

G. NON-ARRANGED PARTICIPATION:

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

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. October Citation List
4. Letter from Comcast
5. Information on Accessing Census Data

Page # 23-34

I. REPORTS:

1. Finance Director/Treasurer – Marie Sherry
First Quarter 2011/2012

Page # 35-42

2. Community Development Manager – Allison Bishop

Page # 43-52

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

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

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4. Subcommittee Reports

Old DAPCO Site Redevelopment Team- Lease template for 3045 Broad
Downtown Fire Detection
Economic Preparedness
Facilities
Website

Page # 53-62

5. Village Manager Report

Page # 63-76

6. President's Report

Page # 77-78

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: \$ 788,136.90

Page # 79-88

2. Consideration of: Proclamation in Support of Small Business Saturday on November 26, 2011

Page # 89-90

3. Consideration of: Holiday Hustle on December 3, 2011 – Closure of Central from 12:00 p.m. to 7 p.m. and streets along the race route intermittently from 4:00 p.m. to 5:30 p.m.

Page # 91-98

K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

Page # 99-110

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

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L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: Sidewalk Installation Deferral Policy
Page # 111-114

2. Consideration of: Tap Fee Payment Policy
Page # 115-116

3. Discussion of: Placement of New Sidewalks within the Original Village
Page # 117-134

4. Discussion of: Engineering Standards
Page # 135-138

5. Consideration of: 2011-2012 1st Quarter Budget Amendments
Page # 139-166

6. Discussion of: Upgrade to BS & A Financial Software
Page # 167-188

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

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

O. ADJOURNMENT

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

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DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, OCTOBER 24, 2011

AGENDA 11-14-11
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

P. Cousins

D. Fisher

J. Semifero

J. Smith

R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Allison Bishop, Community Development Manager; Carol Jones, Village Clerk; Paul Ganz and Mike Witkowski, DTE Representatives; Mark Ouimet, State Representative; residents, business owners and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – October 10, 2011

Motion Smith; support Fisher to approve the minutes of the Regular Council Meeting of October 24, 2011.

Unanimous voice vote for approval

President Keough introduced Bill McAfee and Bill Eaton from the Sons of the Union Veterans of the Civil War, Carpenter-Welch Camp 180. They thanked the Village for their involvement with Gordon Hall and the 2011 Civil War Encampment. Trustee Fisher was honored for her leadership in the planning of the Encampment with a Centennial Medal and a Certificate of Appreciation from the Sons of the Union Veterans.

D. PREARRANGED PARTICIPATION

DTE – Paul Ganz

Paul Ganz, Regional Manager of Governmental Relations and Mike Witkowski of the Engineering Staff of DTE spoke to Council regarding the expansion of services in Lima and Dexter Townships at a cost of around 7 million and which should be ready in the fourth quarter of 2012. They also addressed the most recent power outage that occurred on October 11 reporting the issue which led to the widespread outage. Mr. Ganz also mentioned setting up a meeting with businesses in the Industrial Park to discuss issues with electrical service.

E. APPROVAL OF THE AGENDA

Motion Smith; support Fisher to approve the agenda as presented with the addition of additional information under New Business L-3 DAPCO Site Plan; move item L-10, Setting a Public Hearing, to L-4; and move items L-4, L-5, L-6, L-7, L-8, and L-9 on Ordinance Amendments to a Discussion Item as L-5.

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

Todd Hart of 2280 Melbourne Ave, Dexter and an employee of the Dexter Post Office addressed Council regarding the traffic issue in front of the Post Office and requested that the Village look into installing a cross walk like the one in front of the Dairy Queen to avoid a possible tragedy. Mr. Hart mentioned that even though the speed limit is 30 miles per hour on Baker Road, cars are going faster and that many make illegal u-turns.

Mark Ouimet of 3502 River Pines Drive, Ann Arbor and State Representative from District 52 gave a brief report on the possible elimination of Personal Property Taxes (PPT) and how this may affect the State. Of the \$1.2 billion collected PPT, \$300 million is at issue (utilities and industrial taxes are exempt from the elimination) and Rep. Ouimet mentioned the need to have replacement dollars for the \$300 million. Rep. Ouimet also commented on the tribute to Trustee Fisher and that he enjoyed participating in the event.

Kristen Luce of All Season Gutters located at 2117 Bishop Circle East in Dexter spoke to Council about the brownouts they have experienced and the affect that has on their machinery and that the company is looking at moving their business because of the problem. Need to have the issue resolved now. Good that there will be a meeting, but when.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Washtenaw Area Transportation Study Newsletter
4. North Middle Representative Advisory Meeting Notice

I. REPORTS

1. Community Development Manager – Allison Bishop

Ms. Bishop submits her report as per packet. Ms. Bishop gave the following verbal updates: a) will be starting to work on the Capital Improvement Plan soon; b) have been working on the Master Plan and will have a draft for the next meeting; c) attended the Michigan Association of Planning meeting last week; d)

the Parks project is moving slower than hoped; e) received a \$5000 grant for playground equipment from 5-Healthy Towns; and f) answered questions regarding Northern United Brewing Company, the Easement Draft for the Non-motorized Recreation Trail, and Sidewalk Placement in Westridge.

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

Huron River Watershed Council Representative – Paul Cousins

Trustee Cousins reported on the following: a) Suds on the River had a good turnout and record revenue received for the event and online auction; b) received two grants, \$40,000 and \$80,000, for natural area studies; c) a new program – Save Water, Save Energy – will be seen in local media and was promoted on the recent home remodeler’s tour; and d) the Village participates in the two year program for calendars and there are calendars available at the Village Offices.

3. Subcommittee Reports

Old DAPCO Site Redevelopment Team

Downtown Fire Detection

Economic Preparedness

Facilities – Notes from October 14 meeting

Mrs. Dettling reported on proposed repairs and painting for 8140 Main Street which may not be able to done yet this fall and are looking to match to the bridge in color.

Website – Trustee Smith reported that on October 26 the committee will have a kickoff meeting with the vendor to start the project.

4. Village Manager Report

Mrs. Dettling submits her report as per packet. Mrs. Dettling gave the following verbal updates: a) the Village did receive \$62,900 for water main repair to Westridge and the county will be going after the remaining amount; b) on October 21 viewed a presentation from BS&A Software which has a lot more benefits and provide more services to the public while saving staff time; c) Water Main Project – have brought in two additional crews in order to get caught up providing weather holds; d) Sidewalk replacement – need to look further on American with Disabilities Act upgrades in the subs and may need to look to complete this in April; e) mentioned that the Capital Improvement Plan for Grand Street was included in the packet and will need to look at this for Northern United Brewing; g) demolition on Forest/Broad Streets went fine, need to cap services and may do hydro-seeding; h) Mrs. Dettling reported on debt burden comparisons with other county entities and that each seem to report them differently; and i) question was raised regarding crack sealing and will it be able to be completed yet this season.

5. President’s Report

Mr. Keough submits his report as per packet. Mr. Keough reported that he will be meeting with Paul Bishop on Tuesday (Oct. 25) and John Kingsley on Friday (Oct. 28) regarding the Gordon Hall property.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$202,712.22
2. Consideration of: 2012 Arbor Day Proclamation

Motion Fisher: support Semifero to approve item 1 and 2 of the consent agenda.

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

No new information at this time.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Authorization to enter into an agreement with OHM/Bird Houk for professional services for the planning phase of the redevelopment of Broad Street, the Old Dapco site not to exceed \$26,500

Motion Cousins; support Carson to authorize entering into an agreement for professional services for the planning phase of the redevelopment of 3045 Broad Street, the Old Dapco site, not to exceed \$26,500 as outlined in the May 25, 2011 Fee Proposal and summarized in the September 19, 2011 Scope of Services.

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

Nays: None

Motion carries

2. Discussion of: Curb Cut for MAV Development Property on Dexter Ann Arbor Road

Discussion included but was not limited to physically removing the curb cut now or when the property is developed. It was installed when the road was redone as the site plan was in place and has since expired. Need to make MAV aware that the site plan has expired and need to close off the curb cut. However, removing the curb cut may limit development on that site.

3. Consideration of: DAPCO Site Plan

Motion Cousins; support Fisher based upon the information received from the applicant, reflected in minutes of this meeting, and in conformance with Section 21.04(E)3 of the Village of Dexter Zoning Ordinance, the Village Council finds the DAPCO Addition; 2500 Bishop Circle East, combined site plan dated 10-4-11 meets the requirements to recommend the combined site plan. In making this determination, the following additional conditions shall apply: 1) payment of the required REU's for water and sewage use; 2) addressing all Village Engineer

review comments dated October 17, 2011; 3) deferring the requirement for building of the sidewalk and working out the agreement to build said sidewalk when the connecting sidewalks on the adjacent properties are scheduled to be installed; and 4) the connection fees be paid in three equal payments over the next three years.

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

4. Consideration of: Setting a Public Hearing on November 28, 2011 to Consider an Industrial Facilities Tax Exemption Request from DAPCO

Motion Fisher; support Carson to set a Public Hearing on November 28, 2011 to consider an Industrial Facilities Tax Exemption request for DAPCO Industries.

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

5. Discussion of: Planning Commission Recommendation on Zoning Ordinance Amendments – Article 7 – Sign Regulations, Article 5 – Parking and Loading Standards, Article 6 – Landscaping Standards, Article 15B – Dexter Ann Arbor Road Corridor, Article 15 D – Baker Road Corridor, and Article 20 – Schedule of Regulations

Discussion included but was not limited to an explanation by Ms. Bishop that not a lot was deleted from the articles but that things were moved around to clarify and make them easier to read. Much of the discussion followed on Article 7 on Sign Regulations and specific areas of concern.

M. COUNCIL COMMENTS

Cousins	Announced that the Gateway Initiative will meet on Nov. 4 from 9-11 in Chelsea to provide an update on what has been happening. Ann Arbor Visitors and Convention Bureau will provide breakfast and snack.
Semifero	Will Staff work on a policy for tap fees such as the request from DAPCO? Can Council packets be prepared so that they can be searchable on line? Any update on the Hoey Property?
Fisher	None
Jones	None
Smith	None
Tell	None
Cousins	None

N. NON-ARRANGED PARTICIPATION

None

O. ADJOURNMENT

Motion Smith; support Fisher to adjourn at 10:39 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

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
From: Courtney Nicholls, Assistant Village Manager
Date: November 14, 2011
Re: QED

QED Environmental Systems, located at 2355 Bishop Circle West has submitted an Industrial Facilities Tax Exemption request for approximately \$104,498 in new personal property and \$758,043 in real property improvements at their facility for a period of 10 years. The value of the abatement is approximately \$3000 in Village taxes. The project is expected to bring 54 jobs to Dexter.

Included with this item is a listing of the Village's current and recently expired Industrial Facilities Tax Exemptions. When the list was originally created it was done using the values that were provided by the businesses in their IFT applications. The list has been updated to show the actual values of the investment as they exist today. The list was also corrected to show half the millage rate applying to the full taxable value (the previous list incorrectly had half the millage rate applying to half the taxable value).

The goal of the Village's Industrial Facilities tax abatement program is to encourage new companies to invest in our community and to assist our existing companies as they continue to invest in their businesses. The amount of temporary tax relief that a business is eligible for is based on the value of their investment in the community as determined by the Village's abatement evaluation criteria. By granting the abatement, the Village helps relieve the tax burden created by the company's financial investment. The Village benefits by receiving 50% of the tax revenue that we wouldn't otherwise have received if the company had not made the investment. In the case of QED the additional revenue is \$3,000, which will be increased to \$6,000 after the abatement expires. This is calculated as half of the total value of the improvements (\$431,271) divided by \$1,000 and multiplied by half the Village millage rate (6.7781). The Village also benefits from the 54 jobs that will be brought to the community.

RESOLUTION # -2011

**RESOLUTION APPROVING THE REQUEST FROM
QED ENVIRONMENTAL SYSTEMS FOR AN
INDUSTRIAL FACILITIES EXEMPTION
CERTIFICATE FOR REAL AND PERSONAL
PROPERTY INVESTMENTS LOCATED AT 2355
BISHOP CIRCLE WEST, DEXTER MI**

The following resolution was offered by Member _____ and seconded by Member _____

WHEREAS, pursuant to P.A. Act 198 of 1974, M.C.L. 207.551 et seq., after duly noticed public hearing held on May 26, 1987 the Council by resolution established an Industrial Development District at the Dexter Business and Research Park; and

WHEREAS, *QED Environmental Systems*, has filed an application for an Industrial Facilities Exemption Certificate with respect to real property investment of \$758,043 and personal property investment of \$104,498 at their facility located at 2355 Bishop Circle West; and

WHEREAS, before acting on said application, the Village of Dexter held a hearing on November 14, 2011 at the Dexter Senior Center, 7720 Dexter-Ann Arbor Street, Dexter Michigan at 7:30 p.m., at which the applicant, the Assessor and a representative of each of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, completion of the proposed investment is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to retain, create or prevent the loss of employment in the Village of Dexter; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the Village of Dexter, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property this exempted.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF DEXTER THAT:

1. The Council finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the Village of Dexter, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the Village of Dexter.

RESOLUTION # -2011

Page 2 of 2

2. The application of *QED Environmental Systems* for an Industrial Facilities Exemption Certificate with respect to real property investment of \$758,043 and personal property investment of \$104,498 at their facility located at 2355 Bishop Circle West be approved as submitted.

3. The Industrial Facilities Exemption Certificate when issued shall be and remain in full force and effect for a period of 10 (ten) years. The applicant shall remain within the Village of Dexter during the period of time for which the individual applications for abatement has been approved. **If the applicant relocates within this period of time, the applicant shall pay to the affected taxing units an amount equal to those taxes it would have paid had the abatement not been in effect.**

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

THIS ___ DAY OF ___ 2011

Carol J. Jones, Village Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Council of the Village of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the ___ day of ___ 2011, with a duly noticed public hearing held on November 14, 2011.

Carol J. Jones, Village Clerk

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

Company:

SECTION 1. REAL PROPERTY INVESTMENT

A. Real Property

1 Land

If the land was purchased from the Village at a discount

What was the discount per acre? \$ _____

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

(Negative)

2 Building

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

What was the discount? \$ _____

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

(Negative)

3 Building and Site Improvements

Cost of land improvements:

Cost of building improvements: _____ \$758,043

Total \$

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

23
(Max 30)

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

(Max 35)

Total Section 1 Points _____ 23
(Max 65)

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

Company:

SECTION 2. EMPLOYMENT

A. Jobs

1 Number of Jobs retained	<u>49</u>	X	0.5	=	<u>24.5</u>
					(Max 25)
2 Number of New Jobs	<u>5</u>	X	0.5	=	<u>2.5</u>
					(Max 25)
Total Section 2 Points					<u>25</u>
					(Max 25)

SECTION 3. AESTHETIC & PRACTICAL FEATURES

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

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

Building architecture & site compatibility	<u>2</u>
Building exterior construction materials	<u>1</u>
Landscaping & screening	<u>2</u>
Exterior lighting & identification	<u>1</u>
Traffic flow, safety & efficiency	<u>1</u>
Total Section 3 Points	
	<u>7</u>
	(Max 10)

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

Company:

SECTION 4. COMMITMENT TO COMMUNITY

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

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

Village	0	Months
Dexter School District	0	Months

A. Time in Community	Village	School District	
For 6 to 36 months add:	2.50	1.20	
For 37 to 96 months add:	5.00	2.40	
For 97 to 144 months add:	7.50	3.60	
For 145 or more months add:	10.00	5.00	
			Total Section 4 Points
			0
			(Max 10)

SECTION 5. COST TO COMMUNITY

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

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

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

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

Total Section 5 Points	0
	(Max -100)

Total Application Points	55
	(Max 110)

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

SECTION 1. INVESTMENT

A. Personal Property

1	Equipment	Cost of machinery and equipment:	\$104,498
		Cost of furniture & fixtures: \$	
		Total: \$	

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

5
(Max 50)

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

(Max 25)

Total Section 1 Points 5
(Max 75)

SECTION 2. EMPLOYMENT

A. Jobs

1	Number of Jobs retained	<u>49</u>	X	0.5	=	<u>24.5</u> (Max 25)
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2	Number of New Jobs	<u>5</u>	X	0.5	=	<u>2.5</u> (Max 25)
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Total Section 2 Points 25
(Max 25)

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

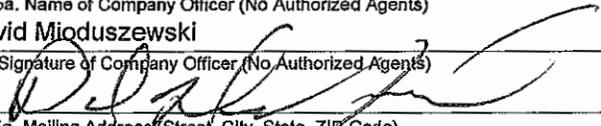
YEARS OF TAX ABATEMENT ELIGIBILITY

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

APPLICANT CERTIFICATION - complete all boxes.

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

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

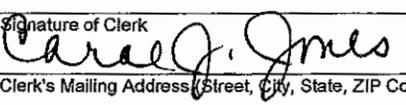
13a. Preparer Name Donna Shirilla	13b. Telephone Number (734) 821-0077	13c. Fax Number (734) 761-9062	13d. E-mail Address donna@annarborusa.org
14a. Name of Contact Person Lisa Lewis	14b. Telephone Number (734) 205-2517	14c. Fax Number (734) 995-2125	14d. E-mail Address llewis@qedenv.com
▶ 15a. Name of Company Officer (No Authorized Agents) David Mioduszewski			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (734) 995-1170	15d. Date 9-14-11
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 2355 Bishop Circle West, Dexter, MI 48130		15f. Telephone Number (734) 995-2547	15g. E-mail Address dm@qedenv.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

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

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

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

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

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

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

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

QED Environmental

Legal Description

2355 Bishop Circle West, Dexter, Mich.

Parcel No. HD-08-07-125-032

LOT 32, DEXTER BUS & RES PARK NO. 2, PT NE ¼ SEC 7, T2S-R5E, 2.20 AC

Village of Dexter - Industrial Facilities Tax Exemptions

Real Property - Active			
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (6.7781 mills)
Dexter Fastener	2011	\$1,905,300.00	\$12,914.31
Abeltech	2011	\$228,200.00	\$1,546.76
K-Space	2013	\$250,200.00	\$1,695.88
Berry & Associates	2015	\$188,600.00	\$1,278.35
Personal Property - Active			
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (6.7781 mills)
Dexter Fastener	2011	\$505,100.00	\$3,423.62
Abeltech	2011	\$3,200.00	\$21.69
Dexter Fastener	2012	\$661,800.00	\$4,485.75
Protomatic	2012	\$91,700.00	\$621.55
DAPCO	2013	\$165,300.00	\$1,120.42
DAPCO	2013	\$330,200.00	\$2,238.13
Berry & Associates	2015	\$39,500.00	\$267.73
Issued - Not Used as of 2011			
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (6.7781 mills)
Dexter Research	2022	\$520,000.00	\$3,524.61
Dexter Research	2022	\$1,622,000.00	\$10,994.08
Real Property - Expired Over The Past 5 Years			
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (6.7781 mills)
Dexter Fastener	2006	\$898,000.00	\$6,086.73
Protomatic	2006	\$820,000.00	\$5,558.04
Van Con	2006	\$204,000.00	\$1,382.73
All Season Gutter	2006	\$373,000.00	\$2,528.23
Ann Arbor Fabrications	2006	\$205,000.00	\$1,389.51
Dexter Fastener	2007	\$819,000.00	\$5,551.26
Ann Arbor Fabrications	2007	\$749,000.00	\$5,076.80
Ann Arbor Fabrications	2008	\$205,000.00	\$1,389.51
Variety Die & Stamping	2009	\$264,000.00	\$1,789.42
Personal Property - Expired Over The Past 5 Years			
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (6.7781 mills)
Dexter Fastener	2006	\$788,000.00	\$5,341.14
Promatic	2006	\$82,000.00	\$555.80
Van Con	2006	\$25,000.00	\$169.45
Dexter Fastener	2007	\$2,510,000.00	\$17,013.03
Dexter Fastener	2007	\$1,388,000.00	\$9,408.00
Protomatic	2007	\$205,000.00	\$1,389.51
Ann Arbor Fabrications	2007	\$10,000.00	\$67.78
Variety Die & Stamping	2009	\$166,000.00	\$1,125.16
DAPCO	2010	\$1,155,000.00	\$7,828.71

2011 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Dexter Village Council	11/14/2011	7:30 p.m.	Dexter Senior Center	http://www.villageofdexter.org	
Scio Township Planning	11/14/2011	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Dexter Township Board	11/15/2011	7:00 p.m.	Dexter Township Hall	http://www.twp-dexter.org/	
Dexter Village Parks Commission	11/15/2011	7:00 p.m.	Village Offices	http://www.villageofdexter.org	Joe Semifero
Webster Township Board	11/15/2011	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Regional Fire Consolidation	11/16/2011	3:30 p.m.	Scio Township Hall		Shawn Keough
Washtenaw County Board of Commissioners	11/16/2011	6:45 p.m.	Board Room, Admin Building	http://www.ewashtenaw.org/government/boc/	
Webster Township Planning	11/16/2011	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Washtenaw Area Transportation Study-Policy	11/16/2011	9:30 a.m.	Scio Township Hall	http://www.miwats.org/	Jim Carson
Dexter Area Fire Board	11/17/2011	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Ray Tell/Jim Seta
Dexter Downtown Development Authority	11/17/2011	7:30 a.m.	Senior Center	http://www.villageofdexter.org	Shawn Keough
Healthy Community Steering Committee	11/17/2011	8:30 a.m.	Chelsea Hospital - White Oak Room		Paul Cousins
Chelsea Area Planning Team/Dexter Area Region	11/21/2011	7:00 p.m.	Sylvan Township	http://www.ewashtenaw.org/	Jim Carson
Farmers Market/Community Garden Oversight	11/21/2011	5:30 p.m.	Senior Center	http://www.villageofdexter.org	Ray Tell
Scio Township Board	11/22/2011	7:00 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	
Western Washtenaw Area Value Express	11/22/2011	8:15 a.m.	Chelsea Community Hospital		Jim Carson
Dexter Village Council	11/28/2011	7:30 p.m.	Dexter Senior Center	http://www.villageofdexter.org	
Scio Township Planning	11/28/2011	7:30 p.m.	Scio Township Hall	http://www.twp.scio.mi.us/	

AGENDA 11-14-11
 ITEM 4-1

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

2011 Sign Requests

	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	July	Encore Theatre - Intermittent	6/23-7/31	2 - 36" x 24"	1/31/2011	15, 16
	Friends of the Library - Book Sale	1/6-1/8	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		St. Joseph - Festival	7/4-7/18	1 - 4' x 4' 4"	5/24/2011	1, 2, 5, 6, 10
							St. Joseph - Flea Market	7/6-7/10	2 - 18" x 24"	7/6/2011	1, 9, 43
February	K of C - Rummage Sale	1/21-2/5	5 - 18" x 24"	1/7/2011	1, 5, 10, 6, 2						
	St. Andrew's - Monthly Dinner	1/28-2/3	1 - 36" x 24"	12/9/2010	8	August	St. Andrews - Ice Cream Social	7/22-8/4	5 - 18" x 24"	7/8/2011	1, 2, 4, 5, 36
	Encore Theatre - Intermittent	1/20 - 2/20	2 - 36" x 24"	1/31/2011	15, 16		Dexter Daze	7/31-8/14	5 - 18" x 24"	6/7/2011	1, 2, 4, 5, 36
	Friends of the Library - Book Sale	2/3-2/5	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		Friends of the Library - Book Sale	8/11-8/13	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		Dexter Band - Car Wash	8/10-8/13	5 - 18" x 24"	8/12/2011	1, 7, 39, 21, 45
			2 - 2' x 4'								
	Community Band - Concert	2/14-2/27	1 - 18" x 24"	1/31/2011	1, 3, 5		High School - Blood Drive	8/23-8/30	5 - 18" x 24"	8/3/2011	1, 4, 5, 2, 44
March	Community Orchestra - Concert	2/23-3/6	2 - 3' x 4'	1/3/2011	5, 9	September	Encore Theatre - Intermittent	8/18 - 9/18	2 - 36" x 24"	1/31/2011	15, 16
	St. Andrew's - Monthly Dinner	2/25-3/3	1 - 36" x 24"	12/9/2010	8		Community Orchestra - Concert	8/28-9/11	2 - 3' x 4'	8/26/2011	5, 9
	Friends of the Library - Book Sale	3/3-3/5	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		St. Andrew's - Monthly Dinner	9/2-9/8	1 - 36" x 24"	12/9/2010	8
			2 - 5' x 6'								
	Historical Society - Art Fair	3/7-3/19	3 - 18" x 24"	12/15/2010	1, 2, 5, 7, 10		St James - 9/11 Service	9/3-9/12	5 - 18" x 24"	9/2/2011	1, 2, 4, 44, 10
							Cornerstone - Mom to Mom Sale	9/10-9/24	5 - 18" x 24"	8/18/2011	1, 4, 5, 44, 10
April	St. Andrew's - Festival of Hymns	3/21 - 4/4	1 - 36" x 24"	3/18/2011	8		Methodist Church - Rummage Sale	9/11-9/25	2 - 2' x 3'	3/14/2011	5, 10, 1, 2, 3
	Friends of the Library - Book Sale	3/31-4/2	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		St. Andrews - Blood Drive	9/15-9/26	2 - 28" x 22"	12/9/2010	8, 22
	St. Andrew's - Monthly Dinner	4/1-4/7	1 - 36" x 24"	12/9/2010	8		Touchdown Club - BBQ	9/13-9/18	5 - 18" x 24"	9/13/2011	1, 2, 10, 7, 21
	St. Andrews - Blood Drive	4/11-4/18	2 - 28" x 22"	12/9/2010	8, 22	October	Lion's Club - Apple Daze	9/19-10/1	5 - 18" x 24"	9/2/2011	1, 2, 4, 5, 10
	American Legion - Dinner	4/25-4/29	1 - 18" x 24"	4/25/2011	1		ABCD - Tailgate	9/24-10/1	5 - 18" x 24"	9/15/2011	1, 2, 4, 10, 44
							Friends of the Library - Book Sale	9/29-10/1	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
May	Dexter High Drama - Play	4/18-5/1	1 - 4' x 8' 1 - 3' x 3' 1" - 18" x 24"	4/12/2010	3, 1, 19		Knights of Columbus - Dinner	9/19-10/3	5 - 18" x 24"	9/12/2011	1, 2, 4, 5, 10
			2 - 2' x 4'								
	Community Band - Concert	4/18-5/1	1 - 18" x 24"	1/31/2011	1, 3, 5		St. Andrew's - Monthly Dinner	9/30-10/6	1 - 36" x 24"	12/9/2010	8
	Historical Socy. - Civil War meeting	4/23-5/2	5 - 22" x 14"	4/18/2011	1, 2, 9, 5, 4		St. Andrew's - Sauerkraut Supper	10/5-10/19	5 - 18" x 24"	10/3/2011	1, 2, 4, 5, 36
	Encore Theatre - Intermittent	4/7 - 5/8	2 - 36" x 24"	1/31/2011	15, 16		Community Players - Play	10/8-10/31	2 - 4' x 3'	10/1/2011	5, 2
			2 - 2' x 3'								
	Methodist Church - Rummage Sale	4/18 - 5/1	3 - 18" x 24"	3/14/2011	5, 10, 1, 2, 3		Remodelers Home Tour	10/21-10/23	5 - 18" x 24"	9/21/2011	1(2), 15, 42, 20
	St. Andrew's - Monthly Dinner	4/29-5/5	1 - 36" x 24"	12/9/2010	8		Community Band - Concert	10/17-10/31	1 - 18" x 24"	10/1/2011	1, 3, 5
	Relay for Life	5/2-5/16	5 - 18" x 24"	5/2/2011	1, 4, 5, 6, 2	November	Community Orchestra - Concert	10/23-11/6	2 - 3' x 4'	8/26/2011	5, 9
	St. Andrew's - Quilt Show	5/6-5/14	1 - 36" x 24"	12/9/2010	8		Wrestling Club	10/26-11/6	5 - 18" x 24"	10/24/2011	1, 4, 44, 5, 10
	Friends of the Library - Book Sale	5/5-5/7	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20		United Methodist - Craft Show	10/26-11/5	5 - 18" x 24"	10/26/2011	1, 4, 44, 5, 2
			1 - 4' x 8'								
	Historical Socy. - Civil War Dinner	5/6-5/20	4 - 18" x 24"	5/2/2011	2, 6, 7, 21, 41		St. Andrew's - Monthly Dinner	10/28-11/3	1 - 36" x 24"	12/9/2010	8
	St. Joseph - Plant Sale	5/7-5/15	2 - 18" x 24"	5/6/2011	1, 36		Friends of the Library - Book Sale	11/3-11/5	5 - 18" x 24"	11/19/2010	1, 4, 16, 19, 20
	Community Orchestra - Concert	5/11-5/22	2 - 3' x 4'	1/3/2011	5, 9		American Legion - Fundraiser	11/2-11/14	5 - 18" x 24"	10/6/2011	1, 2, 4, 5, 10
	Remodeled Home Tour	5/13-5/16	3 - 18" x 24"	5/4/2011	1, 15 (2), 20, 42	December	Dexter Lions - Tree Sale	11/25-12/24	1 - 4' x 8'	10/5/2011	1, 10, 7
	Knights of Columbus-Chicken Broil	5/15-5/30	5 - 18" x 24"	5/6/2011	1, 2, 5, 6, 10		St. Andrew's - Monthly Dinner	11/25-12/1	1 - 36" x 24"	12/9/2010	8
June	Encore Theatre - Intermittent	5/9-6/5	2 - 36" x 24"	1/31/2011	15, 16		Girl Scouts - Holiday Bazaar	11/19-12/3	2 - 18" x 24"	10/25/2011	1, 5
	Ice Cream Social	5/22-6/4	5 - 18" x 24"	5/3/2011	1, 2, 6, 7, 36		Heritage Guild - Holiday Bazaar	11/27-12/4	5 - 18" x 24"	11/3/2011	1, 2, 4, 5, 10
	Dexter Soccer Club - Registration	5/28-6/18	5 - 18" x 24"	5/2/2011	5, 10, 4, 32, 11		Historical Society - Fundraiser	11/19-12/5	5 - 18" x 24"	11/4/2011	1, 2, 4, 10, 44
	Historical Socy. - Civil War Days	5/29-6/12	2 - 4' x 8' 4 - 18" x 24"	5/2/2011	1, 10		Community Band - Concert	11/28-12/12	1 - 18" x 24"	10/1/2011	1, 3, 5
	St. Andrew's - Rummage Sale	5/31-6/11	1 - 36" x 24"	5/26/2011	2, 4, 5, 6, 36		Friends of the Library - Book Sale	12/1-12/3	5 - 18" x 24"	11/19/2010	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		Wrestling Club	12/1-12/15	5 - 18" x 24"	10/24/2011	1, 4, 44, 5, 10
	Community Orchestra - Concert	6/6-6/17	2 - 3' x 4'	1/3/2011	5, 9		Community Orchestra - Concert	12/4-12/18	2 - 3' x 4'	8/26/2011	5, 9
	Boy Scouts - Rummage Sale	6/15-6/18	2 - 4' x 5'	6/1/2011	1, 7						
	High School - Blood Drive	6/24-6/28	4 - 18" x 24"	6/24/2011	1, 4, 5, 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 Inverness, 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/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy 2, 26-Warrior Creek Park Driveway, 27-Dexter Flowers, 28-Terry B's, 29-7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wylie, 33-Lions Park, 35-Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor, 37 - Dover/Mein, 38 - Fourth/Central, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Meadowview/Dexter Ann Arbor

** 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

AGENDA 7-14-11
 ITEM 4-3



Washtenaw County Sheriff's Activity Log

Area: 39 Dexter Village
Date Range: 10/01/2011 - 10/31/2011

Activity Log Citation by Area Report

Log ID: 291364	Date: 10/01/2011	Location: DAN HOEY RD/BAKER RD	Ticket #: N/A
Log ID: 291798	Date: 10/04/2011	Location: ISLAND LAKE/EASTRIDE	Ticket #: SH274319
	Citation 1: C/I	no proof of insurance	
Log ID: 291851	Date: 10/04/2011	Location: HUDSON/2ND	
Log ID: 291851	Date: 10/04/2011	Location: AAKENSINGTON	Ticket #: 11WD1145
	Citation 1: C/I	Other: impede	
Log ID: 291946	Date: 10/04/2011	Location: MAIN ST/DEXTER CHELSEA RD	Ticket #: N/A
Log ID: 292024	Date: 10/05/2011	Location: MAIN/BAKER	Ticket #: SH270321
	Citation 1: C/I	Defective headlights	
Log ID: 292169	Date: 10/05/2011	Location: MAST / HRD	
Log ID: 292542	Date: 10/07/2011	Location: MAST/BRASS CREEK	Ticket #: SH 273270
	Citation 1: C/I	60/55	Citation 2: MISD No ops on person
Log ID: 292624	Date: 10/08/2011	Location: HURON/3RD	Ticket #: SH272384
	Citation 1: C/I	Parking across Driveway Blocki	
Log ID: 292624	Date: 10/08/2011	Location: DEXTER ANN ARBOR/MEADOW VIEW	
Log ID: 293333	Date: 10/12/2011	Location: DEXTER CHELSEA/ISLAND LAKE	Ticket #: 11WD01164
	Citation 1: C/I	Other: window tint	Citation 2: C/I Other: no proof ins
Log ID: 293369	Date: 10/14/2011	Location: DEX-A2/LEXINGTON	Ticket #: SH264442
	Citation 1: C/I	Defective headlights	
Log ID: 293369	Date: 10/13/2011	Location: MAIN/BAKER	
Log ID: 293942	Date: 10/16/2011	Location: THIRD/BROAD	Ticket #: SH 273272
	Citation 1: C/I	Disobey stop sign	
Log ID: 294810	Date: 10/21/2011	Location: BAKER/GRAND	Ticket #: NONE
Log ID: 294810	Date: 10/21/2011	Location: DEXTER ANN ARBOR/DANHOEY	Ticket #: NONE
Log ID: 294813	Date: 10/21/2011	Location: BAKER/FOREST	Ticket #: SH 264444
	Citation 1: C/I	Defective headlights	
Log ID: 294813	Date: 10/21/2011	Location: DEX-A2/MEADOWVIEW	
Log ID: 294914	Date: 10/21/2011	Location: ANN ARBOR/INVERNESS	Ticket #: SH 273274
	Citation 1: C/I	30/25	Citation 2: C/I No proof of Ins
Log ID: 295575	Date: 10/25/2011	Location: MAIN/CENTRAL	Ticket #: 11WD01212
	Citation 1: C/I	Other: no proof ins	
Log ID: 295622	Date: 10/26/2011	Location: DEX-A2/MEADOWVIEW	

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AGENDA 11-14-11
ITEM 4-3

Log ID: 295622 **Date:** 10/26/2011 **Location:** DEX-A2/MEADOWVIEW
Log ID: 295680 **Date:** 10/31/2011 **Location:** MAIN/HUDSON
Log ID: 295760 **Date:** 10/26/2011 **Location:** MAIN/DEXTER CHELSEA
Citation 1: C/I Disobey stop sign
Log ID: 295818 **Date:** 10/27/2011 **Location:** DEX-A2/DOVER
Log ID: 295818 **Date:** 10/27/2011 **Location:** MAIN/ALPINE
Log ID: 296119 **Date:** 10/29/2011 **Location:** ANN ARBOR/INVERNESS **Ticket #:** SH 273277
Citation 1: C/I 30/25 **Citation 2:** C/I No Proof of Ins
Log ID: 296270 **Date:** 10/29/2011 **Location:** CENTRAL ST/SECOND ST **Ticket #:** N/A
Log ID: 296432 **Date:** 10/30/2011 **Location:** DEXTER ANN ARBOR/ KENSINGTON **Ticket #:** SH269964
Citation 1: C/I Other: impeding traffic

Total Traffic Stops: 29

Total Citations Issued: 18

Total Citation1's: 14

Total Citation2's: 4

Total Citation3's: 0

Tickets Not Issued: 16

Traffic Stops that ended in an Arrest: 0



AGENDA 11-14-11
ITEM 11-4

November 2, 2011

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

Dear Ms. Dettling:

The channels that we provide to our customers are carried pursuant to contracts with the owners of those channels. These contracts expire from time to time, and one or more may be scheduled to expire in any given month. Negotiating programming rights agreements is a routine part of our business. We have successfully negotiated renewals of thousands of such agreements without incident.

