguishing between the land-use issues raised by medical marijuana operations and those issues most appropriately addressed through business licensing and business permitting. For instance, operator qualifications, security patrols, inventory levels, record keeping, and other operational issues are properly the subject of annual licenses that may be monitored by a state licensing board or local agencies like the police department. On the other hand, allowable uses, fencing, coverage, parking access, hours of operation, signage, and separation of uses should be handled through local zoning regulations.

The business license and zoning requirements should be coordinated and include cross-references. For instance, a typical business license condition requires that the proposed location be properly zoned and, accordingly, that the businesses obtain clearances from planning divisions in advance of operating. The zoning ordinance may prohibit any medical marijuana facilities that are operated without a current business license. However, attempting to regulate operations directly through zoning, or to control land uses through business

licenses, may make each vulnerable to legal challenge.

Many jurisdictions already have relevant experience in coordinating licensing for massage establishments and technicians with zoning requirements. As is the case with such businesses, licensing and zoning requirements for medical marijuana will require coordination with state law to avoid conflicting requirements. Many state laws allowing medical marijuana include both licensing and zoning regulations that may require different enforcement mechanisms and statutory treatment by local governments.

Local jurisdictions in states that allow medical marijuana should audit their zoning codes to ensure that they are consistent with state law and local intent. For instance, cities may add medical marijuana cultivation

as a permitted or conditional use in specified districts, with limits on acreage, requirements for indoor cultivation or shielding, and processing controls.

Some jurisdictions require cultivation in residential districts to take place only in owner-occupied structures, with strict limits on the number or size of plants. Processing small amounts may be allowed in residential districts, with larger processing operations reserved to industrial or manufacturing zones. Commercial zones or districts similarly may be restricted by local regulations to specialized activities. Some jurisdictions do not allow cultivation or consumption in commercial zones, although dispensaries are allowed to operate. For example, in Colorado, state law prohibits smoking of medical marijuana on the premises of a dispensary; some jurisdictions have extended such prohibitions on consumption to within a certain radius from the dispensary. Other local governments further address consumption by prohibiting the sale of any food on-site or the sale of smoking devices and paraphernalia.

Most jurisdictions appear to prefer separating medical marijuana dispensaries from sensitive uses, like schools, churches, and each other. For instance, some municipali-

ties require a minimum 1,000-foot distance between the property lines of a site with a dispensary and the nearest residential district. New Mexico prohibits the operation of a dispensary within 300 feet of any school, church, or day care center. However, the Los Angeles experience is that dispensaries may choose to cluster together in high-traffic areas, where they can be easily accessed by potential customers. The zoning regulations should reflect the choices of the local community in how to regulate all aspects of medical marijuana.

COMPREHENSIVE PLAN CONSISTENCY

An important step for local governments addressing medical marijuana use, cultivation, and distribution will be to address the interplay between proposed zoning rules and the local comprehensive plan. As a general matter, zoning and land-use regulations are subordinate to a city or county's comprehensive plan. In some states, inconsistencies between the locally adopted plan and development regulations are vulnerable to legal challenges. This includes any regulations or guidelines that the city may adopt in connection with new land uses. Unfortunately, consistency is not the default law of the land, just a good idea. Many states don't even require a comprehensive plan.

INTERGOVERNMENTAL COOPERATION

In addition to overlapping regulations, local governments are considering intergovernmental cooperation to address the potential impacts of overlapping jurisdictions that regulate the same activity in different ways. In Michigan, for example, many of the townships have adopted ordinances that address coordination with local and state agencies with authority to inspect local businesses, including medical marijuana dispensaries. In a more expansive move, Tuolumne County and the City of Sonoma in California are collaborating on regulations for dispensaries. The joint effort is designed to eliminate conflicts between the city's general plan, which listed dispensaries as an accepted use, and the county zoning code, which was silent on their operations.

PRIVACY RIGHTS

Some jurisdictions have expanded their standard business licensing standards

to include more robust public reporting and background check requirements as a prerequisite to licensing dispensaries. These new regulations range from mandated background checks on applicants as well as employees and greater on-site security, lighting, and video protocols to monitor activity inside and outside the facility. Colorado requires a physical inspection of the premises prior to issuing a license. In some jurisdictions, like Fort Bragg, California, local rules mandate maintaining records of all patients and primary caretakers (Municipal Code, Sections 9.30.010–9.30.270). The chief of police also is required to conduct a detailed background investigation into the dispensary, its operator, and employees. Additionally, the ordinance provides broad discretion for denying a license. The police chief must make a determination on the good standing of the applicant, including whether he or she has engaged in any "unfair" or "deceptive" acts (although the ordinance does not define the terms).

The extensive investigation and reporting required for dispensaries are likely to be justified as necessary to ensure public safety. However, these efforts may provoke challenges on grounds that they violate legally protected privacy interests, including a legal mandate for health care providers to protect patients' medical records. The ordinance adopted in Los Angeles exemplifies this dynamic. The ordinance requires dispensaries to keep a log of all members' general contact information and mandates disclosure of the information to the police department and other departments under limited circumstances (Municipal Code, Sections 45.19.6 *et seq.* 45.19.6.6). In *Medical Marijuana Collectives*, the trial court found that patients have a "legally protected privacy interest" in the contact and medical information maintained by the dispensary, and that provisions mandating disclosure to the police violated state law. According to the court, "members of collectives have an objectively reasonable expectation of privacy" (*Medical Marijuana Collectives*, p. 26–27). The court suggested that requiring the dispensary to obtain patient consent to disclose could validate these provisions of the ordinance.

WHERE ARE WE HEADED?

We are now seeing a second wave of state statutes authorizing the use of medical marijuana. As public opinion changes and more states address this issue, officials may benefit from observing the practical impact of older initiatives. There are no common approaches or standard practices nationally or even at the state level. Rather, a balance of local interests, perceptions regarding the effects on public safety and health and, in many cases, the proliferation of unlicensed dispensaries appear to be crucial drivers influencing new legislation. Officials, planners, and lawyers in these states are also challenged by existing state statutes and court decisions that further define the reach of local land-use regulations and licensing procedures. Courts have taken some important steps to clarify the issues; we anticipate further challenges to local regulations and their relationship to legitimate public purpose and procedural due process issues, including public review, rights to a hearing, and appeal.



VOL. 28, NO. 7

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michigan municipal league

Better Communities. Better Michigan.

July 6, 2011

Mrs. Donna M. Dettling
Village Manager, Dexter
8140 Main St.
Dexter, MI 48130-1092

Dear Mrs. Donna M. Dettling,

Before becoming CEO and Executive Director of the League, I directed the League's advocacy efforts with the state Legislature and Congress. After being at the League for 14 years, I can honestly say two things...One, that this Legislature and governor have been the most active in decades and, two, that the League has scored some of the biggest victories in at least 40 years! I have written this letter and am mailing it to you personally to ensure that you know of the dynamic and game-changing legislation that has passed, which will affect you as an elected leader and your entire community!

In 1969, the Legislature passed a law called Public Act 312, which mandated that any negotiations between a community and its public safety officers (police and fire) go to an independent state arbitrator if consensus is not reached locally. This has placed communities at a tremendous disadvantage because these arbitrators in Lansing were making decisions for you without necessarily considering the impacts of their decisions on the community and your budgets. For 40 years, the League has tried to get this repealed or significantly reformed. Finally, after 40 years, this has happened! Legislation was passed (and will shortly be signed by the governor) that will require any collective bargaining settlement by an independent arbitrator to, first and foremost, consider the ability of the community to pay that settlement ordered by the arbitrator. Additionally, internal comparables (other factors within your community) will be considered instead of just external comparables (what other communities are doing), there will be better arbitrator training, and required timelines will be shorter. I don't have to tell you how important that all is as you go through your negotiations and face the possibility of PA 312! The House Republicans, especially Speaker Bolger, stood firm on behalf of Michigan communities on this. Eventually, the Senate and even the unions came on board to our compromise. This was a great success for League member communities, and we are proud to have successfully pushed this big reform!

As the first six months of the whirlwind legislative session wrapped up for the summer, we also had several other victories that I am proud to report to you. Revenue sharing is always first on the minds of community leaders. While the statutory pot has slowly evaporated over the last ten years, we were able to salvage much of it this year. In his State of the State, Governor Snyder announced a new program that was passed by the Legislature called the Economic Incentive Vitality Program (EVIP). This was supposed to take 2/3 of the revenue sharing money and put it in three buckets that communities could qualify for. We have significant information about this process on our webpage on the Revenue Sharing/EVIP resource page. When the state saw a windfall of new money from increased tax collections, the governor and Legislature recognized the importance of revenue sharing by adding an additional \$10 million to the pot. Then, when sales taxes

came in at higher than expected, they added another \$33 million to the constitutional revenue sharing pot to be distributed!

For those interested in economic development, we had two substantive victories. When the governor proposed eliminating all tax credits, this included elimination of credits that communities use to revitalize through redevelopment such as the Brownfield and Historic credits. He then proposed to replace that with \$50 million in appropriation. After a vigorous campaign by our members and staff to explain the necessity of these redevelopment projects, the governor and Legislature increased the pot of available dollars for redevelopment to \$100 million. This money will be spent on important projects in urban communities to ensure they can revitalize themselves. The actual program is in development at the MEDC and in legislation, and our staff will actively be involved with this throughout the summer. Also, for communities who have had fires or extremely blighted properties that have needed to come down in their commercial districts, the Legislature has passed legislation to allow the Commercial Rehabilitation Act to be used for vacant properties in areas that have been commercial for fifteen years or more. This creates one more tool in the toolbox for our urban communities (big and small!) to assist businesses in creating jobs and improving the business districts.

Adding to all of this, we have several bills teed up for the fall and I know we will be victorious with those as well. The governor and Legislature have called for reforms of public employee health care benefits. They are mandating that public entities either have a hard cap on what they can pay for employee benefits, or that there has to be an 80/20 ratio with public entities paying no more than 20 percent of a public employee's health care costs. Recognizing that this could be a burden and cost some locals more, the Legislature has agreed to an opt-out for local units of government with a 2/3 vote of the governmental body (and with support of the mayor in a strong mayor system). The opt-out was a hard fought victory, and we thank Sen. Mark Jansen for backing our communities with this provision.

The House also passed an amendment to the Public Employment Relations Act (PERA). The changes to PERA make the following subjects a prohibited subject of bargaining: the decision to consolidate or share services; the procedures for obtaining a contract to share services, and the identity of the parties who will share services. The law would still require bargaining. These changes are critical to help communities cooperate and share services. Along with this bill are changes to other service sharing acts (Urban Cooperation Act, creation of a Municipal Partnership Act, and others) that will remove barriers to consolidation and ensure that costs do not rise when communities try to consolidate and share services. We are very close to finalizing these bills, and hope to do so when the Senate comes in for their day of session on July 13.

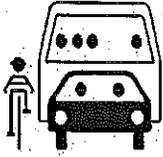
If you want to follow the League's legislative actions and you are on the internet, I strongly encourage you to follow the Inside208 blog. Our Lansing advocacy staff posts happenings as they happen. Also, I hope you subscribe to and read the League's Legislative Link. There is no better way to find out what is happening in Lansing and how it affects you and your community!

Sincerely,



Daniel P. Gilmartin
CEO & Executive Director

W
A
T
S



WASHTENAW AREA TRANSPORTATION STUDY

705 NORTH ZEEB ROAD 2ND FLOOR
ANN ARBOR, MICHIGAN 48103-1560
PHONE: (734) 994-3127 FAX: (734) 994-3129
WEBSITE: WWW.MIWATS.ORG
E-MAIL: WATS@MIWATS.ORG

July 1, 2011

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

pd
7/25/11

Invoice for WATS FY 2011-2012 Membership Dues

Dear Ms. Dettling:

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) signed by President Bush on August 10, 2005, provides an opportunity for communities and agencies within Washtenaw County to utilize federal transportation planning and construction funds for local transportation projects. As with previous federal legislation, however, local matching funds are required to take advantage of the significant federal support for local priorities.

The WATS membership dues paid by local units of government and supporting agencies and other miscellaneous revenues provides most of the required 20 percent local match necessary to obtain the federal Metropolitan Planning funds (PL 112) and federal Transit Planning funds, which support 80 percent of the activities of the Agency. These activities, in turn, maintain the eligibility of Washtenaw County communities and transportation agencies to secure more than 7 million dollars of federal funds for a range of eligible projects countywide.

The WATS Policy Committee approved the FY 2011-2012 Unified Work Program of the Washtenaw Area Transportation Study (WATS) on March 16, 2011. On June 15, 2011, the WATS Policy Committee approved the FY 2011-2012 administrative budget. The annual membership dues approved in the administrative budget reflect necessary local match to secure our federal allocation. *No increase in local membership dues was approved for FY 2011-2012, which began July 1, 2010 and WATS will revisit the Budget to determine if a rebate of dues can be provided in the near the end of the Fiscal year.*

POLICY COMMITTEE MEMBERS

- CITY OF ANN ARBOR • ANN ARBOR TRANSPORTATION AUTHORITY • ANN ARBOR TOWNSHIP • CITY OF CHELSEA • VILLAGE OF DEXTER • DEXTER TOWNSHIP • EASTERN MICHIGAN UNIVERSITY • MICHIGAN DEPARTMENT OF TRANSPORTATION • NORTHFIELD TOWNSHIP • PITTSFIELD TOWNSHIP • CITY OF SALINE • SCIO TOWNSHIP • SOUTHWEST WASHTENAW COUNCIL OF GOVERNMENTS • SUPERIOR TOWNSHIP • UNIVERSITY OF MICHIGAN • WASHTENAW COUNTY BOARD OF COMMISSIONERS • WASHTENAW COUNTY ROAD COMMISSION • CITY OF YPSILANTI • YPSILANTI TOWNSHIP • EX OFFICIO: FEDERAL HIGHWAY ADMINISTRATION • SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

As in the past, the County Board of Commissioners, the County Road Commission, the Ann Arbor Transportation Authority, and the University of Michigan provide more than two-thirds of the required local match. Beginning in FY 2012, Toyota grant will provide for a portion of the funds needed to match the agency overhead allowing the local communities to supply the balance proportionately by based on population.

Accordingly, the FY 2011-2012 dues for Village of Dexter are \$1,000.00.

Please mail checks payable to the Washtenaw Area Transportation Study, to 705 North Zeeb, Ann Arbor, MI 48103-1560.

If you have any questions or need additional information, please call me at (734) 994-3127. Thank you for your continued support.

Sincerely,

A handwritten signature in cursive script that reads "Terri Blackmore".

Terri Blackmore
Executive Director

CC: Jim Carson



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVEN H. HILFINGER
DIRECTOR

STATE BOUNDARY COMMISSION
BUREAU OF CONSTRUCTION CODES

Meeting Location:
2501 Woodlake Circle - Conference Room 3/First Floor
Okemos, MI 48864

August 18, 2011
10:00 a.m.

AGENDA

DOCKET #10-I-2: WASHTENAW COUNTY

Determination of legal sufficiency of a petition proposing Incorporation of the Village of Dexter as a Home Rule City.

- a. Call to Order and Determination of Quorum.
- b. Opening Statement.
- c. Approval of Draft Minutes June 16, 2011 Meeting
- d. Comments and/or Presentations by Involved Parties and Commission Staff.
- e. Public Comment.
- f. Commission Questions/Discussion/Deliberation.
- g. Commission Action.
- h. Adjourn.

**MATERIAL FOR THIS AGENDA WILL BE AVAILABLE ON THE WEB
TEN DAYS PRIOR TO THE MEETING AT:**

- www.michigan.gov/sbc
- CLICK ON "STATE BOUNDARY COMMISSION RESPONSIBILITIES AND MEETING SCHEDULE."
- REFER TO THE RESPECTIVE MEETING DATE TO ACCESS AGENDA AND DOCKET MATERIAL.

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State Boundary Commission
August 18, 2011
Page 2

THESE AGENDA ITEMS WILL BE CONSIDERED AT 10:00 A.M., OR AS SOON THEREAFTER AS THEY MAY
BE HEARD.

IF YOU HAVE ANY QUESTIONS ABOUT THIS MEETING,
PLEASE CALL (517) 241-6321 BEFORE 4:00 PM ON THE DAY BEFORE THE MEETING.

**PLEASE VERIFY YOUR ATTENDANCE BY TELEPHONE AT (517) 241-6321 OR EMAIL
OBRIENK@MICHIGAN.GOV BY AUGUST 11, 2011 TO INSURE REPRESENTATION FROM
ALL INVOLVED PARTIES AND A QUORUM OF BOUNDARY COMMISSIONERS.**

Please make sure all cell phones, pagers, and other personal electronic devices are either turned off or set to vibrate. The meeting site is accessible and includes handicapped parking. In order to enhance accessibility for everyone, individuals attending the meeting are encouraged to refrain from using heavily scented personal care products. Persons with disabilities requiring additional accommodation in order to participate should contact the Boundary Commission Office by either telephone (517-241-6321) or email (obrienk@michigan.gov) at least ten business days in advance.

**Treasurer/Finance Director's Report to Council
Fiscal Year 2010/2011
Fourth Quarter**

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the Fourth Quarter of Fiscal Year 2010/2011.

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

Delinquent Personal Property Taxes

North Pointe's delinquent taxes were paid in full as part of an agreement between the new owner of the restaurant, Aubree's, and the bank that owned the equipment.

2011 Property Taxes

The 2011 property taxes were mailed to property owners in the beginning of July. If you know of someone who did not receive their bill (or who has difficulty reading the bill on the colored paper), please have them contact me.

Fiscal Year 2010-2011 Audit

This year's audit will adhere to the same time line as last year's audit, which means that field work should begin in mid-October.

Fiscal Year 2010-2011 Year-in-Review

I am trying something new; a "Year-in-Review" document that will be presented to Council at the August 8, 2011 meeting. I felt that there was a gap in information provided to Council when we finish the year simply giving Council numbers. We incorporate Council's goals and objectives into the budget document, but there has been no formal year end report that tells whether or not we have met those goals through our budget. I look forward to presenting this document to you at the next meeting. Let me know if you find it worthwhile, or anything that you would like to see included or changed for next year. Thank you.

Fiscal Year 2011-2012 Budget Document

The budget document will be presented to Council at the August 8th meeting.

Education and Committee Memberships

- I am a current member of the Michigan Municipal Treasurer Association's Education Committee and the Michigan Government Finance Officers Mentoring Committee, and am continuing as a budget reviewer for the Government Finance Officer's Association.

Appendix A

Fund 101 - General Fund			
		QTD Actual	% of Budget
Revenue		\$ 2,882,412.94	101.3%
Expenditures		\$ 2,931,622.20	95.2%
	Village Council	\$ 40,031.79	91.8%
	Village Manager	\$ 270,607.53	97.2%
	Finance Department	\$ 11,121.91	91.2%
	Attorney	\$ 31,056.75	94.1%
	Village Clerk	\$ 5,599.73	83.6%
	Village Treasurer	\$ 98,801.00	96.1%
	Buildings & Grounds	\$ 54,923.38	92.5%
	Village Tree Program	\$ 19,446.00	92.6%
	Law Enforcement	\$ 541,752.20	98.7%
	Fire Department	\$ 378,904.39	98.7%
	Planning Department	\$ 116,422.12	91.7%
	Zoning Board of Appeals	\$ 67.50	6.1%
	Dept of Public Works	\$ 221,183.54	98.2%
	Downtown Public Works	\$ 76,495.03	99.9%
	Storm Water	\$ 4,890.00	97.8%
	Engineering	\$ 7,532.50	68.5%
	Municipal Street Lights	\$ 138,464.76	100.0%
	Solid Waste	\$ 456,986.51	89.9%
	Parks & Recreation	\$ 52,787.96	89.7%
	Long-Term Debt	\$ 125,182.50	99.9%
	Insurance & Bonds	\$ 95,955.26	98.6%
	Contributions	\$ 23,249.96	100.0%
	Capital Improvements	\$ 92,655.89	99.5%
	Transfers Out & Contingencies	\$ 67,503.99	68.9%

Fund 202 - Major Streets Fund

		QTD Actual	% of Budget
Revenue		\$ 344,341.80	91.8%
Expenditures		\$ 273,476.04	74.6%
	Administration	\$ 13,230.99	99.5%
	Contracted Road Construction	\$ 94,555.00	61.8%
	Routine Maintenance	\$ 83,825.19	84.7%
	Traffic Services	\$ 22,972.57	78.9%
	Winter Maintenance	\$ 58,892.29	94.5%

Fund 203 - Local Streets Fund

		QTD Actual	% of Budget
Revenue		\$ 252,061.47	94.0%
Expenditures		\$ 208,197.90	81.6%
	Administration	\$ 11,373.28	0.0%
	Contracted Road Construction	\$ 33,779.83	13.0%
	Routine Maintenance	\$ 64,085.53	63.4%
	Traffic Services	\$ 11,891.95	11.5%
	Winter Maintenance	\$ 50,067.31	18.7%
	Transfers Out	\$ 37,000.00	100.0%

Fund 204 - Municipal Streets Fund

		QTD Actual	% of Budget
Revenue		\$ 528,867.13	100.5%
Expenditures		\$ 410,539.02	88.7%
	Administration	\$ 30,539.02	87.8%
	Transfers Out	\$ 380,000.00	88.8%

Fund 590 - Sewer Fund			
		QTD Actual	% of Budget
Revenue		\$ 1,052,664.85	108.4%
Expenditures		\$ 975,585.54	91.9%
Administration		\$ 100,525.58	102.7%
Sewer Utilities		\$ 669,941.66	92.9%
Long-Term Debt		\$ 186,468.80	99.5%
Contingencies		\$ -	0.0%
Capital Improvements		\$ 18,649.50	34.2%
Fund 591 - Water Fund			
		QTD Actual	% of Budget
Revenue		\$ 728,698.44	106.8%
Expenditures		\$ 855,912.71	83.1%
Administration		\$ 85,990.07	102.1%
Water Utilities		\$ 295,546.22	82.7%
Long-Term Debt		\$ 204,393.09	88.6%
Contingencies		\$ -	0.0%
Capital Improvements		\$ 269,983.33	78.7%

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/11	Status of Cash
General Fund				
Cash	TCF & PNC Pooled	General operating	\$ 139,208.63	Unrestricted
Cash Savings	TCF Bank	General operating	\$ 150,411.18	Unrestricted
Chelsea Bank CD	Chelsea Bank	General operating	\$ 205,470.49	Unrestricted
CSB Investments Money Market	Chelsea Bank	General operating	\$ 273,093.31	Unrestricted
Comerica Bank CD	Comerica Bank	General operating	\$ 260,677.13	Unrestricted
MBIA Class	MBIA Class	General operating	\$ 150,207.50	Unrestricted
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 3,049.62	Restricted
Building Reserve CD	Multi-Bank Securities	Reserved for future building project	\$ 235,399.18	Restricted
Petty Cash	Office	Small cash purchases	\$ 100.00	Unrestricted
Park Fund	PNC Parks & Recreation	General parks use	\$ 13,010.83	Restricted
Tree Replacement Program	PNC Parks & Recreation	Reserved for tree related activities	\$ 21,224.38	Restricted
Matching Funds for Park Grants	TCF Pooled	Reserved for grant match	\$ 48,000.00	Restricted
Property Tax Savings	TCF Property Tax Savings	Clearing account for undistributed tax collections	\$ 5,055.89	Unrestricted*
Property Tax Checking	TCF Property Tax Checking	Used to distribute taxes and make refunds	\$ 500.00	Unrestricted
Voluntary Public Parking	TCF Pooled	Reserved for parking activities	\$ 10,039.24	Restricted
Facilities Bond Debt	PNC Bank	Debt retirement	\$ 38,390.62	Restricted
Subtotal Unrestricted			\$ 1,184,724.13	
Subtotal Restricted			\$ 369,113.87	
Total General Fund			\$ 1,553,838.00	

*This account contains undistributed taxes collections. New this fiscal year is breaking this account across funds (like Pooled).