In order to keep our communities informed of potential programming changes, Comcast has created a webpage containing upcoming programming contract expirations. The webpage is available at www.xfinitytv.com/contractrenewals and will display those channels for which programming contracts are scheduled to expire in the next three months.

At Comcast we are committed to providing our customers with the best in entertainment; we fully expect that we will be able to reach an agreement with the owners of these channels to continue carrying them well into the future. Should that situation change we will notify you immediately.

As always, if you should have any questions or concerns regarding this matter, or any matter, please feel free to contact me at 734-254-1888.

Sincerely,

Frederick G. Eaton
Government Affairs Manager
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

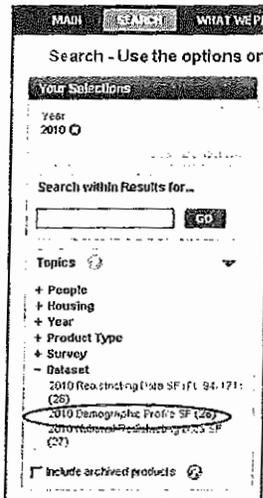
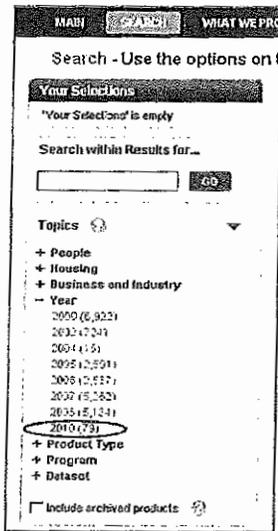
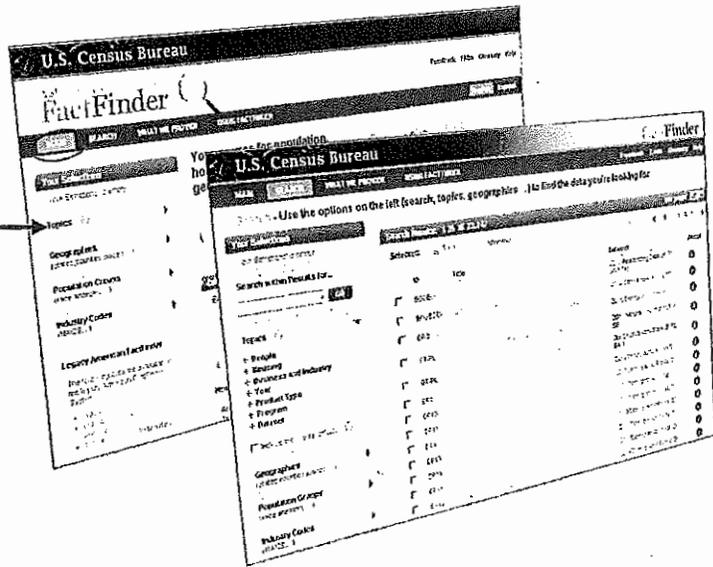
How do I access Census information for my community?

1. Visit American FactFinder at: <http://factfinder2.census.gov>

2. Begin Your Search

From the Main page:

- Select Topics on left
- The Search Results page displays



3. Select a Year & Dataset

Expand Year:

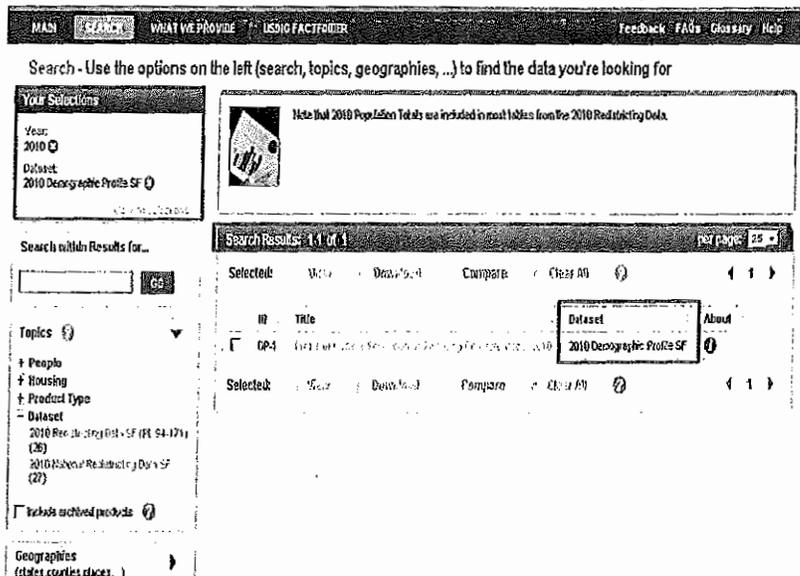
- Select "2010"

Expand Dataset:

- Select "2010 Demographic Profile SF"

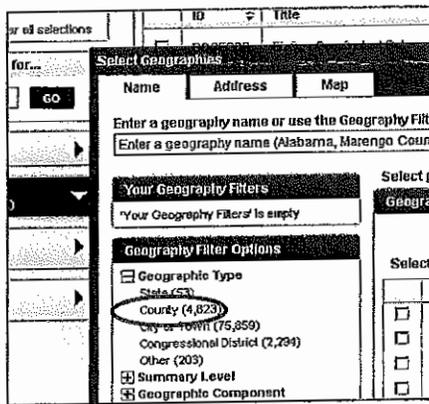
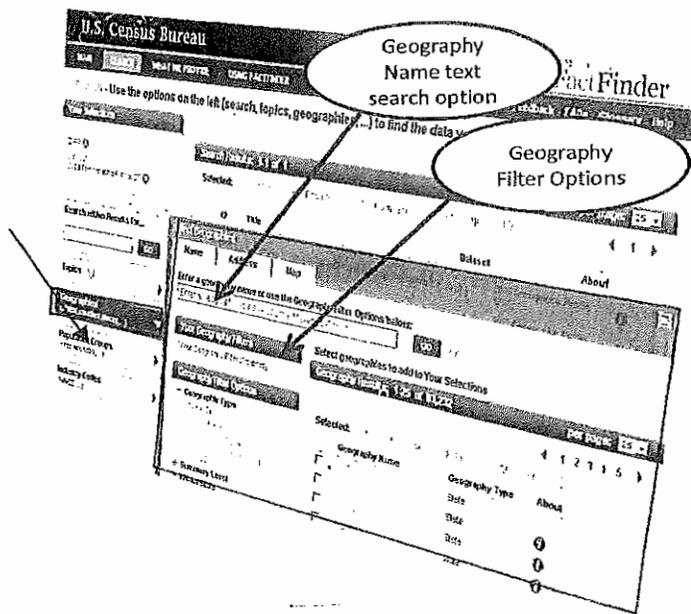
"Your Selections" and "Search Results" are updated.

- The 2010 Demographic Profile Summary File table is the first item in the "Search Results" list



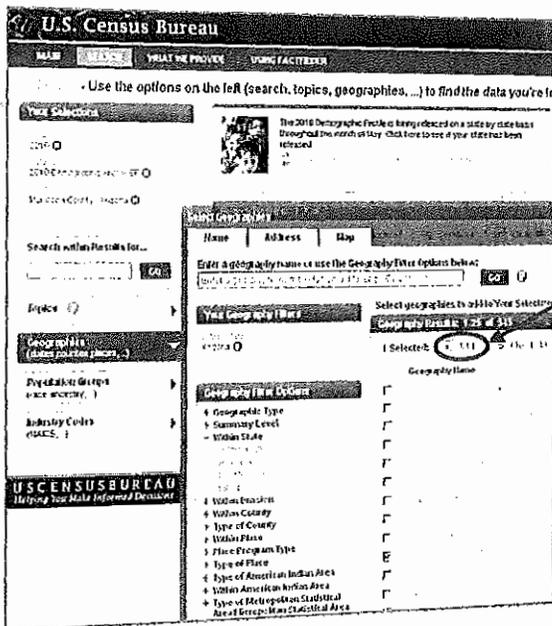
3. Select Your Geography

- Select Geographies – This will open the gray-bordered Select Geographies overlay window
- Use the Geography Name text search option or Geography Filter Options to select Geographies



EXAMPLE: Find data for Maricopa County, Arizona

- Use the Geography Filter Options to select your Geography type
- Select the **Geographic Type County**



Expand Within State:

- Select "Arizona"
- Check box next to "Maricopa County"
- Click Add
- "Your Geography Filters" and "Geog Results" are updated

IMPORTANT NOTE:

- Close the gray-bordered Select Geographies overlay window

**Treasurer/Finance Director's Report to Council
Fiscal Year 2011/2012
First Quarter**

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the First Quarter of Fiscal Year 2011/2012.

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

2011 Property Taxes

Property tax collection is substantially complete. We have collected 93% of our real property taxes and 98% of our personal property taxes. Taxpayers have through February 28, 2012 to make payments here at the Village.

Fiscal Year 2010-2011 Audit

The field work for the audit has been completed and the auditor is following the attached timeline that we put in place for last year's audit.

Fiscal Year 2011-2012 Budget Document

The budget document was completed and submitted to the Government Finance Officers Association for their budget award.

Website

The website committee has been moving forward with the project.

Education and Committee Memberships

- I attended the MGFOA and MMTA fall conferences.
- 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.

Fiscal Year 2011/2012 First Quarter Revenues and Expenditures

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

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

Fund 101 - General Fund				
			QTD Actual	% of Budget
Revenue			\$ 1,936,906.94	66.6%
Expenditures			\$ 680,565.91	20.2%
	Village Council		\$ 3,436.05	6.5%
	Village Manager		\$ 62,836.80	23.4%
	Finance Department		\$ 484.90	2.9%
	Attorney		\$ 3,484.40	13.9%
	Village Clerk		\$ 914.25	13.9%
	Village Treasurer		\$ 24,587.11	24.0%
	Buildings & Grounds		\$ 15,858.03	24.5%
	Village Tree Program		\$ 4,677.50	19.5%
	Law Enforcement		\$ 118,639.29	21.3%
	Fire Department		\$ 94,213.87	24.9%
	Planning Department		\$ 27,414.31	22.2%
	Zoning Board of Appeals		\$ -	0.0%
	Dept of Public Works		\$ 33,295.64	18.3%
	Downtown Public Works		\$ 22,650.75	27.4%
	Engineering		\$ 1,791.75	16.3%
	Municipal Street Lights		\$ 11,322.62	17.2%
	Solid Waste		\$ 89,149.16	17.2%
	Parks & Recreation		\$ 12,549.07	23.9%
	Long-Term Debt		\$ -	0.0%
	Insurance & Bonds		\$ 23,023.93	39.5%
	Contributions		\$ 5,500.00	23.6%
	Capital Improvements		\$ 90,501.27	45.9%
	Transfers Out & Contingencies		\$ 34,235.21	8.5%

Revenue is above benchmark because a majority of our taxes have been collected. On the expenditure side, Insurance and Bonds are slightly higher than benchmark due to the timing of the liability insurance payments. Capital improvements are higher than benchmark because the budget for the house was substantially spent.

Fund 202 - Major Streets Fund					
				QTD Actual	% of Budget
Revenue				\$ 75,123.27	10.3%
Expenditures				\$ 36,799.60	4.0%
	Administration			\$ 197.72	11.6%
	Storm Water			\$ 10,315.17	28.7%
	Contracted Road Construction			\$ 756.50	0.1%
	Routine Maintenance			\$ 17,950.88	22.4%
	Traffic Services			\$ 4,817.18	16.0%
	Winter Maintenance			\$ 2,762.15	4.2%
Fund 203 - Local Streets Fund					
				QTD Actual	% of Budget
Revenue				\$ 48,552.56	22.1%
Expenditures				\$ 36,985.67	16.8%
	Administration			\$ 51.84	3.0%
	Storm Water			\$ 5,482.50	34.5%
	Contracted Road Construction			\$ 1,520.00	3.2%
	Routine Maintenance			\$ 26,364.27	37.9%
	Traffic Services			\$ 2,357.53	12.3%
	Winter Maintenance			\$ 1,209.53	2.2%
Fund 204 - Municipal Streets Fund					
				QTD Actual	% of Budget
Revenue				\$ 486,518.52	92.1%
Expenditures				\$ 83,062.91	11.0%
	Administration			\$ 3,062.91	7.6%
	Transfers Out			\$ 80,000.00	11.2%

Revenue for these funds is good. In Major Streets we will monitor the Storm Water department as we move through the year. In Local Streets, we will monitor both the Storm Water and the Routine Maintenance departments.

Fund 590 - Sewer Fund			
		QTD Actual	% of Budget
Revenue		\$ 195,200.52	19.9%
Expenditures		\$ 206,728.98	21.4%
	Administration	\$ 49.20	0.1%
	Sewer Utilities	\$ 118,568.99	21.4%
	Long-Term Debt	\$ 88,110.79	31.5%
	Contingencies	\$ -	0.0%
	Capital Improvements	\$ -	0.0%
Fund 591 - Water Fund			
		QTD Actual	% of Budget
Revenue		\$ 186,425.72	27.8%
Expenditures		\$ 217,326.35	30.5%
	Administration	\$ 58.67	0.1%
	Water Utilities	\$ 93,467.63	28.8%
	Long-Term Debt	\$ 116,645.05	42.9%
	Contingencies	\$ -	0.0%
	Capital Improvements	\$ 7,155.00	23.9%

The enterprise funds are at or near benchmark for revenue. On the expenditure side, long term debt is higher than benchmark because the fall bond payments included both principal and interest.

Miscellaneous Funds

The miscellaneous funds are fine at this time. A future amendment may be needed in the Equipment Fund (402) for bank fees due to the proportionately higher pooled cash balance.

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 09/30/11	Status of Cash
General Fund				
Cash	TCF & PNC Pooled	General operating	\$ 1,128,922.75	Unrestricted
Cash Savings	TCF Bank	General operating	\$ 150,550.92	Unrestricted
Chelsea Bank CD	Chelsea Bank	General operating	\$ 205,470.49	Unrestricted
CSB Investments Money Market	Chelsea Bank	General operating	\$ 273,100.19	Unrestricted
Comerica Bank CD	Comerica Bank	General operating	\$ 260,677.13	Unrestricted
MBIA Class	MBIA Class	General operating	\$ 150,229.05	Unrestricted
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 3,996.01	Restricted
Building Reserve CD	Multi-Bank Securities	Reserved for future building project	\$ 235,000.00	Restricted
Petty Cash	Office	Small cash purchases	\$ 100.00	Unrestricted
Park Fund	Closed	Transferred to Mill Creek Park Pooled Acct	\$ -	Restricted
Tree Replacement Program	Closed	Transferred to Mill Creek Park Pooled Acct	\$ -	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	\$ 232,274.10	Unrestricted*
Property Tax Checking	TCF Property Tax Checking	Used to distribute taxes and make refunds	\$ 132.13	Unrestricted
Voluntary Public Parking	TCF Pooled	Reserved for parking activities	\$ 10,035.33	Restricted
Facilities Bond Debt	PNC Bank	Debt retirement	\$ 38,409.98	Restricted
Subtotal Unrestricted			\$ 2,401,456.76	
Subtotal Restricted			\$ 335,441.32	
Total General Fund			\$ 2,736,898.08	

*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	\$ 24,705.05	Unrestricted*
Central Street Pooled	TCF Pooled	Central Street Project	\$ 203,421.40	Restricted**
Subtotal Unrestricted			\$ 24,705.05	
Subtotal Restricted			\$ 203,421.40	
Total Major Streets Fund			\$ 228,126.45	

*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.

Local Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 10,309.18	Unrestricted*
Metro Act Account (Pooled)	TCF Pooled	Reserved for right of way activities	\$ 51,172.06	Restricted
Subtotal Unrestricted			\$ 10,309.18	
Subtotal Restricted			\$ 51,172.06	
Total Local Streets Fund			\$ 61,481.24	

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

Municipal Streets Fund

Cash	TCF Pooled	Available for transfer to Major & Local Streets	\$ 1,026,902.48	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Available for transfer to Major & Local Streets	\$ -	Unrestricted
Subtotal Unrestricted			\$ 1,026,902.48	
Subtotal Restricted			\$ -	
Total Municipal Streets Fund			\$ 1,026,902.48	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 09/30/11	Status of Cash
Tree Replacement Fund				
Multi-Bank CD	Multi-Bank Securities	Restricted for trees	\$ 125,002.91	Restricted
Restricted Tree Replacement	PNC Bank	Restricted for trees	\$ 115,723.88	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 240,726.79	
Total Tree Replacement Fund			\$ 240,726.79	
Streetscape Debt Service Fund				
Cash	TCF Pooled	Tax collections for GO Bond payments	\$ 166,987.37	Restricted
Streetscape Debt Retire	PNC Streetscape	Special Assessments for bond payments	\$ 98,351.42	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			\$ 265,338.79	
Total Streetscape Debt Service Fund			\$ 265,338.79	
Equipment Replacement Fund				
Cash	TCF Pooled	Reserved for vehicle expenses including capital pu	\$ 180,977.56	Restricted
Subtotal Restricted			\$ 180,977.56	
Total Equipment Replacement Fund			\$ 180,977.56	
Mill Creek Park Project Fund				
Cash	TCF Pooled	Reserved for Mill Creek Park Project	\$ 14,729.24	Restricted
Subtotal Restricted			\$ 14,729.24	
Total Equipment Replacement Fund			\$ 14,729.24	
Sewer Enterprise Fund				
Cash	TCF Pooled	Sewer operating	\$ 34,604.90	Unrestricted
University Bank CD - Taps	University Bank Ann Arbor	Sewer tap-in fees	\$ 254,125.25	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	\$ 14,822.27	Restricted
RD Sewer Bond Reserve	Multi-Bank Securities	Reserved for RD Sewer final year bond payment	\$ 195,000.00	Restricted
Sewer Tap Fees Account	TCF Sewer & Water	Sewer tap-in fees	\$ 377,334.87	Unrestricted
Subtotal Unrestricted			\$ 666,065.02	
Subtotal Restricted			\$ 209,822.27	
Total Sewer Enterprise Fund			\$ 875,887.29	
Water Enterprise Fund				
Cash	TCF Pooled	Water operating	\$ 25,522.03	Unrestricted
Water Tower	TCF Pooled	Reserved for water tower painting	\$ -	Restricted
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	\$ 19,355.44	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	\$ 250,250.74	Unrestricted
Subtotal Unrestricted			\$ 531,360.34	
Subtotal Restricted			\$ 189,355.44	
Total Water Enterprise Fund			\$ 720,715.78	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 09/30/11	Status of Cash
Trust & Agency Fund				
Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds such as tree bond	\$ 61,048.50	Restricted
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 3,227.25	Restricted
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ -	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 64,275.75	
Total Trust & Agency Fund			\$ 64,275.75	
Retiree Health Care Fund				
Cash	Mers	Funds reserved for OPEB	\$ 263,738.71	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 263,738.71	
Total Trust & Agency Fund			\$ 263,738.71	
*Balance as of March 30, 2011.				
Payroll Fund				
Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 16,500.41	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 16,500.41	
Total Trust & Agency Fund			\$ 16,500.41	
Economic Development Fund				
Cash	TCF Pooled	Funds reserved for economic development	\$ 1,000.00	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 1,000.00	
Total Trust & Agency Fund			\$ 1,000.00	
Total Unrestricted			\$ 4,675,528.07	
Total Restricted			\$ 2,021,770.50	
Grand Total Cash			\$ 6,697,298.57	

Summary of General Funds Available for Non-Operational Use

General Fund Unrestricted	\$ 2,401,456.76
15% Fundbalance	\$ (436,125.00)
Expected revenue (based on budget)	\$ 970,593.06
Use of Restricted Funds for Waterways Grant Match**	\$ 48,000.00
Expected expenditures (based on budget)	\$ (2,683,134.20)
Available Unrestricted	\$ 300,790.62
Restricted for Equipment	\$ 180,977.56
Restricted for Facilities	\$ 238,996.01
Restricted for Public Parking	\$ 10,035.33
Restricted for Trees	\$ 240,726.79

** The \$48,000 that was restricted for the waterways grant match is included in the expected expenditures line item.

Audit Timetable

	<u>Dates</u>
Preliminary Phase/Planning: Assessment of control risk. Determination of materiality levels. Develop audit approach and audit programs.	Prior to fieldwork
Review of Internal Controls: Document and evaluate internal control system.	Prior to fieldwork
Fieldwork: Analytical review and testing.	10/15 - 11/01
Partner Review of Workpapers: All workpapers reviewed by partner, review notes answered by staff, and review notes cleared by partner.	11/01 - 11/10
Draft Financial Statements and Management Letter:	11/11 - 11/30
Exit Conference: Review draft of financial statements and management letter with Village Manager and Finance Director.	12/1 - 12/5
Issuance and Delivery of Financial Statements: Final revisions made to financial statements. Financial statements delivered to Village. Audit filed with Dept of Treasury.	12/6 - 12/15
Presentation of Audit to Council:	January



Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: REPORT
Date: November 8, 2011

Council Requested Letters – Attached to this report are the letters that were sent to the owners of the lots in which sidewalk was installed as part of the Subdivision Connector. To date I have received a response from HRP (Hazel Ravine Partnership, Lot 87 owner), who is sending a check for \$3,237.50. No response has been received from B & H of Dexter, owner of lot 223. A follow up letter will be sent. Please provide feedback on additional steps requested. A copy of the letter to MAV Development regarding the curb cut is also included. I also spoke with MAV and although they would like to develop there are no immediate prospects.

Northern United Brewing Company (NUBC)/Jolly Pumpkin – Staff continues to meet with NUBC regarding the potential redevelopment of the Grand Street property. NUBC currently has an existing MEGA (Michigan Economic Growth Authority) credit that they will hopefully be activating soon. The credit is for job creation of between 50 and 158 jobs within the company. NUBC is working through the details and hopes to continue moving forward with their redevelopment due diligence.

Planning Commission

Master Plan Update – The DRAFT Master Plan is included in your packet. The Planning Commission will be discussing any final revisions at the November 7th meeting and setting up a public input forum for December 5th from 6:30-7:30/8 for additional public comment. The goal will be to send the plan to Council to request approval to distribute the plan to surrounding jurisdictions. Please have any feedback to me by Wednesday, November 16th so that we may have an almost complete draft for the public forum. Please note that we are nearing the end of the budget so please take the time to review the document in order to have all comments included in the next DRAFT for distribution.

Capital Improvements Plan – Staff is starting to review the annual CIP. The Planning Commission will likely start their review of the plan in December with an anticipated completion and recommendation to Council in March. Information was included in the November packet.

Park Updates

Mill Creek Park – Progress towards completion continues to be made. The diversion channel should be gone by the end of this week (7th) and soil erosion matting will be installed on the west bank by the end of this week (7th) now that the shaping is complete. Light pole bases should be installed by the end of this week and all possible concrete work will be complete within the next 2 weeks while weather permits.

The design of the plazas has been changed per what was included in the bid documents which has resulted in an approximately \$5,200 change order. The plazas had to be redesigned to match the existing plaza on the corner of Jeffords, which are slightly more complicated to install. Additional fill has also been required to achieve proper soil compaction and grades. The additional costs are approximately \$9,000 total, however the increase in cost has been offset by a credit for some of the habitat structures that will not be installed due to the impediments that they may provide to boaters.

The first reimbursement request to the Michigan Natural Resources Trust Fund will be made as soon as the 2nd Cedroni check clears. The request will be made for \$278,532.03, only 4 requests can be made totaling the \$450,000 grant. No work has been completed on the Waterways Infrastructure Grant.

Border to Border – The concrete and asphalt work for the project is scheduled to be completed this week (7th), the helical piles in the river are slated to be completed next week (14th) and the boardwalk and bridge railing is slated to be completed within the next 3 weeks (by end of month). Site restoration will take place progressively over the next few weeks with a completion date the end of November or 1st week of December. Staff is working with the County on plans for a ribbon cutting to open the trail.

Border to Border Segment D1 – Staff is still working through the outstanding easement agreement issues and is hoping to have an updated DRAFT by the 28th.

Other

Dexter United Methodist Church – Thank you to Dexter United Methodist Church Volunteers for their park clean up and downtown decorating efforts.

Ice Rink Donation – Donations have been requested to help support the installation, maintenance, etc. for the ice rink. Think Dexter First, Dexter Lions, Dexter Rotary, Dexter Chamber and Dexter Daze have all contributed approximately \$1000 total in the past.

Please feel free to contact me prior to the meeting.

Thank you.



VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

October 25, 2011

HRP JRH LLC
Paul Dewoskin
430 Park Ave. - Suite #3A
Highland Park, IL 60035

RE: Sidewalk Installation
3237 Eastridge
CD-03-31-310-087 - Lot 87

Dear Mr. Dewoskin:

The Village of Dexter is excited to be in the final stages of construction on a Westridge of Dexter Subdivision Connection to downtown Dexter (site plan attached). As you may know pedestrian accessibility to the Village of Dexter's downtown from the Westridge of Dexter Subdivision has been challenging for the residents of Westridge for a number of years. Downtown Dexter is approximately ¼ mile away from Westridge, however with the Mill Creek, Railroad and one lane underpass walkability has been difficult for residents. By the end of November 2011, residents of Westridge will have a safe pedestrian accessible walkway from the subdivision to downtown. This access will not only provide an opportunity for residents to have safe pedestrian connectivity to downtown, but we believe that it significantly increases the desirability of home sites within the Westridge of Dexter Subdivision and economic development within the community and subdivision.

As part of the Village's goal to provide the safe access we have also contracted for the installation of missing sidewalk within the Westridge Subdivision, specifically lot 87, 3237 Eastridge Drive (aerial photo attached). The Village's ordinances require that sidewalk installation be completed as part of home construction in Westridge. Given that Lot 87 remains vacant at this time there was a gap in the Village pedestrian network, including access to the new Westridge Subdivision Connector. The Village would like to request that you submit payment for the installation of the sidewalk at this time. The project was bid and the low bid was accepted for the project. The bid included a unit price of \$3.50 per square foot for the installation of 4" sidewalk as shown on the site plan. Lot 87 has approximately 185 feet of frontage along Eastridge Drive. Based on the unit price and the feet of frontage the Village requests that you submit payment of \$3,237.50 for the installation of the sidewalk.

The Village would like to request your commitment to achieving a walkable community and neighborhood by cooperating in the payment of the sidewalk installation. If you have any questions or require additional information, please feel free to contact me at 734-426-8303 ext. 15.

Thank you.

Sincerely,


Allison Bishop, AICP
Community Development Manager
Village of Dexter

CC: Donna Dettling, Village Manager
Village of Dexter Council



VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

October 25, 2011

B & H Dexter Properties
24901 Northwestern Hwy. - Suite 710
Southfield, MI 48075

RE: Sidewalk Installation
3241 Eastridge
CD-03-31-310-223 - Lot 223

Dear Mr. Dewoskin:

The Village of Dexter is excited to be in the final stages of construction on a Westridge of Dexter Subdivision Connection to downtown Dexter (site plan attached). As you may know pedestrian accessibility to the Village of Dexter's downtown from the Westridge of Dexter Subdivision has been challenging for the residents of Westridge for a number of years. Downtown Dexter is approximately ¼ mile away from Westridge, however with the Mill Creek, Railroad and one lane underpass walkability has been difficult for residents. By the end of November 2011, residents of Westridge will have a safe pedestrian accessible walkway from the subdivision to downtown. This access will not only provide an opportunity for residents to have safe pedestrian connectivity to downtown, but we believe that it significantly increases the desirability of home sites within the Westridge of Dexter Subdivision and economic development within the community and subdivision.

As part of the Village's goal to provide the safe access we have also contracted for the installation of missing sidewalk within the Westridge Subdivision, specifically lot 223, 3241 Eastridge Drive (aerial photo attached). The Village's ordinances require that sidewalk installation be completed as part of home construction in Westridge. Given that Lot 223 remains vacant at this time there was a gap in the Village pedestrian network, including access to the new Westridge Subdivision Connector. The Village would like to request that you submit payment for the installation of the sidewalk at this time. The project was bid and the low bid was accepted for the project. The bid included a unit price of \$3.50 per square foot for the installation of 4" sidewalk as shown on the site plan. Lot 223 has approximately 117 feet of frontage along Eastridge Drive. Based on the unit price and the feet of frontage the Village requests that you submit payment of \$2,047.50 for the installation of the sidewalk.

The Village would like to request your commitment to achieving a walkable community and neighborhood by cooperating in the payment of the sidewalk installation. If you have any questions or require additional information, please feel free to contact me at 734-426-8303 ext. 15.

Thank you.

Sincerely,

Allison Bishop, AICP
Community Development Manager
Village of Dexter

CC: Donna Dettling, Village Manager
Village of Dexter Council

VILLAGE OF DEXTER

WESTRIDGE SUBDIVISION CONNECTOR TRAIL

VILLAGE OF DEXTER, MICHIGAN

DESIGN STANDARDS GENERAL NOTES

- 1) MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2003 STANDARD SPECIFICATIONS FOR CONSTRUCTION EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL OR SUPPLEMENTAL SPECIFICATIONS & SPECIAL PROVISIONS.
- 2) THE PROPOSED IMPROVEMENTS COVERED BY THESE PLANS ARE IN ACCORDANCE WITH THE AASHTO: "A. POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS, 2004," AND AS AMENDED BY SUPPLEMENTAL SPECIFICATIONS AND SPECIAL PROVISIONS.
- 3) THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE 2005 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- 4) THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE VILLAGE OF DEXTER ENGINEERING STANDARDS.

Village of Dexter Standard Notes

1. Notify the Village of Dexter and the Village Engineer a minimum of 72 hours prior to the start of construction.
2. All construction must conform to the current engineering standards and specifications adopted by the Village of Dexter.
3. No paving or excavation for paving shall be allowed until the sanitary sewers, water main, storm sewers and/or utility lines are installed and approved by the Village.
4. Call MISS DIG (800-452-7171) a minimum of 72 hours prior to the start of construction.
5. All soil erosion and silt must be controlled and contained onsite prior to the start of construction.
6. All excavation under the influence of pavement, existing or proposed, shall be backfilled and compacted with Class II sand to 95% of maximum unit weight.
7. The contractor is responsible for all damage to existing utilities.
8. The contractor is responsible for restoring all disturbed areas to the conditions that existed prior to the start of construction.
9. Working hours (including running of any machinery) shall be restricted to Monday through Saturday, 7:00 am to 7:00 pm; or stump to sundown; whichever is less.

INDEX OF SHEETS

TITLE DRAWING

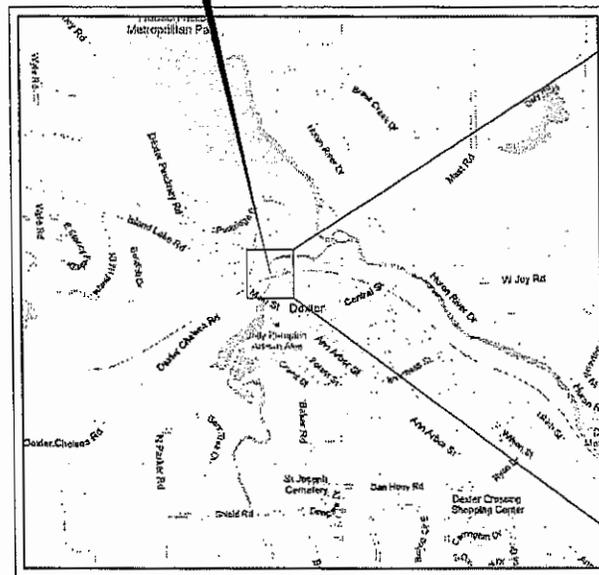
1 TITLE SHEET

CONSTRUCTION DRAWINGS

2 OVERALL SITE PLAN
3 TRAIL PLAN & PROFILE
4 WESTRIDGE SUBDIVISION SIDEWALK PLAN
5 LANDSCAPE PLAN
5A SDI, EROSION AND SEDIMENTATION CONTROL PLAN
6 DETAILS AND GENERAL NOTES
7 ENLARGEMENTS AND DETAILS
8 DETAILS

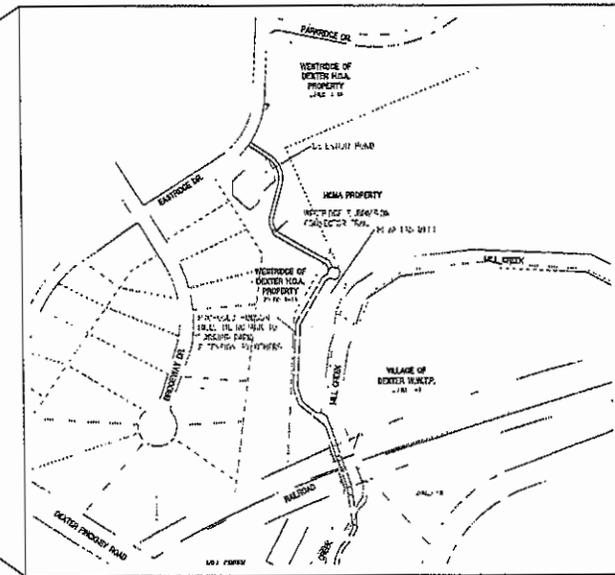
OWNER/APPLICANT:
ALLISON BISHOP - COMMUNITY DEVELOPMENT MANAGER
VILLAGE OF DEXTER
8140 MAIN ST.
DEXTER, MI 48130
(734) 426-8303

PROJECT
LOCATION



LOCATION MAP

NO SCALE



SITE MAP

NO SCALE

DATE	BY	IT	ISSUED FOR

DATE	BY	IT	ISSUED FOR

DATE	BY	IT	ISSUED FOR

URS
GRAND RAPIDS, MI
300 N ZEEB RD
49508

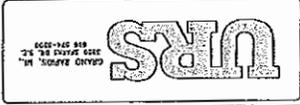
VILLAGE OF DEXTER
WESTRIDGE SUBDIVISION CONNECTOR TRAIL
TITLE SHEET

DRAWING
1

FILE
12942690

DATE	ISSUED FOR
APR 20	
REVISED	
BY	
DATE	
BY	
DATE	
BY	
DATE	
BY	

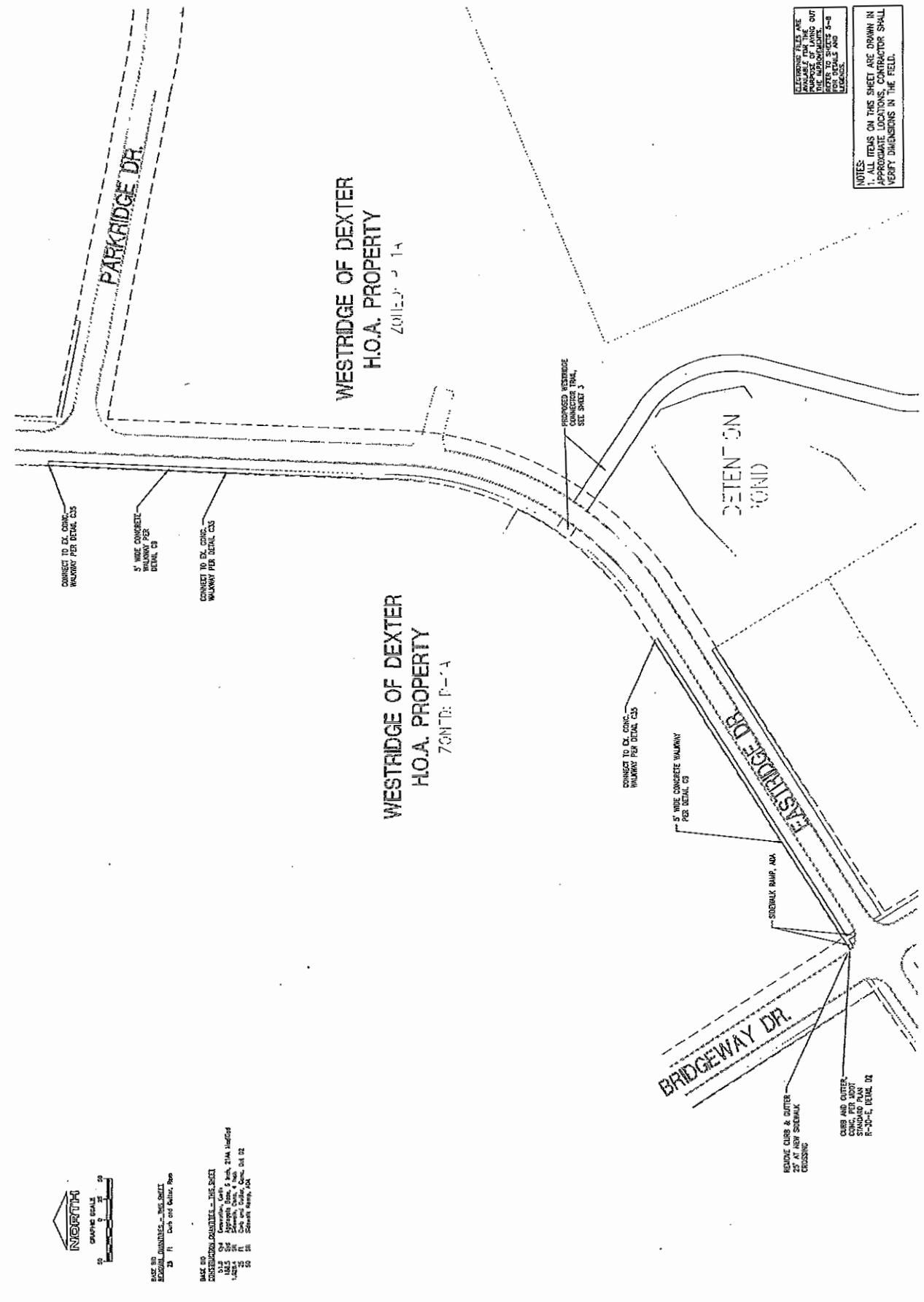
IN CHARGE	DATE
APR 20	
DATE	



VILLAGE OF DEXTER
WESTRIDGE SUBDIVISION CONNECTOR TRAIL
DEXTER, NC

DRAWING
4

FILE
128942680



EXISTING FILES ARE AVAILABLE FROM THE ARCHITECT. THE INFORMATION REFERRED TO SHEETS 6-8 IS AVAILABLE AND

NOTES:
1. ALL ITEMS ON THIS SHEET ARE DRAWN IN ACCORDANCE WITH THE DIMENSIONS AND VERT. DIMENSIONS IN THE FIELD.

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DATE: 04/20/11
DRAWN BY: JMS
CHECKED BY: JMS
DATE: 04/20/11
SCALE: AS SHOWN
PROJECT: WESTRIDGE SUBDIVISION CONNECTOR TRAIL
SHEET: 4 OF 4



November 4, 2011

Mark Melchi
MAVDevelopment
2723 South State Street
Suite 120
Ann Arbor, MI 48104

Dear Mr. Melchi,

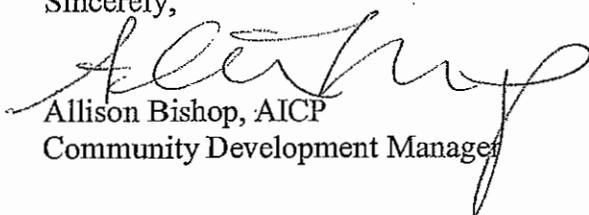
The Village of Dexter informed you in June 2007 that your site plan for the Boulder Park Phase 2 had expired. Since that time the Village has not received any correspondence regarding the possibility for development of the property located within the Village of Dexter. We are anxious to hear of any potential development opportunities for MAV Development within the Village, if you need any information please feel free to contact me.

The Village would also like to inform you that since your site plan has expired you will be required to submit for site plan approval to the Planning Commission and Village Council for future development. During any future site plan review the existing curb cut along Dexter Ann Arbor Road will be carefully considered. As you prepare any site plans please be aware that the curb cut should be proposed only if necessary. As you are aware the Village has attempted to reduce the number of curb cuts along Dexter Ann Arbor Road. Reducing the curb cuts improves traffic circulation, improves the safety of pedestrians by reducing the pedestrian and vehicular interactions and creates unified streetscape.

Please feel free to contact me at the village offices if you have any questions or would like to discuss potential development opportunities.

Thank you for your consideration.

Sincerely,


Allison Bishop, AICP
Community Development Manager

CC: Donna Dettling, Village Manager
File

AGENDA 11-14-11
ITEM I-4

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: Village President and Council
From: Donna Dettling, Village Manager
Date: November 14, 2011
Re: Draft Lease Template

Included for your review is a copy of the Lease Summary and a "Lease Template". The Lease document was created using a lease the village currently uses for Hazel's Home Cookin' a.k.a. Jake's Place and integrating sections from the Broad Street Lease documents currently active with the businesses listed on the Lease Summary.

Jim Carson, the Redevelopment Team Chair and I met with Rhett Gronevelt and Jim Houk on October 28, 2011 to review the scope of services and get them started on Task One. Jim Carson and I also met with Shawn to confirm next steps on Task One and discuss the current leases at 3045 Broad Street. With time running out on the current lease arrangements; (August 31, 2012) it was determined that we need to have a lease document ready if it is decided that the village wants to lease to some or all of the tenants for a year to allow additional time for the redevelopment planning process. The next step is to develop lease rates that make sense for the village and then find out if the tenants are interested. An analysis of the potential revenue less expenses will be undertaken to determine the financial impact of this option.

The OHM/Bird Houk group has started the first task; Building and Site Evaluation. This task is to be completed in 4 weeks. This task consists of the following bullet point items:

- Code compliance
- Accessibility (Site and Building)
- Mechanical, Electrical and Plumbing consideration
- Structural analysis
- Flexibility for alternative uses
- Existing infrastructure constraints
- Highest and best use
- Meeting with the Village to present findings

A Broad Street Redevelopment Team meeting is tentatively scheduled for November 30, 2011. The team will be planning a Kick-Off event for this project to bring the Team, DDA, Village Council and the Consultant together for the presentation of the findings.

LEASE SUMMARY- BROAD STREET REDEVELOPMENT SITE

Klapperich Welding	Annual Rate	Monthly	
Unit 5 & 6	2007 \$36,000.00	\$3,000.00	\$149,669.58
8,052 Total SF	2008 \$36,900.00	\$3,075.00	
	2009 \$37,822.50	\$3,151.88	
	2010 \$38,768.06	\$3,230.67	
\$4.94 per SF	2011 \$39,737.26	\$3,311.44	
	2012 \$40,730.70	\$3,394.22	

Lease expires August 31, 2012

Landlord Provides Water/Sewer/Trash at No Cost to Tenant

Dancer's Edge	Annual Rate	Monthly
Unit 10, 11 & 12	2007 \$35,220.00	\$2,935.00
6,405 Total SF	2008 \$36,100.50	\$3,008.38
	2009 \$37,003.01	\$3,083.58
	2010 \$37,928.09	\$3,160.67
\$6.07 per SF	2011 \$38,876.29	\$3,239.69
	2012 \$39,848.20	\$3,320.68

Lease expires August 31, 2012

Landlord Provides Water/Sewer/Trash at No Cost to Tenant

Elite Defense	Annual Rate	Monthly
Unit 1, 3 & 4	2009 \$19,200.00	\$1,600.00
6222 Total SF	2010 \$25,200.00	\$2,100.00
\$4.05 per SF	2011 \$25,200.00	\$2,100.00
	2012 \$25,200.00	\$2,100.00

Lease expires August 31, 2012

Landlord provided Gas/Electric/Water/Sewer/Trash up to \$450 per month

Broad Street Artists	Annual Rate	Monthly
Unit 2	2007 \$13,260.00	\$1,105.00
3280 Total SF	2008 \$18,000.00	\$1,500.00
	2009 \$18,450.00	\$1,537.50
	2010 \$18,911.25	\$1,575.94
\$5.91 per SF	2011 \$19,384.03	\$1,615.34
	2012 \$19,868.63	\$1,655.72

Lease expires August 31, 2012

Landlord Provides Water/Sewer/Trash at No Cost to Tenant

Pritty Imports	Annual Rate	Monthly
Unit 7	2007 \$4,600.00	\$383.33
1872 Total SF	2008 \$4,715.00	\$392.92
	2009 \$4,832.88	\$402.74
	2010 \$4,953.70	\$412.81
\$2.71 per SF	2011 \$5,077.54	\$423.13
	2012 \$5,204.48	\$433.71

Lease expires August 31, 2012

Landlord provides gas, heat, electricity and trash removal.

DAPCO	Annual Rate	Monthly
Unit 8	2007 \$16,632.00	\$1,386.00
2520 Total SF	2008 \$17,047.80	\$1,420.65
	2009 \$17,474.00	\$1,456.17
	2010 \$17,910.84	\$1,492.57
\$7.29 per SF	2011 \$18,358.62	\$1,529.88
	2012 \$18,817.58	\$1,568.13

Lease expires August 31, 2012

Landlord Provides Water/Sewer/Trash at No Cost to Tenant

Village of Dexter
Commercial Real Estate Lease for 3045 Broad Street

This Business Property Lease is made and executed this _____ day of _____, 2012, between the Village of Dexter, a municipal government located at 8123 Main Street, mailing address 8140 Main Street Dexter MI, 48130; hereinafter called LANDLORD, and _____; whose address is 3045 Broad St. Dexter, MI 48130 as Lessee, hereinafter designated as the Tenant.

1. DESCRIPTION:

In consideration of the rents to be paid and the covenants and agreements to be performed by Tenant, the Landlord does hereby lease unto the Tenant approximately XXXX square feet of the building commonly known as 3045 Broad Street, Dexter, Michigan 48130, further described as follows (the "Premises" or the "leased Premises"): Suites..... More fully described in the sketch of premises attached hereto.

This property is under an aggressive redevelopment effort that is being undertaken by the Village of Dexter and the Downtown Development Authority. This redevelopment effort will establish short and long term financially feasible options associated with the use and reuse of the property. The Landlord will keep the Tenant updated as this redevelopment effort evolves.

- 2. TERM:** The term shall commence on September 1, 2012 and end August 31, 2013. *Develop language to establish an expectation for renewal or extension of lease as well as how a notice for non-renewal or termination of the lease will be handled how much notice will be given.*

3. RENT.

The total rent shall be _____ in lawful money of the United States payable in monthly installments of _____ each. The first payment of _____ is due on the date of execution of this Lease, and subsequent payments are due on the first of each month thereafter, commencing on October 1, 2012 and continuing through August 31, 2013 without notice.

Discuss "Common Area Maintenance-CAM" fee

Landlord acknowledges receipt of a Security Deposit in the amount of one months rent _____ which may be set off by Landlord against any sums due by Tenant in the event that Tenant Defaults.

4. LATE PAYMENT PENALTY:

If the Tenant shall default in any payment or expenditure other than rent required to be paid or expended by the Tenant under the terms hereof, the Landlord may at his option make such payment or expenditure, in which event the amount thereof shall be payable as rental to the Landlord by the Tenant on the next ensuing rent day after Landlord invoices Tenant for reimbursement of such expenses, together with interest at the lesser of seven (7%) per annum from the date of such payment or expenditure by the Landlord and on default in such payment the Landlord shall have the same remedies as on default in payment of rent.

5. RENT PAID TO:

All payments of rent or other sums to be made to the Landlord shall be made to: Village of Dexter/DDA. *Determine if a leasing agent will be used or if the village will manage collection of rents.*

6. USE AND OCCUPANCY:

It is understood and agreed between the parties hereto that the Premises during the continuance of this Lease shall be used and occupied for (sample language for Elite Defense) an office, storage, shipping and small assembly and for no other purpose or purposes without the written consent of the Landlord. Tenant agrees not to store or assemble any ammunition or explosive materials on the Premises and that the Tenant will not use the Premises for any purpose in violation of any law, municipal ordinance or regulation, and that on any breach of this agreement the Landlord may at his option terminate this Lease forthwith and reenter and repossess the leased Premises.

Tenant shall, at its own expense, under penalty of forfeiture and damages, promptly comply with all applicable laws, orders, regulations, or ordinances of the Municipality, County, State and Federal authorities affecting the demised premise and the use thereof, or the cleanliness, safety, occupation and use of same.

7. PARKING

Landlord expectations for parking on the premises, where, how many spaces, what types of vehicles, overnight, etc....review parking ordinance for language.

8. OUTSIDE STORAGE

Open storage of materials and products on the premises is not permitted.

9. CONDITION OF PREMISES AND IMPROVEMENTS:

Tenant acknowledges having examined the subject premises and accepts the same as suitable for its intended purpose and use. Tenant understands that the premises are leased as is and that the village isn't planning any major repairs. Tenant shall at the end of the term restore the premises to better or equal condition, except for normal wear and tear.

10. MAINTENANCE AND REPAIRS.

Tenant shall, at its expense, maintain the premises and every part thereof in good repair, reasonable use and normal wear and tear thereof excepted, and damage by the elements excepted. The tenant shall not perform any acts or carry on any practices which may injure the building or is a nuisance or menace to other Tenants in the Building and shall keep the Premises under Tenant's control of units _____ (including adjoining drives, streets, alleys or yards) clean and free from rubbish at all times.

The Landlord after receiving written notice from the Tenant and having reasonable opportunity thereafter to obtain the necessary workmen therefore agrees to keep in good order and repair the roof and the four outer walls of the Premises including the doors, door frames, the window glass, window casings, window frames, windows or any of the appliances or appurtenances of said doors or window casings, window frames and windows, or any attachment thereto or attachments of said doors or window casings, window frames and windows, or any attachment therewith. The Landlord also agrees to maintain the heating, ventilation, air conditioning, plumbing, major electrical panels, sidewalks and parking lots.

Landlord will remove snow from the parking area, sidewalks and entrance to the building. Landlord will mow the grounds and maintain landscaping.

11. UTILITIES: *Consider options; maybe bump up lease rate to cover cost of utilities.*

Tenant shall pay all utilities. Including but not limited to: phone service, water, sewer, refuse, gas, and electric.

Or

The Landlord will pay all charges made against said Leased Premises for gas, electricity, water, sewer and trash removal. In the event the monthly charges for electricity and gas exceeds \$450.00 per month for the subject lease space than Tenant shall pay balance exceeding the \$450.00 limit. The cost will be calculated by dividing the gas and electric bill for building 1 by 50%. (This language was specific to the Elite Defense Lease)

Tenant will be responsible for cable or high speed internet service charges as well as any costs associated with the installation of cable or high speed internet service.

12. PROPERTY INSURANCE & LIABILITY

The Landlord shall not be responsible or liable to the Tenant for any loss or damage that may be occasioned by or through the acts or omissions of persons occupying adjoining premises or any part of the premises adjacent to or connected with the Premises hereby leased or any part of the building of which the leased Premises are a part or for any loss or damage resulting to the Tenant or Tenant's property from bursting, stoppage or leaking water, gas, sewer or steam pipes.

Landlord shall not be responsible for damage to Tenant's personal property from any cause whatsoever. Tenant shall, at its expense, insure the premises against risk of loss or damage for personal property on or about the demised premises. The tenant shall provide liability insurance coverage with a minimum policy of \$1,000,000. Tenant shall provide proof of such insurance, which shall also provide that Landlord be notified at least 30 days prior to any cancellation of or material change in such insurance coverage.

Tenant shall in addition indemnify Landlord and save Landlord harmless from any liability or claim for damages because of any accident or casualty occurring in or about the premises due to negligence of the Tenant.

Landlord shall provide building insurance against fire and damages due to the elements.

13. REPAIRS AND ALTERATIONS:

Except as provided in paragraph 10 hereof, the Tenant further covenants and agrees that he will, at his own expense, during the continuation of this Lease, keep the Premises and every part thereof in as good repair and at the expiration of the term yield and deliver up the same in like condition as when taken, reasonable use and wear thereof and damage by the elements excepted. The Tenant shall not make any alterations, additions or improvements to the Premises without the Landlord's written consent, and all alterations, additions or improvements made by either of the parties hereto upon the Premises, except movable office furniture and trade fixtures put in at the expenses of the Tenant, shall be the property of the Landlord, and shall remain upon and be surrendered with the Premises at the termination of this Lease, without molestation or injury.

The Tenant covenants and agrees that if the demised Premises consists of only part of a structure owned or controlled by the Landlord, the Landlord may enter the demised Premises at reasonable times and install or repair pipes, wires and other appliances or make any repairs deemed by the landlord essential to the use and occupancy of other parts of the Landlord's building.

14. ASSIGNMENT AND SUBLET:

The Tenant covenants not to assign or transfer this Lease or hypothecate or mortgage the same or to sublet the Premises or any part thereof without the written consent of the Landlord. Any assignment, transfer, hypothecation, mortgage or subletting without said written consent shall give the Landlord the right to terminate this Lease and to reenter and repossess the leased Premises.

15. BANKRUPTCY AND INSOLVENCY:

The Tenant agrees that if the estate created hereby shall be taken in execution, or by other process of law, or if the Tenant shall be declared bankrupt or insolvent, according to law, or any receiver be appointed for the business and property of the Tenant, or if any assignment shall be made of the Tenant's property for the benefit of creditors, then and in such event this Lease may be canceled at the option of the Landlord.

16. AMENDMENT.

This lease may be amended by the written, mutual agreement of the parties.

17. DAMAGE OR DESTRUCTION –

It is understood and agreed that if the Premises hereby leased be damaged or destroyed in whole or in part by fire or other casualty during the term hereof, the Landlord shall elect (by written notice delivered to Tenant within 30 days of the date of such casualty) whether to repair the Premises or to demolish the same. If the Landlord elects to demolish the same, the Lease shall terminate. If Landlord elects to repair the Premises, then Landlord shall repair and restore the same good and tenantable condition with reasonable dispatch, and the rent herein provided for shall abate entirely in case the entire Premises are untenable and pro rate for the portion rendered untenable, in case a part only is untenable, until the same shall be restored to as tenantable condition; provided, however, that if the Tenant shall fail to adjust his own insurance or to remove his damaged goods, wares, equipment or property within a reasonable time, and as a result thereof the repairing and restoration is delayed, there shall be no abatement of rental during the period of such resulting delay, and provided further that there shall be no abatement of rental if such fire or other cause damaging for destroying the leased Premises shall result from the negligence or willful act of the Tenant, his agents or employees, and provided further that if the Tenant shall use any part of the leased Premises for storage during the period of repair a reasonable charge shall be made therefore against the Tenant.

18. QUIET-ENJOYMENT.

Landlord covenants that if Tenant shall faithfully perform all of the covenants and agreements herein contained, that Tenant may peacefully and quietly have, hold, occupy and enjoy the demised premises for and during the term hereof.

19. ADVERTISING DISPLAY:

It is further agreed that all signs and advertising displayed in and about the Premises shall be such only as advertise the business carried on upon the Premises and be in compliance with all sign and advertising ordinances of the Village of Dexter and that the Landlord shall control the character and size thereof, and that no sign shall be displayed excepting such as shall be approved in writing by the Landlord, and that no awning shall be installed or used on the exterior of said building unless approved in writing by the Landlord.

20. ACCESS TO PREMISES:

The Landlord shall have the right to enter upon the leased Premises at all reasonable hours for the purpose of inspecting the same. If Landlord deems any repairs necessary, he may demand that the Tenant make access to the premises available to workmen. If the Tenant refuses or neglects forthwith to allow such repairs to commence or complete with reasonable dispatch, the Landlord shall not be responsible to the Tenant for any loss or damage that may accrue to Tenant's stock or business by reason thereof.

21. RE-ENTRY:

In case any rent shall be due and unpaid for a period of 60 days or if default be made in any of the covenants herein contained, or if said leased Premises shall be deserted or vacated, then it shall be lawful for the Landlord, his certain attorney, heirs, representatives and assigns, to reenter into, repossess the Premises and the Tenant and each and every occupant to remove and put out.

22. REMEDIES NOT EXCLUSIVE:

It is agreed that each and every of the rights, remedies and benefits provide by this Lease shall be cumulative, and shall not be exclusive of any other of said rights, remedies and benefits, or of any other rights, remedies and benefits allowed by law.

23. WAIVER:

One or more waivers of any covenant or condition by the Landlord shall not be construed as a waiver of a future breach of the same covenant or condition.

24. DELAY OF POSSESSION:

It is understood that if the Tenant shall be unable to enter into and occupy the Premises hereby leased at the time above provided, by reason of the Premises not being ready for occupancy, or by reason of the holding over of any previous occupant of the Premises, or as a result of any cause or reason beyond the direct control of the Landlord, then Landlord shall not be liable in damages to the Tenant therefore, but during the period the Tenant shall be unable to occupy the Premises as hereinbefore provided, the rental therefore shall be abated and the Landlord is to be the sole judge as to when the Premises are ready for occupancy.

25. DEFAULT AND TERMINATION.

The Tenant shall be in Default under this Lease if the Tenant fails two or more times in any twelve (12) consecutive months to pay rent on or before the seventh (7th) day after it is due, or if the Tenant fails to take action to commence and diligently complete other Tenant obligations, pursuant to this lease, within twenty-one (21) days of delivery of written notice of the Landlord.

If the Tenant Defaults, Landlord may, at Landlord's option, terminate the Lease, upon seven (7) days written notice to Tenant. In the event of termination by Landlord, Tenant shall remain responsible for all Tenant obligations through the effective date of termination. Landlord's right to terminate shall cease if not exercised within 60 days after Tenant cures the Default, provided that Landlord's failure to terminate after any event of Default shall not preclude Landlord from terminating after a subsequent Default of Tenant.

This agreement may be terminated at any time by the mutual agreement of the parties, or upon the occurrence of the following defaults, at the option of the Landlord: Defaults in the payment of rent, or in the performance of any other covenants or provision of this lease; abandonment of the demised premises; the filing, execution, or occurrence of a petition in bankruptcy, for or against the Tenant, or creditors arrangement or composition of creditors or other insolvency proceeding on the part of the Tenant however denominated, or the taking by any person of the leasehold premises or any part thereof upon execution, attachment or other process of law; provided, however, that the Landlord shall have the right to waive any such default.

26. BINDING.

This agreement shall be binding upon the heirs, assigns, representatives and assigns of the parties hereto and sets forth the entire agreement between the parties.

27. NOTICES.

All notices required hereunder shall be made to the addresses shown here or such other address as either party may designate by written notice to the other party and personally delivered or sent by certified mail. Whenever under this Lease a provision is made for a notice of any kind, it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Tenant at his last known Post Office address or at the leased Premises and deposited in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the last known Post Office address of the Landlord and deposited in the mail with postage prepaid. Notice need be sent to only one Tenant or Landlord where the Tenant or Landlord is more than one person.

TENANT:
Business: 3045 Broad Street Dexter
Dexter, MI 48130

LANDLORD: Village of Dexter
Mailing: 8140 Main Street
Dexter, MI 48130

Other:

Office Location: 8123 Main Street
Dexter, MI 48130

28. TERMINOLOGY:

It is agreed that in this Lease the word "he" shall be used as synonymous with the words "she", "it" and "they" and the word "his" synonymous with the words "her", "its" and "their".

29. ENTIRE AGREEMENT.

This lease contains the entire agreement and understanding between parties. All prior understandings, terms, or conditions, are deemed merged in this lease, and this lease cannot be changed or supplemented orally.

30. SEVERABILITY.

This agreement shall be interpreted in a manner consistent with applicable law. If any portion is held to be illegal, invalid, or unenforceable, the remainder of the Agreement shall be deemed severable and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

TENANT:

Name of Tenant:
Address

By: _____
Type in Name
Type in Title

Date _____

LANDLORD:

Village of Dexter
8140 Main Street
Dexter, MI 48130

By: _____
Donna Dettling
Village Manager

Date _____

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: November 9, 2011
**Re: Assistant Village Manager &
Village Manager Report - Meeting of November 14, 2011**

1. Meeting Review:
 - October 21st – BS&A Software Demo
 - October 24th – Council Meeting
 - October 25th – Staff Meeting
 - October 25th – EDC Annual Meeting
 - October 26th – Darryl Barlett, K-Space MEDC-SPARK visit
 - October 26th – Dexter, Dexter, Webster Police Services Meeting
 - October 27th – Water Main Project Progress Meeting
 - October 27th – Northern United Brewery NUBC re: MEDC Façade Grant
 - October 28th – OHM/Bird Houk re: Scope of Services Redevelopment Plan
 - November 2nd – State Surveyor Kevin O'Brien re: Boundary Map
 - November 2nd – Dexter, Dexter, Webster Police Services Meeting
 - November 3rd – NUBCo & MEDC re: CDBG, MEGA, other funding opportunities
 - November 8th – DTE "Power Quality" Luncheon
 - November 8th – NUBCo & Katie Davis re: Property discussion
 - November 8th – 5H Meeting
2. Upcoming Meeting Review:
 - November 9th – WCRC re: Cedar's Sidewalk Kick-off Meeting
 - November 10th – Water Main Project Progress Meeting
 - November 10th – Shape Transit in Dexter Village Meeting
 - November 10th – Mary Marshall and Sean Burton re: Ongoing interaction
3. Employee Status Change. Scott Mauer was hired May 26, 2011, in the Utilities Department and will complete a 6-month probationary period November 26, 2011. Dan Schlaff and I have found Scott to be an excellent employee and plan to change his status from "Probationary Employee" to "Regular Employee" effective November 26, 2011. This status change will not include a rate adjustment.
4. Leaf Vacuum Operation. The month of October DPW staff spent 158 hours on leaf vacuum operations, which included 19 trips to dump leaves at the Breininger farm. October 17th 28 hours and 3 trips to dump, October 18th 34 hours and 4 trips to dump, October 24th 26 hours and 4 trips to dump, October 25th 19 hours and 3 trips to dump, October 26th 27 hours and 3 trips to dump, October 28th 24 hours and 2 trips to dump.
5. Dexter, Dexter, Webster (DDW) Police Services Update. Washtenaw County Sheriff Department evaluates its organizational structure every year to determine

how and where their resources are best utilized. The sergeant positions are reviewed for rotation into other communities from time to time. We may see Sergeant Gieske rotated to a different community within the next 24 months. Shop with a Cop will be held on December 7, 2011.

6. Cedar Sidewalk Update. A copy of the signed agreement with the Washtenaw County Road Commission is attached to my report. The Road Commission set up a kick-off meeting for Wednesday, November 9th. Either Allison Bishop or I will provide a verbal update on the next steps.
7. Thin Brick System. Attached is a quote for the thin brick system for the back of 8140 Main Street-\$59,484.00. The Facility committee requested a cost comparison for painting vs. the thin brick system similar to what Randy Willis did on his buildings. I reported a painting cost range at the last meeting, which was \$8,000 to \$10,000. Just painting would be closer to the low end of the range, but the cost is unknown for concrete repairs to the back of the building. If there's support to paint the building, I'd like to secure quotes and bring back a recommendation.
8. Winter Road Maintenance. Attached to my report is a draft "Winter Road Maintenance" document that Courtney and Kurt pulled together using a sample from the Road Commission. Our plan is to distribute this document mid November to our newsletter mailing list which will cost approximately \$800.
9. Water Main Project Update. Staff will meet with OHM and a representative of Bricco Excavating for a project update on November 10, 2011. A verbal update will be provided at the Council meeting. The tie-in last week on Ann Arbor Street went very well; residents along Ann Arbor Road were without water for approximately 2 hours. Service leads, stormwater improvements, and restoration are the focus over the next several weeks. The project will be substantially complete by the end of November. The first pay request from Bricco is included in this meetings bills and payroll.
10. Crack Sealing. National Highway Maintenance trained staff on Monday, November 7th on Third Street. They completed Third Street and then went to Ann Arbor Street to do the center line and a crack along the edge. This was done from Huron View Court to Lexington Street, if you'd like to take a look. Dry weather and temperatures above 40 degrees will dictate continuation of crack sealing into the November.
11. 2012 Watershed Community Calendar. The Washtenaw Stormwater Advisory Group covered the cost of the calendars. This is a \$500 savings to the village.
12. Additions to the Agenda. When the agenda is amended at the meeting, it has been past practice to not amend the agenda that was posted online prior to the meeting. After looking through material from several sources on agendas, there is no rule or guidance about whether they should be updated because the minutes are the official record of the meeting. If Council would prefer that the agenda be updated and re-posted online, please let us know.

13. County Border to Border/Westside Connector Project. On October 27, while completing the pile driving of the helical piles for the boardwalk, the contractor struck the Village sewer line that services Westridge. Due to the location of the break, the main was able to be repaired. A vac-truck was used over night to haul the sewage from the lift station to the plant. The repair of the pipe was made within 24 hours after the damage. The incident occurred on the County's portion of the project and the cost of the repair \$7,965.00, was paid by the village. It has not been determined which entity will be ultimately responsible for the costs. On September 21 the Village, contractor and URS met on site and used an excavator to "field verify" the location of the water and sewer line within the easement. Though they felt that they had found the lines they stopped within 5 feet of it and did not actually expose it due to the conditions and type of equipment they were using to complete the work. The actual location of the water and sewer lines was actually found to be approx. 13 feet outside of the existing easement. The contractor is expected to complete the pile installation by November 11, 2011.
14. 8087 & 8077 Forest Demolition. The demolition of the homes has been completed. The cutting and capping of the water and sewer services should be complete by the end of the week. Blue Star contacted us and said that they had not included road repair in their demolition bid, although the bid document clearly called for cutting and capping the services at the main. They stated that they were \$4500 short in their pricing. The bid document did not specifically mention that road repair was necessary, so to work with them to decrease this additional cost, staff authorized an additional \$2250 be paid to Blue Star. In return for this additional payment, Blue Star will be seeding and mulching the impacted area to establish the stabilization required by our soil erosion permit. Soil stabilization measures were not included in the bid price.
15. Farmers Market/Community Garden Oversight Committee. The 3rd Annual Farmers Market vendor's dinner will be held on November 21 at 5:30 p.m. at the Dexter Senior Center. The Farmers Market/Community Garden Oversight Committee will meet at 5:30 p.m. followed by the dinner and vendors roundtable at 6 p.m. The Committee will also be meeting on December 5 to review the comments received from the vendors and determine what follow-up is necessary over the winter in preparation for summer 2012.
16. Michigan Local Government Management Association (MLGMA). On October 27 Courtney attended a meeting of the MLGMA "Next Generation" group. The group includes those members of MLGMA who are newer to the profession or graduate students. The topic of the meeting was financial matters including the manager's role in the budget and audit process and the items that bond rating companies look for when they are rating a community. These meetings are a good opportunity to hear new ideas from fellow public sector managers.
17. Economic Gardening. Attached is an article on the Economic Gardening initiative the State is using to help grow jobs in Michigan. The companies on this list have

been selected to receive business development support through the Pure Michigan Business Connect Economic Gardening Pilot Program.

18. Arts, Culture & Heritage Committee. The Committee has been working towards completing the updated Public Art Plan. They would like to present the updated plan at the November 28, 2011 meeting.
19. DTE “Power Quality” Luncheon. DTE held the “Power Quality” workshop for Dexter businesses on November 8th at Dapco Industries. There were 17 in attendance and businesses were excited to hear about the investment in the power system currently underway. Customer service concerns and better communication regarding when power will be restored was discussed. DTE committed to keeping the long term planning and investment moving forward as quickly as possible. DTE is also committed to providing any trouble shooting or other assistance necessary to reduce more immediate power quality issues.
20. S2 Grant. We received feedback from the State of Michigan on our S2 Grant application for the sludge storage project on November 9. The review has determined that a portion of the project is “technically infeasible” which could delay our receipt of the grant. Staff is meeting with OHM and Tetra Tech on November 10 to discuss this response and determine the necessary follow-up. A verbal update will be provided at the meeting.

**VILLAGE OF DEXTER AGREEMENT
FOR DEXTER-PINCKNEY ROAD PATHWAY**

THIS AGREEMENT made and entered into this 18 day of October, 2011 by and between the Village of Dexter (the "Village") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Village desires to construct a five foot wide concrete sidewalk along Dexter Pinckney Road to Westridge Drive and near the intersection of Dexter-Pinckney Road and Island Lake Road in order to interconnect pedestrian and non-motorized systems within the Village (the "Project"); and

WHEREAS, the Project will construct a sidewalk in order to connect the Cedars of Dexter and Gordon Hall to the existing sidewalk network in the Westridge of Dexter subdivision; and

WHEREAS, the Village wishes to construct the sidewalk to provide connectivity while preserving as much of the current vegetation in the area as possible; and

WHEREAS, the Project includes the construction of a crosswalk and pedestrian signal for the southeast leg of the Island Lake Road and Dexter-Pinckney Road intersection; and

WHEREAS, the Village desires the Road Commission to design and prepare bid documents for the Project including completion of survey work, plan preparation, engineering and design, and attendance at public meetings as necessary, project bidding; and

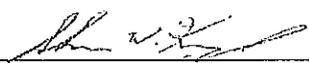
WHEREAS, the Village will be responsible for inspection and post-bid construction services for the project; and

WHEREAS, the Road Commission will complete all traffic and pedestrian signal work, including the purchase of the equipment and installation of the equipment; and

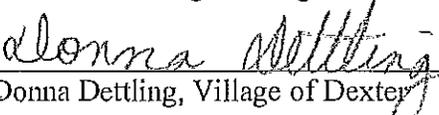
THEREFORE, BE IT AGREED that the Village will pay the Road Commission an amount not to exceed ten thousand dollars (\$10,000) ("PE Cost"); and

BE IT FURTHER AGREED that the Village shall pay the PE Cost to the Road Commission concurrent to the execution of this AGREEMENT.

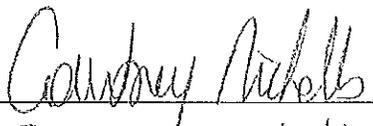
FOR VILLAGE OF DEXTER:



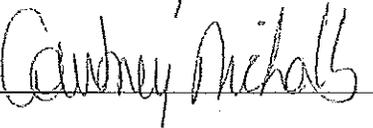
Shawn W. Keough, Village President



Donna Dettling, Village of Dexter



Courtney Nicholls, Witness



Courtney Nicholls, Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E Fuller

Douglas E. Fuller, Chair

Carrie Ryan

Witness

Steven M Puuri

Steven M. Puuri, Managing Director

Carrie Ryan

Witness

Michigan Masonry Systems



November 3, 2011

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

Phone: 734-426-8303
Fax: 734-426-5614

Dear Mrs. Dettling,

We are pleased to quote you on our EZ-Wall thin brick system for your Village of Dexter Fire Station renovation project per the EZ-Wall thin brick system specifications and manufacturers installation instructions.

We propose to furnish the labor, material, tools, and equipment to install our EZ-Wall thin brick system with Endicott brick and natural mortar to all exposed block areas on your Village of Dexter Fire Station renovation project located in Dexter, Michigan. Our quotation includes base flashing, Tyvec moisture barrier, corner brick returns at the window and door jambs, brick cleaning, and our debris removal to an Owner provided on-site container. Caulking, including control joints, is by others.

We have bid this project per the standard A.I.A format subcontractor contract (AIA Document A401-1997). Acceptance of this proposal is dependent on scheduling and the availability of materials. **Grouting of winter work may be delayed due to freezing weather unless accelerants or protection and heating are used. These are not included in this price.**

Thank you for allowing us this opportunity to be of service. If you should have any questions, please call me.

Total: \$59,484.00

Terms: Per attached terms and conditions. Payment due on completion.
This quotation is valid for 30 days from the above date.

Submitted by: _____
Mr. Greg Francis

November 3, 2011

Accepted by: _____

Certified Installer of the "EZ-Wall Thin Brick System" by Ambrico

P.O. Box 1047 • Brighton, Michigan 48116 • Phone: (313) 530-3677 Fax: (810) 229-8990

Donna Dettling

From: Greg Francis [michiganmasonry@aol.com]
Sent: Thursday, November 03, 2011 1:43 PM
To: Donna Dettling
Subject: Brick quote for fire station
Attachments: MMSBrickquote.doc

Hello Donna,

It was a pleasure meeting with you last week. Thanks for your interest in our services. I have attached the quote for the thin brick work on the fire station per our discussion. I noticed there was a small area of exposed block on the lower west side of the building that included in the proposal. I hope that it meets your immediate needs and your approval.

I will be in town tomorrow morning to field measure the other building (I didn't have time last week) if you would like me to stop by and answer any questions that may have come up.

Thank you again for the opportunity. I will have our proposal for the other building to you next week.