Major Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 15,668.80	Unrestricted*
Central Street Pooled	TCF Pooled	Central Street Project	\$ 203,500.58	Restricted**
Subtotal Unrestricted			\$ 15,668.80	
Subtotal Restricted			\$ 203,500.58	
Total Major Streets Fund			\$ 219,169.38	

*These funds come from the State in the form of Act 51 payments and transfers from Municipal Streets.

**This is the reimbursement from the Ann-Arbor Street project, which must be used in Major Streets.

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/11	Status of Cash
Local Streets Fund				
Cash	TCF Pooled	General operating for major streets activities	\$ 2,234.64	Unrestricted*
Metro Act Account (Pooled)	TCF Pooled	Reserved for right of way activities	\$ 50,591.77	Restricted
Subtotal Unrestricted			\$ 2,234.64	
Subtotal Restricted			\$ 50,591.77	
Total Local Streets Fund			\$ 52,826.41	

*These funds come from the State in the form of Act 51 payments and transfers from Municipal Streets.

**Village of Dexter
Cash Accounts**

Municipal Streets Fund

Cash	TCF Pooled	Available for transfer to Major & Local Streets	\$ 628,521.34	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Available for transfer to Major & Local Streets	\$ -	Unrestricted
Subtotal Unrestricted			\$ 628,521.34	
Subtotal Restricted			\$ -	
Total Municipal Streets Fund			\$ 628,521.34	

Tree Replacement Fund

Multi-Bank CD	Multi-Bank Securities	Restricted for trees	\$ 125,002.91	Restricted
Restricted Tree Replacement	PNC Bank	Restricted for trees	\$ 115,695.63	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 240,698.54	
Total Tree Replacement Fund			\$ 240,698.54	

Streetscape Debt Service Fund

Cash	TCF Pooled	Tax collections for GO Bond payments	\$ 9,018.91	Restricted
Streetscape Debt Retire	PNC Streetscape	Special Assessments for bond payments	\$ 119,771.44	Restricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for GO Bond payments	\$ -	Restricted
Tax Savings for Streetscape	TCF Property Tax Savings	Special Assessments for bond payments	\$ -	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 128,790.35	
Total Streetscape Debt Service Fund			\$ 128,790.35	

Equipment Replacement Fund

Cash	TCF Pooled	Reserved for vehicle expenses including capital p	\$ 194,037.84	Restricted
Subtotal Restricted			\$ 194,037.84	
Total Equipment Replacement Fund			\$ 194,037.84	

Sewer Enterprise Fund

Cash	TCF Pooled	Sewer operating	\$ 82,322.87	Unrestricted
University Bank CD - Taps	University Bank Ann Arbor	Sewer tap-in fees	\$ 253,745.67	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for delinquent utilities	\$ -	Unrestricted
RD Sewer Repair & Improve	TCF Pooled	Reserved for infrastructure & equipment replacem	\$ 14,828.04	Restricted
RD Sewer Bond Reserve	Multi-Bank Securities	Reserved for RD Sewar final year bond payment	\$ 195,000.00	Restricted
Sewer Tap Fees Account	TCF Sewer & Water	Sewer tap-in fees	\$ 391,958.22	Unrestricted
Subtotal Unrestricted			\$ 728,026.76	
Subtotal Restricted			\$ 209,828.04	
Total Sewer Enterprise Fund			\$ 937,854.80	

Water Enterprise Fund

Cash	TCF Pooled	Water operating	\$ 144,575.58	Unrestricted
Bank of Ann Arbor CD	Bank of Ann Arbor	Water tap-in fees	\$ 255,587.57	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for delinquent utilities	\$ -	Unrestricted
RD Water Repair & Improve	TCF Pooled	Reserved for infrastructure & equipment replacem	\$ 19,362.96	Restricted
RD Water Bond Reserve	Multi-Bank Securities	Reserved for RD Water final year bond payment	\$ 170,000.00	Restricted
Water Tap Fees Account	TCF Sewer & Water	Water tap-in fees	\$ 229,029.50	Unrestricted
Subtotal Unrestricted			\$ 629,192.65	
Subtotal Restricted			\$ 189,362.96	
Total Water Enterprise Fund			\$ 818,555.61	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/11	Status of Cash
Trust & Agency Fund				
Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds such as tree bonds	\$ 46,055.10	Restricted
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 23,121.40	Restricted
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ 2,125.00	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 71,301.50	
Total Trust & Agency Fund			\$ 71,301.50	
Retiree Health Care Fund				
Cash	Mers	Funds reserved for OPEB	\$ 285,721.45	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 285,721.45	
Total Trust & Agency Fund			\$ 285,721.45	
*Balance as of March 30, 2011.				
Payroll Fund				
Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 13,013.65	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 13,013.65	
Total Trust & Agency Fund			\$ 13,013.65	
Economic Development Fund				
Cash	TCF Pooled	Funds reserved for economic development	\$ 1,000.27	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 1,000.27	
Total Trust & Agency Fund			\$ 1,000.27	
Total Unrestricted			\$ 3,188,368.32	
Total Restricted			\$ 1,956,960.82	
Grand Total Cash			\$ 5,145,329.14	

Summary of General Funds Available for Non-Operational Use*

General Fund Unrestricted	\$ 1,184,724.13
15% Fundbalance	\$ (426,480.00)
Expected revenue (based on budget)	\$ -
Expected expenditures (based on budget)	\$ -
Available Unrestricted	\$ 758,244.13
Restricted for Parks	\$ 34,235.21
Restricted for Equipment	\$ 194,037.84
Restricted for Facilities	\$ 238,448.80
Restricted for Public Parking	\$ 10,039.24
Restricted for Grant Match	\$ 48,000.00
Restricted for Trees	\$ 240,698.54

*Does not factor in year-end accounts payable



AGENDA 7-25-11

ITEM #2
COMMUNITY DEVELOPMENT OFFICE

MEMORANDUM

TO: Village Council / Planning Commission
Donna Dettling, Village Manager

FROM: Allison Bishop, AICP, Community Development Manager

SUBJECT: 4th Quarter Board and Commission Update FY 10-11

DATE: July 19, 2011

Attached you will find the FY 10-11 4th Quarter Board and Commission update, Zoning/Ordinance Activity report, and Project Summary. You will also find an update on current Village projects and a summary of ongoing projects and activity from the Community Development Office.

Parks and Recreation Commission (PaRC)

Park Construction Projects – Serve as point of contact for numerous construction projects occurring in the Village.

Geocaching – The PaRC has started to work with the Michigan Geocaching Society and will try to get a cache installed by this fall.

Planning Commission

Zoning Ordinance –
Medical Marijuana ordinance amendments (Articles 2, 3 and Chapter 22-General Code) were reviewed and recommended; Council adopted amendments on June 27, 2011. Educational information will continue to be provided as it becomes available. A 12 month moratorium on the use of structures for dispensing and cultivation was passed by the Village Council on July 11 (expiration date July 18, 2012).

Article 7, Signs, Article 15B, Ann Arbor Road Corridor and Article 15D, Baker Road Corridor ordinance amendments currently under review by the commission and in subcommittee.

Master Plan – The Master Plan update is in full swing. Survey results are in and background studies with 2010 census data have been updated. Maps and text are in the process of being updated. A presentation on the status of the update will be given to the Planning Commission at the August 1, 2011 meeting.

Other

Project Management – Provided detail day to day management of numerous trail projects being coordinated in and around the Village. Coordinated necessary easements, agreements, specifications and bidding. Facilitated design of project elements to assure consistency in trail, railing, bridge, bench, boardwalk design.

Development Coordination – Continue to meet with prospective property owners and developers about potential property purchases and/or developments within the Village, including properties for sale, foreclosures and vacant properties.

OHM Update Meetings – Participated in meetings and project coordination of water main projects and trees, stormwater projects and parks, stormwater projects and other grant proposals currently under review, coordination and update information into the CIP. Assist in the revisions to the Engineering standards based on experience, environmental stewardship and development projects within the Village.

Spring Tree Planting – Bid and awarded 2011 Spring tree planting project for completion during Arbor Day week.

Arbor Day Celebration – Planned and coordinated Arbor Day Celebration, including volunteers and collaboration with the Dexter Library.

Baker Road Storm Project – Prepared project documents, permitting, bidding and project execution. Project completed July 2011.

Downtown Fire Subcommittee – No Action.

DAPCO Redevelopment Subcommittee – On project team, contributed to the RFQ process, prepared and submitted CDBG Planning Grant (\$12,500).

Water Trails Meetings – Participate in Huron River Water Trails meetings to continue to promote Dexter as a destination for paddlers and park users as an alternative economic development initiative.

FACEBOOK – Over 765 (up from 680 fans last quarter). Continue to provide updates on a variety of information in and around the Village, including project information, event information, board and commission meeting information, news press on the Village, environmental education and economic development. Add photographs of events, activities when available.

Newsletter – Contributed to the newsletter, ordinance reminders, project/trail updates, parks, tree planting, environmental education, other.

Grants – Submitted Wellhead Protection Grant and CDBG DAPCO Planning Grant.

Chamber Board – I continue to participate on the Chamber Board and look for ways to coordinate Village activities and economic development opportunities for members, Village residents and business owners. The relationship has resulted in great information sharing and community collaboration, including cost sharing in an Ann Arbor Visitors and Convention Bureau magazine that is distributed to over 125,000 people in the area. The Chamber Board has also reviewed the proposed amendments to the sign ordinance and will discuss feedback.

Parking Lot Directional Signage – Designed and facilitated the installation of a parking lot directional sign downtown to eliminate existing temporary signage and assist local businesses in helping visitors locate businesses behind Main Street and with rear building entrances. Facilitated cost share with businesses and tenants to reduce Village cost.

Gateway Communities – Participated in initiative and team to establish goals and commitment to creating a regional outdoor and recreation destination image for the area. Assisted in fundraising to fund branding proposal from Mark Lantz (Pure Michigan).

Cedars of Dexter Sidewalk – Work with Road Commission to collaborate on project design and implementation for sidewalk project, including reducing potential design and engineering costs through collaboration.

Habitat for Humanity Deconstruction – Contacted, coordinated and executed collaboration with Habitat for Humanity to deconstruct 8077 Forest Street prior to demolition. Items salvaged will be used to help Habitat for Humanity of Huron Valley.

Tree Sale – Initiated sale of Walnut trees slated for removal as part of Water Main project resulting in \$2500 payment to the Village.

ZBA

Case #2011-02 – Huddleston – Determination of equal non-conformity – Granted.

Case #2011-03 – Accessory Building Setback and Building Separation and Lot Coverage – Granted.

Please feel free to contact me if you have any questions.

Thank you.

Village of Dexter
4th Quarter Update 2010-11
April 1, 2011 – June 30, 2011

Park Construction Projects

Mill Creek Park

- Village Council awarded project to Cedroni Associates on June 13, 2011.
- Pre construction meeting held on June 30, 2011.
- Invasive species eradication slated for July 20, 2011.
- Earthwork to commence week of July 25th.

County Border to Border and Subdivision Connector

- Village Council approved the site plan August 27, 2010.
- Construction commenced July 11, 2011.
- Boardwalk and bridge construction to be completed first.
- Project slated to be completed by Fall 2011.

County Segment D1

- Village Council approved the site plan March 14, 2011.
- MDEQ permit for project expires July 2012.
- Project will be bid August 2011 for fall construction.
- Details continue to be coordinated with Village and Central Street Project.

Dexter Crossing – Blackhawk Development / Signature Home Traditions

Victoria Condominiums

Preliminary Zoning Compliance	0
Final Zoning Compliance	0
Units Not Sold (Total Units)	106(114)
Single Family Homes Final Zoning Compliance	0

CONDOS

- A maximum of five buildings may be under construction at any one time.
- Homestead exemption forms will be required for each Final Zoning Compliance request.
- Nuisance Violation for open basement. Basement filled in December 2010. Seeding and final grade still pending.

SINGLE FAMILY

- 8 vacant single-family home sites remain in Dexter Crossing under BHD control.
- The roads within Phases 1-5A were milled and resurfaced – October 2009

COMMERCIAL

- Dexter Pharmacy, Pack N Mail Plus, Movie Planet, Monica's and Frivolities have vacated the mall leaving occupancy at less than 37% (based on square footage).
- MI Dance Academy moving in July 2011.
- Dedication of underground utilities still required.

Dexter Crossing (Phases 6-8) - Peters Building Company

Preliminary Zoning Compliance	0
Final Zoning Compliance	0
Units Remaining (ready for occupancy, not sold)	0
Vacant Lots	49

- Final punch list walk through conducted October 2006. Another final walk necessary prior to dedication.
- An assessment of road maintenance is recommended due to the age of the roads and due to the future request for road dedication.

West Ridge of Dexter –Hazel Ravine Partnership, Peters Building Company and Robertson Brothers

Preliminary Zoning Compliance	2
Final Zoning Compliance	1
Units Remaining <small>(ready for occupancy, not sold)</small>	0
Vacant Lots	80

- Robertson Brothers controls 36 lots.
- Hazel Ravine Partnership controls 15 remaining lots.
- Westridge of Dexter (Peters Building) controls 29 vacant lots. Construction has recently been completed or is underway on several lots.
- Construction on the Westside Connector and Subdivision Connector is underway.

Cedars of Dexter – UMRC / Gordon Hall Project

Preliminary Zoning Compliance	0
Final Zoning Compliance	3 (8 units)
Total Units	60
Units Occupied	32

- The Planning Commission recommended approval of the Final site plan on May 7, 2007. The Village Council approved the final site plan on September 24, 2007.
- The development agreement was approved by the Village Council on January 14, 2008.
- Water and sewer permits were granted by the MDEQ in May 2008.
- The Club House was completed in October 2010. \$86,968 has been paid for 10.8 tap fees this FY.
- The tree contribution of \$240,188.52 has been submitted.
- EDC approved Cedars of Dexter Project Plan/Council approved 12-13-10.

Dexter Pharmacy (Phase 1)

- Final Site Plan was approved September 14, 2009 plan date 8-13-09.
- Demolition and site development started in December 2009.
- Site construction started spring 2010.
- Project was completed in September 2010 and the Pharmacy opened in October 2010.
- Tenant (Total Smiles Dentistry) build out occurring on second floor for approximately 1/3 of the available space.
- No new tenant information.

Dexter Wellness Center (Former Colorbok site)

- The Village Council approved the final site plan for the overall site development on October 8, 2007. An extension has been granted until October 8, 2011.
- Water and Sewer permits for the project were issued by the MDEQ in October 2008.
- Brownfield Plan approved by DDA and Council March 2011.
- 5 year timeline requirement to complete project.

Schulz Development – Mill Creek Building

- The Planning Commission recommended approval of the combined site plan on November 5, 2007. The Village Council approved the combined site plan on November 26, 2007.
- The final site plan and development agreement were granted an extension by the DDA and Village Council to December 1, 2010. A second extension of the site plan and development agreement by the DDA and Village Council until December 1, 2012.
- Developer still interest in the development, however financing cannot be awarded until property is 70% leased.

LaFontaine Chevrolet

- LaFontaine Chevrolet Combined Site Plan Approved December 27, 2010.
- Construction commenced on detention basin and parking lot.
- Temporary parking granted at Dexter Crossing commercial during construction.

Plan Reviews/Approved

- K-Space Associates Combined Site Plan Approved June 27, 2011; Pre construction meeting scheduled for July 20, 2011.

Grants

- MNRTF-Michigan Natural Resources Trust Fund 2009 - \$450,000 (Awarded - Project Underway)
- Waterways Infrastructure 2009 - \$48,000 (Awarded - Project Underway)
- Connecting Communities Initiative (CCI) –(Submitted December 2010-Not Awarded)
- DTE Tree Planting Grant - \$2,830 (Mill Creek Park-Awarded)
- Wellhead Protection Grant - \$10,103.94 (submitted June 2012)
- MEDC Project Planning Grant - \$12,500 (submitted June 2012)

Village of Dexter
4th Quarter Report 2010-11
April 1-June 20, 2011

3rd Quarter Activity January 1-March 31, 2011	1st Qtr July-Sept	2nd Qtr Oct-Dec	3rd Qtr Jan-March	4th Qtr April-June	10-11 YTD Total	09-10 YTD Total	08-09 YTD Total	07-08 YTD Total	06-07 YTD Total	2005 YTD Total	2004 YTD Total	2003 YTD Total
Prelim. Zoning Compli. Permits	15	6	5	15	41	65	32	32	98	67	211	161
(New Construction)	1	2	1	2	6	8	2	2	11	12	107	75
Condominium Units	18	0	0	0	18	39	0	2	0	1	21	2
(Commercial/Office)	3	2	1	2	8	8	5	5	30	8	3	
(Additions/Remodels/Build outs))	2	1	2	4	9	20	13	10	21	5	5	3
(Fences)	3	0	0	2	5	0	2	2	8	2	5	11
(Accessory structure)	1	0	0	1	2	1	2	1	4	1	5	3
(Decks)	5	1	1	4	11	9	8	10	24	38	65	65
Final Zoning Compli. Permits	8	11	15	12	46	36	29	44	58	188	157	122
(New Construction)	1	2	2	2	7	8	2	10	9	38	85	78
(Additions/Remodels/Build Outs)	4	2	3	0	9	7	9	10	4	19	6	1
(Fences/decks)	0	3	0	0	3	7	0	13	25	121	58	43
(Accessory structure)	0	0	0	1	1	0	0	2	0	2	1	0
(Commercial/Office)	1	3	7	0	11	6	18	6	19			
(Condominium Units)	6	0	3	9	18	15	0	3	0	8	7	0
PERMITS/OTHER												
(Temporary Uses/Structures)	0	0	1	3	4	7	0	6	7	11	7	0
Land Division / Combination	0	0	0	0	0	2	3	4	2	0	3	2
Ordinance Amendments	2	4	1	2	9	9	4	15	11	9	11	6
Rezoning or Conditional Rezoning	0	0	0	0	0	1	2	0	1	0	1	0
Special Use Permits	0	0	0	0	0	1	1	0	8	6	1	3
Preliminary Site Plan Approvals	0	0	0	0	0	0	0	1	4	3	0	1
Final Site Plan Approvals	0	1	0	0	1	0	0	2	4	3	0	2
Combined Site Plan Approvals	0	1	0	1	2	2	1	3	1	2	0	1
PUD Area Plan	0	0	0	0	0	0	0	0	1	0	0	2
(Sign Permits)	2	3	2	4	11	9	10	12	21	13	11	14
(Temporary Signs/Sandwich)	6	3	9	19	37	32	13	21	37	21	14	
Outdoor Seating Permits	1	0	0	10	11	10	6	2	5	6		
(ZBA Cases) Non-Residential	0	1	1	0	2	2	1	1	2	3	5	3
(ZBA Cases) Residential	0	0	0	1	1	0	2	2	4	4	3	2
Variances Granted	0	1	0	1	2	2	2	2	5	7	7	5
Demolition Permits	0	1	0	1	2	6	2	2	6	5	2	4
Right-of-way permits	0	1	1	0	2	7	1	2	0	4	3	
Park Use	4	1	0	3	8	15	14	6	7	4		

Village of Dexter
4th Quarter Report 2010-11
April 1-June 20, 2011

3rd Quarter Activity January 1-March 31, 2011	1st Qtr. July-Sept.	2nd Qtr. Oct-Dec.	3rd Qtr. Jan-March	4th Qtr. April-June	10-11 YTD Total	09-10 YTD Total	08-09 YTD Total	07-08 YTD Total	06-07 YTD Total	2005 YTD Total	2004 YTD Total	2003 YTD Total
Home Occupation Permits	0	0	0	0	0	0	0	2	3	2	2	1
Freedom of Information Requests	0	0	0	0	0	0	0	1	1	1	1	4
Hawkers & Peddlers Permits	1	1	2	2	6	12	9	9	12	10	7	4
Requests for service/Correspondence	-	-	-	-	0	1	14	9	28	15	33	-
Resident/Merchant/Business Communic.	10	2	1	23	36	92	6	24	48	38	-	-
Enforcement	55	68	59	105	287	156	108	181	123	83	155	113
Initial Notice	6	3	4	4	17	9	11	11	8	10	11	20
Second Notice												

* General Code Amendment : Chapter 54, Traffic and Vehicle; Chapter 22, Municipal Civil Infractions

Pending Ordinance Amendments: Article 7, Signs, Article 15B ARC and Article 15D BRC

* Zoning Ordinance Amendments: Article 2, Definitions, Article 3, General Provisions

* Site Plans : K-Space

* Sign Permits: Darnell Law Offices, Loreen's Café, Sundance Studio, Total Smiles Dental

* Rezoning: None

* Special Use Permits: None

* Resolutions/Support : Medical Manihua Moratorium Extension to July 18, 2012;

* Enforcement :57 Sign, 1 dog, 37 nuisance, 8 vehicles, 2 right-of-way

* ZBA : 7390 Dexter Ann Arbor - Lesser non-conforming use - APPROVED

* Modification requests: none

Revenue -

Through September 30, 2010

Zoning Compliance Permits: \$950

Site Plan Review Fees: \$0

Zoning Compliance Permits: \$2,110

Site Plan Review Fees: \$1,515

Zoning Compliance Permits: \$2,890

Site Plan Review Fees: \$1,865

Zoning Compliance Permits: \$4,650

Site Plan Review Fees: \$3,115

Through December 31, 2010

Through February 28, 2011

Through May 31, 2011

VILLAGE OF DEXTER - ZONING BOARD OF APPEALS

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734)426-8303 ext. 15 Fax (734)426-5614

NOTICE OF DECISION

TO: Village Council
Planning Commission

CC: Alexis and Bonni Lahti, 7842 Grand Street, Dexter, MI 48130
Donna Dettling, Village Manager

FROM: Allison Bishop, Community Development Manager

DATE: Wednesday, July 19, 2011

RE: ZBA Decision (Case #2011-03)
7842 Grand Street
Tax ID's HD-08-06-154-005

In compliance with the Zoning Board of Appeals Rules of Procedure and Policy, Article III, notice of the following ZBA decisions is given to Village Council and Planning Commission:

Variance Request (ZBA Case #2011-03)

On July 18, 2011, the ZBA reviewed a variance request, submitted by Alexis and Bonni Lahti for 7842 Grand Street, for the following sections of the Village of Dexter Zoning ordinance:

Article 3, Section 3.02E Accessory Structure Required Setbacks for Detached Structures – Detached accessory structures shall be at least 10 feet from any principle building and at least 3 feet from any side or rear lot line.

REQUEST - The applicant has requested a 5 foot building separation from the principle building and a 0 foot accessory building setback.

Article 20, Section 20.01, Schedule of Regulations, Lot Coverage in the R1B District – 30%

REQUEST – The applicant is requesting a variance to exceed the maximum lot coverage by 3.5% for a total lot coverage of 33.5%.

The public hearing was opened and the staff review was presented. The applicant gave a presentation on the request and the public was given the opportunity to speak. There was no one from the public present to speak. Staff also reported that additional communication has been had with the adjacent property owner and that no concerns or objections would be made regarding the request. The applicant and board exchanged in discussion regarding the project.

The ZBA and the applicant discussed the request and the concerns with the request, including but not limited to the following:

- The applicant's failure to apply for a permit prior to installation of the accessory structure.
- Location of existing landscaping and sites topography.
- Adjacent properties topography and use patterns, including the location of a berm approximately 15 feet off the property line.

- Landscaping improvements and tree planting that applicant had installed on adjacent property to reduce impact and add to buffer.
- Applicant's history and efforts into improving the property and area.
- Location of the accessory structure does not appear to be objectionable to adjacent property owners.
- Relocation/transplant of existing landscaping provides little improvement or benefit and is problematic.
- Relocation of accessory structure not difficult, however provide little improvement to situation.
- Location of accessory structure and its use is more ideal closer to principle structure. Relocation of accessory structure has potential to block master bedroom door and window.
- Applicant's alternatives were discussed – would result in tree removal or relocation.
- ZBA was impressed with the appearance of the area (2005 garage real estate listing provided in packet).
- Small site is neat and well maintained and does not appear to be cluttered; the sense o design and place was well thought out.
- Relocation of the accessory structure would result in little improvements for aesthetics, setbacks, lot coverage or building separation.
- Lesser variance not an improvement, not resulting in a significant change therefore not practical.

ZBA Decision

On July 18, 2011, the Village of Dexter Board of Zoning Appeals moved the following:

A. Article 3, Section 3.02E Accessory Structure Regulations (Detached) Variance Request

Based on the information provided by the applicant, Bonni and Alexis Lahti, 7842 Grand Street, HD-08-06-154-005, at the July 18, 2011 Zoning Board of Appeals meeting the Board determines that per Section 3.02E, Accessory structure setback and building separation requirements, the request (Case #2011-03) to determine that the placement of an accessory structure 5 feet from the principle building and at a 0 foot side yard setback be **GRANTED**. The applicant is therefore **PERMITTED** to keep the accessory structure at the current location.

The determination was made with consideration of the following per Section 24.05 of the Village of Dexter Zoning Ordinance and/or conditions:

1. All required permits must be granted.
2. Substantial Justice – Applicant's non-conforming lot size.
3. Practical Difficulties -- Relocation of accessory structure versus tree not a reasonable trade off.

B. Article 20, Section 20.01 Schedule of Regulations-Lot Coverage-R1B District Variance Request

Based on the information provided by the applicant, Bonni and Alexis Lahti, 7842 Grand Street, HD-08-06-154-005, at the July 18, 2011 Zoning Board of Appeals meeting the Board determines that per Section 20.01, Schedule of Regulations for Lot Coverage in the R1B District, the request (Case #2011-

03) to permit a 33.5% lot coverage be **GRANTED**. The applicant is therefore **PERMITTED** to exceed the maximum 30% lot coverage by 3.5% for the construction of an accessory structure.

The determination was made with consideration of the following per Section 24.05 of the Village of Dexter Zoning Ordinance and/or conditions:

1. All required permits must be granted.
2. Substantial Justice – Applicant’s non-conforming lot size.
3. Practical Difficulties – Relocation of accessory structure versus tree not a reasonable trade off.
4. Extraordinary Circumstances – Applicant’s small lot size.

Please feel free to contact me with any questions regarding the variance request or decision.

Thank you.

Respectfully submitted,



Allison Bishop, AICP
Community Development Manager



APPLICANT INFORMATION - ZBA CASE #2011-03

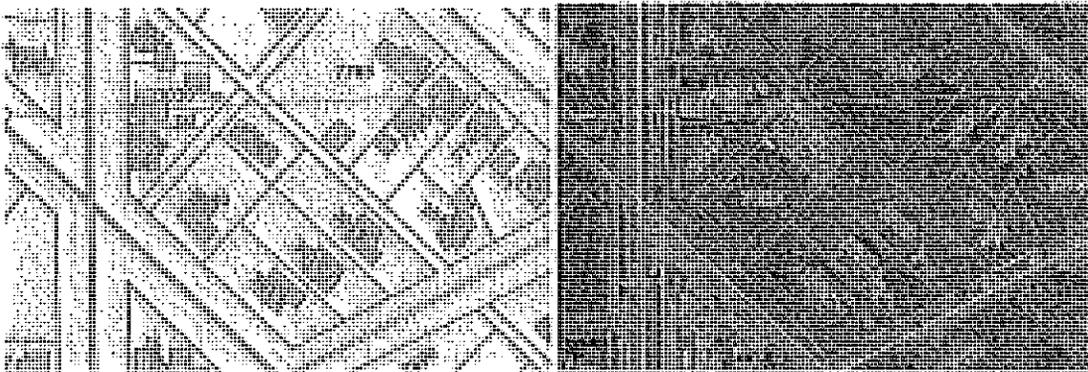
APPLICANT: Bonni and Alexis Lahti
DATE: July 18, 2011
PROPERTY # HD-08-06-154-005
ADDRESS: 7842 Grand Street
ZONING: Single Family - Small Lot - R1B

BACKGROUND

In 2005 the applicant's purchased 7842 Grand Street and converted the structure from a garage to a single family home. The property was and is zoned for single family and was previously used as a garage, which was a non-conforming use. The garage was vacant for a number of years prior to the conversion that made the structure conform to the zoning regulations of the R1B - Single Family District.

In 2005 the applicant's were granted a variance (Case #2005-06) to permit construction of a 12 x 24 expansion of the non-conforming structure. The structure was non-conforming due to a slight encroachment into the front yard setback.

The applicant's lot is also non-conforming. The lot size is 6,930 s.f. and the minimum lot size required within the R1B District is 7,800 s.f., making the lot 11% smaller than the required lot size.



REQUEST

The applicants, Bonni and Alexis Lahti, are requesting variances from two (2) sections of the Village of Dexter Zoning Ordinance to permit the installation of a sauna that fails to meet the required setbacks, building separation and lot coverage requirements.

Article 3, Section 3.02E Accessory Structure Required Setbacks for Detached Structures - Detached accessory structures shall be at least 10 feet from any principle building and at least 3 feet from any side or rear lot line.

REQUEST - The applicant has requested a 5 foot building separation from the principle building and a 0 foot accessory building setback.

Article 20, Section 20.01, Schedule of Regulations, Lot Coverage in the R1B District – 30%

REQUEST – The applicant is requesting a variance to exceed the maximum lot coverage by 3.5% for a total lot coverage of 33.5%.

VARIANCE ANALYSIS AND CONSIDERATIONS

No variance or modification of the provisions of this ordinance shall be granted unless the following criteria exist.

1. **Practical Difficulties:** Compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would create practical difficulties, unreasonably prevent the use of the property for a permitted purpose, or render conformity with such restrictions unnecessarily burdensome. The showing of mere inconvenience is insufficient to justify a variance.

The applicant is requesting a variance for the placement of a sauna that does not meet the accessory building setbacks or building separation. The sauna currently exists and is located on the property line. A 3 foot setback from the property line is required by Section 3.02E of the Zoning Ordinance. Based on the plot plan and photographs provided by the applicant there does not appear to be a reason why the accessory building setback cannot be met other than the applicant stating that given the pre-existing non-conforming lot size it has been difficult to conform to the setback requirements. The applicant should be prepared to explain why the sauna cannot be relocated to conform to the 3 foot setback requirement.

The applicant is also requesting a variance from the 10 foot building separation requirement. Based on the narrow lot size, existing landscaping and fencing layout it would appear that conformance with this standard would be more difficult. The applicant should be prepared to discuss how and why the location and alignment of the sauna was determined. The Board may want to consider requesting the applicant to relocate the sauna to conform to the standards or to provide an alternative resulting in requesting a lesser variance.

The pre-existing non-conforming lot size is 6,930 square feet. Section 20.01, Schedule of Regulations requires a minimum lot size of 7,800 square feet. As previously mentioned the building was originally used as a garage and converted into a single family home by the Lahti's in 2005. Since that time improvements have been made to the property and structures. The smaller non-conforming lot size is resulting in dimensional challenges for the use of the property. The applicant's request for a lot coverage variance is a practical difficulty in the reasonable use of their property.

2. **Substantial Justice:** Granting of a requested variance or appeal would do substantial justice to the applicant as well as to other property owners in the district; or, as an alternative, granting of lesser variance than requested would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.

The ZBA should consider whether or not substantial justice can be granted to the property owner based on the requested variance.

The applicant has requested both an accessory building variance and a lot coverage variance. The applicant should provide more information on why the location and placement of the sauna cannot conform to the ordinance requirements.

Based on the information provided it appears the property has available space for the sauna that would be in conformance with the accessory building standards. Granting a lesser variance could be considered as substantial justice for the property owner.

The lot coverage variance request would do substantial justice to the property owner given the applicant took a previously non-conforming use and lot, and has converted it into a conforming single family home. The applicant has also taken a dilapidated structure and turned it into an attractive home site. The applicant is not proposing to install anything overly large and/or unusual for a single family use therefore granting a lot coverage variance would do substantial justice to the property owner.

- 3. Public Safety and Welfare:** The requested variance or appeal can be granted in such fashion that the spirit of these regulations will be observed and public safety and welfare secured.

The Washtenaw County Building Department and Dexter Area Fire Department were contacted in regards to building separation. Both organizations had no comment or regulatory provisions over the distance between buildings. It is unlikely that public safety would be impacted by the granting of variances for either setbacks or building separation. Again, the applicant and Board should consider a lesser variance if possible.

- 4. Extraordinary Circumstances:** There are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties of other similar uses in the same zoning district. The conditions resulting in a variance request cannot be self-created.

The applicant's circumstances are extraordinary in that they purchased, 1. a pre-existing non-conforming lot that does not meet minimum lot size requirements; 2. non-conforming use, garage prior to the applicant's renovation; and 3. non-conforming structure, front yard setback encroachment. The small lot size has resulted in the need for a lot coverage variance. As suggested by the applicant if the lot size met the minimum lot requirements (7800 s.f.) the lot coverage would not exceed the maximum 30% requirement with the same request. The applicant is not requesting accessory structures unique to a residential lot.

Accessory structure setback requirements are 3 feet for the side and rear lot line. As stated above the applicant has been asked to provide additional information on why the setbacks cannot be met, i.e. landscaping, topography, or otherwise.

- 5. No Safety hazard or Nuisance:** The granting of a variance or appeal will not increase the hazard of fire or otherwise endanger public safety or create a public nuisance.

The applicant's proposed variance, if granted, should not impact or create any additional safety hazards or nuisance if maintained in accordance with property maintenance standards. The applicant has improved the aesthetics of the property since the 2005 purchase preventing the further degradation of the then nuisance property. As shown in the packet information the property is well maintained and cared for.

6. **Relationship to Adjacent Land Uses:** The development permitted upon granting of a variance shall relate harmoniously in a physical and economic sense with adjacent land uses and will not alter the essential character of the neighborhood. In evaluating this criterion, consideration shall be given prevailing shopping pattern, convenience of access for patrons, continuity of development, and the need of particular services and facilities in specific areas of the Village.

The subject property is zoned R1B, Single Family – Small Lot. The property is surrounded by other single family uses.

Property Location	Zoning/Use
North	R-1A, Single Family
East	R-1A, Single Family
South	R-1A, Single Family
West	R-1A, Single Family

*Based on current Zoning map and existing land use map

CONCLUSION

As documented in the sections above and in accordance with the ordinance provisions, we believe that the applicant's request for a variance from Section 3.02E requires additional information from the applicant such as the following:

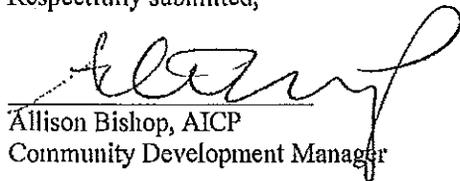
1. Applicant should provide more information on alternative locations considered for the placement of the sauna.
2. Applicant should be prepared to discuss why accessory building setbacks cannot be met.
3. Applicant should be prepared to discuss if a lesser variance could be granted.

As documented in the sections above and in accordance with the ordinance provisions, we believe that the applicant's request for a variance from Section 20.01, Lot Coverage meets the standards required for the granting of a variance.

The applicant shall be required to apply for all necessary zoning permits upon decision of the Board, if applicable. The Board should also consider the applicant's responses when considering the suggested motions, including consideration of a lesser variance.

Please contact me prior to the meeting if you have questions.

Respectfully submitted,


Allison Bishop, AICP
Community Development Manager

CC: Donna Dettling, Village Manager
Applicant
File

Village of Dexter, Michigan

REQUEST FOR PROPOSAL

For

Village of Dexter

Website Development

Released: July 20, 2011

INVITATION TO SUBMIT PROPOSALS

The Village of Dexter is accepting proposals from individual Vendors to plan and implement a website development as specified within this Request for Proposal.

Specifications and forms may be accessed or down loaded from the Michigan Intergovernmental Trade Network (MITN) website (www.govbids.com) or obtained at the Village Office, 8123 Main, Dexter, MI 48130

Sealed proposals should be:

Mailed to:

Village of Dexter

Attention: Website Proposal

8140 Main

Dexter, MI 48130

Delivered to:

Village of Dexter

Attention: Website Proposal

8123 Main

Dexter, MI 48130

All proposals must be received by 3:00 PM on August 15, 2011, after which time no further proposals will be accepted.

The Village reserves the right to reject any and/or all proposals received, waive informalities, or accept any proposal it deems to be in the Village's best interests.

The Village is not obligated to reimburse responding Vendors for any expenses incurred in preparing or submitting proposals in response to this request, nor is the Village responsible for such expenses. All such expenses are solely the responsibility of the Vendor.

Courtney Nicholls

Assistant Village Manager

Village of Dexter

Published: Dexter Leader

Posted: MITN

ARTICLE II. - GENERAL

For purposes of this proposal the Village of Dexter will hereby be referred to as "Village" and the individual Vendor will hereby be referred to as "Vendor".

The Village of Dexter is a tax-exempt municipal government located in Washtenaw County. The Village provides services to approximately 4,067 residents. The Village's website was established in 2002 to provide public access to information about services and activities offered by the Village and to communicate information about the Village. In an effort to improve these services to users, the Village would like to enhance its site to include additional online services and to utilize advances in technology as outlined in the specifications section of this document. The purpose of the Request for Proposal (RFP) is to provide the Village with an improved website that will:

- be intuitive for residents and users to navigate
- improve service to residents with additional features
- utilize standardized website features while maintaining a unique and consistent look
- be easy to maintain internally using a content management system

During the evaluation process, the Village reserves the right where it may serve the Village's best interest to request additional information or clarification from Vendors, or to allow corrections of errors or omissions. Selected vendors submitting proposals will be requested to make visual presentations as part of the evaluation tentatively scheduled for the week of August 29, 2011.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Vendor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

INTERPRETATION

Request for additional information should be submitted in writing (or email) by 5 p.m. August 9, 2011 to:

Courtney Nicholls
Village of Dexter
8140 Main
Dexter, MI 48130
(734) 426-8303
E-mail: cnicholls@villageofdexter.org

PROPOSAL RESPONSE FORMAT

In order to facilitate the analysis of response to this request for proposal (RFP), Vendors are required to prepare their proposals in accordance with the instructions outlined in this section.

One (1) original and five (5) copies of the proposal must be received in the Village Office, 8123 Main (physical address), 8140 Main (mailing address), Dexter, Michigan by 3:00 p.m. August 15, 2011. Vendors whose proposals deviate from these instructions may be considered non-responsive and may be disqualified at the discretion of the Village of Dexter.

Proposals should be prepared as simply as possible and provide a straight forward, concise description of the Vendor's capabilities to satisfy the requirements of the RFP. All parts, pages, figures, and tables must be numbered and labeled clearly. The proposal should be organized into the following major parts:

1. Executive Summary
 2. Company Background
 3. Implementation Plan and Timeline
 4. Support and Maintenance
 5. Client References
 6. Range of Cost Form
- Alternate: Web Hosting Options and Recommendations

Instructions relative to each part of the response to this RFP are defined in the remainder of this section. Failure to closely follow the proposal format may be cause for rejection of the proposal.

Executive Summary (Section 1)

This part of the response to the RFP should be limited to a brief narrative describing the process used in a website redesign or development. The summary should contain as little technical language as possible and should be oriented toward non-technical personnel.

Company Background (Section 2)

Vendors must provide the following information about their company so that the Village of Dexter can evaluate the Vendors' stability and ability to support commitments set forth in the response to the RFP. The Village of Dexter, at its option, may require a Vendor to provide additional documentation to support and/or clarify requested information.

The Vendor should describe the company's background including:

- How long the company has been in business
- A brief description of the company, including past history, present status, future plans, etc.
 - Note any parent/subsidiary relationships
 - Note any name changes/acquisitions
- Company size and organization
- Total number of employees. Number of full-time and part-time employees. Number of technical staff and certifications.
- Examples of government website redesigns or development with references
- Examples of other website redesigns or development with references
- Examples of websites that they support

Implementation Plan (Section 3)

The Vendor must provide, as part of the response, a detailed implementation plan for the entire project. It should include evaluation, design and development processes, implementation, testing, conversion and training. The Village has reserved the right to determine the implementation timetable based on calendar and fiscal restraints. Implementation will not occur until all contract(s) are signed.

Support (Section 4)

Vendor must give a detailed description of the support options to be provided during and after the implementation of the proposed site. Support refers to software support, updates, and any ongoing costs.

Client References (Section 5)

Vendors must provide a complete client listing. Information must include the following information:

- Name of client and contact information
- Description, cost and date of service that Vendor provided
- Internet address link to service you provided

Vendors must also include a listing of at least three client references, preferably governmental clients within the State of Michigan. Include the above information along with contact name and telephone number.

Range of Cost Form (Section 6)

An Estimated Range of Cost form is included. A final fee proposal will be requested from vendors chosen by the Village to continue through the selection process.

Web Hosting Options and Recommendations (Alternate)

The Village currently contracts for its web hosting, however, it would consider other options and recommendations. The Vendor should provide such information as an alternate to their proposal. If the options and/or recommendations involve a third party, please provide substantiating documentation.

ARTICLE III. – SPECIFICATIONS

1. Background

The Village currently has a website (<http://www.villageofdexter.org>) that provides residents, visitors, and those who do business within the Village with updated information about current events, news, and details about boards and commissions including meeting agendas and minutes. The current site contains a reference desk of documents and forms.

2. Objectives

The Village has identified the following objectives for the website design and development:

A. Development Objectives

The Village of Dexter would like a customer focused website using intuitive navigation controls that will allow for easy access to information by visitors to the site. The Village would like a website utilizing the latest technology.

B. Balance Municipal Look and Feel with Unique Web Presence

Municipal sites are informative in nature and should clearly portray the purpose of the Village website. The site should portray a unique web presence that is attractive as well as functional, while retaining an obvious appearance as a “municipal” destination. The Vendor will be expected to work with Village staff to develop the “look and feel” of the site to convey the Village’s unique character.

C. Site Navigation and Organization

The site navigation should use modern tools/techniques to help guide visitors to their desired information. The site should incorporate, but not be limited to, these strategies:

- a. A menu system as the primary navigation tool that shall remain consistent
- b. Each department will have its own main page that will guide visitors to department specific news and services
- c. Site search capability
- d. Full site map

D. Calendar Program

The Village is looking for a flexible calendar program. Features that are desired include the ability to view the calendar in either day or month format. In addition, the ability to add events to specific days with hyperlinks from those events that can lead to either a web page or a document (such as a PDF) is required. It is preferable that the calendar maintain the look and feel of the new website.

E. E-Mail List Signup and Page Change Notification List

Two other requested features are the ability for visitors to sign up for various e-mail lists and for users to sign up to be notified when changes are made to a page that is important to them.

F. Content Management System - Knowledge Transfer and Skills Training

The newly designed website will bring new technologies to the Village, and new ways to utilize existing technologies. The Village expects the Vendor to utilize a content management system that allows staff members to update the website. The Vendor will work closely with the Village

Staff to answer questions. The Vendor will provide demonstrations and training for Staff on the process for updating and maintaining the new site.

It is expected that the Village will be maintaining and making enhancements to the site once initial development and implementation has been completed. It is not the intent of the Village to enter into a continuous maintenance relationship with the Vendor, though the Village may request the Vendor to provide non-routine design or maintenance tasks in the future at the request of the Village.

The Vendor will be expected to provide a document that outlines the maintenance and support process.

G. Document Conversion Methodology

The Vendor is required to specify a means for converting Village approved existing content in the current Village website into the new site.

H. ADA Compliance

The Village requires that the website adheres to the World Wide Web Consortium's (W3C) Web Accessibility Initiative to provide a website that will be compliant with the current Americans with Disabilities Act (ADA).

I. Future Enhancements and Technologies

The Village expects its web presence to be constantly evolving as new technologies are developed. In order to meet these changes, the web strategy needs to be flexible enough to enable any future additions to the site.