Best regards,

Greg Francis
Michigan Masonry Systems
P.O. Box 1047
Brighton, MI. 48116

Village of Dexter

Winter Road Maintenance

WINTER MAINTENANCE

Winter road maintenance is a top priority for the Village of Dexter.

The Village employs four Department of Public Works employees who are heavy equipment operators and responsible for snow plowing duties.

The Village is responsible for clearing approximately 18 miles of roadway.

Village snow plow operations begin when the Department of Public Works receives notification from the Washtenaw County Sheriff that the roads are experiencing a build-up of snow or ice.

ROAD PRIORITIES

Generally, snow will be removed/roads will be salted in the following priority order:

- Main Roads (Central, Baker, Main, Broad)
- Local Streets
- Alleys
- Parking Lots

SAFETY FIRST

Exercise extreme caution during inclement weather. If you must drive, carefully monitor weather advisories, give fellow drivers extra room and slow down.

WINTER MAINTENANCE FACTS

The Village spends approximately \$120,000 per year on winter maintenance.

As temperatures fall to 10-20 degrees, the action of salt (which lowers the freezing temperature of water) takes longer to work.

Sand is used on unpaved roads and sometimes on paved roads during extremely cold temperatures, when salt is less effective. Sand may provide better traction, but it doesn't melt snow and ice.

WHAT YOU CAN DO

While the Village of Dexter is performing winter road maintenance there are also some things homeowners can do to help the Village provide the best service possible. These include:

- ✳ Remove vehicles from roads and public parking areas during and after winter storms. Vehicles left in the street while plowing is underway can be towed when they pose a safety concern. Parking in your driveway prevents cars from being plowed in and allows the entire roadway to be cleared.
- ✳ Before winter starts, check your mailbox and post to ensure they are secure. If the mailbox and post

aren't secure, they will likely be damaged due to the force of the snow thrown from the snowplow. Mailboxes struck by the plow directly will be replaced. Those damaged by the weight of the snow will not.

- ✳ Dig out fire hydrants so that they are accessible by the Fire Department at all times. Private snow removal companies should be reminded not to plow snow in front of the hydrants.
- ✳ Remove the snow from around your mailbox and at the end of your driveway after the plow comes by.
- ✳ Remove snow from sidewalks within 48 hours of snow cessation in residential areas and within 4 hours of snow cessation or the start of business in commercial areas.
- ✳ Keep all snow removed from sidewalks and driveways on your property. Snow should not be plowed or shoveled onto surrounding properties, common areas, or into the street.

VILLAGE OF DEXTER

VILLAGE COUNCIL

Shawn Keough
President
Ray Tell
President Pro-Tem
Jim Carson
Trustee
Paul Cousins
Trustee
Donna Fisher
Trustee
Joe Semifero
Trustee
James Smith
Trustee

ADMINISTRATION

Donna Detting
Village Manager
Courtney Nicholls
Assistant Village Manager
Marie Sherry, CPFA
Finance Director / Treasurer
Allison Bishop, AICP
Community Development Manager
Dan Schlaff
Utility Foreman
Kurt Augustine
Streets Foreman

QUESTIONS OR COMMENTS?

CONTACT US AT:

8123 Main

Dexter • MI • 48130

Phone: 734-426-8303

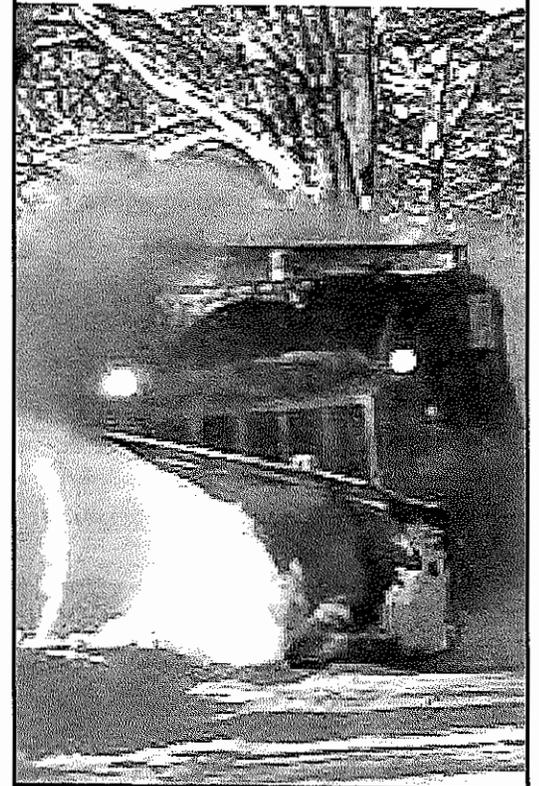
Fax: 734-426-5614

E-mail:

cnicholls@villageofdexter.org

Office Hours: 9:00 a.m. to 5:00 p.m.

Winter Road Maintenance





54 Michigan businesses selected to receive support through pilot program

Monday, November 07, 2011
Michael Shore
517-335-4690

54 Michigan Businesses Selected To Receive Support Through Pilot Program

LANSING— Fifty-four small and midsize companies from around Michigan have been selected to receive business development support through the Pure Michigan Business Connect Economic Gardening Pilot Program being offered by the Michigan Economic Development Corporation, MEDC CEO and President Michael A. Finney announced today.

"The goal of this program is to help these second-stage companies grow and in turn, generate new private investment and create new jobs for Michigan," Finney said. "The program is part of our toolkit for economic gardening that's built on Michigan's broad asset base of strong corporate enterprises, innovative entrepreneurs and rich technology resources."

The program will be administered through the Cassopolis-based Edward Lowe Foundation and will include four areas of support: strategy and management; market research/competitive intelligence;

Internet and social media strategy; and geographical information systems to help identify potential customers in other states.

"Our experience shows us that second-stage companies exposed to economic gardening techniques grow at faster rates than their peers," said Penny Lewandowski, director of entrepreneurship development at the Edward Lowe Foundation. "MEDC's support of the pilot program is exciting news for Michigan's second-stagers – and a clear indication of the commitment our state has made to the next generation of Michigan success stories."

The 54 companies were selected by an independent review board from a pool of 108 nominees that were submitted by local economic development representatives from throughout Michigan. The companies were chosen based on the type and size of the markets they serve, their growth potential, and their likelihood of benefiting from the service.

Each company's CEO will be paired with a Strategic Research Team for a total of 35 hours spread across all four members of the team. The team works with the CEO to determine the specific areas of need and then supplies the CEO with relevant and actionable information about their competitors, markets and customers. Each company engagement is expected to take a total of two to three weeks to complete.

The pilot program is the latest addition to Pure Michigan Business Connect, the \$3 billion public-private initiative that provides Michigan's businesses new ways to buy and sell, raise capital, and connect with each other through an alliance of the Michigan Economic Development Corporation, state agencies and major Michigan companies and organizations. Visit [here](#) for more information on Pure Michigan Business Connect.

The Michigan Economic Development Corporation, a public-private partnership serving as the state's marketing arm and lead agency for business, talent and jobs, focuses on helping grow Michigan's economy. For more on the MEDC and its initiatives, visit: MichiganAdvantage.org.

Economic Gardening Pilot Program Companies:

Andex, Escanaba – Manufacture thermoformed and printed packaging. www.andex.net

Argonics, Gwinn – Manufacture a variety of products out of polyurethane.

Creative Composites, Rapid River – Design, develop, engineer, prototype and manufacture advanced composite structures and lightweight composite armor systems. www.creativecompositsinc.com

Superior Extrusion, Gwinn – Produce custom and standard aluminum extruded shapes. Also offer a variety of secondary fabrication operations for the shapes we produce. www.superiorextrusion.com

VanAire, Inc., Gladstone – Manufacture valve automation hardware for the pulp paper, food, chemical, oil and gas industries and wastewater treatment systems for the food, oil and gas industries. www.vanaireinc.com

Classic Instruments, Boyne City – Build instruments (speedometers, tachometers, etc.) for the aftermarket auto industry.

Cygnus, Inc., Petoskey – Manufacture computer workstations for healthcare.

Frontier Computer Corporation, Traverse City – Provide global solutions and IT service.

R. M. Young Company, Traverse City – Manufacture meteorological (weather) instruments.

Springfield Commercial Roofing, Kingsley – Provide commercial roofing, building analysis and mechanical insulation systems using innovative solutions and exceptional service including online reporting for commercial buildings.

Savin Lake Service Inc., Hale – A fully integrated lakes management company that uses mechanical harvesters, herbicides, biological solutions, and dredging to manage the weeds found in Michigan's lakes and ponds. www.lakeandpond.com

Silversmith, Inc., Gaylord – Measure gas/oil wells through a web based metering system with 9,000 installed across North America. www.silversmithinc.com

Schwartz Boiler Shop, Inc., Cheboygan – Repair gas processing plants and power houses. www.schwartzboiler.com

Atomic Object, Grand Rapids – Offer custom software development services to a wide variety of companies. www.atomicobject.com

Proos Manufacturing, Grand Rapids – Supply high quality, cost-effective, metal fabrications and value-added assemblies to a wide range of industrial customers located throughout the Midwest. www.proos.com

Air Advantage, Frankenmuth – Provide wireless internet service (WISP).

Aircraft Precision Products, Ithaca – Provide precision machining of gas turbine engine components.

Thumb MRI, Cass City – Provide state of the art diagnostic Magnetic Resonance Imaging services to local, regional, and international patients for the past 14 years.

Fullerton Tool, Saginaw – Remove material with minimal possible energy.

Savant Group, Midland – A group of four inter-related corporations that provide the lubricant industry and original equipment manufacturers (OEMs) with laboratory testing and research services, laboratory equipment, and database information.

corePHP, Battle Creek – Offer resources for open source extensions for Joomla! development, templates, components & plugins. www.corephp.com

Forensic Fluids Laboratories, Inc., Kalamazoo – Provide new way to drug test, using oral fluid/saliva. FFL tests oral fluid for drugs of abuse, therapeutic drug monitoring and compliance. www.forensicfluids.com

Nexthermal Corporation (Hotset Corporation), Battle Creek – Manufacture/distribute heating elements and accessories. www.hotset.com

Harvest Music and Sound (Harvest Creative Services), Lansing – Work on brand development by providing creative content that is executed through strategy, writing, video, music, design and digital. Existing client base includes marketing directors, brand managers, and advertising agencies.

KI Technologies, East Lansing – Provide IT services for small businesses in mid-Michigan. Typical clients have 10 - 100 employees and do not have their own IT staff. Function as their IT department, helping them implement appropriate technologies to run their businesses.

LorAnn Oils, Inc., Lansing – Manufacture and distribute essential oils and flavorings for a wide variety of industries. Sell to both manufacturers and retailers. www.lorannoils.com

Niowave, Inc., Lansing – Produce superconducting particle accelerators for research laboratories and industrial uses for customers across the world. www.niowaveinc.com

Clark Engineering, Owosso – Manufacture custom formed metal rod, wire, and tube products. www.clarkengineering.net

Grid Logic, Lapeer – Develop and manufacture power distribution, generation and storage solutions for electric utility and military applications.

Insight Institute of Neurosurgery and Neuroscience (IINN), Flint – House the neurosurgery practice of Dr. Jawad Shah, along with ancillary practices in pain medicine, imaging, physical therapy, chiropractic and massage; associated with many physicians in the community. www.iinn.com

Space Inc, Midland – Provide interior design for workspaces and sell office furniture. Specialize in providing workspaces that work. www.spaceinc.net

DNA Software, Ann Arbor – Provide software tools to biotech, pharma and regulatory agencies to more effectively build diagnostics. www.dna-software.com

OG Technologies, Ann Arbor – Sell inspection systems to the steel industry worldwide. The inspection systems are based on patented, proprietary image based technology.

Pixel Velocity or Epsilon Imaging, Ann Arbor – Develop and market advanced, system-level video surveillance and threat detection solutions to the homeland security market.

Sun Engineering, Saline – Provide engineering services and manufactured product for missile handling equipment, ground-based radar systems, tactical trucks and specialized trailers for customers, primarily in the defense industry.

Avalon Breads International Food Manufacturing, Detroit – Offer artisan baked goods with sales to both retail and wholesale customers. www.avalonbreads.net

Achatz Pie Company, Chesterfield – Manufacture and distribute fruit pies, cream pies and savory pies.

Coliant Corporation (Powerlet), Warren – Manufacture product that makes it convenient to install a power outlet and to connect and mount electrical devices.

DAGER System, Chesterfield – Manufacture automotive customer secondary/assembly equipment. www.dagersystems.com ☞

Elite Mold & Engineering, Shelby Township – Provide engineering, research, development, prototyping and low production for plastic injection molded products.

Ideal Technology Corporation, Shelby Township – Specialize in custom CNC cutting services, rapid prototype tooling, check fixtures and small assembly equipment. In addition, has a background in plastic welding equipment and tooling.

Sharp Model, Romeo – Design and build checking fixtures, tooling and models for the world's premier aerospace and automotive manufacturers.

Continuity Programs, Inc., Walled Lake – Provide customer retention, loyalty, and lead generating programs. About 80 percent of business is post-transaction client follow up and personalized relationship marketing campaigns. Remainder is neighbor prospecting mailing campaigns.

Real Times Media, Detroit – Publish traditional/ethnic oriented newspapers and directories.

Ventower, Monroe – Fabricate and supply utility-scale, wind turbine towers. www.ventower.com ☞

Alfie, Traverse City – Work with companies to build brand awareness and incentive programs through embroidery, screen printing and promotional products. www.goalfie.com ☞

Conestoga-Rovers & Associates (CRA), Kalamazoo – Provide construction services across the U.S primarily in two categories: Environmental clean-up for non-government managed sites; and maintenance for the petroleum pipeline and chemical industries. www.CRAworld.com ☞

ONLINE TECH (Yan Ness, CEO), Ann Arbor – House and manage clients IT servers in our data centers. www.onlinetech.com ☞

Newco (Nex Solutions), Litchfield – Leading provider of custom steel fabrication and powder coating services – specializing in large components and assemblies that require a high degree of structural integrity.

Ingenuity IEQ, Midland – Make buildings more energy efficient, healthier, cleaner and greener by applying indoor environmental quality solutions and technology in the areas of air flow, air quality, energy control, antimicrobial surface treatments and IAQ measurement.

KTM Industries, Inc., Lansing – Manufacture starch-based foam material for the packaging and toy markets.

Alliant Enterprises LLC, Richland – A service-disabled veteran owned small business established in 2002, to provide quality, cost-effective medical device products and services.

Island Airways, Beaver Island – Provide transportation and warehousing.

Dynamic Computer Corporation, Farmington Hills – Provide information technology and RFID solutions.

Village President Report

AGENDA 11-14-11
ITEM I-6

Hello Residents and Fellow Council Members,

Here is a summary of my recent activities and future meeting schedule:

Activities Since my Last Report

October 19, 2011 – Regional Fire Department Committee meeting at Scio Township offices – we reviewed the attorney comments on the draft interlocal agreement at this meeting. We expect to have a revised draft to share again soon. No major issues were found; however, the attorney proposed many formatting suggestions and provided a few comments to make sure the interlocal agreement language was consistent with the Urban Cooperation Act.

October 20, 2011 – Village Downtown Development Authority meeting – DDA members provided comments on the draft lease agreement presented by Village Manager Dettling and recommended an attorney review of the document. The lease agreement is necessary for discussions with existing businesses in the Tupper owned DAPCO building that the DDA purchased and will own in September 2012. The goal is to lease the space for a period of approximately one year while the Village/DDA evaluate long term options for that prime economic development site.

October 21 through November 7, 2011 – I had several conversations with Village Manager Donna Dettling and Assistant Village Manager Courtney Nicholls about the importance of the Village's efforts to sweep up and clean up the leaves in the downtown business area more frequently than we have been doing. I asked Donna and Courtney to work with the DPW staff to refine/adjust/add to their collection effort so that it includes frequent opportunities to make sure the downtown area is clean, so that wet leaves don't build up in the parking spaces or in the storm catch basins and so that the sidewalks/walking areas are swept to look neat. I had observed several areas that I thought could use a little more regular attention.

October 25, 2011 – I met with Paul Bishop, who was representing the Dexter Area Historical Society. We discussed next steps in the Cityhood process, their conservation easement with Webster Township and I informed him of the Village's efforts to communicate with the Director of Licensing and Regulatory Affairs.

October 25, 2011 – Economic Development Corporation Meeting – The EDC met to primarily approve meeting minutes and invoices. Officers were re-elected for the upcoming calendar year 2012 as follows: Jim Carson (President), Tom Covert (Treasurer) and Donna Dettling (Secretary).

October 26, 2011 – Website Project Kick-off meeting – this meeting was the official kick-off meeting for the project. Although I personally thought the meeting lacked a lot of structure, our consultants indicated that they were prepared to take us through a structured process and that they were looking forward to getting started on our project.

October 28, 2011 – Assistant Village Manager Courtney Nicholls and I met with John Kingsley, Webster Township Supervisor. We discussed the Cityhood boundary, and agreed to meet together with the State Surveyor (Kevin O'Brien). We also discussed the Village's upcoming sidewalk project between Westridge and Cedars/Gordon Hall. John thought this was a good idea. Last, we discussed the Blackhawk Dexter Commerce/Lexington Road property topic. I explained to John that we had been contacted by Blackhawk's attorney about this matter.

November 2, 2011 – Meeting with State Surveyor – along with Assistant Village Manager Courtney Nicholls and Webster Township Supervisor John Kingsley. We discussed the potential boundary revisions that would potentially be acceptable to both Webster and the Village. Please see Old Business Item K-1 for additional details.

November 4, 2011 – Meeting with Gil Campbell and Paul Bishop from the Dexter Area Historical Society (DAHS) – I met with Gil and Paul and shared the potential boundary update. I asked them if the revision would be acceptable to the DAHS and they both thought it would be. I explained the goal to find a harmonious boundary that all affected parties could embrace.

November 4, 2011 – Meeting with Father Brendan Walsh of St. Joseph Parish – Father Brendan inquired about future paving projects adjacent to the church on Fourth and Dover and indicated a willingness to participate in the discussions about improvements in these areas. He also asked if the Village could place some asphalt/cold patch on Dover in a couple areas where the asphalt has deteriorated away. We also drove over to St. Joseph Cemetery at Dan Hoey and Baker and reviewed opportunities for new sidewalk along Dan Hoey and Baker. Father Brendan was very willing to help the Village accomplish this goal. I will provide more details at the meeting.

Future Activities

November 14, 2011 – Village Council meeting

November 17, 2011 – Downtown Development Authority meeting – Along with routine items such as approving minutes and approval of bills, I expect the DDA members to review an updated draft lease document that we could potentially use for the DAPCO tenants.

November 17, 2011 – State Boundary Commission meeting

November 28, 2011 – Village Council meeting

I plan to meet with Fred and Marni Schmid (Dexter Pharmacy) in the coming weeks to better understand their thoughts and comments related to the proposed sign changes. I want to better understand from some of our businesses, the perspective on how signs should be allowed and for what purpose.

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

Shawn Keough

Village President

skeough@villageofdexter.org

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

AGENDA 11-14-11
 ITEM 5-1

SUMMARY OF BILLS AND PAYROLL			14-Nov-11
Payroll Check Register	11/02/11	\$37,236.18	Bi-weekly payroll processing
Account Payable Check Register	11/14/11	\$750,900.72	
		\$788,136.90	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS
Summary Items from Bills & Payroll		Amount	Comments
ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS			
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED			
Exceptions:			
An amendment to Buildings and Grounds will be necessary to cover property taxes for 8077 Forest - winter tax rate has not been set			
<i>"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."</i>			

VENDOR APPROVAL SUMMARY REPORT

Date: 11/09/2011

Time: 3:14pm

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	CHEMICALS	745.00	0.00
ARBOR CARE TREE SURGEONS	ARBOR CARE		65.00	0.00
ARBOR SPRINGS WATER CO. INC.	ARBOR SPRI	OFFICE	11.50	0.00
AT&T	AT&T	WWTP	240.18	0.00
BARRETT PAVING MATERIALS INC	BARRETT PA	TOPPIN TONS	222.20	0.00
BOULLION SALES	BOULLION	LANDSCAPE EQUIPMENT	1,633.74	0.00
BRICCO EXCAVATING CO, LLC	BRICCO	H2O MAIN UPGRADES	430,368.34	0.00
BRIDGEWATER TIRE COMPANY, INC.	BRIDGE TIR	DPW	846.60	0.00
BRIGHTON ANALYTICAL LLC	BA LLC	TESTING	120.00	0.00
JANET BROWN	JANET BROW	FARMERS MARKET	20.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	MASTER PLAN	1,557.50	0.00
CEDRONI ASSOCIATES INC	CEDRONI	MILL CREEK PARK	142,721.08	0.00
CHELSEA AREA CHAMBER OF	CHELSEA CH	GATEWAY COMMUNITY	2,500.00	0.00
CIESA DESIGN	CIESA	WEBSITE	4,900.00	0.00
CINTAS CORPORATION	CINTAS	OFFICE	603.99	0.00
CMR MECHANICAL	CMR	LABOR WWTP	152.50	0.00
COMCAST	COMCAST	WWTP	329.03	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	FUEL	1,642.10	0.00
COURTNEY NICHOLLS	COUR	SUPPLIES	666.60	0.00
CULLIGAN WATER CONDITIONING	CULLIGAN	WWTP	67.70	0.00
DEXTER AREA CHAMBER	DEX CHAMBE	TRAINING	180.00	0.00
DEXTER CARDS & GIFTS SHOP	DEX CARDS	SUPPLIES	339.18	0.00
DEXTER PHARMACY	DEX PHARMA	SHIPPING	34.63	0.00
DEXTER SENIOR CITIZENS CENTER	DEX SENIOR	3RD & 4TH QUARTER	1,600.00	0.00
DEXTER VILLAGE	DEXVIL	UMRC PROJECT	895.92	0.00
DTE ENERGY	DET EDISON	8087 FOREST	18,336.55	0.00
DTE ENERGY-STREET LIGHTING	DTE ENERGY	STREETLIGHTS	5,704.61	0.00
DYKEMA GOSSETT PLLC	DYKEMA	BLACKHAWK	1,251.40	0.00
EASTERN MICHIGAN KENWORTH	EMK	MAINTENANCE	43.21	0.00
ETNA SUPPLY CO	ETNA SUPPL	SUPPLIES	1,845.94	0.00
FIFTH STREET DENTAL CARE	FIFTH STRE	TODD VIEBAHN	16.00	0.00
GARY KOCH CONSTRUCTION COMPANY	GARY	SIDEWALK REPLACEMENT	4,892.00	0.00
GRAINGER	GRAING	SUPPLIES	25.84	0.00
GRAPHIC CONTROLS	GRAPHIC CO	SHIPPING	171.01	0.00
GREEN GUYS LAWN AND LANDSCAPE	G GUYS	COMMUNITY PARK	445.00	0.00
GRISSOM JANITORIAL	GRISSOM	OCTOBER SERVICE	400.00	0.00
HACKNEY HARDWARE	HACKNEY	BULBS	975.70	0.00
HERITAGE NEWSPAPERS	HERITAGE N	LEGALS	117.00	0.00
HOPP ELECTRIC, INC.	HOPPS	FARMERS MARKET	133.00	0.00
IDEXX DISTRIBUTION CORP	IDEXX DIST	CHEMICALS	690.92	0.00
JADE SCIENTIFIC, INC	JADE	CHEMICALS	508.00	0.00
JJR, LLC	JJR, LLC	MILL POND CREEK	6,215.00	0.00
JOHN'S SANITATION	JOHNS SAN	PARKS	375.00	0.00
KENNEDY INDUSTRIES, INC.	KENNEDY IN	FIELD SERVICE	468.00	0.00
KEVIN SLOAN DDS	SLOAN DDS	PATIENT: ANDREA DORNEY	39.75	0.00
KNIGHT'S GRADING & EXCAVATING	KG&E	WESTRIDGE	3,000.00	0.00
LOWE'S BUSINESS ACCOUNT	LOWE S	FEE	25.00	0.00
MARY ANN SIMPKINS	SIMPKINS	FARMERS MARKET	56.26	0.00
MCNAUGHTON-MCKAY	MCNAUGHTON	SUPPLIES	1,000.00	0.00
MELISSA KESTERSON	MEL KESTER	comm gardens	142.50	0.00
METRO ENVIROMENTAL SERVICES	METRO ENVI	VIDEO INSPECTION	5,566.25	0.00
MICHIGAN DEPT OF ENVIRONMENTAL	MI DEQ	TESTING	1,226.85	0.00
MICHIGAN MUNICIPAL LEAGUE	MICHIGAN M	MEMBER	350.00	0.00
MICHIGAN PIPE & VALVE, INC.	MI PIPE	8 HOLE	420.00	0.00
MML WORKERS COMPENSATION FUND	MML	QUARTERLY PAYMENT	4,083.00	0.00
MORTON SALT	MORTON SAL	SALT	6,343.66	0.00
MUNICIPAL SUPPLY CO.	MUNI SUPPL	supplies	458.10	0.00
NORTH CENTRAL LABORATORIES	NCL	CHEMICALS	248.41	0.00
PARAGON LABORATORIES INC	PARA	TESTING	40.00	0.00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	OCTOBER INVOICES	1,422.11	0.00
PITNEY BOWES	PITNEY SUP	SUPPLIES	76.38	0.00
PNC	CREDIT CAR	DOWNTOWN DECOR	270.63	0.00
RICHARD BROTHERS PAINTING	RICHARD BR	BANNER POLES	800.00	0.00
ROTO ROOTER	ROTO ROOTE	JET MAINTENANCE	4,680.00	0.00
RUHLIGS PRODUCE	RUHLIGS PR	FARMERS MARKET	25.00	0.00
SCOTT E. MUNZEL, PC	SCOTT MUNZ	LEGAL SERVCIES	99.00	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	OFFICE SUPPLIES	493.24	0.00

VENDOR APPROVAL SUMMARY REPORT

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
THOMSON REUTERS	THOMSON RE	OFFICE SUPPLIES	220.00	0.00
UNIVERSITY OF MIAMI	U OF MIAMI	LAB	650.00	0.00
US BANK CORPORATE TRUST	US	SPECIAL ASSESS BONDS	300.00	0.00
USA BLUE BOOK	USA BLUE B	SUPPLIES	700.35	0.00
VARNUM, RIDDERING, SCHMIDT	VARNUM, RI	LEGAL FEES	396.50	0.00
WASHTENAW COUNTY TREASURER	W CTY TREA	LAW ENFO	44,128.92	0.00
WASTE MANAGEMENT	WASTE MANA	COMMERCIAL	37,711.84	0.00
WEST SHORE SERVICES INC	WEST SHORE	ANNUAL INSPECTION	850.00	0.00
Grand Total:			750,900.72	0.00

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Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount	
			Abbrev	Invoice Description	Number	Number	Date		
Fund: General Fund									
Dept: Village Council									
		101-101.000-802.000	Profession	CIESA DESIGN WEBSITE	0	9418	11/04/2011	4,900.00	
		101-101.000-943.000	Council Ch	DEXTER SENIOR CITIZENS CENTER 3RD & 4TH QUARTER	0	11/04/11	11/04/2011	1,200.00	
								Total Village Council	6,100.00
Dept: Village Manager									
		101-172.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	8020085094	11/07/2011	120.62	
		101-172.000-955.000	Miscellaneous	DEXTER SENIOR CITIZENS CENTER ROOM RENTAL	0	11/09/11	11/09/2011	100.00	
								Total Village Manager	220.62
Dept: Attorney									
		101-210.000-810.000	Attorney F	DYKEMA GOSSETT PLLC BLACKHAWK	0	1419720	11/09/2011	1,251.40	
		101-210.000-810.000	Attorney F	SCOTT E. MUNZEL, PC LEGAL SERVCIES	0	664	11/09/2011	99.00	
								Total Attorney	1,350.40
Dept: Village Clerk									
		101-215.000-901.000	Printing &	HERITAGE NEWSPAPERS LEGALS	0	11/07/11	11/07/2011	117.00	
								Total Village Clerk	117.00
Dept: Village Treasurer									
		101-253.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	8020085094	11/07/2011	52.13	
								Total Village Treasurer	52.13
Dept: Buildings & Grounds									
		101-265.000-727.000	Office Sup	PITNEY BOWES SUPPLIES	0	432142	11/07/2011	76.38	
		101-265.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	8020085094	11/07/2011	263.80	
		101-265.000-727.000	Office Sup	ARBOR SPRINGS WATER CO.INC OFFICE	0	1301443	11/07/2011	5.75	
		101-265.000-727.000	Office Sup	HACKNEY HARDWARE BULBS	0	11/07/11	11/07/2011	138.47	
		101-265.000-727.000	Office Sup	DEXTER CARDS & GIFTS SHOP SUPPLIES	0	1534	11/04/2011	133.89	
		101-265.000-727.000	Office Sup	ARBOR SPRINGS WATER CO.INC OFFICE	0	1298447	11/04/2011	5.75	
		101-265.000-728.000	Postage	PNC POSTAGE	0		11/07/2011	31.08	
		101-265.000-803.000	Contracted	THOMSON REUTERS OFFICE SUPPLIES	0	11/07/11	11/07/2011	220.00	
		101-265.000-920.000	Utilities	DTE ENERGY OCTOBER INVOICES	0	11/09/11	11/09/2011	702.50	
		101-265.000-920.000	Utilities	COMCAST OFFICE	0	11/04/11	11/04/2011	263.75	
		101-265.000-935.000	Bldg Maint	CINTAS CORPORATION OFFICE	0	11/04/11	11/04/2011	76.86	
		101-265.000-935.001	Office Cle	GRISSOM JANITORIAL OCTOBER SERVICE	0	173	11/07/2011	400.00	
		101-265.000-962.000	Community	MELISSA KESTERSON comm gardens	0	11/09/11	11/09/2011	142.50	
								Total Buildings & Grounds	2,460.73
Dept: Village Tree Program									
		101-285.000-803.000	Contracted	ARBOR CARE TREE SURGEONS	0	11/04/11	11/04/2011	65.00	
								Total Village Tree Program	65.00
Dept: Law Enforcement									
		101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER	0	20508	11/07/2011	3,068.00	
		101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER CALLABORATION OT	0	20313	11/07/2011	3,412.17	
		101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER LAW ENFO	0	20529	11/07/2011	37,648.75	

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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Law Enforcement						
101-301.000-920.000	Utilities	DTE ENERGY OCTOBER INVOICES	0	11/09/11	11/09/2011	373.20
Total Law Enforcement						44,502.12
Dept: Fire Department						
101-336.000-920.000	Utilities	DTE ENERGY OCTOBER INVOICES	0	11/09/11	11/09/2011	466.50
101-336.000-935.000	Bldg Maint	WEST SHORE SERVICES INC ANNUAL INSPECTION	0	17084	11/07/2011	850.00
101-336.000-935.000	Bldg Maint	HACKNEY HARDWARE BULBS	0	11/07/11	11/07/2011	13.98
Total Fire Department						1,330.48
Dept: Planning Department						
101-400.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	8020085094	11/07/2011	15.70
101-400.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES GENERAL CONSULTATION	0	21110-126	11/04/2011	40.00
101-400.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES MASTER PLAN	0	21110-127	11/04/2011	1,517.50
101-400.000-861.000	Travel & M	PNC CONFERENCE	0	11/04/11	11/04/2011	134.80
101-400.000-955.000	Miscellaneous	HACKNEY HARDWARE BULBS	0	11/07/11	11/07/2011	13.76
Total Planning Department						1,721.76
Dept: Department of Public Works						
101-441.000-721.000	Health & L	FIFTH STREET DENTAL CARE TODD VIEBAHN	0	11/04/11	11/04/2011	16.00
101-441.000-740.000	Operating	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	8020085094	11/07/2011	40.99
101-441.000-745.000	Uniform Al	CINTAS CORPORATION WWTP & DPW	0	11/09/11	11/09/2011	250.62
101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY FUEL	0	5590046	11/04/2011	781.56
101-441.000-920.000	Utilities	DTE ENERGY OCTOBER INVOICES	0	11/09/11	11/09/2011	2,477.30
101-441.000-957.000	Misc Fees	MICHIGAN MUNICIPAL LEAGUE MEMBER	0	5964	11/07/2011	350.00
101-441.000-970.001	Cap Sidewa	GARY KOCH CONSTRUCTION COMPANY SIDEWALK REPLACEMENT	0	11/04/11	11/04/2011	4,892.00
101-441.000-977.000	Equipment	BOULLION SALES LANDSCAPE EQUIPMENT	0	210727	11/09/2011	1,614.00
Total Department of Public Works						10,422.47
Dept: Downtown Public Works						
101-442.000-730.000	Farmers Ma	RUHLIGS PRODUCE FARMERS MARKET	0	6064	11/07/2011	25.00
101-442.000-730.000	Farmers Ma	MARY ANN SIMPKINS FARMERS MARKET	0	11/07/11	11/07/2011	56.26
101-442.000-730.000	Farmers Ma	JANET BROWN FARMERS MARKET	0	11/04/11	11/04/2011	20.00
101-442.000-740.000	Operating	PNC DOWNTOWN DECOR	0	11/07/11	11/07/2011	104.75
101-442.000-740.000	Operating	HACKNEY HARDWARE BULBS	0	11/07/11	11/07/2011	101.97
101-442.000-740.000	Operating	HOPP ELECTRIC, INC. FARMERS MARKET	0	53840	11/07/2011	133.00
101-442.000-802.000	Profession	RICHARD BROTHERS PAINTING BANNER POLES	0	17608	11/07/2011	800.00
101-442.000-802.000	Profession	DEXTER SENIOR CITIZENS CENTER 3RD & 4TH QUARTER	0	11/04/11	11/04/2011	300.00
101-442.000-920.000	Utilities	DTE ENERGY OCTOBER INVOICES	0	11/09/11	11/09/2011	689.86
Total Downtown Public Works						2,230.84
Dept: Municipal Street Lights						
101-448.000-920.003	St Lights	DTE ENERGY-STREET LIGHTING STREETLIGHTS	0	11/04/11	11/04/2011	5,704.61
Total Municipal Street Lights						5,704.61

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Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund							
Dept: Solid Waste							
101-528.000-805.000	Solid Wast		WASTE MANAGEMENT	0		11/07/2011	18,227.52
			RESIDENTIAL		7167664		
101-528.000-805.000	Solid Wast		WASTE MANAGEMENT	0		11/07/2011	19,484.32
			COMMERCIAL		71668883		

			Total Solid Waste				37,711.84
Dept: Economic Development							
101-728.000-802.000	Profession		CHELSEA AREA CHAMBER OF	0		11/04/2011	2,500.00
			GATEWAY COMMUNITY		Y5563		
101-728.000-960.000	Education		DEXTER AREA CHAMBER	0		11/04/2011	180.00
			TRAINING		33592		

			Total Economic Development				2,680.00
Dept: Parks & Recreation							
101-751.000-731.000	Landscape		GREEN GUYS LAWN AND LANDSCAPE	0		11/07/2011	160.00
			FERTILIZER				
101-751.000-731.000	Landscape		GREEN GUYS LAWN AND LANDSCAPE	0		11/07/2011	95.00
			MONUMENT PARK				
101-751.000-731.000	Landscape		GREEN GUYS LAWN AND LANDSCAPE	0		11/07/2011	190.00
			COMMUNITY PARK		11/07/11		
101-751.000-740.000	Operating		HACKNEY HARDWARE	0		11/07/2011	50.12
			BULBS		11/07/11		
101-751.000-944.000	Portable T		JOHN'S SANITATION	0		11/07/2011	375.00
			PARKS		32377		
101-751.000-955.000	Miscellaneous		HACKNEY HARDWARE	0		11/07/2011	8.99
			BULBS		11/07/11		

			Total Parks & Recreation				879.11
Dept: Insurance & Bonds							
101-851.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		11/07/2011	2,061.92
			QUARTERLY PAYMENT		2408201		

			Total Insurance & Bonds				2,061.92
Dept: Capital Improvements							
101-901.000-975.011	Property A		DTE ENERGY	0		11/07/2011	685.00
			8087 FOREST		11/07/11		