3. Website Project Phases

The following website project phase outline is provided to demonstrate what the Village anticipates the project will involve. This outline shall be further discussed with the awarded Vendor.

A. Concept

a. Determine Content

- i.** Evaluate existing web content for inclusion within the new site
- ii.** Brainstorm and identify new content
- iii.** Document all content for the new site
- iv.** Document relationships between content for use later during site layout

b. Navigation Structure

- i.** Determine the functional top level navigation tabs
- ii.** Determine sub-level navigation options

c. Acceptance

- i.** Concept report of findings and recommendations
- ii.** Present to management

B. Redesign

a. Functional Specifications

- i.** Detail exactly how the website will operate
- ii.** Specify all deliverables

- iii. Set specific milestones
 - b. **Design Site Layout**
 - i. Organize the site structure
 - ii. Determine all the templates needed for various functions
 - iii. Determine a look and feel for the site, including color schemes, graphic elements and navigation tools
 - c. **Mock-up Templates**
 - i. Create visual models of how the user interfaces will operate
 - ii. External web pages
 - d. **Acceptance**
 - i. Present to management
 - ii. Implement suggestions made
 - iii. Final Acceptance
- C. **Development**
 - a. **Create Templates**
 - i. Develop user interface templates for staff to add, change, or delete content
 - b. **Design Online Services**
 - i. Page change notification for users who opt-in for such service. Provide confirmation to user and ability to later opt-out of service.
 - ii. E-Mail list signup for users. Provide confirmation to user and ability to later remove their address from list.
 - c. **Testing**
 - i. Develop user testing
 - ii. Usability testing
 - d. **Acceptance**
 - i. Present to management
 - ii. Implement suggestions made
 - iii. Final Acceptance
- D. **Conversion**
 - a. **Document Conversion**
 - i. Take Village approved current site content and modify for new site
- E. **Implementation**
 - a. **Set Up Online Services**
 - i. Page change notification testing
 - ii. E-Mail list sign-up for user testing
 - b. **Site Testing**
 - i. Usability testing
 - ii. Stress testing
 - c. **Acceptance**
 - i. Present to management
 - ii. Implement suggestions made
 - iii. Final Acceptance
 - d. **Go Live**
 - i. Replace current site with new site
- F. **Training and Support/Maintenance**
 - a. **Train staff**
 - i. Provide training to staff

- ii. Provide documentation that outlines content management system and maintenance process
- b. **Support**
 - i. Provide support documentation
 - ii. List support number and hours of operations
 - iii. Process for obtaining and installing updates

ARTICLE IV - TERMS AND CONDITIONS

1. The Village reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
2. The process the Village expects to use for selection is: review of proposals, selection of vendors to participate in an interview and provide an interactive demonstration, request for fee proposal from selected vendors, review of all materials, and contract award by Village Council.

Village of Dexter Website Development Proposal

Estimated Range of Cost Form

Vendor Name: _____

Vendor Address: _____

Contact Name: _____

Phone/E-mail: _____

Date Completed: _____

Please include an estimated range of cost for the services outlined in the proposal document:

Additional documentation should be attached as necessary.

A formal fee proposal will be requested by vendors selected by the Village to continue through the selection process.

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: July 20, 2011
Re: Assistant Village Manager &
Village Manager Report - Meeting of July 25, 2011

1. Meeting Review:
 - July 11th – Work Session Public Art Plan
 - July 11th – Council Meeting
 - July 13th – Progress Update Meeting – Washtenaw County Parks Border to Border Trail
 - July 18th – Website Committee
 - July 21st – DDA July Meeting
2. Upcoming Meeting Review:
 - July 25th – Farmers Market/Community Garden Committee
 - July 27th – Mill Creek Park Project Status Meeting
 - July 27th – DAPCO Team Meeting
 - August 2nd – SPARK Meet new representative Luke Bonner
3. Water Main Update. As Council is aware one of the water mains running under Mill Creek was damaged during the construction of the Border to Border Trail on July 12th. On July 13th a progress update meeting was held on the project that was attended by the Village. At this meeting it was discussed that work near all Village utilities needed to stop until the water main was repaired. The Village sent a letter to the County indicating our belief that the responsibility for the damage lies with the contractor. Since this date the Village has been working to determine what method of repair is best, the length of pipe necessary to replace and talking with contractors to obtain quotes. On July 18th the County indicated that they were planning to send a letter to Anlaan informing them that they were responsible for the damages. On July 20th an e-mail was sent to the County that gave an estimate of \$125 per lineal foot of water main to replace 400 lineal feet of water main. Once we are able to move forward, the job is expected to take 2 days for drilling and 3 to 4 for connection, chlorination and testing of the new main.
4. Alleys. The Village alleys will have chloride applied on July 21 by Michigan Mineral Resources. The cost of this work will be \$1500.
5. Cedars Sidewalk. A proposal from the Road Commission for design and construction management will be on the agenda for the August 8 meeting.
6. Clarifier Maintenance. At the last Council meeting Dan Schlaff spoke about taking the clarifiers at the Wastewater Treatment Plant down for inspection and cleaning. As a follow-up, President Keough asked that we provide an estimate of the potential costs associated with this work. Blair Selover of TetraTech explained that the purpose of the

take-down is to remove any foreign objects from inside the structure that could be interfering with its performance. Maintenance work would be limited to bolt tightening or replacement, which is a minimal cost. Structural issues with the tank could also be revealed, however if these existed it is likely that they would be visible on the outside and exposed portions of the structure also.

7. Macerator Update. The company that manufactured the macerator at the Wastewater Treatment Plant did an inspection of the device on July 18 and determined that it is functioning appropriately. No maintenance is needed on it at this time.
8. 8077 Forest. Before demolition of 8077 Forest we are required by the State of Michigan to obtain an asbestos survey. Staff is contacting contractors that perform this work to obtain quotes. The total cost should be under \$5000. If the survey finds no asbestos present the demolition work can begin ten working days afterwards due to notification requirements. If asbestos is found we will have to have it abated prior to the demolition.
9. Newsletter. The next Village newsletter is planned to be mailed in mid-August. Please let us know if you have any article suggestions.
10. Central Street. Allison, OHM and the County will be meeting to discuss the connection of the Border to Border Trail at Central Street. Once this meeting occurs we will be moving forward with coordinating with the railroad. A schedule for the design development process will be provided at the August 8 meeting.
11. Main Street Design. Council has suggested having a work session on the Main Street design followed by a Town Hall meeting. This work session could be scheduled for prior to the meeting on September 12. A possible date for the Town Hall meeting is October 19.

Village President Report

AGENDA 7-25-11
ITEM I-6

Hello Residents and Fellow Council Members,

I would like to share a few notes on my recent activity and provide some insight on my future initiatives:

Activities Since my Last Report

In the packet, under the Consent Agenda, you will find two recommendations to fill open positions. Over the past week, I have met with each of these individuals and am recommending them as indicated – one to the Planning Commission and another as an alternate on the Zoning Board of Appeals. I am still scheduling meetings and need to meet with applicants to fill the two open seats on the Arts, Culture & Heritage Committee.

Following the July 11, 2011 Council Workshop with the Arts, Culture & Heritage Committee, I prepared a draft outline for the Public Art Plan that was discussed in general that evening. On July 19th, I shared this document with the ACH Committee Chair Mike Vickers, Trustee Cousins (ACH Representative from Council) and Assistant Village Manager Courtney Nicholls (staff representative to the ACH Committee). I also met with Trustee Cousins on July 19th to review the draft outline. I told him that it was just a suggestion on the format, but that it described the elements (content) that I was hoping would be included in the plan so that it would complement our other plans (i.e. Master Plan, Park & Recreation plan, etc...) that we rely on. I have included a copy of that outline with this report so that interested residents can also see my thoughts on what should be in the plan. I would encourage Council to provide any comments they have to Trustee Cousins.

July 13, 2011 – Jim Carson and I attended a meeting with Terri Blackmore from WATS, Michael Ford and Sarah Pressprich from AATA (the Ride), John Kingsley from Webster Township and Spaulding Clark from Scio Township to review a draft of the Act 7 Agreement that needs to be negotiated between the “North Middle Communities”. The Act 7 Agreement would define the selection process for our North Middle representative, who would serve initially on the unincorporated 15 member countywide transit board. A public hearing is required prior to passing the Act 7 agreement, so I am asking Council to set the public hearing for August 8th as part of the July 25th agenda. Following adoption of the Act 7 agreement by Webster Twp and Scio Twp, another meeting between the 3 communities will be scheduled to review potential candidates to serve as the North Middle Community Representative.

July 15, 2011 – Regional Fire Department Meeting – the regional committee met to review the draft interlocal agreement. A copy of the latest draft is included for your review. Please share any comments with Assistant Village Manager Courtney Nicholls or myself.

July 18, 2011 – Website Committee meeting with Trustee Smith, Assistant Village Manager Courtney Nicholls and Finance Director Marie Sherry. We finalized the Request for Proposal to seek a consultant to help develop a new website for the Village.

Future Activities

July 20, 2011 – Regional Fire Department Meeting – at this meeting, we will continue to review the draft interlocal agreement for the potential new regional fire department.

July 21, 2011 – Downtown Development Authority Meeting

July 25, 2011 – Village Council Meeting – I will not be able to attend this meeting, but have worked with Village staff to review the agenda and agenda items. Pro-Tem Ray Tell will be chairing this meeting.

August 1, 2011 – Website Committee meeting

August 2, 2011 – Meet with new SPARK representative Luke Bonner

August 8, 2011 – Village Council Meeting

August 12th and 13th – Dexter Daze activities

August 18, 2011 – State Boundary Commission meeting

Please let me know if you have any questions. I hope to see you around our town.

Shawn Keough

Village President

(734) 426-5486 (home) or (313) 363-1434 (cell phone)

Public Art Plan (Outline)
Draft prepared By Shawn Keough
July 18, 2011

- A. Goal of the Plan (purpose)
- This opening section of the plan should describe the overall goal in creating a public art plan, which obviously includes supporting and advocating for the addition of public art within the Village of Dexter
 - It should describe how the plan should be used.
 - My personal opinion is that the plan should exist as a standalone document, and be referenced in the appropriate sections of the Village Master Plan.
- B. What is Public Art?
- This section should provide the committee's recommendation on the definition and types of Public Art in the Community.
 - This section should describe the differences between "Public Art" and "Art in Public Places", including a brief discussion about why both are important.
 - The supplement that the ACH committee created already includes a paragraph that could be used as a starting point in this section.
- C. What are the Benefits of adding Public Art in the Community?
- This section should describe the benefits of incorporating Public Art into the community. It should be a well thought out description of why it is important, why we should consider adding Public Art and include examples of how it will strengthen our community.
- D. Art in the Community – "A description of what we have today"
- This section should include a discussion of where Public Art is visible within the community today. It should comment on different types of Public Art that we have, whether it exists in the conventional categories (i.e. murals, statues, sculptures, stained glass, etc..) or in the visual aesthetic category (i.e. brick paver pattern of the streetscape) or as "Art in Public Places".
- E. Future Art in the Community – "What is the Vision?"
- a) Where should we have public art?
 - b) Should we have a theme for our art or not?
 - c) What types of themes might we consider to be reflective of our Village and Community character?
 - Historic?
 - Rural?
 - Small Town Charm?
 - Scenic?
 - Other
 - d) Where should we place Art in the Community?
 - Parks
 - Pedestrian Areas/Trails
 - Downtown

- Baker Road Corridor
 - Dexter Ann Arbor Road Corridor
 - Industrial Park
 - Other
- e) How much public art should we add/do we need?
- This is not a numerical answer, but rather a general description of art in the community, say 10 or 15 years into the future.
- f) How should the Dexter School District be involved in this plan?
- They have lots of public places.
 - They have lots of visible places.
 - Our students are our future leaders...the schools offer a great opportunity to introduce art and to educate many young minds on its importance in the community.
- g) Other

F. Selection of Public Art

- a) Who should help select the public art?
- This section should identify how the Village of Dexter is involved in the selection of public art. Obviously, the ACH Committee should have a prominent role in the selection and recommendations for public art.
 - This section should further define a proposed selection committee that will be involved in projects involving public art.
 - My personal goal would be to have a selection committee that includes a representative cross-section from other key boards, such as but not necessarily limited to the Planning Commission, the Parks Commission, the DDA and perhaps a representative from Council, if appropriate. The selection committee would make recommendations for final Council approval.
- b) What are the most likely types of selection processes that we should use to select public art?
- This section should include a discussion of the Project Types that were described in the supplement (i.e. Artist Originated, Gifts/Memorials, Community Generated, Design Team, and Artist in Residence) and how they would be advertised, promoted, initiated, etc...all the way through a selection process.
 - The discussion should describe the committee's recommendation for how often some of these Project Types would be used in the selection of art.
- c) How do we select the most appropriate location for a piece of Art in the community?
- d) Other

G. Funding of Public Art

- a) Describe the different types of funding options available to the Village?
- b) Private Funding – describe methods of private funding, what are the benefits, what are the problems with private funding methods, where have they worked well, not worked well, etc...
- Donations
 - Fund Raising Events
 - Other

- c) Public Funding – describe methods of public funding, what are the benefits, what are the problems with public funding methods, where have they worked well, not worked well, etc...
 - Village General Fund
 - Draft Ordinance
 - Other
- d) How much do we need to invest to achieve our goal for Art in the community?
- e) Other

H. Permanent Art vs. Temporary Art

- This section should describe these two terms and how they fit within the Public Art plan.
- When you select art, are you doing so with a “permanent” mind set? Or is everything “temporary” until it stands the test of time?
- Are there certain locations within the Village that are better suited for a rotating set of art? (I observe that the Foggy Bottom has a rotating set of pictures that are for sale on its walls. The Library often has different displays of art on its walls.)

I. Proposed Timeline for Implementation

J. Organization and Maintenance of Public Art

- This section should describe how the Village will keep track of the Art, who it belongs to, and describe who is generally responsible for the maintenance of public art.

K. Recommendations

- This section of the plan should present a set of recommendations to the Village Council on how this plan should be carried forward and considered for implementation.

L. Other

MID-COUNTY FIRE DEPARTMENT OF WASHTENAW COUNTY INTERLOCAL AGREEMENT

This Interlocal Agreement (Agreement) is adopted by the incorporating municipalities for the purpose of creating and operating a combined fire department, under the provisions of the Urban Cooperation Act, being Act 7 of the Public Acts of 1967~~76~~ as amended, MCL 124.501 et seq., in order to provide fire protection services and other emergency services as may be directed by the incorporating municipalities.

ARTICLE 1 – NAME AND PRINCIPAL OFFICE

The name of this combined fire department is the “Mid-County Fire Department of Washtenaw County” (Department). The Department Board¹ in conjunction with the Fire Chief shall determine the principal office of the Department.

ARTICLE 2 – INCORPORATING MUNICIPALITIES

This Agreement is entered into by the Village of Dexter, Dexter Township, Scio Township, and Webster Township (hereinafter referred to individually as “Public Agency Member”) all being Michigan municipal corporations in the County of Washtenaw, State of Michigan.

ARTICLE 3 – PURPOSE

The purpose of the Department is to provide fire protection services and related emergency health and safety services within and throughout the covered territory of the Public Agencies. The Department may also provide such other emergency services within or without the territory of the Public Agencies as may be authorized pursuant to contract with the Department by any municipality, and in accordance with the authorization of the Act.

ARTICLE 4 – DEFINITIONS

- The term “emergency services” means fire protection services, emergency medical services, and any other emergency health or safety services as designated in these Articles.
- The term “incorporating municipalities” means the 4 municipalities initiating this Authority as designated in Article 2 herein; and such other municipalities as may become incorporating municipalities in the future by amendment of these Articles as provided herein.
- The term “municipality” means a county, city, village, or township.

- The term "related emergency health and safety services" means health and other medically-related services rendered in conjunction with the provision of fire protection services.
- The term "service area" means the territory of the incorporating municipalities as stipulated in Exhibit A, and such additional geographic areas inside and outside of the incorporating municipalities to which the Department may provide emergency services pursuant to contract with any municipality or Public Agency Member, as authorized herein.
- The term "department run" means the act of the Department dispatching one or more vehicles to provide emergency services within the service area.
- Other terms shall have such meaning as may be specified in the various provisions of this Agreement.

ARTICLE 5 - ESTABLISHMENT AND COMPENSATION OF DEPARTMENT BOARD

A. Establishment and Membership

The governing body of this Department shall be a board known as the "Mid-County Fire Department Board" (Board). The Board shall be composed of ~~nine members, consisting of two voting representatives from each Public Agency Member and one additional voting representative from the largest Public Agency.~~ The fire chief or his/her designee shall be an ex officio, non-voting member of the Board.

B. Appointment and Term of Board Members Representatives of Public Agencies

The governing body of each Public Agency Member shall appoint two (2) members ~~representatives to the Board, one of whom shall be an elected official, provided however, that the largest Public Agency Member as determined annually based upon the amount of its service fee computed by the funding allocation model, shall have three (3) representatives to the Board, one of whom shall be an elected official. The initial appointments of such Board Members representatives shall occur within 60 days after this Agreement becomes effective. The term of each Board member representative shall be four years except for the first member representative appointed from each Public Agency Member, which shall be two years, and the third representative from the largest Member which shall be one (1) year. Thereafter, the term of each Board Member representative shall be four years except for the third representative from the largest Member which shall be one (1) year.~~ The governing body of each Public Agency Member shall appoint successors within 30 days after the expiration of each member's representative's term.

C. Board Member Representative Qualifications.

~~Each member of the Board representative appointed by the governing body of a Public Agency Member shall be a qualified elector residing within the territorial boundaries of that Public Agency Member. A member of the Board representative shall not be a member or an employee of an emergency services entity of any Public Agency Member at the time the duties of said entity are transferred to or assumed by~~

the Board. A ~~member of the Board~~representative shall not be a ~~member or an~~ employee of any emergency service operated by the Board itself. Each ~~member of the Board~~representative appointed by the governing body of a ~~Public Agency~~Member shall qualify for office by taking a constitutional oath of office and filing same with the municipal clerk of the appointing ~~Public Agency~~Member.

D. Compensation and Expenses.

The ~~members of the Board~~representatives may receive such compensation for serving on the Board, if any, as may be included in the approved budget for the Department. ~~Members of the Board~~Representatives may also be reimbursed for actual expenses incurred in the performance of their duties, as may be approved by the Board and to the extent authorized by the approved budget for the Department.

ARTICLE 6 -- VACANCIES AND REMOVAL OF BOARD MEMBERS

A. Vacancies

In the event of a vacancy on the Board by a ~~member representative~~ appointed by the governing body of a ~~Public Agency~~Member, that governing body shall fill the vacancy for the unexpired term.

B. Removal

Any ~~member of the Board~~representative appointed by the governing body of a ~~Public Agency~~Member may be removed from the Board at any time by action of the governing body of that ~~Public Agency~~Member.

ARTICLE 7 -- BOARD OFFICERS

A. Officers

The ~~Board~~ shall elect from its membership a Chairperson, a Vice Chairperson, a ~~Treasurer and a Secretary.~~ The Board shall also select a Treasurer who shall not be a ~~member of the Board.~~ The terms of all Board Officers shall be one (1) year, or until their respective successors are elected. The Chairperson of the Board shall be the presiding officer at all meetings of the Board. Except as may be otherwise provided from time to time by the Board, the Chairperson shall not have any executive or administrative functions on the Board, other than as a member of the Board. The Secretary or designee of the Secretary shall be the official custodian of the records of ~~Board~~Department.

B. Vacancies and Absences

In the event of a vacancy in any office of the Board, the Board shall fill such vacancy for the unexpired term of that office, In the event of the temporary absence or disability of any officer not constituting a vacancy in office, the Board may appoint another member of the Board to act temporarily in his or her stead; except that in the event of the temporary absence or disability of the Chairperson, the Vice-Chairperson shall always serve as the acting chairperson.

C. Authority

The officers of the Board shall have such authority and responsibility as may be prescribed in this Agreement, and such other powers and duties as may be conferred upon them by the Board and not inconsistent with this Agreement and any applicable provision of law.

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ARTICLE 8 - BOARD MEETINGS

1. Annual Organizational Meeting.

The Board shall hold its initial meeting within 60 days after this Agreement becomes effective for the purpose of electing officers as provided herein. An annual organizational meeting of the Board shall be held thereafter at the first meeting each fiscal year for the purpose of the election of Board officers.

2. Regular and Special Meetings and Notice to Members.

The Board shall hold monthly meetings, including the annual organizational meeting, at such time and place as shall be determined by the Board. The Board may also hold such special meetings as may be deemed necessary by the call of the Chairperson or by any three members of the Board. Written notice of the time, place, purpose, and proposed agenda of each special meeting shall be issued to each member of the Board personally, or by leaving such notice at the member's place of residence at least eighteen hours prior to the time of the meeting, or by e-mail at least eighteen hours prior to the time of the meeting, or by mailing such notice from a United States Post Office or mailbox within the service area of the Department to the residential or business address of the member at least seventy-two hours prior to the time of such meeting with first-class postage fully prepaid. Notwithstanding the foregoing, the absence of written notice to each member as specified above shall not be deemed to invalidate a special meeting at which all members are present. Further, any member of the Board may waive notice of any meeting before, during, or after the meeting.

3. Public Notice of Meetings.

Public notice of all regular meetings, special meetings, and re-scheduled meetings of the Board shall be given as required by the applicable provisions of the Michigan Open Meetings Act (MCL 15.261-15.275) as amended. Such notices shall also be posted in the locations for the posting of public notices at the municipal offices of each Public Agency Member.

4. Minutes of Meetings.

The Board shall maintain minutes of its meetings in accordance with the Michigan Open Meetings Act. The Secretary shall sign approved minutes. The minutes shall record the votes of each member on all matters voted upon by the Board, except that where a vote is unanimous it shall only be necessary to so state. The Secretary of the Board shall provide a copy of the approved minutes of all meetings of the Board to the Clerk of each Public Agency Member within 15 days after approval of such minutes.

5. Quorum of Board.

A majority of the members of the Board shall constitute a quorum.

6. Decisions

A decision of the Board shall not carry unless it is approved by a majority of a ~~quorum~~ the Board.

7. Voting Rights.

All members of the Board shall have one vote on the Board.

ARTICLE 9 – FINANCE AND BUDGET

A. Board Funds and Treasurer

1. The Treasurer, or designee of the Treasurer with Board approval, shall be the custodian of all funds of the Department and shall give a bond conditioned upon the faithful performance of the duties of the office.
2. All monies received by the Department shall be deposited in banks or other lawful depositories approved by the Board.
3. All checks or other forms of withdrawal on any account of the Department shall be signed by two persons, one of whom shall be the Treasurer or designee of the Treasurer, and the other shall be a Board member designated by the Board. All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties.
4. The Department shall pay the cost of any bonds required herein.

B. Fiscal Year

The fiscal year of the Department shall be April 1 through March 31.

C. Annual Department Budget

The Board shall prepare a proposed operating and capital budget reflecting the projected revenues and projected expenditures of the Department for the next fiscal year. Optionally, the Board may also develop a rolling five-year budget to assist in planning proposed capital improvements. The Board shall adopt a tentative budget by a majority vote of a quorum of the Board in such a manner as to assure submission of the tentative budget to each Public Agency Member by no later than February 1 of each year. The Secretary of the Board shall be responsible for submission of the tentative budget to each Public Agency Member. Any budget increase over the preceding fiscal year of more than the standard cost of living plus 1CPI plus 3% shall require the approval of a majority of the governing bodies of the Public Agency Members of which the Department is composed at the time. The Board shall give final approval by a majority vote of a quorum of the Board to the Department budget for the ensuing fiscal year no later than March 31 of each year.

D. Accounting and Budgeting Practices.

The accounting and budgeting practices of the Department shall conform with standard accounting practices, the Uniform Budgeting and Accounting Act (MCL 141.421 et seq) as may be amended, and all other applicable provisions of law.

ARTICLE 10 – POWERS AND AUTHORITY OF THE BOARD

A. Specific Powers.

The Department, through official action by the Board, shall have the specific power to do all of the following to the extent not in conflict with any provision of this Agreement or any applicable law:

1. Adopt rules of procedure governing meetings of the Board.
2. Adopt by-laws and/or rules governing the internal administration and functioning of the Department.
3. Adopt rules and regulations for the use of personal and/or real property owned by or otherwise in the possession of or used by the Department.
4. Acquire property by purchase, lease, gift, devise, or condemnation, either within or without the service area of the Department.
5. Hold, manage, control, sell, exchange, or lease property acquired by the Department.
6. Apply for and accept grants, loans, or other contributions from federal, state, or local units of government, or any agencies thereof, or any other public or private agencies; and do any and all things necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of the Department and the Act.
7. Enter into interlocal agreements with other municipalities pursuant to the Urban Cooperation Act of 1967 (MCL 124.501 et seq) as amended.
8. Enter into contracts with other public or private ~~entities~~ entities not prohibited by law.
9. Investigate emergency services requirements, needs and programs within or without the service area of the Department at any given time, and cooperate with applicable governmental authorities with regard to such investigations.
10. Hire ~~one or more~~ fire chiefs, one or more deputy or assistant chiefs, and such other command positions and other employees, accountants, attorneys, and consultants as the Board considers advisable to carry out the purposes of the Department; and/or contract with any ~~Public Agency or other municipality~~ for the services of employees of same.

11. Recommend to the Public Agencies any amendment of this Agreement considered by the Board to be advisable, including an amendment to add one or more additional participating municipalities.

12. Such additional specific powers and duties as may be designated by other provisions of this Agreement.

13. Develop a Master Service Response Plan (Plan) within three (3) years of the acceptance of this Agreement. The Plan should outline future needs and should be updated every year.

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B. General Powers

In addition to the foregoing specific powers, the Department and the Board shall have all such general and implied powers as are necessary to facilitate the proper fulfillment of the purposes of the Department, except as may be specifically restricted herein.

C. Limitation on Department to Obligate Public Entities

Notwithstanding any powers granted herein, except as may be specifically set forth in this Agreement, the Department shall not incur any obligation which may at any time become in whole or in part a liability of one or more Public AgenciesMembers, without the prior consent of such Public AgenciesMembers. The Board shall have no authority to levy any tax or special assessment within the boundaries of the Public AgenciesMembers or to issue any type of bond in its own name, or in any way, to incur any debt on behalf of the Public AgenciesMembers. Each Public AgencyMember shall each raise the necessary monies to fund the Department as they see fit, in accordance with all laws and regulations applicable to each Public AgencyMember.

ARTICLE II - DELEGATION OF AUTHORITY

The Public Agencies hereby delegate to the Department the responsibility and authority to provide fire protection services and related emergency health and safety services within the service area. This delegation shall be effective 60 days after the effective date of this Agreement ("delegation date").

A Public Agency and the Department may enter into an assignment to the Department of the Public Agency's rights/liabilities under any contract between the Public Agency and any other entity, related to the provision of emergency services by the Department as provided in this Agreement. A Member may assign any contract in existence prior to the delegation date to the Department.

The Department may also enter into a contract for emergency services to be provided by the Department to any other municipality or any entity thereof. The fees and charges for services provided in said contract shall not be required to be the same as the fees and

charges incurred by a Public Agency Member for comparable services pursuant to this Agreement.

Charges and fees specified in any said contract shall be subject to increase by the Department, as necessary, in order to provide funds to meet the obligations of the Department.

ARTICLE 12 – EQUIPMENT AND PROPERTY

A. All personal property, equipment, and vehicles owned by the Public Agencies Members for fire protection and/or related emergency and health services, as set forth in Exhibit B, shall become the property of the Department as of the delegation date. Debts and other liabilities relative to the said personal property, equipment and vehicles incurred prior to the delegation date by one or more of the Public Agencies Members shall not be transferred to the Department without the consent of the governing body of each Public Agency Member of which the Department is composed at that time.

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B. Fire buildings and fixtures that are currently owned by a Public Agency Member shall remain the property of such Public Agency Member. The Department shall enter into a lease agreement with the Public Agency Member to assist the Public Agency Member in recouping costs associated with the maintenance of the fire building and fixtures including maintenance, upkeep, heat, electricity, water and similar such items or in the purchase of a building owned by a Public Agency Member and used for the purpose of operating and/or servicing a fire department.

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A. C. If a Public Agency Member desires a new Fire Station that is consistent with the Plan, and the Board agrees that it is needed, the Fire Station shall be constructed at the Public Agency Member's expense and with the Department's approval. Once constructed and approved, the Fire Station shall remain the property of the Public Agency Member.

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ARTICLE 13 – FINANCING THE DEPARTMENT

A. Financial Contribution From Each Public Agency Member

1. The Board shall annually determine the amount of each Public Agency Member's financial contribution to the approved Department budget for the ensuing fiscal year pursuant to a cost-weighted formula accounting for population, taxable value and historical usage factors, as follows:

a. Population: Thirty percent (30%) of the total budget amount, excluding projected revenues received from sources other than the Public Agencies Members, shall be

allocated between the Public AgenciesMembers based on the population of each Public AgencyMember in proportion to the total population of all of the Public AgenciesMembers as determined pursuant to the most recent United States Census Bureau Report and updated bi-annually by the Southeast Michigan Council of Governments.

- b. Taxable ValueState Equalized Value (SEV): Thirty percent (30%) of the total budget amount, excluding projected revenues received from sources other than the Public AgenciesMembers, shall be allocated between the Public AgenciesMembers based on the taxable valueSEV of each Public AgencyMember in proportion to the total taxable value of all the Public AgenciesMembers, according to the most recent approved assessment rolls for each Public AgencyMember. Property in a village shall not be included in the taxable valueSEV of a township for purposes of this paragraph.
- c. Historical Usage: Forty percent (40%) of the total budget amount, excluding projected revenues received from sources other than the Public AgenciesMember, shall be allocated between the Public AgenciesMembers based on the number of Department Runs performed within the service area of each Public AgencyMember in proportion to the total number of Department Runs performed in the entire service area, as determined using the most recently completed three calendar years of report data.

In applying this cost-weighted formula the calculations of population, taxable valueSEV and historical usage must each equal 100% and the overall percentage cost allocations for each of the Public AgenciesMembers must together equal 100%. See Exhibit C for an example of the statistics and how the calculations are performed.

2. Payment of Financial Contribution.

Each Public AgencyMember shall pay to the Department not less than 1/12th of its total calculated financial contribution for each fiscal year on the first day of each month of the pertinent fiscal year.

B. Negotiable Bonds

For the purpose of obtaining funds for the acquisition, construction, improving or extending of emergency services within the scope of this Agreement, the Board may by resolution determine to issue negotiable bonds, secured by the contractual full faith and credit pledges of each Public AgencyMember, in accordance with and subject to the provisions of the Act. Bonds may not be issued without the approval of the governing body of each Public AgencyMember of which the Department is composed at that time.

C. Revenue Bonds.

For the purpose of acquiring, constructing, improving or extending emergency services within the scope of this Agreement, or buildings, land, equipment, and the provision of such emergency services, the Board may by resolution determine to issue

self-liquidating revenue bonds in accordance with Michigan Public Act No. 94 of 1933; as amended (MCL141.101~141.139) and any other statute providing for the issuance of revenue bonds, which bonds shall be payable solely from the revenues of the emergency services operations of the Department. Bonds may not be issued without the approval of the governing body of each ~~Public Agency~~Member of which the Department is composed at that time.

D. Service Fees.

The Department may impose fees and charges for emergency services provided to the beneficiaries of such services within the service area of the Department, to the extent authorized by law and by ordinances enacted by the governing bodies of the ~~Members~~Public Agencies and/or the governing body of any other municipality to which the Department provides services. The imposition of such service fees shall be preceded by the adoption of an emergency services fee ordinance by each ~~Public Agency~~Member and/or other participating municipalities, which ordinances shall be substantially similar to each other and shall include a uniform schedule of service fees and charges recommended by the Board based on the full-cost of such services. The imposition of such service fees shall be preceded by an interlocal contract between the ~~Public Agencies~~Members and/or other participating municipalities assigning to the Department the municipalities' authorization to administer the ordinance in said municipality.

Notwithstanding the foregoing, the ~~Public Agencies~~Members and any other participating municipality shall be considered to have reserved the power and discretion to exempt, reduce, or waive such service fees and charges, in whole or in part, as to specific properties, persons, services, classes, or incidents, to the extent allowed by law, and shall notify the Department of any such exemptions, reductions, or waivers. The Department shall calculate the total amount of the service fees and charges so exempted, reduced or waived by a municipality not less than once each quarter of the fiscal year, and said municipality shall pay the Department the amount calculated within thirty days of billing. Each municipality approving an exemption, reduction, or waiver of the uniform fees and charges shall indemnify the Department for all costs incurred in defense of such exemption, reduction, or waiver granted by that municipality, including actual attorney's fees incurred by the Department in connection with said defense.

E. Revenue Sources are Non-Exclusive and Supplementary.

The sources of revenue for financing the Department specified herein are non-exclusive, and the Department shall not be precluded from pursuing such other source or sources of revenue to finance the Department as may be allowed by law.

The authorization in this Article for the Department to generate revenues by various means and sources shall not be construed to in any manner preclude any ~~Public Agency~~Member from generating revenue from such sources as may be authorized by law to finance its financial contribution to the Department as required herein.

ARTICLE 14 - AUDIT

The Board shall cause an annual audit to be made of its financial transactions and affairs by a certified public accountant selected by the Board, and shall submit at least two copies of such audit report to the Clerk of each Public Agency Member.

ARTICLE 15 - WITHDRAWAL OF A PUBLIC AGENCY MEMBER

Any Public Agency Member may withdraw from the Department upon at least twelve months written notice prior to the beginning of the next fiscal year of the Department. A Public Agency Member that withdraws from the Department shall remain liable for its portion of the debts and liabilities of the Department incurred while the Public Agency Member was part of the Department, based on the cost-weighted formula, for the last fiscal year the Public Agency Member was part of the Department. A withdrawal becomes effective at the end of the fiscal year that affords at least the required twelve months notice from the beginning of said fiscal year. Any Department-owned property in the possession of the withdrawing Public Entity or in the possession of personnel who will no longer remain with the Department after the withdrawal shall be returned to the Department before the withdrawal becomes effective. The withdrawing Public Entity shall not be entitled to the return of or any credit for any property or money it transferred to or paid to the Department.

ARTICLE 16 - ADDITION OF A MUNICIPALITY

Any municipality (applicant) that is not a Public Agency Member may seek to become a Public Agency Member. In order for a municipality to become a Public Agency Member, a level of contribution of resources, similar to that provided by all Public Agencies Members, and in an amount determined by the Board, shall be required. The applicant shall present the Board with an application detailing what contribution it would provide if accepted as a Public Agency Member. The Board shall determine if the applicant is able to contribute the requisite resources, and further determine if the inclusion of the applicant would be consistent with the purposes of the Department, within its capabilities, and beneficial to its performance of its emergency response mission. This determination shall not be appealable but by re-application to the Board. Further, any municipality, other than a county governmental unit, seeking to become a Public Agency Member shall be required to have in place a cost recovery ordinance, which ordinance's substance is deemed sufficient to cover potential emergency response expenses by the Department's legal counsel.

ARTICLE 17 - EXPULSION

If a Public Agency Member fails to comply with this Agreement or the policies of the Department, then such Public Agency Member may be expelled from the Department by a two-thirds vote of a quorum of the Board. The Board shall state in its expulsion resolution when the expulsion becomes effective. Expulsion shall be treated as a

withdrawal regarding the allocation of assets and liabilities. The notice withdrawal requirements are not required. A Public Agency Member that has been expelled shall still be obligated to pay its contributions that have accrued as of the effective date of the expulsion. Prior to passing the resolution of expulsion, the Board shall notify a Public Agency Member of its potential expulsion, state the reasons for the potential expulsion and request compliance of the Public Agency Member with its obligations under this Agreement and/or Department policies that have been made by the Board pursuant to this Agreement. The resolution shall also contain the date, time and location of the meeting at which the vote shall be taken on the expulsion resolution.

ARTICLE 18 – DURATION AND DISSOLUTION OF THE DEPARTMENT

The Department shall continue to exist in perpetuity, or until dissolved by law or by act of the Public Agencies Members as provided herein.

The Department may be dissolved by the concurring resolution of the governing bodies of a majority of the Public Agencies Members participating in the Department at the time of such dissolution. Prior to dissolution of the Department, any outstanding indebtedness of the Department shall be paid. Any assets of the Department remaining after the payment of indebtedness shall be distributed to the Public Agencies Members participating in the Department at the time of the dissolution in the ratio of their most recent respective financing contribution calculated pursuant to the cost-weighted formula in Article 12 herein.

Notwithstanding the foregoing, the Department shall not be dissolved if such dissolution could operate as an impairment of any of its contracts; provided that the Department may be dissolved where the outstanding indebtedness of the Department exceeds the assets of the Department, if the net indebtedness is assumed and paid by the Public Agencies Members then participating in the Department in the ratio of their most recent respective financing contributions as determined by the cost-weighted formula in Article 12 herein.

ARTICLE 19 – AMENDMENT OF AGREEMENT

This Agreement may be amended to allow any other municipality to become a member of the Department, upon approval of appropriate amendments by the governing body of such municipality and by the governing body of each Public Agency Member of which the Department is composed at that time.

Other amendments to this Agreement may be made upon approval by the governing body of each Public Agency Member of which the Department is composed at that time.

Any amendment of this Agreement shall be published and otherwise promulgated in the same manner as required for the original Agreement, except that the printed and filed copies of the amendment shall be certified by the Secretary of the Department.

ARTICLE 20 – PUBLICATION AND PROMULGATION OF AGREEMENT

This Agreement shall be published once in the Dexter Leader, Dexter, Michigan, which newspaper has general circulation within the Public AgenciesMembers.

One printed copy of this Agreement, certified as a true copy, with the date and place of publication shown by the publisher's Affidavit of Publication attached thereto, shall be filed with the Michigan Secretary of State.

The Supervisor of the Township of Scio is hereby designated as the person to cause this Agreement to be published, certified and filed as required above. In the event that he or she is unable to act or shall neglect to act in a timely manner, then the Clerk of the Township of Scio shall act in his or her stead.

ARTICLE 21 – EFFECTIVE DATE

This Agreement and the authority established thereby shall become effective upon the publication and promulgation of this Agreement as provided in the preceding Article.

ARTICLE 22 – DISPUTES AND ARBITRATION

Any and all disputes between any of the parties regarding any of the terms of this Agreement that cannot be resolved by mutual agreement of the parties within 90 days may, upon mutual agreement of the parties, be submitted to binding arbitration before the American Arbitration Association for resolution in accordance with their policies and procedures. Any arbitration awards shall be final and may be enforced by an order of the Washtenaw County Circuit Court. Each party shall pay one-half of the costs of arbitration and all of their respective legal and professional fees regardless of outcome. Arbitration under this clause is optional and nothing herein affects either party's rights to file suit in a court of law of appropriate jurisdiction to seek any type of relief available to the party under the law.

ARTICLE 23 – SAVINGS CLAUSE

Should any court of competent jurisdiction declare any portion of this Agreement unenforceable, the remainder of this Agreement shall remain in full force and effect, unaffected by the portion that might be so declared to be unenforceable.

ARTICLE 24 – ADOPTION RECITATIONS

This Agreement has been adopted by the several Public AgenciesMembers as set forth on the following pages:

The provisions of this Agreement shall bind and inure to the benefit of the successors and assigns of the parties hereto, if any. By executing this Agreement, the officer of each of the Public Agencies Members affirm and attest that the governing body they represent has adopted a concurrent resolution approving the terms and conditions of this Agreement. In witness thereof, the parties hereto have caused their names to be subscribed by their fully authorized representatives and have executed 10 copies of the Agreement.

WITNESS

VILLAGE OF DEXTER

SHAWN KEOUGH
VILLAGE COUNCIL PRESIDENT

DEXTER TOWNSHIP

PAT KELLY
TOWNSHIP SUPERVISOR

SCIO TOWNSHIP

E. SPAULDING CLARK
TOWNSHIP SUPERVISOR

WEBSTER TOWNSHIP

JOHN KINGSLEY
TOWNSHIP SUPERVISOR

EXHIBIT A – SERVICE AREA

1. Village of Dexter – the entire geographic area of the Village of Dexter

2. Dexter Township – the entire geographic area of the Township of Dexter excluding Sections a,b,c and d

3. Scio Township – the entire geographic area of the Township of Scio

4. Webster Township – the entire geographic area of the Township of Webster excluding Sections a,b,c and d

DRAFT

5. EXHIBIT B – EQUIPMENT AND PROPERTY

DRAFT

VENDOR APPROVAL SUMMARY REPORT

Date: 07/20/2011

Time: 3:23pm

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ABSOLUTE COMPUTER SERVICES	ABSOLUTE C	COMPUTER ASSISTANCE	90.00	0.00
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	CHEMICALS	2,395.50	0.00
ARBOR CARE TREE SURGEONS	ARBOR CARE	TREE WORK	1,915.00	0.00
ASS. F PUBLIC TREASURES US & C	APT US&C	MEMBERSHIP	135.00	0.00
BEST BLOCK COMPANY	BEST BLOCK	MASON MIX	345.72	0.00
BISBEE INFRARED	BISBEE	WWTP	300.00	0.00
BOULLION SALES	BOULLION	DAMPER LEVER	111.45	0.00
CARUS CORPORATION	CARUS	5TH WELL	2,119.91	0.00
COMCAST	COMCAST	WWTP	65.29	0.00
COMCAST - DPW	COMCAST -	DPW	143.95	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	FUEL	1,840.58	0.00
COURTNEY NICHOLLS	COUR	GPS STORE	44.90	0.00
CUMMINS BRIDGEWAY LLC	CUMMINS	TANK WORK	388.05	0.00
DELL MARKETING L.P.	DELL	COURTNEY	1,229.24	0.00
DEXTER MILL	DEX MILL	KILLZALL	52.90	0.00
DEXTER VILLAGE	DEXVIL	WATER BILLS	1,928.40	0.00
DIUBLE EQUIPMENT INCORPORATED	DIUBLE EQU	BLADE SET	45.50	0.00
DTE ENERGY	DET EDISON	JUNE 2011	1,479.33	0.00
ETNA SUPPLY CO	ETNA SUPPL	METER MISC	957.46	0.00
GRAINGER	GRAING	FUSE	76.74	0.00
HACH COMPANY	HACH CO	WWTP	262.20	0.00
HERITAGE NEWSPAPERS	HERITAGE N	LEGALS	461.25	0.00
HURON RIVER WATERSHED COUNCIL	HURON RIVE	MEMBERSHIP	406.70	0.00
IRON CREEK CONSTRUCTION INC	IRON CREEK	STORM SEWER PROJECT	7,500.00	0.00
JJR, LLC	JJR, LLC	BID AND AWARD 5-28-11-6-24-11	1,737.73	0.00
JOHN DEERE LANDSCAPES	JOHN DEERE	SUPPLIES	92.96	0.00
KNIGHT'S GRADING & EXCAVATING	KG&E	GRAND ST	4,200.00	0.00
KUBOTA	KUBOTA	UTILITY VEHICLE	21,035.42	0.00
L-N-J LANDSCAPING AND LAWNCARE	L-N-J	LANDSCAPE SERVICES	8,435.61	0.00
LINCOLN FINANCIAL	LINCOLN FI	COVERAGE 08/1-08/31	493.45	0.00
LOWE'S BUSINESS ACCOUNT	LOWE S	SUPPLIES	194.82	0.00
MADISON ELECTRIC	MADISON EL	FUSE & STARTER	538.75	0.00
MARY ANN SIMPKINS	SIMPKINS	FARMERS MARKET	20.65	0.00
METRO ENVIROMENTAL SERVICES	METRO ENVI	VECTOR SERVICE	3,003.75	0.00
MICH. MUNICIPAL LEAGUE WORKER'	MML W C F	QUARTERLY	7.87	0.00
NEXTEL COMMUNICATIONS	NEXTEL COM	CELLULAR	271.11	0.00
NORTH CENTRAL LABORATORIES	NCL	LAB	410.19	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	JUNE INVOICES	96,751.50	0.00
PARAGON LABORATORIES INC	PARA	WATER QUALITY	710.00	0.00
POLYJOHN ENTERPRISES CORP	POLY JOHN	SINK GRANITE	789.78	0.00
PRINT-TECH, INC.	PRINT TECH	MAILING SERVICE	408.15	0.00
ROTO ROOTER	ROTO ROOTE	KENSINGTON & GRAND	535.00	0.00
S.F. STRONG	SF STRONG	SUPPLIES	324.08	0.00
SMALL BUSINESS ASSOC OF MICH	SBAM	BLUE CARE	16,353.51	0.00
SPEARS FIRE & SAFETY SERVICES	SPEARS FIR	MISC PARTS	63.00	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	SUPPLIES	458.67	0.00
SYNAGRO CENTRAL	SYNAGRO	WWTP	13,837.82	0.00
TESTING ENGINEERS & CONSULTANT	TESTING EN	CONSULTING	843.80	0.00
THOMAS L STRINGER	STRINGER	LEGAL FEES	382.50	0.00
TRACTOR SUPPLY CREDIT PLAN	TRACTOR SU	ACCT. NO. 6035301203259658	1,595.23	0.00
VALUE COPY	VALUE COPY	WATER QUALITY REPORTS	190.00	0.00
VIEBAHN, TODD	VIEHBAHN	DRIVERS LICENSE RENEWAL	60.00	0.00
WASHTENAW AREA TRANSPORTATION	WA AREA ST	MEMBERSHIP WATS	1,000.00	0.00
WASHTENAW COUNTY TREASURER	W CTY TREA	LAW ENFORCEMENT	39,595.75	0.00
WASTE MANAGEMENT	WASTE MANA	COMMERCIAL	37,022.27	0.00
WATERSOLVE	WATERSOLVE	MAINTENANCE	49.00	0.00
WESTERN-WASH. AREA VALUE EXPR.	CATS	WAVE	5,500.00	0.00
Grand Total:			281,207.44	0.00