			Total Capital Improvements				685.00

			Fund Total				120,296.03
Fund: Major Streets Fund							
Dept: Routine Maintenance							
202-463.000-740.000	Operating		BARRETT PAVING MATERIALS INC	0		11/04/2011	55.55
			TOPPIN TONS		131394		
202-463.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		11/07/2011	187.82
			QUARTERLY PAYMENT		2408201		

			Total Routine Maintenance				243.37
Dept: Traffic Services							
202-474.000-740.000	Operating		MCNAUGHTON-MCKAY	0		11/07/2011	500.00
			SUPPLIES		11639938-01		
202-474.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		11/07/2011	65.33
			QUARTERLY PAYMENT		2408201		

			Total Traffic Services				565.33
Dept: Winter Maintenance							
202-478.000-740.000	Operating		MORTON SALT	0		11/07/2011	3,171.83
			SALT		792118		
202-478.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		11/07/2011	95.95
			QUARTERLY PAYMENT		2408201		

			Total Winter Maintenance				3,267.78

			Fund Total				4,076.48
Fund: Local Streets Fund							
Dept: Routine Maintenance							
203-463.000-740.000	Operating		BARRETT PAVING MATERIALS INC	0		11/04/2011	166.65
			STREET MAINT		131679		

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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Local Streets Fund						
Dept: Routine Maintenance						
203-463.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND QUARTERLY PAYMENT	0	2408201	11/07/2011	57.16
						223.81
Total Routine Maintenance						223.81
Dept: Traffic Services						
203-474.000-740.000	Operating	MCNAUGHTON-MCKAY SUPPLIES	0	11639938-01	11/07/2011	500.00
203-474.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND QUARTERLY PAYMENT	0	2408201	11/07/2011	20.42
						520.42
Total Traffic Services						520.42
Dept: Winter Maintenance						
203-478.000-740.000	Operating	MORTON SALT SALT	0	792118	11/07/2011	3,171.83
203-478.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND QUARTERLY PAYMENT	0	2408201	11/07/2011	44.91
						3,216.74
Total Winter Maintenance						3,216.74
						3,960.97
Fund Total						3,960.97
Fund: Streetscape Debt Service Fund						
Dept: Long-Term Debt						
303-850.000-992.000	Bond Fees	US BANK CORPORATE TRUST SPECIAL ASSESS BONDS	0	2978860	11/07/2011	150.00
						150.00
Total Long-Term Debt						150.00
						150.00
Fund Total						150.00
Fund: Equipment Replacement Fund						
Dept: Department of Public Works						
402-441.000-939.000	Vehicle Ma	EASTERN MICHIGAN KENWORTH MAINTENANCE	0	46431D	11/09/2011	43.21
402-441.000-939.000	Vehicle Ma	PARTS PEDDLER AUTO SUPPLY OCTOBER INVOICES	0	11/07/11	11/07/2011	404.02
402-441.000-939.000	Vehicle Ma	BRIDGEWATER TIRE COMPANY, INC. DPW	0	58044	11/04/2011	846.60
						1,293.83
Total Department of Public Works						1,293.83
						1,293.83
Fund Total						1,293.83
Fund: DWRP Project Fund						
Dept: Water Project Phase 2						
404-906.000-970.000	Capital Im	BRICCO EXCAVATING CO, LLC H2O MAIN UPGRADES	0	11/09/11	11/09/2011	430,368.34
						430,368.34
Total Water Project Phase 2						430,368.34
						430,368.34
Fund Total						430,368.34
Fund: Mill Creek Park Project Fund						
Dept: Capital Improvements						
405-901.000-830.000	Engineerin	JJR, LLC MILL POND CREEK	0	0085265	11/07/2011	6,215.00
405-901.000-974.000	CIP Capita	CEDRONI ASSOCIATES INC MILL CREEK PARK	0	11/07/11	11/07/2011	142,721.08
						148,936.08
Total Capital Improvements						148,936.08
						148,936.08
Fund Total						148,936.08
Fund: Sewer Enterprise Fund						
Dept: Administration						
590-248.000-811.000	Atty Misc	VARNUM, RIDDERING, SCHMIDT LEGAL FEES	0	85809	11/07/2011	396.50
						396.50
Total Administration						396.50

Dept: Sewer Utilities Department

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Fund	Department	Account	GL Number	Vendor Name	Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Sewer Enterprise Fund									
Dept: Sewer Utilities Department									
590-548.000-721.000	Health & L			KEVIN SLOAN DDS		0		11/04/2011	39.75
				PATIENT: ANDREA DORNEY			11/04/11		
590-548.000-740.000	Operating			GRAPHIC CONTROLS		0		11/07/2011	171.01
				SHIPPING			0230		
590-548.000-740.000	Operating			USA BLUE BOOK		0		11/07/2011	58.51
				SUPPLIES			519929		
590-548.000-740.000	Operating			MUNICIPAL SUPPLY CO.		0		11/07/2011	458.10
				supplies			61938		
590-548.000-740.000	Operating			HACKNEY HARDWARE		0		11/07/2011	153.00
				BULBS			11/07/11		
590-548.000-740.000	Operating			GRAINGER		0		11/07/2011	25.84
				SUPPLIES			9655052059		
590-548.000-740.000	Operating			DEXTER CARDS & GIFTS SHOP		0		11/04/2011	102.50
				SUPPLIES			1534		
590-548.000-740.000	Operating			BOULLION SALES		0		11/04/2011	19.74
				PUMP			210246		
590-548.000-742.000	Chem Plant			ALEXANDER CHEMICAL CORPORATION		0		11/09/2011	745.00
				CHEMICALS			0462508		
590-548.000-743.000	Chem Lab			CULLIGAN WATER CONDITIONING		0		11/09/2011	67.70
				WWTP			11/09/11		
590-548.000-743.000	Chem Lab			NORTH CENTRAL LABORATORIES		0		11/07/2011	248.41
				CHEMICALS			294660		
590-548.000-743.000	Chem Lab			HACKNEY HARDWARE		0		11/07/2011	7.98
				BULBS			11/07/11		
590-548.000-745.000	Uniform Al			CINTAS CORPORATION		0		11/09/2011	146.86
				WWTP & DPW			11/09/11		
590-548.000-751.000	Gasoline &			CORRIGAN OIL COMPANY		0		11/04/2011	860.54
				FUEL			5590046		
590-548.000-802.000	Profession			CMR MECHANICAL		0		11/07/2011	152.50
				LABOR WWTP			7409		
590-548.000-802.000	Profession			ROTO ROOTER		0		11/07/2011	4,680.00
				JET MAINTENANCE			11/07/11		
590-548.000-802.000	Profession			METRO ENVIROMENTAL SERVICES		0		11/07/2011	30.00
				DVD FOREST ST			44674		
590-548.000-802.000	Profession			METRO ENVIROMENTAL SERVICES		0		11/07/2011	571.25
				VIDEO INSPECTION			44994		
590-548.000-824.000	Testing &			DEXTER PHARMACY		0		11/07/2011	8.47
				SHIPPING			11/07/11		
590-548.000-824.000	Testing &			DEXTER PHARMACY		0		11/04/2011	26.16
				SHIPPING			4701		
590-548.000-910.000	Work Comp			MML WORKERS COMPENSATION FUND		0		11/07/2011	1,102.41
				QUARTERLY PAYMENT			2408201		
590-548.000-920.000	Utilities			DTE ENERGY		0		11/09/2011	6,232.19
				OCTOBER INVOICES			11/09/11		
590-548.000-920.000	Utilities			COMCAST		0		11/04/2011	32.64
				WWTP					
590-548.000-920.001	Telephones			AT&T		0		11/04/2011	120.09
				WWTP			11/04/11		
590-548.000-935.000	Bldg Maint			CINTAS CORPORATION		0		11/09/2011	25.00
				WWTP & DPW			11/09/11		
590-548.000-937.000	Equip Main			KENNEDY INDUSTRIES, INC.		0		11/09/2011	468.00
				FIELD SERVICE			533854		
590-548.000-937.000	Equip Main			PARTS PEDDLER AUTO SUPPLY		0		11/07/2011	93.19
				OCTOBER INVOICES			11/07/11		
590-548.000-977.000	Equipment			HACKNEY HARDWARE		0		11/07/2011	170.47
				BULBS			11/07/11		
Total Sewer Utilities Department									16,817.31
Fund Total									17,213.81
Fund: Water Enterprise Fund									
Dept: Water Utilities Department									
591-556.000-740.000	Operating			HACKNEY HARDWARE		0		11/07/2011	80.49
				BULBS			11/07/11		
591-556.000-740.000	Operating			LOWE'S BUSINESS ACCOUNT		0		11/09/2011	25.00
				FEE			11/09/11		
591-556.000-740.000	Operating			USA BLUE BOOK		0		11/07/2011	58.00
				SUPPLIES			519929		
591-556.000-740.000	Operating			USA BLUE BOOK		0		11/07/2011	133.50
				SUPPLIES			517140		

INVOICE APPROVAL LIST BY FUND

Date: 11/09/2011
 Time: 3:16pm
 Page: 6

Village of Dexter

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Water Enterprise Fund						
Dept: Water Utilities Department						
591-556.000-740.000	Operating	DEXTER CARDS & GIFTS SHOP	0		11/04/2011	102.79
		SUPPLIES		1534		
591-556.000-745.000	Uniform Al	CINTAS CORPORATION	0		11/09/2011	104.65
		WWTP & DPW		11/09/11		
591-556.000-802.000	Profession	MICHIGAN PIPE & VALVE, INC.	0		11/07/2011	420.00
		8 HOLE		83904		
591-556.000-802.000	Profession	JADE SCIENTIFIC, INC	0		11/07/2011	508.00
		CHEMICALS		15012400		
591-556.000-824.000	Testing &	MICHIGAN DEPT OF ENVIRONMENTAL	0		11/09/2011	945.85
		annual fee		724573		
591-556.000-824.000	Testing &	PARAGON LABORATORIES INC	0		11/09/2011	40.00
		TESTING		68603		
591-556.000-824.000	Testing &	UNIVERSITY OF MIAMI	0		11/07/2011	650.00
		LAB		4961		
591-556.000-824.000	Testing &	IDEXX DISTRIBUTION CORP	0		11/07/2011	690.92
		CHEMICALS		254821455		
591-556.000-824.000	Testing &	MICHIGAN DEPT OF ENVIRONMENTAL	0		11/04/2011	281.00
		TESTING		712306		
591-556.000-824.000	Testing &	BRIGHTON ANALYTICAL LLC	0		11/09/2011	120.00
		TESTING		1011-74577		
591-556.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND	0		11/07/2011	447.08
		QUARTERLY PAYMENT		2408201		
591-556.000-920.000	Utilities	DTE ENERGY	0		11/09/2011	6,710.00
		OCTOBER INVOICES		11/09/11		
591-556.000-920.000	Utilities	COMCAST	0		11/04/2011	32.64
		WWTP				
591-556.000-920.001	Telephones	AT&T	0		11/04/2011	120.09
		WWTP		11/04/11		
591-556.000-937.000	Equip Main	USA BLUE BOOK	0		11/07/2011	160.27
		PUMP		520011		
591-556.000-937.000	Equip Main	PARTS PEDDLER AUTO SUPPLY	0		11/07/2011	924.90
		OCTOBER INVOICES		11/07/11		
591-556.000-970.000	Capital Im	HACKNEY HARDWARE	0		11/07/2011	236.47
		BULBS		11/07/11		
591-556.000-977.000	Equipment	ETNA SUPPLY CO	0		11/07/2011	156.09
		SUPPLIES		100259109.002		
591-556.000-977.000	Equipment	USA BLUE BOOK	0		11/07/2011	290.07
		SUPPLIES		497681		
591-556.000-977.000	Equipment	ETNA SUPPLY CO	0		11/04/2011	1,689.85
		SUPPLIES		8100249774.001		
		Total Water Utilities Department				14,927.66
Dept: Long-Term Debt						
591-850.000-992.000	Bond Fees	US BANK CORPORATE TRUST	0		11/07/2011	150.00
		GO BONDS		2978858		
		Total Long-Term Debt				150.00
Dept: Capital Improvements						
591-901.000-974.000	CIP Capita	COURTNEY NICHOLLS	0		11/07/2011	666.60
		SUPPLIES		18040		
		Total Capital Improvements				666.60
		Fund Total				15,744.26
Fund: Trust & Agency Fund						
Dept: Assets, Liabilities & Revenue						
701-000.000-255.006	Mill Creek	METRO ENVIRONMENTAL SERVICES	0		11/09/2011	4,965.00
		EMERGENCY VACTOR SERVICE		45032		
701-000.000-255.006	Mill Creek	KNIGHT'S GRADING & EXCAVATING	0		11/09/2011	3,000.00
		WESTRIDGE		11/09/11		
		Total Assets, Liabilities & Revenue				7,965.00
		Fund Total				7,965.00
Fund: Economic Development T & A						
Dept: Transfers Out - Control						
792-965.000-999.000	Transfer 0	DEXTER VILLAGE	0		11/07/2011	895.92
		UMRC PROJECT		663		

INVOICE APPROVAL LIST BY FUND

Date: 11/09/2011
 Time: 3:16pm
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Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						

Fund: Economic Development T & A
 Dept: Transfers Out - Control

Total Transfers Out - Control	895.92
Fund Total	895.92
Grand Total	750,900.72



AGENDA 11-14-11
ITEM 5-2

DEXTER AREA CHAMBER OF COMMERCE

Dear Dexter Village Council –

The Dexter Area Chamber of Commerce is requesting that the Village Council support the Chamber's efforts to support local businesses and promote economic development within the Village. This year on November 26, 2011 the Chamber is organizing a Winter Festival. The Winter Festival will include downtown festivities such as pictures with Santa, tree lighting, retailers window decorating contests, prize drawings, and dining and shopping specials. In addition to the Winter Festival activities the Chamber is promoting Small Business Saturday.

Small Business Saturday (SBS) was created in 2010 by American Express in response to small business owners' most pressing need: creating more demand for their products and services.

A total of 1.5 million Facebook users, 130 public and private organizations, and 41 elected officials declared their support for SBS last year. More than 100,000 small businesses downloaded SBS marketing materials, 10,000 businesses signed up for free Facebook advertising that ran on SBS, and 200,000 consumers registered their American Express cards to receive \$25 statement credits when they shopped at a small business on SBS. Small retailers who accept the American Express Card saw a 28% increase in sales on SBS when compared to the Saturday after Thanksgiving in 2009.

The Dexter Area Chamber would like the Council's support and proclamation in support of small businesses and the community and that the Council adopt the following Proclamation:

We the Village of Dexter Council, in our efforts to promote economic development within the community and to support our local businesses and the Dexter Area Chamber of Commerce, pledge to support and encourage residents and visitors to support local and support Small Business Saturday on November 26, 2011 in Dexter Village, Michigan.

Thank you,

Paula Palmer Burns
Dexter Area Chamber of Commerce President

LIVE • WORK • PLAY • PROSPER
3074 BAKER ROAD, DEXTER, MI 48130
DEXTERCHAMBER.ORG



VILLAGE OF DEXTER-PARKS COMMISSION
8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Date Received: 10/20/11
Receipt #: N/A

APPLICATION AND RELEASE OF LIABILITY WAIVER
FOR PARK/FACILITY USE
and/or
ROAD CLOSURE

- 1 MILE - 4:15
- 5K - 4:30pm
- end: 5:30pm

EVENT: HOLIDAY HUSTLE 5K & 1 MILE RUN EVENT DATES/TIMES: DEC 3, 2011
EVENT LOCATION: MONUMENT PARK
Applicant/Sponsoring Party: RUNNING FIT Phone/Email

Primary Contact: RANDAL STEP Phone/Email: 248.202.7634
Secondary Contact: DAWN MCCONNACHIE Phone/Email: 734.929.9027 dawn@runningfit.ca

Address (City, State, Zip): 5900 Jackson Rd, ANN ARBOR, MI 48103

Event Description: See attached event description/sched & 5K/1 mile race map. \$5 per entry donated to local Dexter charities

TYPE OF EVENT (Check all that apply)
 Park Use Facility Use: List the Facility _____
 Road Closure: List Event _____ (Village Council Approval Required) DATE APPROVED _____
 Fire/Open Burning (DAFD Approval Required) DATE APPROVED _____

Central St
closed noon-
7pm
for race
12-3-11

FEES
Residents -- \$25/4 hours
Non Village Residents -\$150/4 hours, \$50 each additional hour
Chamber, Non-profits, Community Events exempt from fee * WAIVED IN 2009, 2010
*\$200 Damage Deposit Required

THE FOLLOWING ACTIVITIES REQUIRE A PERMIT (Check all that apply)
 Road Closure - additional requirements apply.
 Hold a parade - additional requirements apply.
 Conduct exhibitions, erect any building or structure, sell or giveaway any food, drink, or other upon or across park lands.
 Display, or offer for sale, any article in any park or recreation area.
 Hold assembly involving 30 participants or more (exempts classroom activities).
 Distribute, deliver or place any bill, billboard, placard, banner, circular, or other advertisement - additional requirements apply.
 Furnish and/or consume any beer, wine, or other alcoholic beverage within the boundaries of any park or recreation area - additional requirements apply.
 Fire Pit or other open burning activities. Type of Burning: Fire pits for warmth Remove not doing Fire pits 10-25-11 DAFD

INSTRUCTIONS AND REQUIREMENTS FOR APPLICATION

1. Application must be filed, and complete, at least 3 weeks prior to scheduled event (includes administrative approval).
2. Village Services - Provide information on the requested village services, i.e. barricades, detour signs, etc.

3. Road Closure Applications - A complete diagram/map/routes for events and road closures must include distances, schedule, etc. Sheriff's Dept. and Fire Dept. approvals are required for road closures. Contracts and authorizations will be required prior to permit approval. This can take up to 3 weeks, please plan accordingly. Upon approval by both departments obtain signatures below. Road Closures require that the applicant notify all residents/businesses affected by the closure. Notification must be completed a minimum of 2 weeks prior to the event. Please indicate on the permit the date in which notification will be completed.

DATE COMPLETED: _____

- a. Contact the Washtenaw County Sheriff Department substation-Dexter (734) 424-0587- to arrange contracted officers for events requiring road closures. Provide copy of agreement/contract with WCSD.
- b. Contact the Dexter Area Fire Department (734) 426-4500 to arrange contracted services or to provide information for event requiring road closures. Provide copy of agreement/contract with the DAFD.

 10-25-11
DAFD Signature Date

 9-20-11
WCSD Signature Date

- c. Provide the Village with a road closure barricade and sign plan indicating where road closures are required. The Village of Dexter has four (4) road closure barricades available for use therefore additional contracts may be required. Contact POCO-734-397-1677; or Spartan- 313-292-2488, if applicable.
- d. The Washtenaw County Road Commission (734) 761-1500 may require additional Road Closure permits for events within their jurisdiction. Contact the Village for more information on jurisdiction.

4. Insurance -

- a. Private and/or Nonprofit Group Sponsored Event or Personal Events (weddings, birthday parties, etc.) - The following insurance coverage's are required:
- Home Owners Policy coverage certificate or renters policy with general liability coverage of \$100,000 must be provided to show host coverage for offsite events in an amount.
 - General liability insurance in the amount of \$1,000,000 naming the Village of Dexter, including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and their board members, employees and volunteers.
- b. Alcohol - Events
- Selling alcohol requires a permit from the Michigan Liquor Control Commission. General liability insurance in the amount of \$1,000,000 naming the Village of Dexter, including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and their board members, employees and volunteers, is required. Alcohol sales must be separate and fenced from the rest of the event.
 - Serving alcohol at a private/host events requires a Home Owners Policy or renters policy with \$1,000,000 worth of coverage for Host Liquor. Single day coverage may be necessary for special events. Applicants should check with their insurance companies. Copies of coverage certificates are required prior to issuance of permit.

5. Hold Harmless/Indemnification Waiver (below) must be signed and dated by the sponsoring party and/or representative.

6. Signage - On site and off site signage is permitted with approval. See *Temporary Sign Permit*.

7. Loading and Unloading - NOT permitted within parks unless permission is specifically granted. If loading and unloading is required temporary road closures may be arranged.

8. Waste Management - Upon completion of the event, the sponsors are responsible for removal of all equipment brought to the site, and for returning the site to the same condition as prior to the event. Arrangements should be made with Waste Management for trash disposal: (800) 796-9696.

9. Publication Methods - Please circle all that apply: Village event calendar, village newsletter, Dexter Leader, Chamber Newsletter, Flyers, Brochures, Banners
Others HOMEOWNER ASSOC. - AD IN NEWSLETTER

Holiday Hustle – December 3, 2011

Race Information

Holiday Hustle, 5K and 1 Mile.

This charity event donates \$5 from each entry to local Dexter charities.

Date: December 3, 2011, just before the tree lighting at Monument Park!
Start/Finish Line: Monument Park, Baker Rd. at Main St. downtown Dexter, MI
Start Times:

1 Mile Fun Run: 4:15pm
5K Start time: 4:30pm
Tree Lighting is at 6pm

Route: see attached course map for 5k and 1mile route

Contact: Randy Step/Dawn McConnachie, Running Fit, 734-929-9027, dawn@runningfit.com

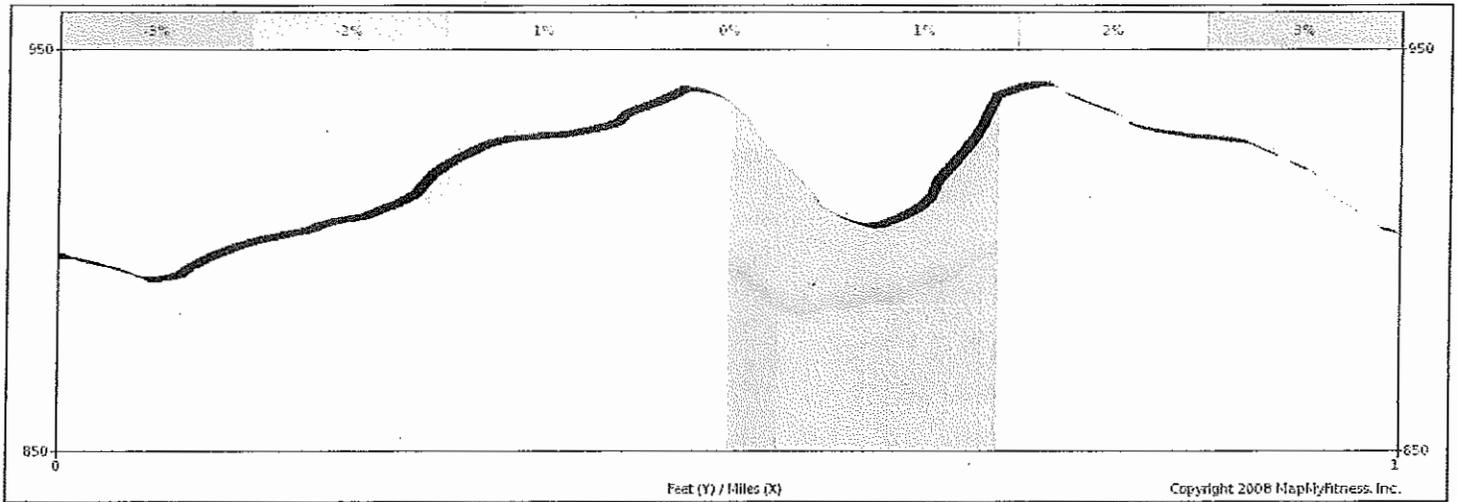
Website: www.runholiday5k.com

ROUTE DESCRIPTION:
No Description Provided

1 MILE COURSE MAP



©2010 MapQuest Portions ©2010 NAVTEQ



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Find this route online at <http://www.mapmyrun.com/run/united-states/mi/dexter/26704176636>
Distance values on this map may differ slightly from values reported on the route engine.

<h2 style="margin: 0;">CERTIFICATE OF LIABILITY INSURANCE</h2>	DATE (MM/DD/YYYY) 09/15/11												
PRODUCER MATTHEW FAHOOME INSURANCE AGENCY 2221 JACKSON AVE ANN ARBOR, MI 48103	THIS CERTIFICATE IS ISSUED AS MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.												
INSURED RUNNING FIT INC DBA RUNNING FIT 5700 JACKSON RT ANN ARBOR, MI 48103	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURERS AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: State Farm Fire and Casualty Company</td> <td>25143</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: State Farm Fire and Casualty Company	25143	INSURER B:		INSURER C:		INSURER D:		INSURER E:	
INSURERS AFFORDING COVERAGE	NAIC #												
INSURER A: State Farm Fire and Casualty Company	25143												
INSURER B:													
INSURER C:													
INSURER D:													
INSURER E:													

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADDL	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
X	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENL. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	92-NP-7482-7	06/23/11	06/23/12	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTC <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTS				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
X		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$	92-BU-3675-4	06/07/11	06/07/12	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
X		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below. OTHER	92-BK-T207-8	09/23/10	09/23/11	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER EL EACH ACCIDENT \$ 100,000 EL DISEASE - EA EMPLOYEE \$ 100,000 EL DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 LOCATION: DOWNTOWN DEXTER - 8123 MAIN ST, DEXTER, MI 48130-1029
 EVENT: HOLIDAY HUSTLE - DECEMBER 3RD, 2011

DAWN VERIFIED
 "VILLAGE OF DEXTER IS ADDITIONAL
 INSURED - BT"

CERTIFICATE HOLDER VILLAGE OF DEXTER 8123 MAIN ST. DEXTER, MI 48130	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE MATTHEW FAHOOME
---	--

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Council Members
From: President Keough & Courtney Nicholls, Assistant Village Manager
Date: November 7, 2011
Re: Cityhood Update

Since the last Village Council meeting we were informed that the Director of Licensing and Regulatory Affairs has decided that our petition was legally sufficient and instructed the Boundary Commission to set a public hearing. According to Boundary Commission staff it is likely that the hearing will be scheduled for January 17 or January 24, 2012.

Though our petition was approved with the boundary as proposed, we have been working with Webster Township and the Dexter Area Historical Society to find a boundary that will be acceptable to all parties. On November 2, 2011, we met with Webster Township Supervisor John Kingsley and Boundary Commission staffer Kevin O'Brien to discuss a proposed boundary that would draw in only a small portion of the Gordon Hall property and exclude the Mill Creek Sporting Goods property. Kevin was generally supportive that the Boundary Commission would consider this as an option. The only point that has yet to be determined is whether the Commission will accept that this small piece that would be drawn in provides enough contiguity.

Following the meeting with the State, President Keough met with representatives from the Dexter Area Historical Society who were also supportive of the amended boundary.

The next step in the process will be the Village's attendance at the Boundary Commission meeting on November 17, 2011. With Council's support we would like to present this proposed new boundary for the Commission's consideration. If the Boundary Commission does not choose to make it the Boundary for the public hearing, we would like to suggest that we stand together with Webster Township and the Historical Society at the January public hearing and request that it be used as the final city boundary. As was the case with the determination of legal sufficiency, the Boundary Commission will act as a recommending body to the Director on the final boundary.

To keep the Director of Licensing and Regulatory Affairs informed of our progress we forwarded him an e-mail describing our meeting with Webster Township and Boundary Commission staff. A copy of that e-mail, along with the signed "findings of fact" issued by the Director, the proposed boundary map and the agenda for the November 17, 2011 Boundary Commission meeting is included for your review.

Courtney Nicholls

From: Courtney Nicholls
Sent: Friday, November 04, 2011 12:34 PM
To: 'Burton, Diane (LARA)'
Cc: Shawn Keough (skeough@wadetrim.com); jkingsley@twp.webster.mi.us; Thomas J. Ryan (sylvanlaw@aol.com); O'Brien, Kevin M (DELEG) <ObrienK@michigan.gov> (ObrienK@michigan.gov)
Subject: Dexter
Attachments: Dexter Revised Boundary.pdf

Hello Director Hilfinger,

Thank you for signing the Order finding the Village of Dexter's recent petition for incorporation legally sufficient. We appreciate the effort that you and your staff invested to make this decision. We wanted to follow-up on our pledge to keep you informed of our discussions with Webster Township. There has been a great deal of cooperation since our conversation with your office and we wanted to share the highlights. Having received the signed order on the 26th of October, we will be discussing all of this at our next Council meeting on November 14th.

On October 28th, Village President Shawn Keough and Assistant Village Manager Courtney Nicholls met with Webster Township Supervisor John Kingsley. We discussed options for the boundary that would not include the Gordon Hall and Mill Creek Sporting Good properties. Supervisor Kingsley explained, as he did in front of the Boundary Commission at their June meeting, that Webster Township would not contest the Westridge and Cedars of Dexter properties inclusion in the proposed boundary. To explore the boundary ideas further it was decided that a meeting with the state surveyor would be helpful. We were looking for feedback on two issues: how much contiguity is enough contiguity for the Boundary Commission to be able to approve the petition and whether parcels of Webster Township can be isolated from the rest of the Township.

We contacted Kevin O'Brien and scheduled an appointment for Wednesday, November 2 at 9 a.m. The four of us met in Okemos and looked at two maps showing boundary options. The first showed contiguity with just a single lane of traffic; the second added a small piece of the Gordon Hall property to establish the contiguity, but left the vast majority of the parcel in Webster Township. Mr. O'Brien didn't feel that the connection with the single lane of traffic would be appropriate, however, he did feel that adding the small amount of Gordon Hall property would be something the Boundary Commission would consider. We realize that this would leave two parcels of Webster Township isolated from the rest of the Township, however, Mr. O'Brien was not aware of any law/court case that prohibits that from occurring.

Our intention is to present this boundary change to the Boundary Commission at their November 17, 2011 meeting and at the public hearing that will likely be scheduled for January 2012. We hope that by providing a united front, the Boundary Commission will adjust the boundary to our suggested location. We also met with the Gordon Hall property owners (Dexter Area Historical Society representatives) and they are appreciative of our efforts to create a harmonious boundary and find our new proposed boundary acceptable. A concept of the new proposed boundary in the areas that were of concern to Webster Township is shown on the attached drawing. We thought you might like to see it.

We would like to make a point of recognizing the efforts of Kevin O'Brien throughout this process. It is very helpful to be able to meet with the Boundary Commission staff. This interaction between the petitioner and the staff should be encouraged both leading up to the filing of the petition and throughout the incorporation process.

We will continue to keep your office aware of our cooperative interaction with Webster Township, and the affected property owners. We look forward to the next steps in the process and appreciate your help in finding us legally sufficient. On behalf of all the residents in the Village of Dexter, we appreciate the opportunity for this process to

move forward. We realize that the Boundary Commission will be responsible for providing a recommendation to you on the ultimate boundary for the public hearing, but we wanted you to know that we have worked hard to find a mutually acceptable boundary that hopefully the State can find acceptable. We look forward to welcoming the Boundary Commissioners and State staff to Dexter in the coming months.

Thank you again,

Shawn Keough
Village of Dexter, President

and

Courtney Nicholls
Assistant Village Manager



RICK SNYDER
GOVERNOR

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

STEVEN H. HILFINGER
DIRECTOR

In the matter of:

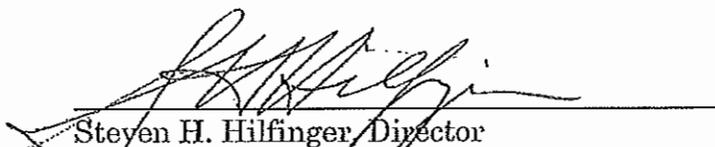
State Boundary Commission
Docket # 10-I-2

The proposed Incorporation of the Village of
Dexter as a Home Rule City
Washtenaw County.

ORDER

IT IS ORDERED THAT the petition for the proposed incorporation of the village of Dexter as a Home Rule City in Washtenaw County, as described in Attachment A, is legally sufficient.

IT IS FURTHER ORDERED THAT the State Boundary Commission shall conduct a public hearing in the area proposed to be incorporated to hear from interested parties regarding the reasonableness of the proposed incorporation based on the criteria established in the State Boundary Commission Act [1968 PA 191 MCL 123.1001 et. seq.] as required by MCL 123.1008.