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount	
Fund: General Fund								
Dept: Village Council								
	101-101.000-958.000	Membership	WASHTENAW AREA TRANSPORTATION MEMBERSHIP WATS	0	07/19/11	07/19/2011	1,000.00	
	101-101.000-958.000	Membership	HURON RIVER WATERSHED COUNCIL MEMBERSHIP	0	1432	07/19/2011	406.70	
							Total Village Council	1,406.70
Dept: Village Manager								
	101-172.000-721.000	Health & L	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	1,858.58	
	101-172.000-722.000	Life & Dis	LINCOLN FINANCIAL COVERAGE 08/1-08/31	0	07/19/11	07/19/2011	116.38	
	101-172.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE SUPPLIES	0	07/19/11	07/19/2011	88.99	
	101-172.000-977.000	Equipment	DELL MARKETING L.P. COURTNEY	0	07/20/11	07/20/2011	1,229.24	
							Total Village Manager	3,293.19
Dept: Attorney								
	101-210.000-810.000	Attorney F	THOMAS L STRINGER LEGAL FEES	0	07/19/11	07/19/2011	382.50	
							Total Attorney	382.50
Dept: Village Clerk								
	101-215.000-901.000	Printing &	HERITAGE NEWSPAPERS LEGALS	0		07/19/2011	285.75	
							Total Village Clerk	285.75
Dept: Village Treasurer								
	101-253.000-721.000	Health & L	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	1,335.01	
	101-253.000-722.000	Life & Dis	LINCOLN FINANCIAL COVERAGE 08/1-08/31	0	07/19/11	07/19/2011	34.81	
	101-253.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE SUPPLIES	0	07/19/11	07/19/2011	65.04	
	101-253.000-902.000	Tax Bill P	PRINT-TECH, INC. MAILING SERVICE	0	205187	07/19/2011	408.15	
	101-253.000-958.000	Membership	ASS. F PUBLIC TREASURES US & C MEMBERSHIP	0	5870	07/19/2011	135.00	
							Total Village Treasurer	1,978.01
Dept: Buildings & Grounds								
	101-265.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE SUPPLIES	0	07/19/11	07/19/2011	286.23	
	101-265.000-803.000	Contracted	ABSOLUTE COMPUTER SERVICES COMPUTER ASSISTANCE	0	63157	07/19/2011	90.00	
	101-265.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	15.00	
	101-265.000-920.001	Telephones	NEXTEL COMMUNICATIONS CELLULAR	0	07/19/11	07/19/2011	22.59	
							Total Buildings & Grounds	413.82
Dept: Village Tree Program								
	101-285.000-803.000	Contracted	ARBOR CARE TREE SURGEONS TREE WORK	0	07/19/11	07/19/2011	1,415.00	
							Total Village Tree Program	1,415.00
Dept: Law Enforcement								
	101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER LAW ENFORCEMENT	0	20149	07/19/2011	37,648.75	
	101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER LAW ENFORCEMENT	0	07/19/11	07/19/2011	1,947.00	
	101-301.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	324.40	
	101-301.000-920.000	Utilities	DEXTER VILLAGE WATER BILLS	0	07/19/11	07/19/2011	151.84	
							Total Law Enforcement	40,071.99
Dept: Fire Department								
	101-336.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	405.50	

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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: Fire Department	101-336.000-920.000	Utilities DEXTER VILLAGE WATER BILLS	0	07/19/11	07/19/2011	189.80
Total Fire Department							595.30
Dept: Planning Department	101-400.000-721.000	Health & L	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	1,335.01
101-400.000-722.000	Life & Dis	LINCOLN FINANCIAL COVERAGE 08/1-08/31	0	07/19/11	07/19/2011	33.14	
101-400.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE SUPPLIES	0	07/19/11	07/19/2011	18.41	
101-400.000-901.000	Printing &	HERITAGE NEWSPAPERS LEGALS	0	07/19/11	07/19/2011	144.00	
Total Planning Department							1,530.56
Dept: Zoning Board of Appeals	101-410.000-901.000	Printing &	HERITAGE NEWSPAPERS LEGALS	0	07/19/11	07/19/2011	31.50
Total Zoning Board of Appeals							31.50
Dept: Department of Public Works	101-441.000-721.000	Health & L	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	1,257.29
101-441.000-722.000	Life & Dis	LINCOLN FINANCIAL COVERAGE 08/1-08/31	0	07/19/11	07/19/2011	35.68	
101-441.000-740.000	Operating	SPEARS FIRE & SAFETY SERVICES MISC PARTS	0	126905	07/20/2011	63.00	
101-441.000-740.000	Operating	S.F. STRONG SUPPLIES	0	438859	07/19/2011	79.43	
101-441.000-740.000	Operating	DEXTER HILL KILLZALL	0	07/19/11	07/19/2011	52.90	
101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY FUEL	0	07/19/11	07/19/2011	1,162.73	
101-441.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	81.10	
101-441.000-920.000	Utilities	DEXTER VILLAGE WATER BILLS	0	07/19/11	07/19/2011	53.89	
101-441.000-920.000	Utilities	DEXTER VILLAGE WATER BILLS	0	07/19/11	07/19/2011	37.96	
101-441.000-920.000	Utilities	COMCAST - DPW DPW	0	07/19/11	07/19/2011	143.95	
101-441.000-920.001	Telephones	NEXTEL COMMUNICATIONS CELLULAR	0	07/19/11	07/19/2011	112.96	
101-441.000-957.000	Misc Fees	VIEBANN, TODD DRIVERS LICENSE RENEWAL	0	07/19/11	07/19/2011	60.00	
101-441.000-977.000	Equipment	TRACTOR SUPPLY CREDIT PLAN ACCT. NO. 6035301203259658	0	07/19/11	07/19/2011	558.92	
101-441.000-977.000	Equipment	TRACTOR SUPPLY CREDIT PLAN ACCT. NO. 6035301203259658	0	07/19/11	07/19/2011	799.98	
Total Department of Public Works							4,499.79
Dept: Downtown Public Works	101-442.000-730.000	Farmers Ma	POLYJOHN ENTERPRISES CORP SINK GRANITE	0	133948	07/19/2011	789.78
101-442.000-730.000	Farmers Ma	MARY ANN SIMPKINS FARMERS MARKET	0	206428	07/19/2011	20.65	
101-442.000-740.000	Operating	S.F. STRONG SUPPLIES	0	438863	07/19/2011	11.25	
101-442.000-740.000	Operating	S.F. STRONG SUPPLIES	0	438859	07/19/2011	233.40	
101-442.000-740.000	Operating	JOHN DEERE LANDSCAPES SUPPLIES	0	07/19/11	07/19/2011	92.96	
101-442.000-802.000	Profession	L-N-J LANDSCAPING AND LAWCARE LANDSCAPE SERVICES	0	07/19/11	07/19/2011	8,435.61	
101-442.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	240.75	
Total Downtown Public Works							9,824.40
Dept: Engineering	101-447.000-830.000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0	07/19/11	07/19/2011	1,558.25

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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: Engineering							
						Total Engineering	1,558.25
Dept: Solid Waste							
101-528.000-805.000	Solid Waste		WASTE MANAGEMENT RESIDENTIAL	0	7146346	07/19/2011	18,451.98
101-528.000-805.000	Solid Waste		WASTE MANAGEMENT COMMERCIAL	0	7147400	07/19/2011	18,570.29
						Total Solid Waste	37,022.27
Dept: Parks & Recreation							
101-751.000-721.000	Health & L		SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	202.79
101-751.000-722.000	Life & Dis		LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	5.76
						Total Parks & Recreation	208.55
Dept: Insurance & Bonds							
101-851.000-719.000	Unemploye		MICH. MUNICIPAL LEAGUE WORKER' QUARTERLY	0		07/19/2011	7.87
101-851.000-721.001	Retiree He		SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	809.53
						Total Insurance & Bonds	817.40
Dept: Contributions							
101-875.000-965.001	WAVE		WESTERN-WASH. AREA VALUE EXPR. WAVE	0		07/19/2011	2,500.00
101-875.000-965.004	WAVE Dtd		WESTERN-WASH. AREA VALUE EXPR. WAVE	0		07/19/2011	3,000.00
						Total Contributions	5,500.00
Fund Total							110,834.98
Fund: Major Streets Fund							
Dept: Storm Water							
202-445.000-803.000	Contracted		IRON CREEK CONSTRUCTION INC STORM SEWER PROJECT	0		07/19/2011	7,500.00
						Total Storm Water	7,500.00
Dept: Contracted Road Construction							
202-451.000-803.000	Contracted		ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0		07/19/2011	1,896.00
202-451.000-974.000	CIP Capita		ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0		07/19/2011	13,248.25
202-451.000-974.009	Central St		ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0		07/19/2011	4,122.50
						Total Contracted Road Construction	19,266.75
Dept: Routine Maintenance							
202-463.000-721.000	Health & L		SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	1,054.51
202-463.000-722.000	Life & Dis		LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	29.93
202-463.000-802.000	Profession		ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0		07/19/2011	753.75
						Total Routine Maintenance	1,838.19
Dept: Traffic Services							
202-474.000-721.000	Health & L		SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	648.93
202-474.000-721.000	Health & L		SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	324.46
202-474.000-722.000	Life & Dis		LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	9.21
202-474.000-740.000	Operating		COURTNEY NICHOLLS GPS STORE	0		07/20/2011	44.90
						Total Traffic Services	1,027.50
Dept: Winter Maintenance							
202-478.000-722.000	Life & Dis		LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	18.42

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Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check Number	Invoice Number	Due Date	Amount
			Abbrev	Invoice Description				
Fund: Major Streets Fund								
Dept: Winter Maintenance								
Total Winter Maintenance								18.42
Fund Total								29,650.86
Fund: Local Streets Fund								
Dept: Contracted Road Construction								
203-451.000-803.000	Contracted			TRACTOR SUPPLY CREDIT PLAN ACCT. NO. 6035301203259658	0		07/19/2011	64.88
203-451.000-803.000	Contracted			TRACTOR SUPPLY CREDIT PLAN ACCT. NO. 6035301203259658	0		07/19/2011	51.46
203-451.000-803.000	Contracted			BEST BLOCK COMPANY MASON MIX	0	0474066	07/19/2011	345.72
Total Contracted Road Construction								462.06
Dept: Routine Maintenance								
203-463.000-721.000	Health & L			SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	324.46
203-463.000-722.000	Life & Dis			LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	9.21
Total Routine Maintenance								333.67
Dept: Traffic Services								
203-474.000-721.000	Health & L			SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	81.12
203-474.000-722.000	Life & Dis			LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	2.30
Total Traffic Services								83.42
Dept: Winter Maintenance								
203-478.000-721.000	Health & L			SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	162.23
203-478.000-722.000	Life & Dis			LINCOLN FINANCIAL COVERAGE 08/1-08/31	0		07/19/2011	4.60
Total Winter Maintenance								166.83
Fund Total								1,045.98
Fund: Municipal Streets								
Dept: Administration								
204-248.000-721.001	Retiree He			SMALL BUSINESS ASSOC OF MICH BLUE CARE	0		07/20/2011	679.75
Total Administration								679.75
Fund Total								679.75
Fund: Equipment Replacement Fund								
Dept: Department of Public Works								
402-441.000-939.000	Vehicle Ma			DIUBLE EQUIPMENT INCORPORATED BLADE SET	0	89410	07/19/2011	45.50
402-441.000-939.000	Vehicle Ma			BOULLION SALES DAMPER LEVER	0	205414	07/19/2011	111.45
Total Department of Public Works								156.95
Dept: Capital Improvements-Vehicles								
402-903.000-981.000	Vehicles			KUBOTA UTILITY VEHICLE	0		07/20/2011	21,035.42
Total Capital Improvements-Vehicles								21,035.42
Fund Total								21,192.37
Fund: SRF Project Fund								
Dept: Equalization Basin								
403-905.000-830.000	Engineerin			ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0		07/19/2011	2,868.75
Total Equalization Basin								2,868.75

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check Number	Invoice Number	Due Date	Amount
Fund: SRF Project Fund								
							Fund Total	2,868.75
Fund: DWRP Project Fund								
	Dept: Capital Improvements	404-901.000-830.000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0	07/19/11	07/19/2011	3,305.75
							Total Capital Improvements	3,305.75
	Dept: Water Project Phase 2	404-906.000-830.000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0	07/19/11	07/19/2011	22,480.25
							Total Water Project Phase 2	22,480.25
							Fund Total	25,786.00
Fund: Mill Creek Park Project Fund								
	Dept: Capital Improvements	405-901.000-830.000	Engineerin	JJR, LLC BID AND AWARD 5-28-11-6-24-11	0	83429	07/19/2011	1,737.73
		405-901.000-830.000	Engineerin	TESTING ENGINEERS & CONSULTANT CONSULTING	0	51450	07/19/2011	843.80
							Total Capital Improvements	2,581.53
							Fund Total	2,581.53
Fund: Sewer Enterprise Fund								
	Dept: Sewer Utilities Department	590-548.000-721.000	Health & L	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	3,244.63
		590-548.000-721.001	Retiree He	SMALL BUSINESS ASSOC OF MICH BLUE CARE	0	07/20/11	07/20/2011	1,551.67
		590-548.000-722.000	Life & Dis	LINCOLN FINANCIAL COVERAGE 08/1-08/31	0	07/19/11	07/19/2011	116.41
		590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICALS	0	0456689	07/20/2011	1,159.50
		590-548.000-743.000	Chem Lab	NORTH CENTRAL LABORATORIES LAB	0	289654	07/20/2011	410.19
		590-548.000-745.000	Uniform Al	TRACTOR SUPPLY CREDIT PLAN ACCT. NO. 6035301203259658	0		07/19/2011	119.99
		590-548.000-802.000	Profession	KNIGHT'S GRADING & EXCAVATING GRAND ST	0	07/20/11	07/20/2011	4,200.00
		590-548.000-802.000	Profession	ROTO ROOTER KENSINGTON & GRAND	0	669629	07/20/2011	535.00
		590-548.000-802.000	Profession	METRO ENVIROMENTAL SERVICES VACTOR SERVICE	0	44247	07/20/2011	3,003.75
		590-548.000-802.000	Profession	ORCHARD, HILTZ & MCCLIMENT INC JUNE INVOICES	0	07/19/11	07/19/2011	1,196.50
		590-548.000-802.000	Profession	CUMMINS BRIDGEWAY LLC TANK WORK	0	006-10059	07/20/2011	388.05
		590-548.000-803.003	Sludge hau	SYNAGRO CENTRAL WWT	0	35704	07/20/2011	13,837.82
		590-548.000-803.003	Sludge hau	WATERSOLVE MAINTENANCE	0	3643	07/19/2011	49.00
		590-548.000-920.000	Utilities	DTE ENERGY JUNE 2011	0	07/19/11	07/19/2011	344.00
		590-548.000-920.000	Utilities	DEXTER VILLAGE WATER BILLS	0	07/19/11	07/19/2011	1,494.91
		590-548.000-920.000	Utilities	COMCAST WWT	0	07/19/11	07/19/2011	32.65
		590-548.000-920.001	Telephones	NEXTEL COMMUNICATIONS CELLULAR	0	07/19/11	07/19/2011	67.78
		590-548.000-935.000	Bldg Maint	BISBEE INFRARED WWT	0	17368	07/20/2011	300.00
		590-548.000-935.000	Bldg Maint	LOWE'S BUSINESS ACCOUNT SUPPLIES	0	07/19/11	07/19/2011	194.82
		590-548.000-937.000	Equip Main	MADISON ELECTRIC FUSE & STARTER	0	622397-00	07/20/2011	538.75
		590-548.000-937.000	Equip Main	GRAINGER FUSE	0	07/19/11	07/19/2011	76.74

INVOICE APPROVAL LIST BY FUND

Date: 07/20/2011
 Time: 3:23pm
 Page: 6

Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check Number	Invoice Number	Due Date	Amount
			Abbrev	Invoice Description				
Fund: Sewer Enterprise Fund								
Dept: Sewer Utilities Department								
Total Sewer Utilities Department								32,862.16
Dept: Capital Improvements								
590-901.000-974.000	CIP Capita		ORCHARD, HILTZ & MCCLIMENT INC	0		07/19/11	07/19/2011	35,408.00
			JUNE INVOICES					
Total Capital Improvements								35,408.00
Fund Total								68,270.16
Fund: Water Enterprise Fund								
Dept: Water Utilities Department								
591-556.000-721.000	Health & L		SMALL BUSINESS ASSOC OF MICH	0			07/20/2011	811.15
			BLUE CARE			07/20/11		
591-556.000-721.001	Retiree He		SMALL BUSINESS ASSOC OF MICH	0			07/20/2011	672.39
			BLUE CARE			07/20/11		
591-556.000-722.000	Life & Dis		LINCOLN FINANCIAL	0			07/19/2011	77.60
			COVERAGE 08/1-08/31			07/19/11		
591-556.000-743.000	Chem Lab		CARUS CORPORATION	0			07/20/2011	2,119.91
			5TH WELL			10011849		
591-556.000-743.000	Chem Lab		ALEXANDER CHEMICAL CORPORATION	0			07/20/2011	656.00
			CHEMICALS			0456687		
591-556.000-743.000	Chem Lab		ALEXANDER CHEMICAL CORPORATION	0			07/19/2011	580.00
			CHEMICALS			0456113		
591-556.000-751.000	Gasoline &		CORRIGAN OIL COMPANY	0			07/19/2011	677.85
			FUEL			07/19/11		
591-556.000-802.000	Profession		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	1,710.75
			JUNE INVOICES			07/19/11		
591-556.000-802.000	Profession		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	575.00
			JUNE INVOICES			07/19/11		
591-556.000-824.000	Testing &		PARAGON LABORATORIES INC	0			07/20/2011	710.00
			WATER QUALITY			67109		
591-556.000-824.000	Testing &		HACH COMPANY	0			07/19/2011	262.20
			WWTP			7296704		
591-556.000-901.000	Printing &		VALUE COPY	0			07/19/2011	190.00
			WATER QUALITY REPORTS			11-1127		
591-556.000-920.000	Utilities		DTE ENERGY	0			07/19/2011	68.58
			JUNE 2011			07/19/11		
591-556.000-920.000	Utilities		COMCAST	0			07/19/2011	32.64
			WWTP			07/19/11		
591-556.000-920.001	Telephones		HEXTEL COMMUNICATIONS	0			07/19/2011	67.78
			CELLULAR			07/19/11		
591-556.000-935.000	Bldg Maint		ARBOR CARE TREE SURGEONS	0			07/20/2011	500.00
			REMOVE TREES			07/20/11		
591-556.000-977.000	Equipment		ETHA SUPPLY CO	0			07/20/2011	957.46
			METER MISC			S100138406.002		
Total Water Utilities Department								10,669.31
Fund Total								10,669.31
Fund: Trust & Agency Fund								
Dept: Assets, Liabilities & Revenue								
701-000.000-253.052	K-Space		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	1,410.00
			JUNE INVOICES			07/19/11		
701-000.000-253.054	Dexter Sch		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	3,231.25
			JUNE INVOICES			07/19/11		
701-000.000-253.058	Washtenaw		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	151.25
			JUNE INVOICES			07/19/11		
701-000.000-253.059	LaFontaine		ORCHARD, HILTZ & MCCLIMENT INC	0			07/19/2011	2,835.25
			JUNE INVOICES			07/19/11		
Total Assets, Liabilities & Revenue								7,627.75
Fund Total								7,627.75
Grand Total								281,207.44

AGENDA 7-25-11

ITEM 5-2

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Council
From: President Keough
Date: July 19, 2011
Re: Commission Appointments

I would like to recommend the following appointments:

Planning Commission

Marni Schmid Appointment with term ending June 2013 to fill the vacancy created by Matt McCormack's resignation

Zoning Board of Appeals

Chandra Hurd Appointment as Alternate with term ending June 2014



Village of Dexter

8140 Main St. Dexter, Michigan 48130
Phone (734) 426-8303
Fax (734) 426-5614

Application for Appointment as Commission or Committee Member

Name: MARNI SCHMID
Address: 7206 QUACKENBUSH Email: m.lauren71@gmail.com
Phone: ~~734~~ (616)-247-6429 Best time to call: anytime

Which Commission/Committee are you applying for?

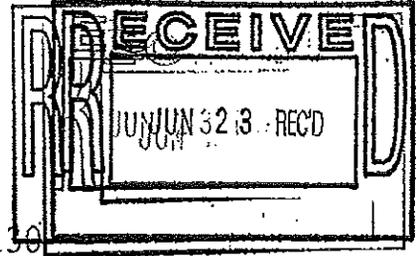
- Zoning Board of Appeals
- Planning Commission
- Parks Commission
- Downtown Development Authority
- Local Development Finance Authority
- Other (Specify) _____

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest?

I'm becoming more involved in the community and, as a (mostly) life-long resident, I would like to be a part of the future of Dexter.

What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on?

I am very organized and I make sure I'm prepared for meetings. I have been involved in a local family business (officially) for almost 18 years and I have a degree in Finance and an MBA in Marketing. I've been involved in corporate strategic planning for 13 years.
I am Secretary of Dexter Area Chamber of Commerce and a Director for Chelsea State Bank. I am detail-oriented, I like rules and I'm interested in the success of Dexter.



Village of Dexter
8140 Main St. Dexter, Michigan 48130
Phone (734) 426-8303
Fax (734) 426-5614

Application for Appointment as Commission or Committee Member

Date 6-23-11
Name Chandra Hurd
Address 7860 Forest St. Email hurd11@ymail.com
Phone (734) 255-6020 Best time to call 9am - 6pm

Which Commission/Committee are you applying for?

- Zoning Board of Appeals
Downtown Development Authority
[X] Planning Commission
Parks Commission
Arts, Culture & Heritage Committee
Tree Board
Farmers Market Oversight Committee
Other (Specify)

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest?

I am looking for an opportunity to contribute to my community by applying my education and skills to its future success. While I'm interested in many current and future Village endeavors, including development along the river, I am also focused on ensuring 1) public engagement and 2) compliance with local, state, and federal codes and regulations.

What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on?

Serving the public sector for almost ten years as a City Planner, I provided leadership for a number of complex projects including capital improvements planning, master planning, and site plan review. I have facilitated numerous meetings involving city departments, developers, contractors, and the public. As a former professional planner, my greatest interests were in code compliance and development, capital planning, and site plan review.

Please list/attach any other information that you would like to have considered.

please see attached resume

CHANDRA HURD

7860 Forest Street
Dexter, MI 48130
(734) 255-6020

EDUCATION **EASTERN MICHIGAN UNIVERSITY** **Ypsilanti, MI**
College of Arts and Sciences
MS in Urban and Regional Planning, May 1997

UNIVERSITY OF NEW HAMPSHIRE **Durham, NH**
School of Literature, Science and Arts
BA in Sociology, Minor in Justice Studies, May 1991

EXPERIENCE **COMMUNITY MANAGER** **Dexter, MI**
7/10 to present **WALKABOUT CREEK**

- Manager of 165-unit rental housing community
- Hire and supervise leasing and maintenance staff
- Collect rent, create annual budget, prepare weekly reports
- Enforce and ensure compliance with rules and regulations

8/08 to 3/10 **ENP ASSOCIATES** **Ann Arbor, MI**
Land Use Planner (part-time contract, City of Ann Arbor)

- Review and update the Parks and Recreation Open Space Plan
- Evaluate the sign permit process and recommend modifications
- Review sign permit applications and issue permits
- Draft sign code amendments for City Council approval

8/97 to 9/05 **CITY OF ANN ARBOR** **Ann Arbor, MI**
PLANNING AND DEVELOPMENT SERVICES
City Planner

- Managed planning projects, including the City's Capital Improvements Plan and the Natural Features Master Plan. Co-managed the Northeast Area Plan
- Coordinated development projects through the site plan review process
- Ensured project compliance with local, state, and federal regulations
- Composed code amendments, reports, and correspondence
- Facilitated meetings with developers, contractors, and local agencies
- Organized public workshops and Planning Commission retreats
- Utilized Geographic Information System (GIS) software to analyze data
- Served on various boards and committees, including the City's Information Services Steering Team, Human Resources Policy Review Board, Y2K Team
- Supervised the assistant planner and student interns on various projects

CHANDRA HURD

7860 Forest Street
Dexter, MI 48130
(734) 255-6020

4/97 to 8/97 **WASHTENAW COUNTY PLANNING COMMISSION** Ann Arbor, MI
Planning Intern

- Provided research assistance for the Agricultural and Open Space Task Force
- Prepared informational packets and set-up meeting facility for Task Force
- Digitized, analyzed, and produced maps utilizing the County GIS system

9/96 to 4/97 **CANTON TOWNSHIP PLANNING SERVICES** Canton, MI
Planning Intern

- Conducted field work and other research to verify and update property records
- Assisted with on-site inspections of landscaping and other site-related items
- Provided graphical support for maps and aerial photographs

10/92 to 5/94 **UNIVERSITY OF MICHIGAN** Ann Arbor, MI
Housing Division – ResComp, East Quad, Oxford Housing

- Temporary secretary for Residential Computer Program
- Assistant to Coordinator of Residence Education at East Quad
- Temporary building manager at Oxford Housing
- Extensive experience in customer service and office administration
- Served as contact for students on University policies and procedures

1/91 to 11/91 **STATE OF NEW HAMPSHIRE** Concord, NH
AIR RESOURCES DIVISION
Legal Assistant

- Drafted state code language to ensure compliance with federal regulations
- Reviewed state permits for air emissions from stationary sources
- Reviewed administrative fine notices for emission violators

PROFESSIONAL MEMBERSHIPS American Institute of Certified Planners, American Planning Association,
Michigan Association of Planning

COMPUTER EXPERIENCE Microsoft Word, Excel, Access, PowerPoint and Outlook; ArcInfo/ArcView;
TralDt and BS&A software (project tracking); QuickBooks

AGENDA 7-25-11

ITEM L-1
cnicholls@villageofdexter.org

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: July 19, 2011
Re: Drinking Water Revolving Fund (DWRf) Bid Award

On Thursday, July 14, 2011 the Village received bids for water main replacements that will be funded through the DWRf program. Attached is a tentative bid award resolution. Final approval is tied to the closing of our loan with the State of Michigan.

The next step in the process will be approving the Bond Authorizing Ordinance at the August 8, 2011 meeting. The original cost estimate for this project in the project plan was \$1,300,000 and this was the amount that was approved by Council on May 9, 2011 and publicly advertised in the Notice of Intent. The actual cost of the project once the design was completed is estimated at \$1,550,000, including contingencies. The original cost in the project plan was based on an estimated per lineal foot cost of the water main replacement. In the final design, additional work was added including adding several valves along 2nd Street and at the Water Treatment Plant. The early estimates also didn't include any drainage improvements along the path of the water main. The breakdown of the \$1,550,000 is provided on the attached project cost summary which was submitted to the DEQ on June 20. Line 13 on this document will be updated once the bid is approved.

As part of DWRf Phase I, Council approved and published a Notice of Intent for a bond sale of \$3,100,000 on August 24, 2009. The actual bond sale that was authorized for Phase I was \$2,160,000, leaving \$940,000 in unissued bonds. Both Notice of Intent publications reference water main upgrades so we are able to use the two notices together to cover the \$1,550,000. The Bond Authorizing Ordinance will reference the use of the two Notices of Intent.

The actual cost the Village will be required to pay back for Phase II is \$930,000 (if the entire \$1,550,000 is used), due to the 40% principal forgiveness.

The next step will be receiving the order of approval from the State of Michigan which is expected to be issued on August 26, 2011. Construction on the project will start after Labor Day and last through the beginning of November.

**A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT FOR WATER SYSTEM IMPROVEMENTS**

WHEREAS, the Village of Dexter wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project (DWRP Project No. 7294-01) formally adopted by the Village Council on April 27, 2009 and approved by the Michigan Department of Environmental Quality on June 20, 2011 will be funded through the State of Michigan's Drinking Water Revolving Loan Fund (DWRP) program; and

WHEREAS, the Village of Dexter has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,164,566.50 from Bricco Excavating Company, LLC; and

WHEREAS, Orchard, Hiltz & McCliment, Inc. has recommended awarding the contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the Village of Dexter tentatively awards the contract for construction of the proposed water system improvements project to Bricco Excavating. contingent upon successful financial arrangements with the DWRP.

Yeas:

Nays:

Abstain:

Absent:

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

BY: _____
Name and Title (*please print or type*)

Signature Date



July 19, 2011

Village of Dexter
8140 Main Street
Dexter, MI 48130

Attention: Donna Dettling
Village Manager

Regarding: Dexter 2011 Water Main Upgrades
Recommendation Letter
OHM Job # 0130-10-0081

Dear Ms. Dettling:

Bids for the Dexter 2011 Water Main Upgrades project were received on Thursday, July 14, 2011 at the Village of Dexter offices. Bids were received from nine bidders, with bids ranging from \$1,164,566.50 to \$1,628,901.30, as shown on the attached tabulation. The apparent low bid was received from Bricco Excavating Company, LLC, 21201 Meyers Rd, Oak Park, MI in the amount of \$1,164,566.50. Our review confirmed Bricco Excavating Company, LLC as the low bidder.

It is recommended that the Dexter 2011 Water Main Upgrades contract be awarded to Bricco Excavating Company, LLC of Oak Park, Michigan, in the amount of \$1,164,566.50 based on their unit price bid.

Investigation of Bricco Excavating Company, LLC has revealed that the company meets the qualifications set forth in the contract documents and is capable of performing the work. We have checked their references and have reason to believe that Bricco Excavating Company, LLC has adequate experience in these types of projects. In addition, the company has shown that they have adequate resources needed to perform the work associated with this project in the time allotted.

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

Sincerely,
ORCHARD, HILTZ & McCLIMENT, INC.

A handwritten signature in cursive script that reads "Rhett Gronevelt".

Rhett Gronevelt, PE
Principal

cc: Dan Schlaff, Utilities Department
Bricco Excavating Company, LLC, 21201 Meyers Rd, Oak Park, MI 48237

Tabulation for Bids Received on 7/14/11
 Dexter 2011 DWRF Water Main Upgrades
 Village of Dexter, Washtenaw County, State of Michigan
 CHM Job No: 0130-10-0081

Brico Excavating Co, LLC
 21201 Meyers Rd,
 Oak Park, MI 48307-3921

Superior Excavating, Inc.
 2731 Auburn Rd,
 Auburn Hills, MI 48321

O'Pore Contracting, Inc.
 5173 Simone Industrial Dr,
 EBay City, MI 48316

Galerbach Trucking &
 Excavating, Inc.
 16419 Milwaukee Rd
 Dundee, MI 48131

Pamir Enterprises, Inc.
 56521 Grand Ave,
 New Haven, MI 48248

Douglas N. Higgins, Inc.
 3330 Trade Pointe Rd.,
 Suite A,
 Ann Arbor, MI 48106

Item No.	Description	Phone: 248-947-6563		Phone: 248-653-7075		Phone: 586-937-4150		Phone: 734-529-2623		Phone: 586-749-6593		Phone: 734-268-8500	
		Unit	Amount	Unit	Amount								
CATEGORY 1 - DWRF Funded													
1)	Mobilization, Max 3%	1 LS	\$30,000.00	\$30,000.00	\$30,000.00	\$20,000.00	\$35,000.00	\$35,000.00	\$8,000.00	\$8,000.00	\$35,000.00	\$10,000.00	\$30,000.00
2)	Traffic Maintenance and Control	1 LS	\$5,500.00	\$5,500.00	\$12,000.00	\$12,000.00	\$3,700.00	\$5,700.00	\$24,000.00	\$24,000.00	\$160,000.00	\$160,000.00	\$16,000.00
3)	Audio Video Route Survey	1 LS	\$15,000.00	\$15,000.00	\$2,400.00	\$2,400.00	\$2,165.00	\$2,165.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$3,000.00
4)	Erection Control, Inlet Protection, Fabric Dmp	22 Ea	\$300.00	\$6,600.00	\$185.00	\$4,070.00	\$60.00	\$1,320.00	\$225.00	\$4,950.00	\$25.00	\$550.00	\$100.00
5)	Excavation Control, 8x Fence	100 Ft	\$1.60	\$1,600.00	\$1.10	\$1,100.00	\$1.00	\$1,000.00	\$1.50	\$1,500.00	\$1.00	\$1,000.00	\$1.00
6)	Tree, Rem, 6 inch to 18 inch	10 Ea	\$200.00	\$2,000.00	\$170.00	\$1,700.00	\$170.00	\$1,700.00	\$350.00	\$3,500.00	\$190.00	\$1,900.00	\$550.00
7)	Tree, Rem, 18 inch to 36 inch	1 Ea	\$375.00	\$3,750.00	\$1,000.00	\$1,000.00	\$650.00	\$650.00	\$800.00	\$800.00	\$4,800.00	\$4,800.00	\$1,000.00
8)	Tree, Rem, 37 inch or larger	1 Ea	\$700.00	\$7,000.00	\$1,400.00	\$1,400.00	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$4,000.00
9)	Shrub, Rem	1 Ea	\$100.00	\$1,000.00	\$100.00	\$1,000.00	\$25.00	\$25.00	\$100.00	\$1,000.00	\$100.00	\$1,000.00	\$25.00
64)	Shrub, Replant	5 Ea	\$90.00	\$450.00	\$225.00	\$1,125.00	\$75.00	\$375.00	\$100.00	\$500.00	\$150.00	\$750.00	\$125.00
10)	Dr Structure, Rem	8 Ea	\$150.00	\$1,200.00	\$250.00	\$2,000.00	\$125.00	\$1,000.00	\$200.00	\$1,600.00	\$25.00	\$200.00	\$1,600.00
11)	Sewer, Remove	714 Ft	\$5.00	\$3,570.00	\$7.00	\$4,998.00	\$5.00	\$3,570.00	\$4.00	\$2,856.00	\$1.00	\$714.00	\$10.00
12)	Culvert, Remove	19 Ea	\$250.00	\$4,750.00	\$170.00	\$3,210.00	\$210.00	\$4,000.00	\$650.00	\$12,350.00	\$100.00	\$1,900.00	\$25.00
13)	Water Main, Rem	333 Ft	\$5.00	\$1,665.00	\$1.00	\$333.00	\$1.00	\$333.00	\$2.00	\$666.00	\$1.00	\$333.00	\$1.00
14)	Hydrant, Rem	9 Ea	\$300.00	\$2,700.00	\$350.00	\$3,150.00	\$325.00	\$2,925.00	\$900.00	\$8,100.00	\$350.00	\$3,150.00	\$175.00
15)	Gate Well, Rem	8 Ea	\$300.00	\$2,400.00	\$400.00	\$3,200.00	\$350.00	\$2,800.00	\$200.00	\$1,600.00	\$550.00	\$3,300.00	\$400.00
16)	Sign, Rem	56 Ea	\$25.00	\$1,400.00	\$100.00	\$5,600.00	\$28.00	\$1,568.00	\$90.00	\$5,040.00	\$80.00	\$4,480.00	\$12.00
17)	Curb and Gutter, Rem	750 Lf	\$4.00	\$3,000.00	\$5.00	\$3,750.00	\$3.00	\$2,250.00	\$5.00	\$3,750.00	\$8.00	\$6,000.00	\$10.00
18)	Pav, Rem	1670 SqYd	\$4.50	\$7,515.00	\$5.75	\$9,622.50	\$8.00	\$13,360.00	\$3.50	\$5,845.00	\$6.00	\$10,020.00	\$5.00
19)	Sidewalk, Rem	339 SqYd	\$4.50	\$1,522.50	\$2.45	\$830.55	\$3.30	\$1,119.70	\$9.00	\$3,051.00	\$7.50	\$2,542.50	\$3.50
21)	Hook, Rem and Reset	3 Ea	\$400.00	\$1,200.00	\$75.00	\$225.00	\$110.00	\$330.00	\$100.00	\$300.00	\$50.00	\$150.00	\$30.00
22)	Station Drilling	735 SqYd	\$35.00	\$25,725.00	\$15.00	\$10,950.00	\$70.00	\$51,100.00	\$25.00	\$18,250.00	\$18.75	\$13,725.00	\$5.00
23)	Subgrade Understructure, Type I (Modified)	50 Cyd	\$10.00	\$500.00	\$2.00	\$100.00	\$1.00	\$50.00	\$12.00	\$600.00	\$5.00	\$250.00	\$3.00
24)	Trench Underdrain and Backfill	50 Cyd	\$10.00	\$500.00	\$5.00	\$250.00	\$60.00	\$3,000.00	\$80.00	\$4,000.00	\$78.00	\$3,900.00	\$44.00
25)	Exploratory Excavation	3 Ea	\$250.00	\$750.00	\$400.00	\$1,200.00	\$350.00	\$1,050.00	\$500.00	\$1,500.00	\$350.00	\$1,050.00	\$750.00
26)	De-watering System	450 Ft	\$2.00	\$900.00	\$3.10	\$1,395.00	\$1.00	\$450.00	\$2.00	\$900.00	\$8.01	\$3,604.81	\$1.00
27)	Culv, CI, 12 inch	528 Ft	\$28.00	\$14,784.00	\$15.00	\$7,920.00	\$28.00	\$14,784.00	\$34.00	\$17,952.00	\$34.00	\$17,952.00	\$21.00
28)	Culv End Station, Metal, 12 inch	58 Ea	\$75.00	\$4,350.00	\$35.00	\$2,030.00	\$55.00	\$3,195.00	\$150.00	\$8,700.00	\$25.00	\$1,450.00	\$55.00
29)	Sewer, CI IV, 12 inch Tr Det A	339 Ft	\$35.00	\$11,865.00	\$24.00	\$8,136.00	\$25.00	\$8,475.00	\$25.00	\$11,865.00	\$28.00	\$9,480.00	\$31.00
30)	Sewer, CI IV, 12 inch Tr Det B	63 Ft	\$41.00	\$2,583.00	\$36.00	\$2,520.00	\$34.00	\$2,164.00	\$35.00	\$2,205.00	\$27.00	\$1,719.00	\$35.00
31)	Sewer, CI IV, 18 inch Tr Det A	63 Ft	\$33.00	\$2,079.00	\$24.00	\$1,584.00	\$27.00	\$1,701.00	\$30.00	\$1,980.00	\$40.00	\$2,520.00	\$38.00
32)	Sewer, CI IV, 18 inch Tr Det B	337 Ft	\$44.00	\$14,828.00	\$40.00	\$14,280.00	\$30.00	\$10,710.00	\$35.00	\$11,675.00	\$55.00	\$18,637.50	\$41.00
33)	Sewer, CI IV, 24 inch Tr Det A	150 Ft	\$48.00	\$7,200.00	\$43.00	\$6,450.00	\$34.00	\$5,100.00	\$38.50	\$5,775.00	\$56.00	\$8,400.00	\$75.00
34)	Sewer, CI IV, 24 inch Tr Det B	69 Ft	\$55.00	\$3,795.00	\$50.00	\$3,450.00	\$33.00	\$3,657.00	\$48.00	\$3,312.00	\$58.00	\$4,002.00	\$48.00
35)	Culv End Station, Conc, 12 inch	7 Ea	\$280.00	\$1,960.00	\$1,200.00	\$8,400.00	\$345.00	\$2,415.00	\$500.00	\$3,500.00	\$150.00	\$1,050.00	\$40.00
36)	Culv End Station, Conc, 18 inch	11 Ea	\$350.00	\$3,850.00	\$1,400.00	\$15,400.00	\$425.00	\$4,675.00	\$585.00	\$6,435.00	\$600.00	\$6,600.00	\$550.00
37)	Culv End Station, Conc, 24 inch	3 Ea	\$400.00	\$1,200.00	\$1,800.00	\$5,400.00	\$470.00	\$1,410.00	\$625.00	\$1,875.00	\$1,250.00	\$3,750.00	\$975.00
38)	Dr Structure, 48 inch dia	6 Ea	\$1,100.00	\$6,600.00	\$1,900.00	\$11,400.00	\$1,230.00	\$7,380.00	\$900.00	\$5,400.00	\$1,550.00	\$9,300.00	\$1,450.00
39)	Dr Structure, 60 inch dia	1 Ea	\$1,500.00	\$1,500.00	\$2,400.00	\$2,400.00	\$1,800.00	\$1,800.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,500.00
40)	Leaching Basin, 60 inch dia	3 Ea	\$1,500.00	\$4,500.00	\$1,500.00	\$4,500.00	\$2,125.00	\$6,375.00	\$3,800.00	\$11,400.00	\$2,000.00	\$6,000.00	\$2,300.00
41)	Leaching Basin, 60 inch dia	3 Ea	\$1,500.00	\$4,500.00	\$1,500.00	\$4,500.00	\$2,125.00	\$6,375.00	\$3,800.00	\$11,400.00	\$2,000.00	\$6,000.00	\$2,300.00
42)	Edge Drain, Edgegrade, 6 inch	333 Ft	\$10.00	\$3,330.00	\$12.00	\$4,000.00	\$8.00	\$2,664.00	\$10.00	\$3,330.00	\$7.00	\$2,331.00	\$15.00
43)	Edge Drain, Outlet Ending, 6 inch	2 Ea	\$55.00	\$110.00	\$100.00	\$200.00	\$140.00	\$280.00	\$100.00	\$200.00	\$100.00	\$200.00	\$50.00
44)	Water Main, Class 54, DI, 6 inch, Tr Det A	35 Ft	\$45.00	\$1,575.00	\$54.00	\$1,596.00	\$54.00	\$1,596.00	\$48.00	\$1,680.00	\$35.00	\$1,225.00	\$115.00
45)	Water Main, Class 54, DI, 6 inch, Tr Det B	10 Ft	\$54.00	\$540.00	\$54.00	\$540.00	\$54.00	\$540.00	\$54.00	\$540.00	\$54.00	\$540.00	\$145.00
46)	Water Main, Class 54, DI, 6 inch, Tr Det A	4537 Ft	\$84.00	\$382,278.00	\$59.00	\$268,583.00	\$50.00	\$226,500.00	\$52.00	\$235,560.00	\$56.00	\$252,912.00	\$98.00
46)	Water Main, Class 54, DI, 6 inch, Tr Det B	1659 Ft	\$84.00	\$139,407.60	\$59.00	\$104,718.00	\$60.00	\$104,718.00	\$59.75	\$100,372.50	\$56.00	\$111,474.00	\$77.00
47)	Water Main, Class 54, DI, 6 inch, Directional Drilled	1270 Ft	\$58.00	\$73,660.00	\$108.00	\$137,160.00	\$118.00	\$147,840.00	\$118.00	\$147,840.00	\$118.00	\$147,840.00	\$118.00
48)	Tapping Sleeve, Valve and Well, 6 inch by 6 inch	4 Ea	\$250.00	\$1,000.00	\$400.00	\$1,600.00	\$400.00	\$1,600.00	\$700.00	\$2,800.00	\$400.00	\$1,600.00	\$400.00
49)	Tapping Sleeve, Valve and Well, 12 inch by 6 inch	3 Ea	\$840.00	\$2,520.00	\$4,400.00	\$13,200.00	\$4,200.00	\$12,600.00	\$7,800.00	\$23,400.00	\$2,500.00	\$7,500.00	\$15,000.00
50)	Water Service, Type K Copper, 1 inch, Short	52 Ea	\$590.00	\$30,680.00	\$500.00	\$26,000.00	\$350.00	\$18,200.00	\$700.00	\$35,700.00	\$1,000.00	\$52,000.00	\$375.00
51)	Water Service, Type K Copper, 1 inch, Long	47 Ea	\$590.00	\$27,730.00	\$1,300.00	\$6,910.00	\$1,100.00	\$5,950.00	\$1,500.00	\$7,500.00	\$2,000.00	\$10,000.00	\$82,250.00
52)	Water Main, 4 inch, Out and Plug, Live	12 Ea	\$425.00	\$5,100.00	\$300.00	\$3,600.00	\$375.00	\$3,900.00	\$800.00	\$9,600.00	\$300.00	\$3,600.00	\$840.00
53)	Water Main, 4 inch, Out and Plug, Dead	4 Ea	\$425.00	\$1,700.00	\$200.00	\$800.00	\$475.00	\$1,900.00	\$500.00	\$2,000.00	\$200.00	\$800.00	\$2,000.00
54)	Water Main, 6 inch, Out and Plug, Live	2 Ea	\$650.00	\$1,300.00	\$1,200.00	\$2,400.00	\$850.00	\$1,700.00	\$600.00	\$1,200.00	\$800.00	\$1,600.00	\$2,000.00
54)	Water Main, 6 inch, Out and Plug, Dead	1 Ea	\$650.00	\$650.00	\$300.00	\$300.00	\$300.00	\$300.00	\$500.00	\$500.00	\$300.00	\$300.00	\$1,000.00
55)	Water Main, 8 inch, Out and Plug, Dead	1 Ea	\$650.00	\$650.00	\$400.00	\$400.00	\$400.00	\$400.00	\$500.00	\$500.00	\$400.00	\$400.00	\$1,000.00
56)	Fire Hydrant	10 Ea	\$2,500.00	\$25,000.00	\$3,100.00	\$31,000.00	\$3,100.00	\$31,000.00	\$2,600.00	\$26,000.00	\$1,800.00	\$18,000.00	\$2,500.00
57)	Connection to Existing Water Main	110 Ea	\$4,500.00	\$4,950.00	\$1,600.00	\$1,760.00	\$3,000.00	\$3,300.00	\$3,200.00	\$3,520.00	\$3,900.00	\$4,290.00	\$1,800.00
58)	Gate Valve and Well, 6 inch	20 Ea	\$2,500.00	\$50,000.00	\$2,500.00	\$50,000.00	\$2,230.00	\$44,600.00	\$2,200.00	\$44,000.00	\$1,800.00	\$36,000.00	\$2,500.00
59)	Line Stop, 6 inch	2 Ea	\$3,500.00	\$7,000.00	\$4,000.00	\$8,000.00	\$4,650.00	\$9,300.00	\$3,900.00	\$7,800.00	\$1,500.00	\$3,000.00	\$4,000.00
60)	Shoulder, Class II, 6 inch	1735 SqYd	\$5.00	\$8,675.00	\$7.50	\$13,012.50	\$5.00	\$8,675.00	\$6.50	\$11,287.50	\$5.00	\$8,675.00	\$7.00
61)	Aggregate Base, 21AA	210 Tons	\$11.00	\$2,310.00	\$16.50	\$3,465.00	\$16.20	\$3,402.00	\$16.00	\$3,360.00	\$16.00	\$3,360.00	\$17.00
62)	Maintenance Aggregate, 21AA	650 Tons	\$5.00	\$3,250.00	\$18.50	\$12,025.00	\$9.00	\$5,850.00	\$13.00	\$8,430.00			