Steven H. Hilfinger, Director
Michigan Department of Licensing and Regulatory Affairs

10-24-11
Date

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ATTACHMENT A

Part III

Dept. of Energy, Labor & Economic Growth
FILED

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STATE BOUNDARY COMMISSION

OHM

LEGAL DESCRIPTION
VILLAGE OF DEXTER

PARCELS OF LAND LOCATED IN SECTIONS 31 AND 32, T.1S., R.5E., WEBSTER TOWNSHIP, AND IN SECTIONS 5, 6, 7 AND 8, T.2S., R.5E., SCIO TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:

BEGINNING AT THE NORTH ¼ CORNER OF SECTION 8, T.2S., R.5E., SCIO TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE PROCEEDING SOUTHERLY ALONG THE NORTH-SOUTH ¼ LINE OF SAID SECTION 8, A PORTION OF SAID LINE ALSO BEING THE EAST BOUNDARY LINE OF DEXTER CROSSING CONDOMINIUM, WASHTENAW COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 293, RECORDED IN LIBER 3699, PAGE 504, WASHTENAW COUNTY RECORDS, TO THE CENTER CORNER OF SAID SECTION 8; THENCE WESTERLY ALONG THE EAST-WEST ¼ LINE OF SAID SECTION 8, SAID LINE ALSO BEING THE SOUTH BOUNDARY LINE OF SAID DEXTER CROSSING CONDOMINIUM, TO THE SOUTHEAST CORNER OF DEXTER BUSINESS AND RESEARCH PARK NO. 2, RECORDED IN LIBER 30, PAGES 48-54 OF PLATS, WASHTENAW COUNTY RECORDS; THENCE PROCEEDING WESTERLY ALONG THE SAID EAST-WEST ¼ LINE OF SAID SECTION 8, SAID LINE ALSO BEING THE SOUTH BOUNDARY LINE OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2 TO THE SOUTHWEST CORNER OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2; THENCE PROCEEDING NORTHERLY ALONG THE WEST BOUNDARY LINE OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2, TO THE SOUTHEAST CORNER OF THE WALKABOUT CREEK APARTMENTS (WALKABOUT CREEK APARTMENTS PHASE I DEED IS RECORDED IN LIBER 2345 OF DEEDS, PAGE 631-639, WASHTENAW COUNTY RECORDS, AND CONTAINS THE NORTHERLY PORTION OF WALKABOUT CREEK APARTMENT. WALKABOUT CREEK APARTMENTS PHASE II DEED IS RECORDED IN LIBER 3182 OF DEEDS, PAGE 380-384, WASHTENAW COUNTY RECORDS, AND CONTAINS THE SOUTHERLY PORTION OF WALKABOUT CREEK APARTMENTS, ALONG WITH THE NARROW PARCEL EXTENDING WESTERLY TO BAKER ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS)); THENCE WESTERLY ALONG THE SOUTH BOUNDARY LINE OF SAID WALKABOUT CREEK APARTMENTS TO THE SOUTHWEST CORNER OF SAID WALKABOUT CREEK APARTMENTS; THENCE NORTHWESTERLY ALONG THE WEST BOUNDARY LINE OF SAID WALKABOUT CREEK APARTMENTS; THENCE WESTERLY ALONG A SOUTHERLY BOUNDARY LINE OF SAID WALKABOUT CREEK APARTMENTS TO A POINT ON THE CENTERLINE OF BAKER ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS); THENCE NORTHERLY ALONG SAID CENTERLINE OF BAKER ROAD TO A NORTHERLY BOUNDARY LINE OF SAID WALKABOUT CREEK APARTMENTS; THENCE EASTERLY ALONG SAID

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STATE BOUNDARY COMMISSION

NORTHERLY BOUNDARY LINE TO THE WEST BOUNDARY LINE OF SAID WALKABOUT CREEK APARTMENTS; THENCE NORTHERLY ALONG SAID WEST BOUNDARY LINE TO THE NORTH LINE OF SECTION 7, T.2S., R.5E., SCIO TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE WESTERLY ALONG SAID NORTH LINE TO THE NORTH ¼ CORNER OF SAID SECTION 7; THENCE SOUTHERLY ALONG THE NORTH-SOUTH ¼ LINE OF SAID SECTION 7 TO A POINT ON THE CENTERLINE OF SHIELD ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS); THENCE WESTERLY ALONG SAID CENTERLINE A DISTANCE OF 524.21 FEET TO THE SOUTHWEST CORNER OF THE PARCEL, OF LAND DESCRIBED IN LIBER 1738 OF DEEDS, PAGE 738, WASHTENAW COUNTY RECORDS, LOCATED IN THE FRACTIONAL NORTHWEST ¼ OF SAID SECTION 7; THENCE NORTHERLY ALONG THE WEST BOUNDARY LINE OF SAID PARCEL TO THE NORTH LINE OF SAID SECTION 7; THENCE WESTERLY ALONG SAID NORTH LINE TO THE THREAD OF MILL CREEK; THENCE NORTHERLY ALONG THE THREAD OF MILL CREEK TO A POINT ON THE SOUTH LINE OF SECTION 31, T.1S., R.5E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE ALONG SAID SOUTH LINE S.87°38'15"W., 2748.21 FEET TO THE SOUTHWEST CORNER OF SAID SECTION 31; THENCE N.02°55'34"W. (RECORDED AS N.02°53'00"W.), 1546.16 FEET ALONG THE WEST LINE OF SAID SECTION 31, A PORTION OF THIS LINE BEING THE WEST BOUNDARY LINE OF A PARCEL SHOWN AS "PARCEL 1A" ON A CERTIFICATE OF SURVEY COMPLETED BY WASHTENAW ENGINEERING COMPANY (JOB REFERENCE NUMBER 30479, DATED 11-20-06), TO A POINT ON THE CENTERLINE OF ISLAND LAKE ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS); THENCE ALONG SAID CENTERLINE S.62°33'50"E. (RECORDED AS S.62°31'28"E.), 284.56 FEET AND S.57°00'14"E. (RECORDED AS S.56°57'50"E.), 1000.62 FEET TO A POINT ON THE CENTERLINE OF DEXTER PINCKNEY ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS) ALSO BEING THE WEST LINE OF WESTRIDGE OF DEXTER CONDOMINIUM, WASHTENAW COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 317, RECORDED IN LIBER 3867, PAGE 225, WASHTENAW COUNTY RECORDS; THENCE ALONG THE BOUNDARY LINE OF SAID WESTRIDGE OF DEXTER CONDOMINIUM THE FOLLOWING TEN (10) COURSES: 1) N.19°17'21"W. (RECORDED AS N.16°04'40"W.), 1384.34 FEET, 2) N.70°42'39"E. (RECORDED AS N.73°55'20"E.), 614.93 FEET, 3) S.56°10'03"E. (RECORDED AS S.52°57'22"E.), 1112.62 FEET, 4) N.34°47'19"E. (RECORDED AS N.38°00'00"E.), 831.53 FEET, 5) S.83°21'41"E. (RECORDED AS S.80°09'00"E.), 803.99 FEET, 6) S.12°12'41"E. (RECORDED AS S.09°00'00"E.), 674.13 FEET, 7) S.22°05'05"W. (RECORDED AS S.25°17'46"W.), 353.45 FEET, 8) S.54°50'49"W. (RECORDED AS S.58°03'30"W.), 183.12 FEET, 9) S.71°28'39"W. (RECORDED AS S.74°41'20"W.), 557.82 FEET, 10) S.24°45'51"E. (RECORDED AS S.21°33'10"E.), 391.67 FEET TO THE THREAD OF MILL CREEK; THENCE NORTHEASTERLY ALONG THE THREAD OF MILL CREEK TO THE POINT OF INTERSECTION WITH THE THREAD OF THE HURON RIVER; THENCE EASTERLY ALONG THE THREAD OF THE HURON RIVER TO THE INTERSECTION OF THE EXTENDED WEST

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LINE OF THE PARCEL OF LAND DESCRIBED IN LIBER 1843 OF DEEDS, PAGE 869, WASHTENAW COUNTY RECORDS, LOCATED IN THE SOUTHWEST ¼ OF SECTION 32, T.1S., R.5E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE NORTHERLY ALONG SAID EXTENSION OF WEST LINE TO THE NORTHWEST CORNER OF SAID PARCEL, SAID POINT ALSO BEING THE SOUTHWESTERLY CORNER OF THE PARCEL OF LAND DESCRIBED IN LIBER 1503 OF DEEDS, PAGE 849, WASHTENAW COUNTY RECORDS, LOCATED IN THE SOUTHWEST ¼ OF SECTION 32, T.1S., R.5E., WEBSTER TOWNSHIP; THENCE NORTHERLY ALONG THE WEST LINE OF SAID PARCEL TO THE CENTERLINE OF JOY ROAD (AS ESTABLISHED BY WASHTENAW COUNTY ROAD COMMISSION RECORDS); THENCE EASTERLY AND SOUTHEASTERLY ALONG SAID CENTERLINE TO THE INTERSECTION WITH THE WESTERLY LINE OF THE PARCEL OF LAND DESCRIBED IN LIBER 1601 OF DEEDS, PAGE 42, WASHTENAW COUNTY RECORDS, LOCATED IN SOUTHWEST ¼ OF SECTION 32, T.1S., R.5E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE NORTHEASTERLY ALONG SAID WESTERLY LINE TO THE NORTHWEST CORNER OF SAID PARCEL; THENCE EASTERLY ALONG THE NORTH BOUNDARY LINE OF THE PARCEL OF LAND DESCRIBED IN LIBER 1601 OF DEEDS, PAGE 42, WASHTENAW COUNTY RECORDS TO THE NORTH-SOUTH ¼ LINE OF SAID SECTION 32; THENCE SOUTHERLY ALONG SAID NORTH-SOUTH ¼ LINE TO THE SOUTH ¼ CORNER OF SAID SECTION 32, SAID POINT ALSO BEING THE NORTHEAST CORNER OF THE PARCEL OF LAND DESCRIBED IN LIBER 3782 OF DEEDS, PAGE 215, WASHTENAW COUNTY RECORDS, LOCATED IN THE FRACTIONAL NORTHWEST ¼ OF SECTION 5, T.2S., R.5E., SCIO TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE SOUTHERLY ALONG THE EAST BOUNDARY LINE OF SAID PARCEL TO THE SOUTHERLY CORNER OF SAID PARCEL; THENCE CONTINUING SOUTHERLY ON THE EXTENSION OF THE EAST BOUNDARY LINE OF SAID PARCEL OF LAND DESCRIBED IN LIBER 3782 OF DEEDS, PAGE 215, WASHTENAW COUNTY RECORDS TO ITS POINT OF INTERSECTION WITH THE SOUTHERLY RIGHT OF WAY LINE OF THE NORFOLK SOUTHERN RAILROAD (AS SHOWN ON THE RIGHT OF WAY & TRACK MAP, OPERATED BY: THE MICHIGAN CENTRAL RAILROAD COMPANY. (MAP #V,1-B-M,19), DATED 12/28/1917); THENCE SOUTHEASTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE TO THE POINT OF INTERSECTION WITH THE SOUTH LINE OF SAID SECTION 5; THENCE WESTERLY ALONG THE SOUTH LINE OF SAID SECTION 5 TO THE SOUTH ¼ CORNER OF SAID SECTION 5, SAID POINT ALSO BEING THE NORTH ¼ CORNER OF SAID SECTION 8 AND THE POINT OF BEGINNING.

SAID PARCEL INCLUDES THE FOLLOWING PLATTED SUBDIVISIONS:

- THE MAP OF VILLAGE OF DEXTER, RECORDED IN LIBER B, PAGE 341 OF PLATS, WASHTENAW COUNTY RECORDS: BLOCK 1, LOTS 1-13; BLOCK 5, LOTS 1-8; BLOCK 6, LOTS 1-8; BLOCK 7, LOTS 1-8; BLOCK 8, LOTS 1-8; BLOCK 9, LOTS 1-8; BLOCK 13, LOTS 1-8; BLOCK 14, LOTS 1-8; BLOCK 15, LOTS 1-8; BLOCK 16, LOTS 1-3; BLOCK 19, LOTS 1-6.

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- THE PLAT OF THE VILLAGE OF DEXTER, RECORDED IN LIBER 27, PAGES 532 & 533 OF DEEDS, WASHTENAW COUNTY RECORDS: BLOCK 1, LOTS 1-13; BLOCK 2, LOTS 1-8; BLOCK 3, LOTS 6-8; BLOCK 4, LOTS 1-8; BLOCK 5, LOTS 1-8; BLOCK 6, LOTS 1-8; BLOCK 7, LOTS 1-8; BLOCK 8, LOTS 1-8; BLOCK 9, LOTS 1-8; BLOCK 10, LOTS 1-8; BLOCK 11, LOTS 4 & 6-8; BLOCK 12, LOTS 1-8; BLOCK 13, LOTS 1-8; BLOCK 14, LOTS 1-8; BLOCK 15, LOTS 1-8; BLOCK 16, LOTS 1-3; BLOCK 17, LOTS 1-13; BLOCK 18, LOT 1; BLOCK 19, LOTS 1-13; BLOCK 20, LOTS 1-25; BLOCK 21, LOTS 1-7; BLOCK 22, LOTS 1-6; BLOCK 23, LOTS 1-12; BLOCK 24, LOTS 1-8; BLOCK 25, LOTS 1-4; BLOCK 26; BLOCK 27, LOTS 1-9; BLOCK 28, LOTS 1-8; BLOCK 29, LOTS 1-8; BLOCK 30, LOTS 1-8; BURIAL GROUND.
- A MAP OF PART OF THE VILLAGE OF DEXTER, RECORDED IN LIBER F, PAGE 100 OF PLATS, WASHTENAW COUNTY RECORDS: BLOCK 18; BLOCK 19, LOTS 1-13; BLOCK 20, LOTS 1-16.
- THE PLAT OF THE ADDITION TO THE VILLAGE OF DEXTER BY THE DEXTER ESTATE; RECORDED IN LIBER 55, PAGE 477 OF DEEDS, WASHTENAW COUNTY RECORDS: BLOCK 31, LOTS 1-12; BLOCK 32, LOTS 1-12; BLOCK 33, LOTS 1-12; BLOCK 34, LOTS 1-7; BLOCK 35, LOTS 1-17; BLOCK 36, LOTS 1-23; BLOCK 37, LOTS 1-14; BLOCK 38, LOTS 1-14; BLOCK 39, LOTS 1-12; BLOCK 40, LOTS 1-12; BLOCK 41, LOTS 1-12.
- THE PLAT OF EAST SIDE OF BLOCK 18 VILLAGE OF DEXTER, RECORDED IN LIBER 60, PAGE 123 OF DEEDS, WASHTENAW COUNTY RECORDS: LOTS A, B, C & D.
- THE PLAT OF N.H. WING'S SUBDIVISION OF THE SOUTH WEST CORNER OF BLOCK NUMBER SIX OF THE VILLAGE OF DEXTER, RECORDED IN LIBER V, PAGE 726 OF PLATS, WASHTENAW COUNTY RECORDS: LOTS 1-23.
- THE PLAT OF MARY J. RAYWALT'S ADDITION TO THE VILLAGE OF DEXTER, RECORDED IN LIBER 60, PAGE 770 OF DEEDS, WASHTENAW COUNTY RECORDS: LOTS 1-13.
- THE PLAT OF THE MAP OF MARY J. RAYWALT'S 2ND ADDITION TO THE VILLAGE OF DEXTER, RECORDED IN LIBER 67, PAGES 306 & 307 OF DEEDS, WASHTENAW COUNTY RECORDS: LOTS 19-46.
- THE PLAT OF DEXTER HEIGHTS SUBDIVISION, RECORDED IN LIBER 11, PAGE 55 OF PLATS; WASHTENAW COUNTY RECORDS: LOTS 1-12.
- THE PLAT OF MEYERS' SUBDIVISION, RECORDED IN LIBER 13, PAGES 50 & 51 OF PLATS, WASHTENAW COUNTY RECORDS: LOTS 1-34.
- DEXTER CROSSING PLAT ONE, RECORDED IN LIBER 31, PAGES 16-18 OF PLATS, WASHTENAW COUNTY RECORDS: LOTS 1-34.
- DEXTER BUSINESS AND RESEARCH PARK, RECORDED IN LIBER 26, PAGES 29-36 OF PLATS, WASHTENAW COUNTY RECORDS: LOTS 1-25.
- DEXTER BUSINESS AND RESEARCH PARK NO. 2, RECORDED IN LIBER 30, PAGES 48-54 OF PLATS, WASHTENAW COUNTY RECORDS: LOTS 26-44 AND ONE PRIVATE PARK.

DRAFT





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

November 17, 2011
1:30 p.m.

AGENDA

WASHTENAW COUNTY

- 1) Call to Order and Determination of Quorum.
- 2) Approval of Agenda
- 3) Approval of Draft Minutes for September 17th, 2011 meeting.
- 4) Docket #10-I-2 petition for incorporation of the Village of Dexter as a Home Rule City
 - a. Schedule of time and place for public hearing as required by DLARA Director's Order.
 - 1) Commission Questions/Discussion/Deliberation.
 - 2) Public Comment.
 - 3) Commission Action.
- 5) Docket #11-AP-1 petition for annexation of land in Lodi Township to the City of Saline.
 - a. Summary of Proceedings, Findings of Fact and Conclusions of Law.
 - 1) Commission Questions/Discussion/Deliberation.
 - 2) Public Comment.
 - 3) Commission Action.

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- 6) Unfinished Business
 - a. None
- 7) New Business
 - a. None
- 8) Public Comment
- 9) Adjournment

THESE AGENDA ITEMS WILL BE CONSIDERED AT 1:30 P.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 NOVEMBER 10, 2011 TO INSURE REPRESENTATION
FROM A QUORUM OF BOUNDARY COMMISSIONERS AND PARTICIPATION FROM
INVOLVED PARTIES.**

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.

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: November 8, 2011
Re: Policy Documents

Following Council's decision at the October 24, 2011 meeting to allow DAPCO to defer the installation of their sidewalk and pay their tap fee over multiple years, Council requested that staff draft two policies that set a standard for these allowances moving forward. These policies are included for your approval.

Included with the policies is an agreement that the applicant will be required to sign outlining the terms of the deferral.



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Village of Dexter Sidewalk Installation Deferral Policy November 14, 2011 (DRAFT)

This policy shall serve as an explanation of the Village's position on the deferral of required sidewalk installation.

Any commercial or industrial development within the Village required to install sidewalk may be permitted to defer the installation of sidewalk **ONLY** under one of the following circumstances:

1. Installation of the sidewalk would result in a sidewalk island (no connections on either side)
2. A construction project is proposed in area and installation deferment would be preferred.

The Village has developed a Complete Streets Policy and Ordinance (General Code Chapter 46) and is committed to creating all types of safe and accessible methods of transit, including pedestrian sidewalks along all roadways.

Sidewalk installation deferral is permitted by the Village; however deferrals will be limited to 5 years from the anniversary date of the issuance of the final zoning compliance or at such time that sidewalk is installed or approved to be installed by the owner of an adjacent parcel. If sidewalk is installed or approved to be installed on an adjacent parcel, the party responsible for installation of the sidewalk will have 6 months to complete the installation from the date of notice from the Village.

The Village will send notification/Order to Construct to the above stated address no less than 20 days before the maximum 5-year required installation date or as required upon the installation of adjacent public sidewalk. The undersigned acknowledges that if the public sidewalk is not installed within the required time the Village will proceed with installation of the sidewalk in accordance with Chapter 46, Section 46-50, Order to Construct and that the undersigned will be responsible for payment, in full, of the associated construction.

A signed agreement between the Village and the party responsible for payment or installation of the sidewalk outlining the terms of the agreement will be required at the time of the issuance of the final zoning compliance.



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Public Sidewalk Installation Deferral Agreement

In accordance with the Village of Dexter Sidewalk Installation Deferral Policy adopted on November 14, 2011,

_____ (name of party responsible for installation of sidewalk and individual contact information) located at _____ is requesting that the required public sidewalk installation be deferred in accordance with the following schedule:

Date of Issuance of Final Zoning Compliance: _____

Five Year Maximum Deferral Date: _____

(**if sidewalk is installed or approved to be installed on an adjacent parcel, the party responsible for installation of the sidewalk will have 6 months to complete the installation from the date of notice from the Village)

The Village will send notification/Order to Construct to the above stated address no less than 20 days before the maximum 5-year required installation date or as required upon the installation of adjacent public sidewalk. The undersigned acknowledges that if the public sidewalk is not installed within the required time the Village will proceed with installation of the sidewalk in accordance with Chapter 46, Section 46-50, Order to Construct and that the undersigned will be responsible for payment, in full, of the associated construction.

Upon the responsible parties decision to construct the sidewalk a Village of Dexter Right-Of-Way permit shall be submitted to the Village Offices for review and approval of conformance to the Village of Dexter sidewalk construction requirements and details.

This agreement is signed this _____ day of _____, _____

Village Manager Signature

Village Manager Print Date

Party Responsible for Installation of Sidewalk
Signature

Responsible Party Print Date





VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Village of Dexter Tap Fee Payment Policy November 14, 2011 (DRAFT)

This policy shall serve as an explanation of the Village's position on the payment of tap fees over a multi-year period.

Any commercial or industrial development within the Village with a total tap fee of \$32,000 or more may request the payment of this tap fee over a multi-year period as described below:

- 1/3 due upon completion of the project and issuance of the final zoning compliance
- 1/3 due on the one year anniversary of the issuance of the final zoning compliance
- 1/3 due on the second anniversary of the issuance of the final zoning compliance

As this is a deviation from the Village Tap Fee Resolution (19-2006) the requesting party should provide an explanation of the need for the deferral when making the request.

At no time will a minimum payment be less than the value of 1 REU (\$8,000). Required tap fees less than \$32,000 must be paid upon completion of the project and issuance of the final zoning compliance.

The party responsible for payment of the tap fee will be billed no less than 20 days prior to the anniversary date of the issuance of final zoning compliance. If the payment is not made by the anniversary date, the Village will suspend water service to the location.

A signed agreement between the Village and the party responsible for payment of the tap fee outlining the terms of the multi-year payment agreement will be required at the time of the issuance of the final zoning compliance.



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Multi-Year Tap Fee Payment Agreement

In accordance with the Village of Dexter Tap Fee Payment Policy adopted on November 14, 2011, _____
(name of party responsible for payment of tap fee and individual contact information)
located at _____ is requesting that the required tap fee
payment be made in installments over a 3-year period accordance with the following
schedule:

Date of Issuance of Final Zoning Compliance: _____

One Year Anniversary of Issuance: _____

Second Year Anniversary of Issuance: _____

The tap fee calculation as determined by the Village Tap Fee Resolution, as amended, is
_____ REU's. The amount of the tap fee payment each year shall be
_____ for a total of _____.

The Village will send an invoice to the above stated address no less than 20 days before
the payment of the tap fee is due. The undersigned acknowledges that if the payment is
not made by the stated deadline water service to the property will be suspended.

This agreement is signed this _____ day of _____, _____

Village Manager Signature

Village Manager Print Date

Party Responsible for Payment of Tap Fee
Signature

Responsible Party Print Date

ITEM L-3

Donna Dettling

From: Jim Carson [jcarson@aiserv.net]
Sent: Monday, November 07, 2011 2:47 PM
To: Donna Dettling
Cc: Shawn Keough; Allison Bishop; Courtney Nicholls
Subject: Agenda Item for November 14th Council Meeting

Hi Donna,

Regarding the discussion item that I requested for the meeting on the 14th I would like to ask that 2 additional support items be included as a reference. In addition to the current CIP worksheets for new sidewalks could you also provide a copy of our Complete Streets Ordinance and also pages 54 & 55 from the Draft Master Plan. I copied Allison on this because I'm sure she could provide the 3 items for you quickly.

Could the item also be titled: Discussion of: Placement of new sidewalks within the original village.

Any questions please let me know.

Jim

Jim Carson
Village of Dexter, Trustee
402 Cambridge Drive
Dexter, Michigan 48130

734-502-4257 Cell
734-424-9288 Office

VILLAGE OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Baker Road Crosswalk

PROJECT ID: 05-3.0-2010

PRIORITY: IMPORTANT

PROJECT TYPE: Sidewalk Safety

TOTAL COST: \$134,000

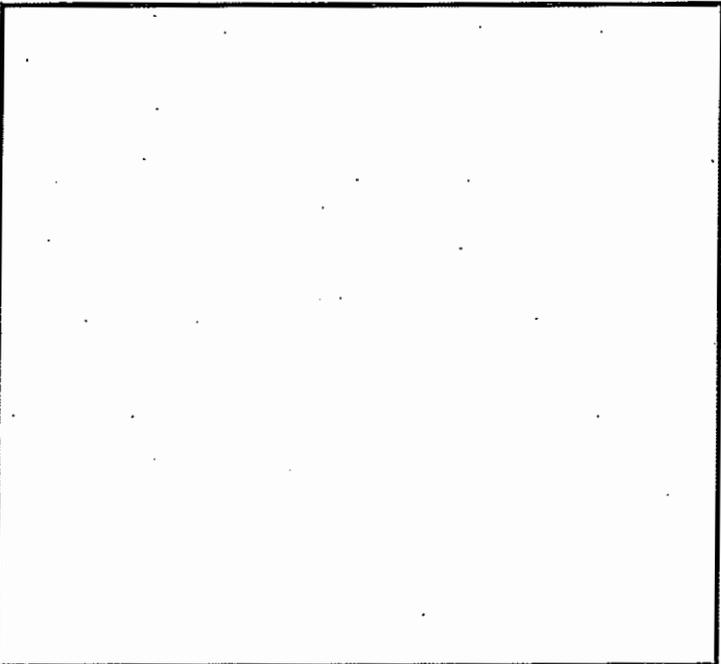
SUBMITTED BY: Village Staff

YEARS IN CIP (Beginning year): 1 (2010)

DESCRIPTION:

Addition of a mid block or other pedestrian crossing, coordination with school. Potential funding source STP-Safety (Federal). Type of crossing will refine cost estimate.

LOCATION MAP: Baker Road at Creekside/Bates



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Reduced liability and improved safety to residents. Improved infrastructure.

MASTER PLAN AND/OR STUDY REFERENCE:

Dexter Community Schools traffic and pedestrian improvement plan per bond

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:		2010		2012
Construction:		2012		2013

SCHEDULE JUSTIFICATION:

OHM completed study in 2010, Chelsea Wellness Foundation - 5 Small Towns Grant not awarded, added to Federal Aid list for STP-Safety Funding in 2011 Construction dependent upon funding.

PROJECT COST DETAIL:

Consider HAWK signal

\$134,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Beyond FY16	TOTALS
Engineering and Design	\$15							\$15
Grant - Construction			\$134					\$134
STP-Safety (Federal)								\$0
								\$0
TOTALS	\$15	\$0	\$134	\$0	\$0	\$0	\$0	\$149

VILLAGE OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Second Street Sidewalk Construction

PROJECT ID: 06-3.0-2004

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$60,000

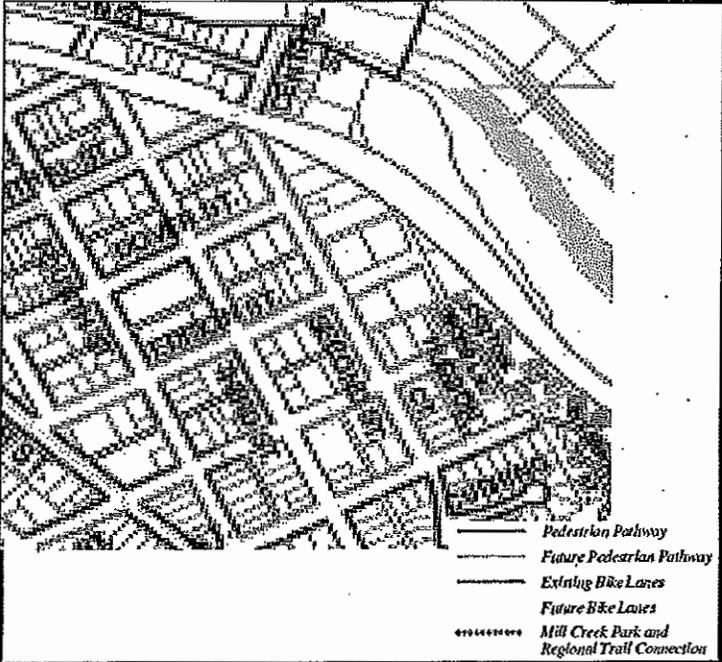
SUBMITTED BY: Village Staff

YEARS IN CIP (Beginning year): 7 (2004)

DESCRIPTION:

Installation of 2000 LF of new sidewalk to create a pedestrian pathway along Second Street where there is currently no non-motorized paths. Connection to the rest of the Village's non-motorized network.

LOCATION MAP: Second St from Central to Inverness (SW side)



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
14	TOTAL SCORE

BENEFICIAL IMPACTS:

This project provides a safe pedestrian system for the neighborhoods along Second Street that are currently not served by sidewalks.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:		2010		2011
Construction:		2010		2011

Project will be completed as funding permits, likely 2010, based on priority projects.

PROJECT COST DETAIL:

Sidewalk Construction and Design General Fund \$30/LF \$60,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Beyond FY16	TOTALS
General Fund			\$60					\$60
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$60	\$0	\$0	\$0	\$0	\$60

VILLAGE OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Inverness Street Sidewalk Construction

PROJECT ID: 11-3.0-2004

PRIORITY: DESIRABLE

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$30,000

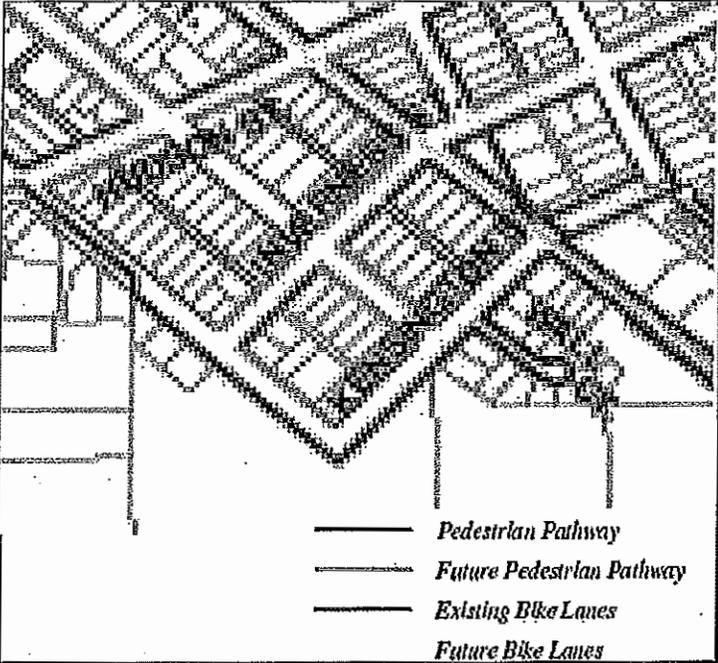
SUBMITTED BY: Village Staff

YEARS IN CIP (Beginning year): 7 (2004)

DESCRIPTION:

Construction of 1000 LF of new sidewalk will link existing sidewalks close to the school and improve safety for school children walking to and from school.

LOCATION MAP: Inverness from Grand to Ann Arbor St



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or Improve public Infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved safety for pedestrians and school children and connectivity surrounding the schools.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2014		2014
Construction:		2014		2014

Project will be completed as funding permits, likely 2013-14, based on priority projects.

PROJECT COST DETAIL:

New Sidewalk Construction	General Fund	\$30/LF	\$30,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Beyond FY16	TOTALS
General Fund					\$30			\$30
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$30	\$0	\$0	\$30

**VILLAGE OF DEXTER
WASHTENAW COUNTY, MICHIGAN
ORDINANCE #2010-05**

AN ORDINANCE TO AMEND CHAPTER 46, STREETS, SIDEWALK AND CERTAIN OTHER PUBLIC PLACES, OF THE VILLAGE OF DEXTER CODE OF ORDINANCES BY ADDING AT THE END THEREOF ARTICLE IV., COMPLETE STREETS, TO PROVIDE FOR AND REGULATE A DESIGN PRINCIPLE TO PROMOTE A SAFE NETWORK OF ACCESS FOR PEDESTRIANS, BICYCLISTS, AND MOTORISTS OF ALL AGES AND ABILITIES.

WHEREAS, walking and bicycling are non-motorized transportation options that enhance health through physical activity and help reduce air pollution;

WHEREAS, the "Complete Streets" guiding principle is to promote a safe network of access for pedestrians, bicyclists, transit users, motorists and users of all ages and abilities; and

WHEREAS, other jurisdictions and agencies nationwide have adopted Complete Streets legislation including the U.S. Department of Transportation, the State of Michigan (Bills HV 6151 and 6152), and numerous Michigan communities such as Lansing, Flint, Jackson, Midland and Saline; and

WHEREAS, the promotion of capital improvements that are planned, designed and constructed to encourage walking, bicycling, and transportation options increases the general safety and welfare for all of the Village of Dexter's citizens; and

WHEREAS, as a matter of policy, Village officials should integrate and implement the "Complete Streets" guiding principle.

NOW, THEREFORE, THE VILLAGE OF DEXTER ORDAINS:

SECTION 1. That Chapter 46. Streets, Sidewalks and Certain Other Public Places, of the Village of Dexter General Code is hereby amended by adding at the end thereof Article IV, Complete Streets, to read as follows:

Sec. 46-150. Definitions.

"Complete streets" is defined as a design principle to promote a safe network of access for pedestrians, bicyclists and motorists of all ages and abilities.

Sec. 46-151. Complete Streets Improvements.

The Village of Dexter will plan for, design, and construct all transportation improvement projects, both new and retrofit activities, to provide appropriate accommodations for bicyclists, pedestrian, transit users, and persons of all ages and abilities in accordance with the Village of Dexter Master Plan and the Capital Improvements Plan.

In furtherance of that policy:

- (a) The Village of Dexter Master Plan and Capital Improvements Plan shall be referenced and its implementation considered prior to construction or re-construction within the Village rights-of-way.
- (b) The Master Plan and Capital Improvements Plan will include, at a minimum, accommodations for accessibility, sidewalks, curb ramps and cuts, trails, pathways, signage, bike lanes, and shall incorporate principles of complete streets and maximize walkable and bikeable streets within the Village of Dexter.
- (c) The accommodations shall also be designed and built using guidance from the most recent additions of the American Association of State Highway Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities*, the Michigan manual on Uniform Traffic Control Devices (MMUTCD) (MDOT), and the *American with Disabilities Act Accessibility Guidelines* (ADAAG). Methods of providing flexibility within safe design parameters, such as context sensitive design solutions and design, will be considered.
- (d) The Village of Dexter Master Plan will be updated every five (5) years from the date of its initial adoption and the Capital Improvements Plan will be updated annually.
- (e) It will be the goal of the Village to fund the implementation of the Master Plan and Capital Improvement Plan, which shall include expending State Act 51 funds received by the Village annually in accordance with Public Act 135 of 2010, as amended.

Sec. 46-152. Exceptions.

Facilities for bicyclists, pedestrians, transit users, and people of all ages and abilities are not required to provide in instances where a documented exception is recommended by the Village Manager and granted by the Village Council based on findings of one or more of the following conditions:

- (a) Where their establishment would be contrary to public health and safety,
- (b) When the cost would be excessively disproportionate to the need or probable use,

- (c) When the cost would result in unacceptable diminishing of other village services,
- (d) Where there is no identified long-term need,
- (e) Where the length of the project does not permit a meaningful addition to the non-motorized network, or
- (f) Where reconstruction of the right-of-way is due to an emergency.

SECTION 2. Repealer.

All ordinances or parts of ordinances in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 3. Severability.

Should any section, subdivision, clause or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

SECTION 4. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they commenced.

SECTION 5. This ordinance shall be published in a manner required by law and shall become effective 10 days after the date of its publication.

Moved by Trustee Semifero supported by Trustee Carson that the foregoing Ordinance No. 2010-05 be adopted.

AYES: Cousins, Fisher, Smith, Semifero, Carson, Tell, Keough
NAYS: None
ABSENT: None

Ordinance No. 2010-05 declared adopted at the regular meeting of the Dexter Village Council held on November 22, 2010.

Shawn Keough, President

Carol Jones, Clerk

I hereby certify that the foregoing is a true and exact copy of the ordinance adopted by the Dexter Village Council at a regular meeting held on November 22, 2010, and was published in the Dexter Leader on December 23, 2010 and effective on January 2, 2011.

Carol Jones, Village Clerk

Table 3. WATS Non-Motorized Plan Improvements – Village of Dexter

Project Name	Project Limits	Proposed Work	Length (miles)	Deficiency Addressed
Alpine Street	Curve to Fifth Street	Construct new pedestrian path	0.10	No pedestrian access
Ann Arbor	Kensington to Baker	Repair trip hazards, cracking, root penetration, drainage	0.06	Deficient pedestrian access
Baker	Main to Forest	Repair trip hazards, cracking, root penetration, drainage	0.02	Deficient pedestrian access
Baker	Shield to Dan Hoey	Construct pedestrian path	0.09	Deficient pedestrian access
Baker	Ann Arbor to Bates School	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Broad Street	Main to Third	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Central Street	Huron to 3255 Central	Repair trip hazards, cracking, root penetration, drainage	0.04	Deficient pedestrian access
Dan Hoey	Dongara to Dexter-Ann Arbor	Stripe bike lanes	0.65	No bike access
Dan Hoey	Dongara to Baker	Construct pedestrian path	0.15	Deficient pedestrian access
Dexter-Ann Arbor	Carrington to Meadowview	Add pedestrian facility on north/east side of road	0.25	Limited pedestrian access
Dexter-Ann Arbor	Main to Dover	Repair trip hazards, cracking, root penetration, drainage	0.14	Deficient pedestrian access
Dexter-Ann Arbor	Mill Creek Middle School to Mobile Station	Construction new pedestrian path	0.14	No pedestrian access
Dexter-Chelsea	Parker to Main	Add wide shoulder	0.60	No bike access
Dover Street	Ann Arbor to Second	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Dover Street	Ann Arbor to Fourth	Construct new pedestrian path	0.11	No pedestrian access
Edison Street	Ann Arbor to Second	Construct new pedestrian path	0.28	No pedestrian access
Edison Street	Fourth to Second	Construct new pedestrian path	0.28	No pedestrian access
Fifth Street	Central to Broad	Construct new pedestrian path	0.05	No pedestrian access

Source: Non-Motorized Plan for Washtenaw County, 2006



Project Name	Project Limits	Proposed Work	Length (miles)	Deficiency Addressed
Fifth Street	Edison to Alpine	Repair trip hazards, cracking, root penetration, drainage	0.04	Deficient pedestrian access
Forest Street	Broad to Baker	Repair trip hazards, cracking, root penetration, drainage	0.04	Deficient pedestrian access
Forest Street	Baker to Kensington	Construct new pedestrian path	0.28	No pedestrian access
Fourth Street	Alley to end	Construct new pedestrian path	0.08	No pedestrian access
Grand Street	Hudson to Kensington	Construct new pedestrian path	0.23	No pedestrian access
Hudson Street	Ann Arbor to Second	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Hudson Street	Baker and Ann Arbor	Repair trip hazards, cracking, root penetration, drainage	0.02	Deficient pedestrian access
Hudson Street	Grand to Fourth	Construct new pedestrian path	0.25	No pedestrian access
Huron	Central to Third	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Inverness	Ann Arbor to Second	Construct pedestrian path	0.19	No pedestrian access
Inverness	Grand to Ann Arbor	Construct pedestrian path	0.19	No pedestrian access
Island Lake	Dexter-Chelsea to Dexter-Pinckney	Add wide shoulder	0.35	No bike access
Kensington	Grand to Ann Arbor	Construct pedestrian path	0.19	No pedestrian access
Meadowview	Dexter-Ann Arbor to end	Construct pedestrian path	0.28	Deficient pedestrian access
Mill Pond	Walking trails in reclaimed Mill Pond	Construct boardwalks	0.57	No pedestrian access
Second Street	Central to end	Construct pedestrian path	0.38	No pedestrian access
Third Street	Central to end	Construct pedestrian path	0.34	No pedestrian access
Third Street	Dover to Broad	Repair trip hazards, cracking, root penetration, drainage	0.01	Deficient pedestrian access
Third Street	Dover to Kensington	Construct new pedestrian path	0.38	No pedestrian access
Westside Connector	Connection fro HCMA Phase 2 to WCPARC Segment D1	Construct non-motorized connection	0.10	No pedestrian access
Border to Border Segment D1	Dexter to Dexter-Huron Metropark	Non-Motorized Path County Connector	1.4	County connector

Source: Non-Motorized Plan for Washtenaw County, 2006

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AGENDA 11-14-11
ITEM L-4

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@villageofdexter.org

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: Village President and Council
From: Donna Dettling, Village Manager
Date: November 14, 2011
Re: Engineering Standards Manual

Included loose in the packet for your review is a copy of the draft "Engineering Standards Manual". The document has been reviewed by staff and recommended changes were incorporated into the document and are highlighted. The Engineering Standards reference the Road and Right-of-Way Improvement Policy, that document is attached to this memo. The draft manual will be reviewed by Planning Commission at their December meeting. Staff recommends that this be followed by a Council Work Session to review the document in early 2012.

OHM will be providing an update to their services proposal for additional effort on this project. The original amount approved last September of \$6,000.00 was expended as of July 2011 and covered in the 2010/11 fiscal year budget. Staff has requested additional effort on the Engineering Standards to achieve a more thorough review of the document and allow time for sufficient input.

Village of Dexter
Road and Right-of-Way Improvement Policy
March 14, 2011

This policy shall serve as a working guide to future road and right-of-way improvement projects within the Village of Dexter. This policy is hereby set forth to help establish significant, but not absolute, consistency throughout the Village with respect to roadway widths, parking within the public right of way, drainage within the right-of-way and restoration of right of ways resulting from projects that involve the rehabilitation and/or reconstruction of Village Streets. The policy is supported by the Village's current Engineering Standards, Master Plan, Capital Improvement Plan and Code of Ordinances.

The primary goals of this policy are described as follows:

1. To establish consistency in planning for a minimum width for all Village Streets during projects involving the rehabilitation and/or reconstruction of Village Streets.
2. To create reasonable opportunity for on street parking on Village Streets (i.e. – not on the grass, gravel shoulder or greenbelt areas) in a safe manner.
3. To create a reasonably consistent aesthetic look and function along each street with respect to driveways, sidewalk, alley entrances and greenbelt areas.
4. To recognize the difference between Major and Local Streets
5. To incorporate complete streets practices whenever possible to insure safe right-of-ways, including provisions for new sidewalks and accessible walkways for all pedestrians.

The following criteria shall be considered when determining the road width and street configuration for street rehabilitation and/or reconstruction projects:

1. The primary functions of the roadway
2. The need for parking along the street
3. The current use of the roadway and right-of-way (i.e. traffic patterns, volumes, proximity to schools, businesses, etc..)

All Major Streets shall be striped to delineate a minimum of two independent lanes of traffic. Striping of local streets can be done in areas of higher traffic volumes or where lane markings create a safer overall street network.

The roadway and right-of-way improvements consistent with this policy include:

1. 27 foot minimum width asphalt or concrete roadways without curb and gutter; 28 foot minimum width from back of curb to back of curb for roads with curb and gutter
2. Elimination of gravel surface shoulders as parking areas
3. When an existing paved drive approach is removed, it will be replaced with the material that was removed; if the material removed was gravel it will be replaced with asphalt
4. 5 foot wide concrete sidewalk along at least one side of the roadway.

It is envisioned that a 27 ft wide minimum width will provide safe opportunity for most of the Village's local street network, while providing opportunity for parking on the street on one side of the roadway. In some cases, the minimum width may need to be wider to accommodate additional lanes of traffic, parking on more than one side of the roadway or to facilitate key turning movements for large vehicles. In other cases, the road width may need to remain narrower due to narrow right-of-ways or existing conditions. Huron Street is an example of a right-of-way that would require a narrower road width. Each street should be evaluated independently prior to the design/construction of each street to establish proper road widths and design criteria that provide a safe roadway and satisfy the functional use of the roadway in that area of the Village.

Parking in the Right-of-Way

On street parking within the Village right-of-ways will be primarily parallel parking. Angle parking can be incorporated into the street design in the downtown areas, generally within the DDA district boundary. 90 degree parking should be avoided and eliminated on most local streets. The Village will notify and work with residents/commercial businesses that have historically had 90 degree parking of the Village's intent to complete a road improvement project without 90 degree parking.

Residents and businesses are encouraged to park within their driveways whenever possible or use delineated on street parking areas.

Parking on greenbelt and/or grass areas within the right-of-way is prohibited consistent with the Village's code of ordinances.

Additional Right-of-Way Improvements

Whenever possible, new sidewalk should be installed, at least along one side of the right-of-way, during rehabilitation and/or reconstruction projects. The recommendations provided in the Village's recent crosswalk study should be reviewed and incorporated into the sidewalk designs whenever possible.

It is recommended that concrete curb and gutter is evaluated and incorporated as part of the rehabilitation or reconstruction on streets where parking is anticipated to be quite common. This will help prevent parking on the grass areas and help maintain the integrity of the edge of pavement in high frequency parking areas. Current examples of this could include, but is not limited to, portions of Broad Street, Fifth Street between Broad and Dover, Fourth Street near Central Street, and Hudson Street near Main Street, etc. In general, some of the streets closer to the downtown area have historically had a higher frequency of on-street parking. This parking should be maintained as an element of the creative design of these streets.

Drainage improvements should be incorporated into the street design as appropriate. The goal is to have positive drainage within the right-of-way whenever possible. For curbed roadways, storm sewer improvements should be completed along with the pavement improvements. In areas with no curb and gutter, culverts and swales will be used along local streets to appropriately collect and transport storm water runoff.

Review of Future Street and Right-of-Way Projects

Upon completion of preliminary design plans, the plans shall be presented to the Planning Commission for their review and comment, similar to the process that the Village has used for park, pathway and other recent improvement projects.

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: November 9, 2011
Re: Budget Amendments

Proposed for your approval are the 1st Quarter 2011-2012 Budget Amendments. The amendments show the additional revenue due to the grant we will be receiving from the State of Michigan along with additional expenditures for the home demolition, website upgrade, increase in the scope of the sidewalk project, Gateway Initiative, and Bird Houk/OHM contract for the DAPCO project.

These additional expenditures are proposed to come from general fund unrestricted reserves. While reviewing this information for the Council packet, President Keough asked if there were any offsetting expenses or changes to our overall budget that could be made instead of using general fund reserves. Staff and President Keough discussed that our reserve amount continues to go down and we felt that we should discuss this with Council as a part of this item. The funding of the Mill Creek Park project and the purchase of the two homes on Forest have used or are proposed to use a portion of our reserves this fiscal year. While we still have approximately \$300,000 in unallocated general fund reserves in addition to our 15% Fundbalance (approximately \$430,000), the slow down in the housing market and decreasing taxable values have not allowed us to add to our reserves over the past several fiscal years. Staff wants to make sure that Council is aware of the general fund reserve amounts prior to any budget amendments.

When proposing budget amendments staff reviews the budget to determine if there is an offsetting expenditure decrease or revenue that can be used to defray an expense. Since this is the first quarter it is difficult to determine which specific items are likely to be under budget. One item that is estimated to be under budget at the end of the year is the Cedars Sidewalk connection which was originally estimated at \$100,000 but is now estimated at closer to \$50,000. We did not choose to lower this line item at this time however, because the project has not been designed and bid.

Included with the budget amendments are the general fund worksheets for this fiscal year. We will continue to look for offsetting expenditures decreases as we propose future budget amendments. At some point a determination will need to be made as to what level of unrestricted reserve Council is comfortable expending.

2010-2011 Budget Amendments

General Fund 101

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
101-000.000-580.000	State Grants	No	Revenue	\$ -	\$ -	\$ 13,250	\$ 13,250
Reason for Amendments Community Development Block Grant Revenue							
101-101.000-802.000	Council - Professional Services	No	Expenditure	\$ 11,000	\$ -	\$ 12,000	\$ 23,000
Reason for Amendments Budget to be used for regional fire consultation - \$3000 and Website Development - \$20,000 (Council approved 9/26/11)							
101-441.000-970.001	Sidewalks	No	Expenditure	\$ 10,000	\$ -	\$ 10,000	\$ 20,000
Reason for Amendments Council approval for increased sidewalk project on 9/12/11							
101-728.000-901.000	Economic Development - Prof. Services	Yes	Expenditure	\$ -	\$ -	\$ 29,000	\$ 29,000
Reason for Amendments Department created to track economic development costs. Budget amendment to cover cost of OHM/Bird Houk Contract (\$26,500 approved 10/24/11) and Gateway Initiative (\$2500 approved on 8/8/11)							
101-901.000-975.011	Property Acquisition	No	Expenditure	\$ 10,000	\$ 97,000	\$ 17,000	\$ 114,000
Reason for Amendments Purchase of 8087 Forest. Home Inspection, Utility Disconnection, Demolition, Asbestos Abatement, and Soil Erosion Measures for 8087 and 8077 Forest. (Council approved demo on 8/22/11 & 6/13/11)							
<i>Total change in Revenue - increase /(decrease):</i>				\$ 13,250			
<i>Total change in Expenditures - increase /(decrease):</i>				\$ 68,000			
<i>Change to Overall Budget's revenue over expenditures:</i>				\$ (54,750)			
<i>Source of Reserves, if applicable:</i>				<i>General Fund Reserves - Estimated 2011-12 year end reserves based on 1st Quarter - \$300,709</i>			

Approved by Council on November 14, 2011

Carol J. Jones, Village of Dexter Clerk

GENERAL FUND BUDGET WORKSHEET 2011-2012

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Fund: 101 General Fund								
Revenues								
402.000 Taxes - Real Property	1,576,232	1,627,612	1,561,029	1,475,613	1,769,200	1,769,200	1,404,464	1,788,690
Based on actual TV and actual Headlee, less estimated DDA capture. This amount will be spread to 410.000 and 412.000 when the actual tax roll numbers are available.								
410.000 Taxes - Personal Property	262,921	245,608	260,781	258,795			257,707	
Leave zero for budget purposes, this number is included in 402.000								
412.000 Delinquent Taxes - Real Prop	90,264	108,982	82,763	112,349	-	-	117,606	-
Leave zero for budget purposes, this number is included in 402.000								
420.000 Delinquent Tax - Personal Prop	7,952	1,607	10,733	16,058	1,500	1,500	880	1,000
History varies from \$2,000 to \$22,000								
425.000 Delinquent Utility Bills (On Tax Roll)	3,257	3,983	8,066	8,742	5,000	5,000	13,702	5,000
445.000 Taxes - Penalties & Interest	7,611	10,571	10,833	9,231	10,000	10,000	12,461	10,000
History varies from \$1700 to \$10400, budget lower for average.								
452.000 Cable TV Franchise Fees	53,815	47,227	50,748	54,474	51,000	51,000	57,019	56,000
Quarterly payments average \$14,000								
476.000 Non Business Licenses & Permits	2,895	2,905	2,605	2,985	2,500	2,500	2,200	2,500
Banner permits								
477.000 Zoning Compliance Permits	8,955	3,602	3,215	6,600	4,000	4,000	4,720	4,500
Includes ZBA applications, Preliminary/Final Zoning, Demo Permits, Park Use, Fence/Deck, Temp Sign								
574.000 State Shared Revenue	185,560	185,591	179,034	157,989	152,000	152,000	272,000	290,000
Increase due to population increase								
575.000 State Shared - Liquor Licenses	2,408	2,814	3,192	2,671	2,500	2,500	2,607	2,500
580.000 State Grants	2,754	9,125	46,000	-	50,000	50,000	50,000	-
LED Grant								
581.000 Contribution from local govt	-			796	1,000	1,000	687	500
DCS portion of stormwater permit								
582.000 School Reimbursement for Fire	-	8,114		11,763	3,000	3,000	5,000	3,000
Annual reimbursement of Fire Runs to High School on Parker Road, per agreement.								
590.000 Enterprise Fund Admin Fees	147,793	130,808	127,610	136,392	130,000	130,000	130,000	122,000
Proportion of actual salaries and benefits for employees performing services for other funds. - Water and Sewer each pay for - 37.5% Erin, 10% Brenda, 10% Courtney, 20% Marie, 10% Donna								
590.001 Street Fund Admin Fees	29,543	28,743	26,987	28,698	30,000	30,000	30,000	27,000
Proportion of actual salaries and benefits for employees performing services for other funds. - 5% Erin, 6% Courtney, 16% Marie, 6% Donna								
608.000 Site Plan Review Fees	10,968	1,300	1,750	1,525	2,000	2,000	2,000	2,000
611.000 Miscellaneous Planning Fees	-	50	350	-				
628.000 Solid Waste Collection Fee	418,604	421,162	459,265	492,965	516,000	516,000	521,739	530,000
\$17.50 per residence; commercial pass through + 3% admin fee								
643.000 Sale of Printed Materials	16	12		-	-	-		-
Do not budget for revenue because of the use of the internet for materials requested.								
644.000 Sales - Composting Program				120	-	-		-

GENERAL FUND BUDGET WORKSHEET 2011-2012

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					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
645.000 Sales - Recycling Program	525	545	590	655	500	500	550	500
Sale of \$5 recycle bins								
657.000 Parking Violations	415	230	55	235	200	200	350	200
658.000 District Court Fines	8,946	4,588	3,057	3,214	4,500	4,500	5,115	4,500
663.001 Ordinance Violation Fines	110	265	350	100	100	100		100
Snow removal and noxious weed ordinance violations								
663.002 False Alarm Fees	1,550	200		-	100	100		
665.000 Interest Earned	88,278	113,951	38,887	20,357	35,000	35,000	9,228	10,000
Continue to budget low due to low interest rates								
667.000 Rents (General)	7,159	7,662	3,206	7,300	7,500	7,500	7,500	7,500
Hazel's Home Cookin' - 12 months at \$625 per month								
667.001 Lease Income - DAFD	9,195	9,461	9,900	10,003	9,600	9,600	10,000	10,000
Reimbursement of payments made by village that DAFD reimburses per the interlocal agreement.								
667.002 Farmers Market (formerly Radio Tower)	1,740	1,420	2,375	2,760	2,500	3,500	3,500	3,500
Vendor fees - Amended 6/27/11								
667.004 Contributions-Community Garden				4,480	2,000	2,000	1,000	1,000
Participant Fees								
671.000 Other Revenue	11,894	17,294	28,464	6,424	10,000	10,000	10,114	7,000
Not predictable								
674.000 Sale of Fixed Assets	-	174,467		-	-	-		
Did not sell village assets this year.								
675.000 Contributions - Private Sources				700	-	-		
Bridge Party Donations								
675.001 Contributions - Park	2,913				-	-	550	500
Easter Egg Hunt								
675.004 Contributions-Arts Committee				352				
675.006 Contributions-Ice Rink				1,510	1,500	1,500	1,311	1,000
677.000 Public Parking Fund			10,000					
695.000 Transfers In	4,775	73,746		26,832	-	-	-	-
None expected.								
695.002 Trans In from Fund 402	6,000				-	-	-	-
Equipment replace fund reserves used for purchasing equipment. Becomes zero with the conversion to a stand alone 402 Fund								
695.003 LDFA Excess Tax Capture	201,468				-	-	-	-
One time only payment in 2007								
695.275 Transfer in from Restricted Tree Fund								8,000
696.000 Trans In DDA	40,000	40,000	45,000	45,000	40,000	40,000	40,000	9,100
Revenue from DDA to cover a portion of the expenses in Cost Center 101-442								
696.001 Bridge Project Reimbursement				99,407				
Total Revenues	3,198,214	3,283,644	2,976,844	3,007,095	2,843,200	2,844,200	2,974,010	2,907,590
Use of Reserves			467,851	4,316	28,900	234,500	5,663	368,700
Total of Revenue and Reserves	3,198,214	3,283,644	3,444,695	3,011,411	2,872,100	3,078,700	2,979,673	3,276,290

GENERAL FUND BUDGET WORKSHEET 2011-2012

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Fund: 101 General Fund								
Expenditures								
Dept: 101.000 Village Council								
702.000 Salaries - Elected Officials	16,850	17,880	17,800	17,285	18,000	18,000	17,500	18,000
6 Trustees x \$80 x 24 meetings: President 24 meetings x \$275								
720.000 Social Security & Medicare	1,271	1,368	1,470	1,585	1,400	1,400	1,324	1,400
7.65% of gross wages								
727.000 Office Supplies	-		351	-	300	300		300
Specific needs of elected officials								
802.000 Professional Services	1,650	24,972	20,203	17,371	5,000	5,000	4,100	11,000
Website Upgrade, Consultant Services for Regional Fire								
861.000 Travel & Mileage			317	280	500	500	300	500
Cover travel for conference/training								
901.000 Printing & Publishing	3,663	5,451	8,903	6,466	7,000	7,000	7,646	8,000
Continue to publish newsletter 4X's - includes increased cost due to printing in color/additional of business addresses								
943.000 Council Chambers Lease	1,950	1,800	1,650	2,400	2,400	2,400	2,400	2,400
Senior Center charge \$200 month								
955.000 Miscellaneous		437	244	818	500	500	300	500
956.000 Council Discretionary Expenses	383	625	1,441	1,618	1,500	1,500	700	1,500
958.000 Memberships & Dues	8,226	6,854	7,709	4,115	4,500	4,500	4,409	4,500
Cover DACC, SEMCOG, HRWC, WATS, MML, MEDA, MIFMA								
959.000 Arts, Culture & Heritage Committee				1,205	2,000	2,000	1,700	2,000
960.000 Education & Training			846	60	500	500	400	500
For MML conference or other miscellaneous training fees								
Total Village Council	33,993	59,386	60,933	53,204	43,600	43,600	40,779	50,600

GENERAL FUND BUDGET WORKSHEET 2011-2012

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					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 172.000 Village Manager								
703.000 Salaries - Non Union	112,456	105,647	120,252	127,950	121,000	121,000	120,406	126,755
Base salaries VM \$70,500 & AVM \$55,000 plus 1% lump sum								
704.000 Salaries - Union	57,486	58,220	63,431	67,161	68,000	68,000	62,850	66,500
100% of Erin; 54% of Brenda								
705.000 Salaries - Overtime							-	-
710.000 Car Allowance	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800
Per contract \$400 month capped								
711.000 Longevity	1,050	1,212	1,346	2,111	2,300	6,300	6,333	-
Removed from Contract - Amended 6/27/11								
712.000 Vacation/Sick Time Cash Out			479	-	500	500	1,833	500
Per union contract.								
720.000 Social Security & Medicare	13,874	13,407	15,801	15,458	15,000	15,000	15,257	15,189
7.65% of gross wages								
721.000 Health & Dental Insurance	22,210	30,378	30,875	30,909	34,000	34,000	32,268	30,000
100% - Courtney & Brenda, Cash Out for Erin and Donna								
722.000 Life & Short Term Disability Insurance		83	1,535	1,546	1,600	1,600	1,548	1,500
100% of Courtney, Erin, Brenda, Donna								
723.000 Retirement Plan	19,008	18,994	21,504	22,364	21,500	21,500	19,032	15,725
Covers 10% of gross wages for union and non-union; 5% of Manager Salary								
727.000 Office Supplies	248	238	500	452	500	500	500	500
745.000 Uniform Allowance	100	100	100	100	100	100	100	100
802.000 Professional Services	955	6,901	1,725	1,000	1,000	1,000	1,077	1,500
861.000 Travel & Mileage	19	521	599	10	500	500	542	500
901.000 Printing & Publishing	518	455		106	200	200	-	200
955.000 Miscellaneous	102	368	428	96	500	500	300	500
958.000 Memberships & Dues	-	110	110	-	300	300	110	300
Covers MLCMA membership								
960.000 Education & Training	3,015	2,105	1,946	2,029	1,500	1,500	1,000	1,500
Covers training for staff								
977.000 Equipment	1,566	1,841	644	1,399	1,000	1,000	1,000	2,000
Computer for Assistant VM								
Total Village Manager	237,397	245,379	266,076	277,490	274,300	278,300	268,956	268,069

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Current Year 2010/2011			Council
					July 1st FY Adopted	July 1st FY As Amended	Estimated YE Position	Adopted
								2011-2012
Dept: 191.000 Elections								
708.000 Salaries - Election Workers	-				-	-	-	-
Funds are not needed starting in FY 05/06 since Scio Township will be running the Village Election.								
727.000 Office Supplies	-				-	-	-	-
Funds are not needed starting in FY 05/06 since Scio Township will be running the Village Election.								
901.000 Printing & Publishing	-				-	-	-	-
Funds are not needed starting in FY 05/06 since Scio Township will be running the Village Election.								
955.000 Miscellaneous	-				-	-	-	-
No elections in the village fiscal year 05/06								
960.000 Education & Training	-				-	-	-	-
Funds are not needed starting in FY 05/06 since Scio Township will be running the Village Election.								
977.000 Equipment	-				-	-	-	-
Funds are not needed starting in FY 05/06 since Scio Township will be running the Village Election.								
Total Elections	-						-	
This department will be needed again, if the Village becomes a City.								

GENERAL FUND BUDGET WORKSHEET 2011-2012

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	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 201.000 Finance Department								
802.000 Professional Services	5,300	8,631	891	3,555	3,000	3,000	3,000	8,000
Annual disclosure report, Payroll provider, other financial needs. Increase for Retiree Health Care Valuation-every 3 years								
802.001 Financial Audit	8,953	7,500	7,500	8,000	8,000	8,000	8,000	8,000
Post, Smyth... Annual audit cost share with other funds								
840.000 Bank Service Charges	915	1,226	2,852	201	1,200	1,200	504	1,000
Total Finance Department	15,167	17,357	11,243	11,756	12,200	12,200	11,504	17,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 210.000 Attorney								
810.000 Attorney Fees	29,375	44,719	31,428	9,067	22,500	33,000	32,000	25,000
General Services, projection based on historic data - Amended 4/25/11 & 6/27/11								
812.000 Attorney Fees - Millpond Park	2,000	8,200			-	-		-
Total Attorney	31,375	52,919	31,428	9,067	22,500	33,000	32,000	25,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

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	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 215.000 Village Clerk								
702.000 Salaries - Elected Officials	2,480	1,760	1,920	1,920	2,000	2,000	1,920	2,000
24 meetings x \$80 per meeting								
720.000 Social Security & Medicare	190	135	159	147	200	200	147	200
Covers 7.65% of wages.								
815.000 Ordinance Codification	350	400	400	2,542	500	500	400	400
General Code Supplement is paid per page of code changes, completed every few years as ordinances are updated								
861.000 Travel & Mileage	-				-	-	3	-
901.000 Printing & Publishing	425	4,801	3,815	3,009	3,500	3,500	2,467	3,500
Publishing minutes & non-planning ordinances/public hearings/notices								
955.000 Miscellaneous					-	-	-	-
958.000 Memberships & Dues					-	-	-	-
960.000 Education & Training				8	500	500		500
Total Village Clerk	3,445	7,095	6,293	7,626	6,700	6,700	4,937	6,600

GENERAL FUND BUDGET WORKSHEET 2011-2012

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 253.000 Village Treasurer								
703.000 Salaries - Non Union	58,658	59,725	64,325	66,279	65,000	65,000	64,450	65,095
Per employment agreement plus 1% lump sum								
720.000 Social Security & Medicare	4,487	4,637	5,312	5,227	5,100	5,100	4,929	4,980
7.65% of gross wages								
721.000 Health & Dental Insurance	15,100	16,864	14,805	16,283	17,000	17,000	16,848	16,100
722.000 Life & Short Term Disability Insurance		21	448	450	500	500	451	450
One employee covered								
723.000 Retirement Plan	5,994	6,061	6,433	6,833	7,800	7,800	6,444	6,509
10% of gross wages								
727.000 Office Supplies	62	231	489	640	500	500	700	700
Average Calculated								
861.000 Travel & Mileage	1,087	350	935	790	700	700	700	700
902.000 Tax Bills & Services	3,636	3,748	3,647	3,903	3,700	3,700	3,700	3,700
Expense for tax bill web hosting, tax mailing, software support								
955.000 Miscellaneous	-	58			500	500	500	500
957.001 Property Tax Refunds	160	985	882		-	-		
Moved to 101-890-000-957.001								
958.000 Memberships & Dues	380	505	265	410	500	500	415	500
MGFOA, GFOA, MMTA, APT US&C, Washtenaw County Treasurers								
960.000 Education & Training	832	715	584	661	1,000	1,000	1,024	1,200
Continuing Education requirements								
977.000 Equipment	372	260	250	163	500	500	50	2,000
New Computer								
Total Village Treasurer	90,769	94,159	98,375	101,638	102,800	102,800	100,211	102,434

GENERAL FUND BUDGET WORKSHEET 2011-2012

P150

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 265.000 Buildings & Grounds								
727.000 Office Supplies	3,987	3,887	3,579	3,432	3,500	3,500	2,745	3,500
Average Calculated								
728.000 Postage	2,158	2,363	1,192	2,664	2,500	2,500	2,500	2,500
Average Calculated								
803.000 Contracted Services	3,913	5,400	5,122	5,956	6,000	6,000	6,596	7,000
Covers Fund Balance Maint. (Tyler Tech), computer repairs & Spam/Virus Filter (Absolute), DynaCal								
843.000 Property Taxes	2,114	2,199	5,398	2,350	2,400	2,400	2,344	2,400
Covers 8050 Main (\$1900 Scio-\$500 Village)								
920.000 Utilities	10,273	9,820	10,776	12,676	12,000	14,600	14,556	14,500
Now includes all landline phone and internet charges (Comcast) along with DTE - Amended 6/27/11								
920.001 Utilities - Telephones	5,604	6,677	5,541	1,266	1,000	1,000	677	600
Removed landline charges due to switch to Voice over IP								
935.000 Building Maintenance & Repair	3,583	1,527	6,906	4,782	4,500	4,500	3,260	4,000
Covers rug contract (Cintas) @\$700, CMR @\$800, unexpected needs.								
935.001 Office Cleaning	3,520	4,560	4,160	4,080	4,200	4,200	4,200	4,200
Service \$80 per week.								
936.000 Equipment Service Contracts	6,233	6,952	6,901	6,495	6,500	6,500	7,105	7,200
Covers Ricoh (Lanier) @\$6,500, Earth Link @100, Pitney Bowes @550								
937.000 Equipment Maintenance & Repair	488	747	319	329	500	500	650	500
Average Calculated								
941.000 Equipment Rentals	-	-	-					
Covers office equipment rentals and DPW equipment rentals.								
943.001 Office Space Rent	8,400	9,800	8,300	9,600	10,200	10,200	10,200	10,800
Cover PNC rent, \$900 starting 7-2011 - lease through June 2012								
955.000 Miscellaneous	299	272	410	1,335	500	500	300	500
Covers Petty Cash, Hackney								
962.000 Community Garden				1,883	2,000	2,000	1,450	1,500
970.000 Capital Improvements	13,989	6,280			-	-		
974.000 CIP Capital Improvements	-				-	-		
977.000 Equipment	47	367	9,870	697	1,000	1,000	1,112	5,500
Software Upgrade for New Website - Purchase of Receipt Printer								
Total Buildings & Grounds	64,610	60,851	68,474	57,544	56,800	59,400	57,695	64,700

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 285.000 Village Tree Program								
731.000 Landscape Supplies	1,019	1,425	-	25	2,000	2,000	2,000	1,000
Covers ongoing supplies needed for removal and planting of trees.								
731.001 Landscape Supplies-Trees (Replace/New)	11,006	12,571	16,020	9,425	6,000	6,000	6,000	8,000
Purchase of trees to replace removals - plantings as recommended by the Tree Board - offset by restricted tree fund								
731.003 Trees- for Village Parks	2,925	1,800	450	480	1,000	1,000	1,000	
Included in 731.001								
803.000 Contracted Services	24,780	33,431	32,397	22,719	12,000	12,000	12,000	15,000
Covers removal of damaged/dangerous trees. Fall & Spring Removals, Continue to update Tree Inventory								
Total Village Tree Program	39,730	49,228	48,867	32,649	21,000	21,000	21,000	24,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

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	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 301.000 Law Enforcement								
803.000 Contracted Services	301,694	370,835	438,870	448,760	465,000	465,000	462,000	473,000
2011 PSU Rate - \$150,594, Overtime Rate - \$7,000 per deputy - 2012 Shown with Sheriff's proposed 0% increase								
803.001 DCS Officer & Xing Guards	75,376	63,550	71,968	74,116	77,000	77,000	77,000	78,500
Village 50% of school PSU (\$75,300) and \$3,000 for crossing guard.								
920.000 Utilities	5,943	11,592	6,166	4,784	6,000	6,000	3,708	5,000
DTE & Water								
935.000 Building Maintenance & Repair	1,077	1,644	1,522	170	1,000	1,000	1,000	1,000
Total Law Enforcement								
	384,090	447,621	518,526	527,829	549,000	549,000	543,708	557,500

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 336.000 Fire Department								
803.000 Contracted Services	324,795	326,567	317,201	339,138	375,000	375,000	371,460	371,000
Quarterly payment 2011 - \$92,100; 2012 Estimate \$93000								
920.000 Utilities	2,501	4,312	7,266	5,036	6,000	6,000	4,211	5,000
DTE & Water								
935.000 Building Maintenance & Repair	1,713	3,452	3,241	1,509	2,000	2,000	2,642	2,000
Siren PM contract - \$850, unexpected breakdowns of HVAC								
970.000 Capital Improvements	-	724	19,600	3,065	1,000	1,000	741	1,000
Covers building needs.								
Total Fire Department	329,009	335,055	347,308	348,748	384,000	384,000	379,054	379,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

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	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 400.000 Planning Department								
703.000 Salaries - Non Union	53,760	55,391	60,313	60,246	60,500	60,500	60,000	60,600
Per Contract plus 1% lump sum								
704.000 Salaries - Union	9,242	10,367	9,358	10,813	11,000	11,000	11,674	12,000
Brenda's wages covered 35%								
705.000 Salaries - Overtime	971	1,069	1,035	2,139	1,000	1,000	300	500
Includes union staff extra work at planning commission. Also Farmers Market overtime for Brenda - moved to 101.442 for 10-11								
706.000 Salaries - Planning Commission	4,520	3,000	2,320	2,120	3,500	3,500	3,000	3,000
720.000 Social Security & Medicare	5,258	5,377	6,030	5,864	5,900	5,900	5,735	5,822
Gross wages at 7.65%								
721.000 Health & Dental Insurance	12,053	14,330	14,614	16,082	17,000	17,000	16,848	16,100
722.000 Life & Short Term Disability Insurance		21	438	453	500	500	443	400
One Employee Covered								
723.000 Retirement Plan	6,835	7,673	7,501	7,779	9,300	9,300	7,784	7,310
10% of wages								
726.001 Vacation/Sick Accrual	-		-					
727.000 Office Supplies	442	54	406	417	500	500	500	500
Supplies for CDM, ie. color printer ink.								
802.000 Professional Services	5,149	6,385	5,807	3,083	22,000	12,000	5,000	12,000
Planning Consultants, Includes \$8,500 for Remainder of Master Plan Update - Amended 4/25/11								
861.000 Travel & Mileage	417	211	788	919	700	700	700	700
Attend annual MSP & MACEO conference. Cover cost of mileage for CDO Manager and staff inspections.								
901.000 Printing & Publishing	1,404	2,088	635	695	1,000	1,000	776	1,000
Covers legal notice and publishing of ordinances. Cover printing cost for various documents.								
955.000 Miscellaneous	21	1,000	459	-	500	500	100	500
Cover PC training and special meetings.								
958.000 Memberships & Dues	1,049	1,564	1,064	905	1,600	1,600	1,190	1,200
Cover AICP dues, publications for PC and staff; APA, MSP and other membership dues.								
960.000 Education & Training	1,190	2,451	1,478	939	1,500	1,500	1,000	1,500
Cover ArcView updates and workshops for CDM and staff, AICP professional development requirements								
977.000 Equipment	539	1,784	820	1,220	500	500	100	500
Total Planning Department	104,050	112,764	113,067	113,675	137,000	127,000	115,149	123,632

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Current Year 2010/2011			Council
					July 1st FY Adopted	July 1st FY As Amended	Estimated YE Position	Adopted
								2011-2012
Dept: 410.000 Zoning Board of Appeals								
802.000 Professional Services	-	738	478	195	500	500	-	500
Cover review costs.								
901.000 Printing & Publishing	402	569	122	32	500	500	100	500
Covers publication of variance application.								
955.000 Miscellaneous	-	11			100	100	-	100
Cover special variance review cost or meetings.								
960.000 Education & Training	-				-	-		
Training for ZBA								
Total Zoning Board of Appeals	402	1,317	599	227	1,100	1,100	100	1,100

GENERAL FUND BUDGET WORKSHEET 2011-2012

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					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 441.000 Department of Public Works								
703.000 Salaries - Non Union	9,964	7,285	8,821	8,166	9,000	6,000	6,000	4,900
Prorated portion of superintendent and summer help over 101-441, 101-442, 101-528, 101-751, 202, 203, 590 & 591 Amended 10/25/10								
704.000 Salaries - Union	46,467	61,567	59,435	68,493	70,000	70,000	67,507	68,000
Prorated portion of four union employees in 101-441, 101-442, 101-528, 101-751, 202 and 203 Amended 10/25/10								
705.000 Salaries - Overtime	-	48	66	401	500	500	440	500
Overtime related to union salaries and DPW activities								
711.000 Longevity	2,593	11,791	461	756	800	5,800	9,167	-
Removed from Contract - Amended 6/27/11								
712.000 Vacation/Sick Time Cash Out	1,969		3,397	-	1,000	1,000		500
Covers retirement cash out and vacation cash out per union contract								
720.000 Social Security & Medicare	5,232	6,888	6,044	7,109	6,200	6,200	6,503	5,653
7.65% of gross wages								
721.000 Health & Dental Insurance	14,844	17,257	15,552	22,894	20,000	20,000	19,686	22,000
Portion of employee benefits - includes portion of superintendent & DPW & 3200 for deductible								
722.000 Life & Short Term Disability Insurance		26	466	469	500	500	469	450
Partial Coverage for DPW employees								
723.000 Retirement Plan	12,094	14,132	14,056	13,545	15,500	14,100	16,910	7,300
10% of wages - Amended 10/25/10								
740.000 Operating Supplies	5,964	6,849	5,357	5,099	6,000	6,000	5,068	6,000
Supplies used to complete DPW tasks: tools, welding supplies, parts, cleaning supplies								
745.000 Uniform Allowance	3,874	6,057	4,698	3,181	4,000	4,000	3,245	4,000
Contractual benefit								
751.000 Gasoline & Oil	7,935	15,312	10,536	9,289	10,000	10,000	9,605	10,000
802.000 Professional Services	5,022	2,833	1,029	4,350	5,000	5,000	5,000	2,000
803.000 Contracted Services				-	-	7,200	7,158	-
Tetra Tech								
861.000 Travel & Mileage	-	472	486	241	500	500	300	500
Staff training work related workshops								
901.000 Printing & Publishing	-	149	108	104	200	200	100	200
Cover publishing of spring clean up, or other DPW activities.								
920.000 Utilities	6,010	12,403	23,113	21,308	23,000	23,000	19,275	20,000
Includes DTE (portion of 8140 Main & 3600 Central), water & Comcast								
920.001 Utilities - Telephones	4,022	3,397	3,472	1,646	1,800	1,800	1,785	1,500
Nextel Only								
931.000 Off-Street Maintenance	-	-	-	225				
935.000 Building Maintenance & Repair	222	704	1,101	768	600	600	500	500
New building should not need maintenance and repair this year, continued upkeep of old facility								
937.000 Equipment Maintenance & Repair	10,531	2,449	45	45	1,000	1,000	500	1,000
Cover repair of lawn mowers, other small equipment.								
941.000 Equipment Rentals	-	15,000		15,500	12,500	12,500	12,500	12,500
Start internal equipment rental transfer to 402 from this department								
941.001 Equipment Rentals Outside	-				100	100	-	100
For unexpected rentals								
955.000 Miscellaneous	90	60	30	85	100	100	50	100

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Current Year 2010/2011							Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
957.000 Miscellaneous Fees	240	225	460		500	500		500
Covers CDL's per contract								
958.000 Memberships & Dues	60	-	-	700	600	600	145	500
960.000 Education & Training	-	728	240	415	1,000	1,000		1,000
963.000 Medical Expenses	245	-	-		500	500	280	500
Drug testing, return to work exams								
970.001 Sidewalks Repair & Replace	30,760	82,968	67,160	16,168	25,000	25,000	20,863	10,000
Use for repair/replace only								
977.000 Equipment	-	1,334	366	5,958	1,500	1,500	1,500	1,500
Weed whip, push mower etc.								
Total Public Works	175,779	269,934	226,499	206,913	217,400	225,200	214,556	181,703