OOA Project Cost Summary - DWRF Project Number: 7294-01

Loanee: Dexter

Location: Washtenaw Co

Budget Item	Applicant's Requested Cost	Accepted DWRF Cost	Allowable Percent (Proration)	MDEQ Approved OOA Costs
1. Planning Costs	\$0	\$0	100.00%	\$0
2. User Charge System Development Cost	\$2,500	\$2,500	100.00%	\$2,500
3. Design Engineering Costs	\$117,394	\$117,395	100.00%	\$117,395
4. Legal/Financial Service Fees	\$9,710	\$9,710	100.00%	\$9,710
5. Administrative Costs	\$0	\$0	100.00%	\$0
6. Bond Counsel Fees	\$19,100	\$19,100	100.00%	\$19,100
7. Bond Advertisement Costs	\$1,500	\$1,500	100.00%	\$1,500
8. Bid Advertisement Costs	\$50	\$50	100.00%	\$50
9. Capitalized Interest				\$0
10. Land Acquisition/Relocation Costs	\$0	\$0	100.00%	\$0
11. Land Purchase Costs	\$0	\$0	100.00%	\$0
12. Construction Engineering Costs	\$206,200	\$206,200	100.00%	\$206,200
13. Construction Costs (bid contracts)	\$1,080,000	\$1,080,000		\$1,080,000
14. Construction Costs (force account)	\$0	\$0		\$0
15. Equipment Costs	\$0	\$0	100.00%	\$0
16. Other Project Costs	\$0	\$0	100.00%	\$0
17. Project Cost Subtotal (sum of Lines 1 through 16)				\$1,436,455
18. Contingency (6% of Line 17 plus or minus the amount needed to round Line 20 up or down to the nearest \$5,000)				\$88,545
19. Non-DWRF Funding (other federal or state grants or loans, cash on hand, etc)				\$10,000
20. Approved Project Cost Total (sum of Lines 17 and 18, less Line 19)				\$1,515,000

MDEQ Reviewer : ktotzkenickols

Date: 6/20/2011

AGENDA 7-25-11

ITEM 1-2

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough & Council
From: Courtney Nicholls, Assistant Village Manager
Date: July 19, 2011
Re: North Middle Interlocal Agreement

As discussed in President Keough's report the Village is required to hold a public hearing prior to adopting the Act 7 Agreement to select our representative to the Act 196 Countywide Transit Authority Board in conjunction with Scio and Webster Townships.

The public hearing notice will be published in the Dexter Leader on July 28, 2011. The public hearing will be held on August 8, 2011. Council will be asked to take action on the agreement following the public hearing. A copy of the North Middle Interlocal Agreement is attached for your review.

NORTH MIDDLE INTERLOCAL AGREEMENT

WHEREAS, the Urban Cooperation Act, PA7 of 1967, Extra Session (Act 7), provides that a public agency may enter into interlocal agreements with other public agencies to exercise jointly any power, privilege, or authority that the agencies share to in common and that each might exercise separately; and

WHEREAS, the Village of Dexter and the Townships of Scio and Webster are local government units in the County of Washtenaw under Act 7 of 1967; and

WHEREAS, it is anticipated that a new countywide transit authority will be incorporated under Public Act 196 of 1987 to provide public transit service to all of Washtenaw County; and

WHEREAS, it is anticipated that the Public Act 55 transit authority will be dissolved upon passage of a countywide funding ballot proposal and all assets transferred to the new 196 authority; and

WHEREAS, the new Act 196 Authority board will have 15 seats that are allocated based on charter millage and population providing one at-will seat to the North Middle County Communities; and

WHEREAS, the local communities wish to work cooperatively to select an Act 196 Countywide Transit Authority board; and

WHEREAS, a public hearing was held by each of the communities to approve this resolution;

THEREFORE, the Village of Dexter and the Townships of Scio and Webster agree to select their countywide transit authority board representative and alternate if desired as follows:

1. A Transit Selection Committee shall be created and comprised of one representative each from the Village of Dexter and the Scio and Webster Townships.
2. The Transit Selection Committee shall consider potential representatives and provide a recommendation to the Village Council and the Board of Trustees of Scio and Webster Townships

The recommended countywide transit authority board representative and alternate if desired shall be selected by:

1. One vote per community but it must be unanimous. If it is not unanimous, the three communities shall consider another representative until the selection is unanimous.

The selected board representative is an at-will appointment and may be removed by a majority of the communities. The communities shall use the same process when replacing the board representative whether it is to replace a for-cause removal or at the end of the representative's

term. If the representative is a resident of a community that opts out of the countywide transit authority, the remaining communities may select another representative and the opt out shall be considered a for-cause removal.

Any community that opts out of the countywide transit authority shall be provided no rights or participation in the Transit Selection Committee or countywide transit authority board representative selection nor transit service or included in the county ballot-funding proposal.

Effective Date. The Agreement shall commence upon its approval by the legislative bodies of the Village of Dexter and the Townships of Scio and Webster and duly executed by their authorized representatives and filed with the Washtenaw County Clerk and Secretary of State of the State of Michigan as required by Act 7.

Severability. To the extent that any provisions contained in this Agreement is deemed unenforceable, to the extent possible, the remaining terms shall remain in effect.

The Village of Dexter, the Townships of Scio and Webster, and the AATA by their authorized representatives, have executed this Agreement as indicated on the attached signature page.

The **Village of Dexter Council** approved this agreement. The Council authorized the President to sign this Agreement on the ___ day of ___, 2011 and the President executed it on the _____ day of _____, 2011.

Witnesses

VILLAGE OF DEXTER

Shawn Keough, President

The **Scio Township Board** approved this agreement. The Township Board authorized the Supervisor to sign this Agreement on the ___ day of ___, 2011 and the Supervisor executed it on the _____ day of _____, 2011.

Witnesses

SCIO TOWNSHIP

Spaulding Clark, Supervisor

The **Webster Township Board** approved this agreement. The Township Board authorized the Supervisor to sign this Agreement on the ___ day of ___, 2011 and the Supervisor executed it on the _____ day of _____, 2011.

Witnesses

WEBSTER TOWNSHIP

John Kingsley, Supervisor

The **Ann Arbor Transportation Authority CEO** accepts this agreement and the CEO executed this Agreement on the ___ day of ___, 2011.

Witnesses

Ann Arbor Transportation Authority

Michael Ford, CEO

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: July 15, 2011
Re: Well Inspection/Cleaning

AGENDA 7-25-11

ITEM L-3

Ongoing monitoring of Village wells is indicating that well #1 and well #4 are not performing to their full capacity. The decreasing draw from these wells is similar to what was seen last year from well #2 and is lowering our total pumping capacity by approximately 150 gallons per minute. Dan Whalen, of Williams & Works, who has experience with our well system, has recommended that these wells be cleaned and inspected using the same method that was used on well #2.

A quote was requested from Raymer to complete the work. Raymer completed the work at well #2 last year and was responsible for drilling well #5. They have extensive experience with municipal wells and have performed all recent well work for the Village in a thorough and timely manner. Completing this project will cost \$15,000 per well for a total of \$30,000. This cost could increase if the inspection reveals further repairs need to be made, however due to the past experience with well #2 we are expecting the cleaning to solve the problem. Raymer will be able to begin work on July 26.

This expense was not included in the 2011-2012 budget, so a budget amendment will be necessary. These wells were put in using the rural development money, so we are able to use our rural development repair/replace reserve fund instead of unrestricted reserves to cover the cost of the work. After contribution our 2011-2012 amount the account contains \$36,000. Completing this work will leave approximately \$6,000 in this account at the end of fiscal year 2011-2012.

To take a pro-active approach to maintaining our well system in the future, we will be budgeting \$15,000 to clean and inspect well #3 in fiscal year 2012-2013 and \$1500 in subsequent years to complete pump and well testing on all wells. The pump and well testing in conjunction with ongoing monitoring of well production by staff will provide a timely indication that further inspection is necessary.

Suggested motion: To approve the \$30,000 quote received from Raymer to complete cleaning and inspection of well #1 and well #4 and to make a 2011-2012 budget amendment that places \$30,000 into account 591-556-000-937-000 Equipment Maintenance & Repair.

2010-2011 Budget Amendments

Water Fund 591

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
591-556.000-937.000	Equipment Maintenance & Repair	No	Expenditure	\$ 3,000		\$ 30,000	\$ 33,000

Reason for Amendment: Cleaning and Inspection of Well #1 and Well #4

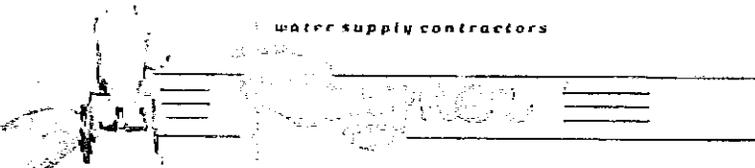
Total change in Revenue - increase / (decrease):
 Total change in Expenditures - increase / (decrease): \$ 30,000
 Change to Overall Budget's revenue over expenditures: \$ (30,000)

Water Fund - Restricted Rural Development Repair/Replace Account - 2011-2012 Current Balance \$36,000

Source of Reserves, if applicable:

Approved by Council on July 25, 2011

Carol J. Jones, Village of Dexter Clerk



1357 COMSTOCK STREET - MARNE, MI 49435 - PHONE (616) 677-2751

Quote Number:

1368

Jul 13, 2011

1

Fax: 616-677-2909

Quoted To:
VILLAGE OF DEXTER 8140 MAIN ST. DEXTER, MI 48130

Location / Description:
WELLS #1 & #4 TYPE I PUBLIC WELL SERVICE dschlaff@villageofdexter.org

Customer ID	Good Thru	Payment Terms	Sales Rep
dexter, village of	8/12/11	NET 30 DAYS	GERALD NEUBECKER III

Quantity	Description	Price	Amount
1.00	LS, WELL #4 VIGOROUS CLEANING USING THE SAME PROCEDURE AS WELL #2 LAST YEAR, COMPLETE.	10,500.00	10,500.00
1.00	LS, PULL SUBMERSIBLE PUMP, LIGHT CLEANING, AIR-LIFTING, WIRE BRUSHING, TEAR DOWN PUMP & INSPECT.	4,500.00	4,500.00
1.00	NOTE: REPAIR PARTS TO BE QUOTED AFTER TEAR DOWN & INSPECTION IS COMPLETE. WORK CAN BEGIN MONDAY, JULY 25, 2011 <i>Tuesday, July 26</i>		
<i>well 1 + 4 = \$ 30,000.00</i>			

CONTRACTOR'S GUARANTEE: We guarantee all materials used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized.

Subtotal 15,000.00
Sales Tax
TOTAL 15,000.00

ACCEPTANCE OF PROPOSAL: The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work.

DATE 7-13-11 SIGNED 

DATE _____ SIGNED _____

VILLAGE OF DEXTER

cnicholls@villageofdexter.org

8140 Main Street Dexter, MI 48130-1092

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

MEMO

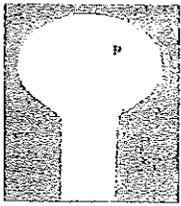
To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: July 19, 2011
Re: Water Tower Inspection

AGENDA 7-25-11
ITEM L-4

Provided for your review is the summary section of the water tower inspection report. The inspectors did not make any recommendations for immediate work, beyond a few minor things that can be repaired or implemented by staff.

Painting of the inside and outside of the tower will need to be completed in five years. The inspectors also listed work that needs to be done prior to the painting. Since we have the opportunity to plan ahead for this approximately \$200,000 expense we would like to be proactive in setting funds aside. The goal will be to set aside \$40,000 per year into a restricted cash account. Since the budget is set for this fiscal year, any excess of revenues over expenditures at the end of 2011-2012 will be placed into this account. During the budgeting process for future fiscal years, as much of the \$40,000 as possible will be budgeted to come from that year's revenues. If it is not possible to get to the \$40,000, unrestricted reserves will be placed into the account to make up the difference.

Suggested motion – To set aside \$40,000 per year in water funds using a mix of current revenue and unrestricted reserves in anticipation of water tower maintenance in 2016.



DIXON

ENGINEERING AND
INSPECTION SERVICES
FOR THE COATING INDUSTRY

1104 Third Avenue
Lake Odessa, MI 48849
Telephone 1-616-374/3221
Fax 1-616-374/7116

July 13, 2011

Village of Dexter
8140 main St.
Dexter, MI 48130-1092

Attn: Dan Schlaff, Utility Forman

Re: 500,000 Gallon Spheroid Water Storage Tank
Maintenance Inspection

Mr. Parrott:

Please find enclosed the above referenced report for the 1,000,000 gallon toroellipse water storage tank. The inspection was completed on May 19, 2011. The report consists of: 1) cover page; 2) conclusions and recommendations; 3) detailed report; 4) Field Inspection Report (FIR); 5) photographs and descriptions; and 6) DVD.

Brief explanation: 1) The cover page is self-explanatory. 2) Conclusions and recommendations explain in short form what was found on the tank and what DIXON recommends for repair and maintenance of the tank. 3) This section is the long report that goes into detail to explain what exactly was found and why DIXON makes the recommendations. 4) Field Inspection Report (FIR) is the form that was completed when the inspection team was on-site and includes the dimensions and conditions of the tank. 5) Photographs and descriptions give the Owner a visual record of the condition of the tank and appurtenances. 6) CD is an Adobe PDF format of the complete report and photos, and video for your convenience.

If you have any questions or concerns, please call me at 616-374-3221 ext. 310.

Thank you for choosing DIXON for your inspection needs.

FOR DIXON ENGINEERING, INC.,

Thomas Rounds/VA

Thomas Rounds
Project Manager

Enclosures

Members: Steel Structures Painting Council
American Water Works Association
Consulting Engineers Council

P112

CONCLUSIONS:

1. The exterior coating is an epoxy urethane overcoat system that is in good condition. The coating has moderately faded. Primary mode of failure is spot coating breaks on the baseplate. The coating has good adhesion. Coating deterioration is minor.
2. The dry interior coating is an epoxy system that is in fair condition. The coating is 99 percent intact; however, moderate failure has occurred on the tops of the platforms and there are some spot failures from age and water penetration in the access tube, bottom of the bowl and riser overflow pipe.
3. The wet interior coating is a three coat epoxy system that is in good condition overall for its age. Below the high water line the coating has spot failures on the sidewalls and abrasion damage on the upper access tube. Above the high water line, the coating is in good condition. The roof coating is deteriorating at the open lap seams and on the roof beam edges.

RECOMMENDATIONS:

1. Schedule regular cleanings and inspections of the tank by an independent third party as recommended by AWWA or once every five years.
2. Budget for exterior overcoating in 2017 or when aesthetics dictate. The estimated cost is \$65,000. Reinspect in 5 years to update conditions and recommendations.
3. Abrasive blast clean the topsides of the platforms, 1 foot up the walls, access tube, and the other areas of failed coating and apply a spot epoxy system to all prepared surfaces. The estimated cost is \$10,000. This can be delayed until the exterior is repainted.
4. Budget for wet interior recoating in five years. At that time, the coating will be nearing the end of a typical service life. The estimated cost is \$80,000. Reinspect in 5 years to update conditions and recommendations.
5. Install a submerged cathodic protection system. The estimated cost is \$18,000.
6. Abrasive blast clean the pit piping to a commercial grade (SSPC-SP6) and apply a two coat epoxy system. The estimated cost is \$3,000. This can be delayed until the exterior is repainted.
7. Install a sump pump to keep the pit dry, work can be performed by in-house personnel.

8. Repair sinking electrical cabinet pad to insure water does not pond next to foundation.
9. Install a 42-inch high railing and a painter's rigging on the roof. The estimated cost is \$10,000.
10. Install a painter's rigging rail outside the existing roof handrail. The estimated cost is \$2,000.
11. Install couplings at the existing painter's rigging rail for temporary fall prevention of workers in the wet interior. Cost would be incidental to coating costs.
12. Replace the existing access tube air gap vent screen. Cost would be incidental to exterior repainting.
13. Remove the glandular expansion joint and replace with a bellows-type joint. The estimated cost is \$6,000.
14. Install a mud valve in the wet interior to aid with removal of sediment and draining of the tank. The estimated cost is \$5,000.
15. Remove the existing condensate drain line and install a new drain line with a check valve into the overflow pipe. The estimated cost is \$2,000.

A DISCUSSION ON RESCUE AND RETRIEVAL OPERATIONS FROM ELEVATED PEDESTAL STORAGE TANKS

A series of accidents involving falls from or in water tanks has highlighted inadequacies in tank design and a potentially greater problem. The rescue may be more dangerous, with potential for more loss of life or injury, than the original accident. Contractors and engineers are responsible for their own employees. Even with safety training and proper equipment, accidents will occur. Most rescue squads are local or neighboring fire departments, some with more practice than other departments. Elevated tanks were designed to store water, not for rescue or retrieval convenience. The following items would make working on and retrieval from water tanks safer. This discussion is offered as a starting point. We recommend that you meet with your rescue personnel and draft a rescue plan. A copy of the plan should be kept at the tank and with the rescue crew.

OSHA now requires 30-inch manways and hatches with fall prevention on all ladders. We have always objected to replacement of ladders as new regulations are passed relatively frequently, especially on retrofit of existing tanks. We recommend the changes for the convenience and safety of your employees, rescue personnel, and others working on the tank. As far as we know, none of these conversion items recommended are required or mandated by any government agency for retrofits.

DIXON recommends these changes be made during the next major tank painting.

RETRIEVAL FROM WET INTERIOR:

Access:

The dry interior ladders are located in the base cone, stem, and access tube. These ladders meet MIOSHA standards. All ladders contain a rail-type fall prevention device. There is a 18 x 24-inch elliptical manway in the access tube for access into the bottom of the wet interior. The roof has a 30-inch diameter roof hatch for the dry interior, and a 30-inch diameter roof hatch for the wet interior. There is no roof handrail or painter's rail. There is not a painter's rigging rail around the handrail.

There is a full platform under the bowl, and a condensate ceiling at approximately 20 feet above the ground in the dry interior. Ladder openings in platforms are 30-inch in diameter/

Procedure:

1. It is not practical to install a 30-inch manway in the bottom of the tank. Retrieval must be up to the roof by use of a winch and tripod. Rescue personnel enter the tank through the 30-inch roof hatch or the bottom manway.

2. Inside the new roof handrail, the rescue crew raises the basket to the roof using a tripod and a winch. Place the basket on the roof while the tripod is moved over the access tube hatch.
3. Establish a helicopter rescue, or lower the basket down the access tube to the top platform. From the top platform, lower the basket to ground level through the new 30-inch platform hatches with a pulley or winch connected to an attachment lug welded to the tank's bowl.

From the roof, it is possible to lower the basket over the side to ground level, but that would require a very large winch and increased loading on the attachment point. On a rainy, windy, or snowy day, the objective would be to get rescue personnel off the roof as soon as possible, so lowering through the dry interior is preferred.

Structural Modifications Necessary (As stated in the recommendations):

1. Install a 42-inch high railing and a painter's rail on the roof. (\$12,000)
2. Weld an attachment lug to the tank's bowl. Cost is incidental to coating costs.

Equipment:

Winch or pulley system.

Tag line rope.

Basket.

COST SUMMARY:

Install cathodic protection system	\$18,000
Install roof railing and painter's ring	12,000
Replace glandular expansion joint	6,000
Install mud valve	5,000
Install condensate drain to overflow pipe	<u>2,000</u>
Subtotal	\$43,000
Engineering and Contingencies	<u>\$10,000</u>
Total	\$53,000

Note: In 5 years budget for:

Wet interior painting	\$80,000
Dry interior spot repainting	10,000
Pit piping repainting	3,000
Exterior repainting	65,000
Subtotal	\$158,000
Engineering and Contingencies	<u>\$25,000</u>
Total	\$183,000