GENERAL FUND BUDGET WORKSHEET 2011-2012

P158

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept 442: Downtown Public Works								
703.000 Salaries - Non-Union	10,889	2,764	800	3,833	3,500	3,500	504	500
Covers Portion of Summer Help								
704.000 Salaries - Union	22,681	18,384	21,700	19,039	21,500	26,000	26,000	25,000
Hours worked by staff cleaning/mowing/making repairs etc. in downtown. Includes 16% of Brenda's salary - Amended 4/25/11								
705.000 Salaries - Overtime				-	1,500	4,500	5,481	4,000
Staff support of Farmers Market: DPW Overtime on Downtown Winter Maintenance - Amended 4/25/11								
720.000 Social Security & Medicare	2,718	1,515	2,543	1,593	2,000	2,000	3,102	2,100
Gross wages at 7.65%								
723.000 Retirement Plan								2,900
Was previously paid from 441								
730.000 Farmers Market Supplies			2,035	1,964	2,000	3,000	3,000	2,000
Amended 6/27/11								
731.000 Landscape Supplies - Trees	675		872	-	800	800	925	800
Coordinate downtown street tree maintenance and replacement with the Village's comprehensive tree program.								
740.000 Operating Supplies	1,841	6,012	7,651	9,169	7,000	7,000	4,173	7,000
Includes items needed for downtown public works activities								
744.000 Holiday Lighting Supplies			2,616	5,324	1,000	1,000	600	5,000
Bulb replacements, Decoration of Bridge/Clock, Replacement Wraps								
802.000 Professional Services	16,679	24,118	22,475	21,597	20,000	20,000	21,000	23,000
LnJ \$17,000, PM on clock \$500, DDA meeting Senior Center Rent (\$50*12), \$2000 for light pole painting								
920.000 Utilities - Metered Street Lights	6,108	6,429	6,251	7,850	6,000	8,800	8,800	9,000
Increased due to one full year of bridge/Jeffords lights - increase partially offset with decrease due to LEDs - Amended 6/27/11								
937.000 Equipment Maintenance & Repair	-				-	-	-	-
955.000 Miscellaneous	-		-	250	-	-	-	-
977.000 Equipment	-		2,487	-	-	-	400	1,500
Bench for Downtown Near Clock								
Total Downtown Public Works	61,591	59,222	69,429	70,618	65,300	76,600	73,986	82,800

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Current Year 2010/2011			Council
					July 1st FY Adopted	July 1st FY As Amended	Estimated YE Position	Adopted
								2011-2012
Dept: 445.000 Storm Water								
802.000 Professional Services	4,575	3,348	8,410	5,700	5,000	5,000	4,890	
Moved to Major/Local Streets Stormwater								
Total Storm Water	4,575	3,348	8,410	5,700	5,000	5,000	4,890	-

GENERAL FUND BUDGET WORKSHEET 2011-2012

P160

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 447.000 Engineering								
830.000 Engineering Consulting	8,333	9,980	9,547	10,709	11,000	11,000	10,500	11,000
General services for Village projects not covered in other project line items								
830.001 Engineering Inspections	-		1,366	5,266	-	-		-
Total Engineering	8,333	9,980	10,913	15,975	11,000	11,000	10,500	11,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 448.000 Municipal Street Lights								
920.003 Utilities - Street Lights	53,574	52,539	54,250	64,711	65,000	66,000	65,431	66,000
Ongoing unmetered Street Light charges from DTE - Amended 6/27/11								
970.000 Capital Improvements	-			-	70,000	72,500	72,494	-
LED Streetlights - Amended 1/24/11 due to increase in project cost								
Total Municipal Street Lights	53,574	52,539	54,250	64,711	135,000	138,500	137,925	66,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

P162

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 528.000 Solid Waste								
703.000 Salaries - Non Union	2,967	4,165	3,456	3,897	4,000	2,600	2,400	1,800
Prorated portion of superintendent and summer help for leaf pickup over 101-441, 101-442, 101-528, 101-751, 202, 203, 590 & 591								
704.000 Salaries - Union	28,236	20,701	21,633	17,957	21,000	21,000	23,329	23,000
Prorated portion of four union employees in 101-441, 101-442, 101-528, 101-751, 202 and 203								
705.000 Salaries - Overtime	530	348	792	2,510	1,500	1,500	1,427	1,500
720.000 Social Security & Medicare	2,428	1,929	2,137	1,864	2,200	2,200	2,049	2,012
Cover gross wages at 7.65%								
723.000 Retirement Plan	3,554	3,099	3,386	3,050	4,800	4,800	3,598	2,550
10% of wages								
740.000 Operating Supplies	2,956	2,245	3,535	2,815	3,000	3,000	1,500	3,000
Average Calculated								
805.000 Contracted Solid Waste Service	402,003	419,853	436,568	439,257	445,000	445,000	439,367	450,000
2% increase for commercial and residential - Contract signed in 2009 was a 1% 3/1/10, 2% 3/1/11, 2% 3/1/12								
806.000 Compost			11,452	8,227	8,000	8,000	8,000	8,000
Contract with Breuningers - \$4500 Additional WM expense to haul other waste \$3000 - include additional street sweeping hauls								
901.000 Printing & Publishing	419	254	312	217	500	500	300	500
Notices for leaf pick-up. Help pay for printing of bills.								
941.000 Equipment Rentals	26,012	26,136	20,424	22,470	20,000	20,000	22,000	25,000
Internal equipment rental transferred to Fund 402								
960.000 Education & Training	-				-	-		-
970.000 Capital Improvements	-				-	-		-
977.000 Equipment	-				-	-		-
983.002 Lease Payment - Leaf Machine	-				-	-		-
Total Solid Waste	469,106	478,732	503,695	502,265	510,000	508,600	503,969	517,362

GENERAL FUND BUDGET WORKSHEET 2011-2012

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Current Year 2010/2011			Council
					July 1st FY	July 1st FY	Estimated	Adopted
					Adopted	As Amended	YE Position	2011-2012
Dept: 751.000 Parks & Recreation								
703.000 Salaries - Non Union	9,924	6,932	3,937	4,414	6,000	4,600	2,000	2,600
Prorated portion of superintendent and summer help over 101-441, 101-442, 101-528, 101-751, 202, 203, 590 & 591								
704.000 Salaries - Union	4,976	7,565	7,400	9,986	9,000	9,000	9,285	9,000
Prorated portion of four union employees in 101-441, 101-442, 101-528, 101-751, 202 and 203								
705.000 Salaries - Overtime				574				-
709.000 Salaries - Park Commissioners	1,605	1,347	1,200	1,310	2,000	2,000	1,500	1,500
Covers pay for commissioners								
711.000 Longevity	538	600			-	-		-
No longer budgeted in Parks								
720.000 Social Security & Medicare	1,070	1,212	1,036	1,146	1,300	1,300	884	1,000
Cover gross wages at 7.65%								
721.000 Health & Dental Insurance	1,336	1,451	1,461	1,608	2,600	2,600	2,520	3,000
Prorated portion of employee benefits in 101-441, 101-442, 101-528, 101-751, 202 and 203								
722.000 Life & Short Term Disability Insurance		4	75	76	100	100	77	80
Partial Coverage for DPW employees								
723.000 Retirement Plan	924	1,414	1,309	1,718	2,400	2,400	1,446	1,060
10% of Wages								
731.000 Landscape Supplies	3,082	447	5,500	12,109	8,500	8,500	8,000	3,500
Covers landscaping bed maintenance, tree/shrub trimming, woodchips								
732.000 Ice Rink Supplies				3,783	13,750	10,750	9,000	3,000
Maintenance and Installation - Amended 4/25/11								
740.000 Operating Supplies	873	2,123	648	872	2,000	2,000	1,000	1,000
Covers supplies needed to care for parks.								
802.000 Professional Services	2,519	5,121	1,295	2,945	2,000	2,000	500	7,000
\$5,000 to correct drainage issues in Community Park in preparation for path repair in 12-13 - will be done after LaFontaine development								
901.000 Printing & Publishing					2,000	2,000	-	5,000
Marketing materials - Mill Creek Park Signage								
937.000 Equipment Maintenance & Repair	-	1,000	2,595	8,855	3,500	3,500	3,000	3,000
Per Parks & Rec Commission Request								
941.000 Equipment Rentals	1,463	1,583	971	1,500	1,500	1,500		1,500
944.000 Portable Toilet Rental	2,250	2,325	1,575	3,065	2,600	2,600	2,600	2,600
Cover 5 units at \$30 each for 6 months at Warrior Creek Park, First St. Park, Community Park.								
955.000 Miscellaneous	930	494	1,023	332	500	500	500	2,000
Easter Egg Hunt - Geocache activity, Park Promotion Activities								
970.000 Capital Improvements - Millpond	-		56,362	251,094			800	
Expenditures moved to fund 405								
974.000 CIP Capital Improve.	3,583							
977.000 Equipment	1,944	2,796	7,925	8,415	3,500	3,500	1,000	5,500
Benches/Trash Cans & Boat Locks								
Total Parks & Recreation	37,017	36,412	94,314	313,799	63,250	58,850	44,112	52,340

GENERAL FUND BUDGET WORKSHEET 2011-2012

P164

	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Current Year 2010/2011			Council
					July 1st FY Adopted	July 1st FY As Amended	Estimated YE Position	Adopted
Dept: 850.000 Long Term Debt								
990.000 Debt Service - 2006 Facilities Bond		55,000	89,779	60,000	60,000	60,000	60,000	65,000
Final Payment May 2027								
992.000 Bond Fees	36,476	225	225	225	300	300	250	300
996.004 '06 Facilities Bond Interest								
		71,758	34,779	67,358	65,000	65,000	64,958	63,000
Final Payment May 2027								
Long Term Debt Total	36,476	126,983	124,783	127,583	125,300	125,300	125,208	128,300

GENERAL FUND BUDGET WORKSHEET 2011-2012

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 851.000 Insurance & Bonds								
719.000 Unemployment Compensation	103	109	86	96	300	300	100	300
721.001 Retiree Health Insurance	24,298	26,056	25,843	23,489	27,000	27,000	26,016	13,000
10% of Ed. 50% of Jan. 50% of Pat - \$3000 for deductible								
723.001 Other Post Employment Benefits			160,000	20,000	10,000	10,000	10,000	10,000
723.002 Additional MERS Contribution						15,700	15,668	
Amended 10/25/10								
726.001 Vacation/Sick Accrual	1,319	263	2,555	(3,406)	1,000	1,000		1,000
910.000 Workers Compensation	11,117	13,563	11,091	10,565	11,800	12,800	14,221	8,500
Amended 6/27/11								
911.000 Liability Insurance	29,418	28,850	30,230	31,821	30,500	30,500	29,888	25,500
Waiting for Renewal to Enter Correct Number								
Insurance & Bonds Total	66,255	68,842	229,806	82,564	80,600	97,300	95,893	58,300
Dept: 875.000 Contributions								
965.001 Contribution to WAVE	9,996	11,833	12,000	12,000	12,000	12,000	12,000	12,000
Contracted monthly								
965.002 Contribution Community Serve	250	250	250	250	250	250	250	250
Covers support of Dexter Historic Society								
965.003 Contribution Senior Center	9,270	9,300	1,000	1,000	1,000	1,000	1,000	1,000
Covers support of Dexter Senior Center								
965.004 Contribution WAVE Door to Door	7,000	7,000	10,000	10,000	10,000	10,000	10,000	10,000
Supports Door to Door Transportation Service								
965.005 Contribution to Gordon Hall	20,000	20,000	60,000					
First installment of \$20,000 due March 1, 2007, final installment of \$60,000 paid September 2008								
Contributions - Control Total	46,516	48,383	83,250	23,250	23,250	23,250	23,250	23,250
Dept: 890.000 Contingencies								
955.000 Miscellaneous					20,000	-	-	20,000
Amended 4/25/11 & 1/24/11								
957.001 Property Tax Refunds				12,588	5,000	5,000	494	3,000
Relocated from 101-253-000-957-001 1/25/10 not predictable from year to year								
Contingencies Total	-	-	-	12,588	25,000	5,000	494	23,000

GENERAL FUND BUDGET WORKSHEET 2011-2012

P166

					Current Year 2010/2011			Council
	Actual	Actual	Actual	Actual	July 1st FY	July 1st FY	Estimated	Adopted
	2007	2008	2009	2010	Adopted	As Amended	YE Position	2011-2012
Dept: 901.000 CIP Plan								
970.000 Westside Connector						35,100	35,100	100,000
Subdivision Connector/Warrior Creek Park Stairway Design - Amended 4/25/11 & 10/25/10 - Sidewalk Connection to Cedars								
974.004 Salt Storage/DPW Facility		8,944						
974.005 Dexter Cmty Park	76,894	63,076			-	-		-
974.008 Millcreek sediment plan		199,680	392,891					
Includes purchase of property in 07/08 and contract with URS. Reconciled WCRC non-participating agreement and URS contract for amount needed in 08-09 for all non-participating items								
975.011 Property Acquisition						58,000	58,000	10,000
Purchase and Demolition of 8077 Forest								
CIP Plan Total	76,894	271,700	392,891	-	-	93,100	93,100	110,000
Dept: 965.000 Transfers Out								
999.000 Transfer Out			9,762					
999.007 Transfer Out - Bridge Project	73,861	149,093	58,248	43,994				
This is a reserve amount that will be transferred to Major Streets for the Bridge Project. Reconciled WCRC agreement (A & B) for amount needed in 2008-09.								
999.405 Transfer Out - Mill Creek Park Fund						92,900	76,700	402,600
Amended 4/25/11 & 10/25/10 * 6/27/11								
Transfers Out Total	73,861	149,093	68,010	43,994	-	92,900	76,700	402,600
Total Expenditures	2,444,012	3,058,297	3,437,438	3,011,411	2,872,100	3,078,700	2,979,673	3,276,290
General Fund - Revenue over Expense	754,202	225,348	7257	0	0	0	0	0
Budgeted Use of Reserves in 2009, 2010, 2011, and 2012								

ITEM

11-14-11
L-12

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: November 7, 2011
Re: Upgrade to B.S. & A. Software

Attached for your review is a memo from Finance Director/Treasurer Marie Sherry regarding the proposed upgrade to B.S. & A. financial software.

Our intention is to bring the purchase of the computer equipment and B.S. & A. software to Council for approval on December 12, 2011. The recommendation will include an itemization of the funds/line items that will pay for the upgrade and will reflect the use of the 3 year payment terms offered by B. S. & A.

Village of Dexter Financial Software

Background: The Village has been using the FundBalance accounting software for many years, with the last major upgrade being from the DOS version to the Windows version in 2002. The modules being used are: General Ledger, Accounts Payable, Cash Receipts and Utility Billing. The Village stopped using the Payroll module when we went to an outside payroll service. The annual maintenance cost for these FundBalance applications is approximately \$3,000.

FundBalance uses a database management system called "Pervasive". The Village's license is for Pervasive 7, which was an upgrade from the version purchased when we went to the Windows platform. We have been informed that fairly soon FundBalance will no longer support that version, which would then require the Village to purchase licenses for Pervasive 9. I believe that we would have to purchase nine of them.

The main reason all of this has come to light at this time was the upgrading of the Treasurer's computer to a Windows 7 based system. Our current tax program with BS&A uses Pervasive, but it will not work with the Windows 7/Pervasive 7 combination, so BS&A loaded Pervasive 9 for their application. This caused serious software incompatibility problems which had to be solved by creating a "virtual XP" computer within the Treasurer's system to run FundBalance applications. The fix for the problem is to upgrade FundBalance to version 9.

Instead of just upgrading to Pervasive 9, I thought it might be a good idea to look into BS&A's financial software. I have heard it praised within the municipal community, and talked with one of their representatives at the Michigan Municipal Treasurers Association conference to set up a demonstration. They came to our office in October and gave us a multiple-hour review of what their software has to offer.

BS&A Financial Software Database Management System

The new BS&A financial software, as well as the upgraded ".net" version of the tax software, no longer use Pervasive as their database management system. Instead, they have built their system around Microsoft's SQL Express, which is a free application. This means that changes to future Microsoft platforms should not adversely affect the operations of their software like we are seeing between Windows 7 and Pervasive 7.

Current Operations

Under FundBalance, financial transactions flow as follows:

- A cash receipt, accounts payable or utility billing transaction takes place within the appropriate software. Transactions are then "wrapped up", which is the way the system

closes up a series of transactions, whether it be a bank deposit, a check run, or a utility billing.

- At the end of each month, transactions from cash receipts, accounts payable and utility billing are pulled (“appended”) into the general ledger to start the monthly closing procedure. Once the monthly closing is complete, the data is “wrapped up” within General Ledger and is then available for inclusion in reports. While appended transactions are available for review prior to posting, the report is cumbersome for the casual user.
- FundBalance General Ledger is a straight accounting software program. It does not have the capability of assisting with budget preparation beyond the printing of simple lists. We have found it better to use spreadsheets for budgeting operations.

What BS&A Has to Offer

The BS&A system is more than just an accounting system. Following are some of the features that were shown to us during the demonstration:

- **Accounts Payable:** Invoices can be bulk scanned into the accounts payable system, and used as the basis for preparation of payments. These invoices can then be reviewed at a later date without having to go into the paper files, and will also be available in the General Ledger program since they are highly integrated. Managing vendors and invoices, especially when searching for transactions, is easier than in FundBalance. Check runs are posted to General Ledger in real time.
- **Cash Receipting:** System wide look-up feature is awesome. Cash receipts are posted to General Ledger in real time. Has capability of accepting credit card payments at the counter (with a small user fee – smaller than with taxes) when using one of BS&A’s partners.
- **Utility Billing:** Compatible with current meter reading system. Has excellent reports for usage and consumption, with the ability to produce charts for customers. Can link to GIS. Can email bills. Bills can be paid with a credit card on line or over the counter (with the small user fee). Can still do customer automatic bill payments like we do with FundBalance. Customer reporting much easier and more comprehensive than currently available. Transactions are posted to General Ledger in real time. Links with “.net” version of the tax software to provide utility payoffs together with tax payoffs, something that is frequently requested and currently has to go through two software

systems to answer. Allows customers to go on line and look up the status of their utility billing account.

- **General Ledger:** This is where this system really shines. It is more than an accounting program. It can do quite a bit of the budgeting tasks that we currently keep on Excel spreadsheets. It can do cash flow analysis and financial modeling. You can see the actual invoices that were scanned in through accounts payable. It can submit certain state reports. Reports are available in real time, and bank reconciliations are streamlined. The reporting features are superior, and include graphs and charts.
- **Tax software:** While we do not have to upgrade to the “.net” version, it would be advisable to have all software on the same platform.
- **Miscellaneous Receivables:** We currently track receivables on two excel spreadsheets (one for zoning and one for general) and while this system works, it can be cumbersome. We did not see a demonstration of this module, but I would expect it to have the same integration as the other modules.

Please see the attached BS&A Financial Management Suite brochure for more information.

Challenges

The main challenge in implementing BS&A software is the cost because we need to upgrade some of our computers to be able to handle the software requirements. Attached is a chart showing our current hardware configurations and whether or not they meet the requirements for the new software. It appears that four computers would need to be replaced if we want to keep the Accounts Payable station, and three if we do not.

Bottom Line

Attached is a spreadsheet showing a possible bottom line. Included in this bottom line is an upgrade to Office Suite 2010 for all computers (except the cash register and AP computer) and the addition of Adobe Acrobat software, which was discussed by the Website Committee as being desirable for all employees as we move forward with the new website. Hardware and Microsoft software costs are estimates, BS&A software costs are from a hard quote. In addition, BS&A allows for payment of software costs over multiple budget years, interest free.

	BSA Requirements		Results of BS&A Hardware Requirement Test (Internet Based)							
	Recommended	Minimum	Marie	Courtney	Donna	Allison	Brenda	Erin	Accts Payable	Cash
Processor Speed	2.8 I3 or faster	2.4 Core2Duo	Recommended	Minimum	Recommended	Recommended	Minimum	Recommended	Fail	Fail
Memory	4096 MB RAM	2048 MB RAM	Recommended	Minimum	Minimum	Minimum	Fail	Fail	Fail	Fail
Operating System	Windows 7	Windows XP	Recommended	Recommended	Minimum	Minimum	Minimum	Minimum	Minimum	Minimum

Existing Windows Version	Windows 7	Windows 7	Windows XP						
Existing Office Suite Version	2010	2010	2003	2003	2007	2003	2003	2003	2007
Existing Adobe Acrobat	X Pro	None	None	None	None	None	None	None	None

Server

Passes all of the BS&A Hardware Requirement Tests for servers

Computers needing upgrading @ \$900 per box:

Donna Allison Erin Brenda \$ 3,600 *Use current Allison/Donna computers for CR and AP

Computers needing Acrobat Adobe @ \$300 per license:

Donna Allison Erin Brenda Courtney \$ 1,500 *None for CR and AP

Computers needing Office 2010 @ \$200 per license:

Donna Allison Erin Brenda \$ 800 *None for CR. Not included for AP

Installation (estimate 8 hours @ \$90/hour): \$ 720

Total Equipment Costs \$ 6,620

Quote to convert to BS&A (with training) for the following:

General Ledger, Accounts Payable, Cash Receipts, Utility Billing

Includes upgrading cash drawer, receipt printer and bar code reader \$ 16,540

Grand total equipment and software:	\$ 23,160
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Additional options: Upgrade to tax .net program (recommended) \$ 3,150 *Includes installation - training not required

Additional options: Add Miscellaneous Receivables module \$ 2,575 *Includes installation and training

Equipment and Software with additional options:	\$ 28,885
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Licensing (year two and three - first year free - not including tax software) \$ 1,700 *Add \$300 per year for Receivables module

Licensing for tax software (currently \$595/year) \$ 630



Human Resources

Customer Relationship Management

Supply Chain Management

Project Management

Financial Management Suite

Business Intelligence

Financial

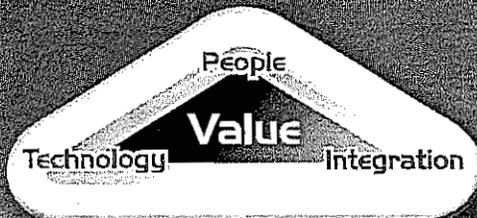
Customer Relationship Management

Supply Chain Management



Services: Solutions, Support, Satisfaction

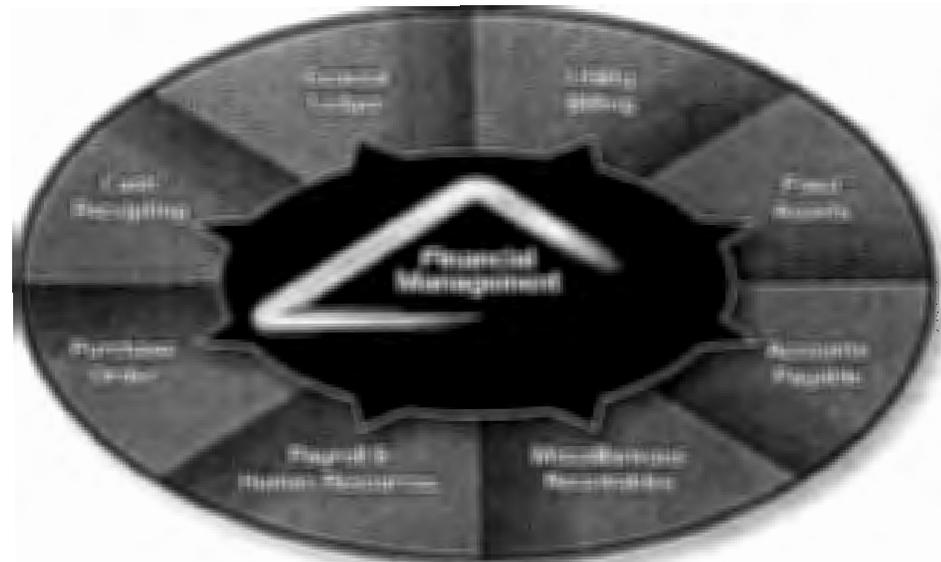
At BS&A, our goal is to bring meaningful and sustainable value to our customers. With over twenty years of experience in the financial management software industry, we have learned there are three key factors in delivering value... people, technology and integration.



People drive our company...whether it is our software developers, support technicians or customers. To provide customers with the solutions they need daily, our developers continually create new and innovative solutions. BS&A support technicians strive to do more than just help users, but to create fans through unmatched personal service.

Technology allows us to regularly offer updated features that drive efficiency, while remaining current with the industry's latest advancements.

Integration needs to go deeper than the applications. We believe true value is achieved by integrating people, technology and applications. By considering these as essential, we are able to provide industry leading technology, customer service, and application integration...a combination that delivers outstanding value to our customers.



Complete Integration for a Comprehensive Solution

The need for easy access, instant information, and improved productivity are just a few of the issues municipalities face concerning financial management software. Our solution is to provide total integration between applications. This means processes are seamless with ready access to the data and functionality you need. Our Financial Management Suite integrates fully with all BS&A applications, including Purchasing, Utility Billing, Community Development, and Internet Services...providing a municipality-wide view of your finances, empowering you to make strategic decisions.

Our software delivers information flow and reporting in real-time to reflect the most recent transactions. This allows you to make decisions based on the latest data, view current cash balances, and easily drill down to transaction details for in-depth analysis. BS&A Financial Management allows you to zoom in on each section to focus only on the relevant data, unlike static drill-down features offered by other systems.

Our General Ledger Application alone offers more than 100 standardized reports, including GASB-compliant reports. In addition to these standard reports, our applications offer the flexibility to utilize a powerful report writer tool built right into the programs. This unique feature allows you to significantly reduce your reporting cycle time by creating reports within the system, rather than manipulating data with external spreadsheets, or being required to purchase, learn and utilize a complex external report writer tool.

Technology Designed with You in Mind

At BS&A, our software is designed with the primary objective of creating an easy and productive customer experience. We place the utmost importance on providing cutting edge solutions that do not compromise our users' ability to perform in a highly efficient manner.

Client-Server applications and browser-based applications each have their strengths and weaknesses. Rather than selecting one technology over the other, we have adopted a multi-faceted approach that takes advantage of the strengths each provide. We use the appropriate technology for a given challenge while providing a completely scalable architecture.

For example, Financial Management Software is extremely transaction-intensive. When processing hundreds of transactions at a time, a rich and responsive application is needed. This can only be accomplished with well-written Client-Server applications. On the other hand, there are numerous cases where Web applications offer a much better environment, including:

- The convenience of accessing and modifying HR information remotely
- The ability to approve and/or deny purchase requisitions and purchase orders from the web or smart phone
- The need for a public interface to allow citizens to view and pay utility bills, permit fees, open invoices, and more

Our strong commitment to staying at the forefront of our industry has led us to invest continuously in the following Microsoft® Technologies:

- Microsoft .NET 3.5 Development Platform for Client/Server applications
- Microsoft .NET 4.0 Development Platform with ASP.NET MVC for Web applications
- Microsoft SQL Server 2000/2005/2008 for all applications



Built on a Foundation of Unparalleled Customer Support

Nearly every software company claims they provide quality technical support. To ensure we actually deliver it consistently, we have established corporate practices such as:

- A company culture that is entirely “externally driven.” Our staff is rewarded first and foremost based on how well they have created satisfied customers.
- Detailed, biannual customer satisfaction surveys, the results of which are met with eager anticipation around the halls of BS&A. We are proud of the fact that they show outstanding results with continual improvement.
- A risk reversal pledge on all of our applications that offers a full refund on our software for up to a year after installation. This pledge demands that our support technicians and software developers consistently go the extra mile. Though unparalleled support is forged into our company culture, our risk-reversal pledge cements it.
- A “closed loop” feedback system we establish between our customers, technical support staff, and software developers to allow for a lightning-fast problem resolution process.
- A reference list that includes all of our customers, including contact names and phone numbers, not just a few handpicked references. Prospects can throw darts at the wall and randomly call as many customers as they like to be assured that they are working with an organization that is extremely confident in our customer service capabilities.

Delivering the highest quality customer care is deeply embedded in our DNA. We consider it our highest priority at BS&A.



“Easy to navigate, easy to set up, no accounting degree required. I have been through at least five maybe six full conversions in my career. By far the BSA experience was seamless and smooth. I have scars to show you from the others.”

— Richard Lehmann, Finance Director
City of Huntington Woods, Michigan

System-Wide Features to Improve Productivity

We have developed several system features to increase efficiency and simplify tasks, such as:

User Groups allow you to set the same user rights for multiple users at once. This reduces the need to set up user-based security for several users with similar or identical rights in the system.

Users can be set up to login automatically to the program using windows active directory with user names and passwords.



All reports can be emailed or printed to Excel, PDF or other applications and file formats.

Individual User Report Profiles allow users to run memorized sets of reports.

The latest application updates are available with the click of a button.

Detailed audit tracking to log virtually all changes made.

City, State and Zip Code are automatically verified.

User-customizable screen colors are available in all applications.

"The implementation & conversion went very smoothly. This was the third implementation & conversion of the city's financial records I have done in my career as Treasurer and this definitely was the easiest. I am just finishing our first budget since we converted to BS&A software. This software has made our budgeting process much simpler."

— **Cindy Shane, Treasurer**
City of Fenton, Michigan

Accounts Payable

In addition to the standard invoice entry/check printing functionality, our Accounts Payable application interfaces with our billing applications for easy tracking and maintenance of refund requests. This integration offers one-click viewing of the status of check requests from the originating department, freeing the AP staff from fielding refund-related questions.

Tight integration with GL/Budgeting provides real-time budget verification to prevent overspending of budgeted or allocated resources. Invoices related to a PO are quickly entered, utilizing all relevant PO information.

Our unique Notification area offers at-a-glance information on outstanding invoices and check requests. In addition, our Imaging System allows batch scanning of invoices for subsequent on-screen processing and electronic archival.

Key Accounts Payable Advantages

Integrated Imaging System allows batch scanning of invoices for subsequent on-screen processing and document archiving

PO Integration eliminates duplicate data entry with automatic transfer of vendor and purchasing information to Accounts Payable

Refund of overpayments in billing applications may be electronically transferred to AP for payment

Purchasing Card Support delivers significant reductions in paperwork and AP data entry time

ACH Setup

Bank Routing/Transit Number: [Field]

Prenote Date: 04/25/2010

Account Type: Savings

Bank Account/JPIC #: 12309

ACH ID Type: Federal Tax ID Number

ACH ID Number: 381234567

Customer Account Number For Unit: 876

Close

Positive Pay Setup

Export Format: Imported Check

This is used to import cleared check information from your bank.

Import Format: Imported Check

Some banks require a bank number in the export. Leave this blank unless a bank number is specified by your bank.

Bank Number:

This is optional data that is required by some banks (such as a Client ID). Leave this blank unless specified by your bank.

Optional Bank Details:

Close

"The implementation of a new accounting software system will never go smoothly. No matter how carefully you plan things, something is bound to go wrong. So the question is "When something goes wrong, how good are the people you are working with in fixing it?" BS&A people are first rate. For example, during our file conversion we paid off everything in accounts payable on the old system just before we converted. However, we forgot to post the accounts payable to the general ledger in the old system. When we converted to the new system, everything seemed to balance out at first, but when we did our bank reconciliations a month later we found out we had a big problem. We could have entered each payable manually into the new system which would have taken a lot of time, but the BS&A people took copies of our files and were able to fix the accounts payable problem for us. Time after time when I have had a problem, the people at BS&A always have provided exceptional service."

— Peter Dobrzeniecki, Finance Director
City of Inkster, Michigan

Cash Receipting

BS&A Cash Receipting provides a centralized system for receipting and cash reporting. Counter and Department Transmittal modes deliver flexibility for a variety of receipting needs. End-of-day deposit processing seamlessly integrates with General Ledger for true account reconciliation.

In addition to integrating with our billing systems, Cash Receipting provides for the import of receivables from other systems via a flexible, user-definable interface. This allows for account and amount verifications and the subsequent export of receipts to those applications.

Transaction	Reference	Amount	Date	Balance
1.00	12/10/00	100.00	12/10/00	100.00
2.00	12/10/00	100.00	12/10/00	200.00
3.00	12/10/00	100.00	12/10/00	300.00
4.00	12/10/00	100.00	12/10/00	400.00
5.00	12/10/00	100.00	12/10/00	500.00

Key Cash Receipting Advantages

Flexible receipting options allow centralized or decentralized setup, depending on your needs

System-Wide Receivable Lookup allows one-click searching of all amounts due for a name or address

Support for Third-Party Billing Applications allowing customized imports, for accurate account verification and receipt processing

Department Receipting Templates enable quick entry and verification of deposits brought in from external locations

General Receipt Entry

Reference: [Field]
 Name: [Field]
 Address: [Field]

Amount Due: \$1.00 Interest Paid: [Field]
 Amount Paid: \$1.00 Pre-Payments: [Field]
 Amount Paying: \$0.00 Last Payments: [Field]

Search Results

Name	Referral Code	Reference	Address	Amount Due
John Doe	12345	12345	12345	1,000.00
Jane Smith	67890	67890	67890	500.00
Bob Johnson	11111	11111	11111	250.00

Searching For: Bill

Item	Description	Quantity	Price	Total
1	Item 1	1	100.00	100.00
2	Item 2	2	50.00	100.00
3	Item 3	1	200.00	200.00
4	Item 4	1	100.00	100.00
5	Item 5	1	100.00	100.00

"Customer service, customer service, customer service.....I have to admit, I WAS a little apprehensive about the whole converting our data thing. But everyone who was involved with the conversion and implementation was awesome!"

— Cheri Neu, Treasurer/Finance Director
 City of Leslie, Michigan

Human Resources

By utilizing both desktop and web-based components, our Human Resources application streamlines job posting, employee application, hiring, and employee tracking. The Position Budgeting feature seamlessly integrates with the Budgeting component of our General Ledger application.

The screenshot shows a web-based interface for Human Resources. On the left is a navigation tree with categories like 'Personnel', 'Employee Information', 'Job Information', and 'Payroll'. The main area displays employee details for 'LISA THOMPSON' and includes two tables. The first table lists employee information with columns for 'Emp No', 'Emp Name', 'Company Name', 'M-TH', and 'Pay Rate'. The second table lists education information with columns for 'Emp No', 'To', 'Institution', 'Institution', and 'Degree'.

Emp No	Emp Name	Company Name	M-TH	Pay Rate
11231	LISA THOMPSON	CITY OF SOMERSET	FINANCIAL OFFICER	11.50

Emp No	To	Institution	Institution	Degree
11231	1992	UNIVERSITY OF MASSACHUSETTS	College	B.S.

Key Human Resources Advantages

Applicants are seamlessly transitioned to Employee status upon approval, eliminating data entry time

Position Budgeting allows unlimited 'what-if' scenarios for future budget planning

Employment Position maintenance saves time by storing user-defined position requirements

Online Open-Enrollment increases employee access and reduces staff workload

The screenshot shows a 'Fixed Assets' application window titled 'Asset Not Disposed'. It displays details for an asset with 'Number: 000001' and 'Description: ASSESSORS LICENSE'. It includes fields for 'Acquired Date', 'Book Value', and 'Quantity'. Below this, there is a section for 'Disposal' with fields for 'Disposal Date', 'Disposal Method', and 'Disposal Amount'.

Fixed Assets

GASB 34 made the accurate tracking and reporting of Fixed Assets critical. By integrating with the other components of our Financial Management Suite, the Fixed Assets application greatly simplifies tracking these items without sacrificing accuracy.

Key Fixed Assets Advantages

Supports partial asset transfers, splits, repairs, and disposition, including partial disposal

Integrates with General Ledger and Purchase Order applications, eliminating duplicate data entry and increasing accuracy

Complete Asset History allows determination of the book value of an asset as of any specific date

Generates reports needed for GASB 34 note disclosure

Timesheets

Our Timesheets application is designed to decentralize the data entry of hours worked, while maintaining final oversight and approval. Customizable views allow you to tailor screens to your jurisdiction's needs.

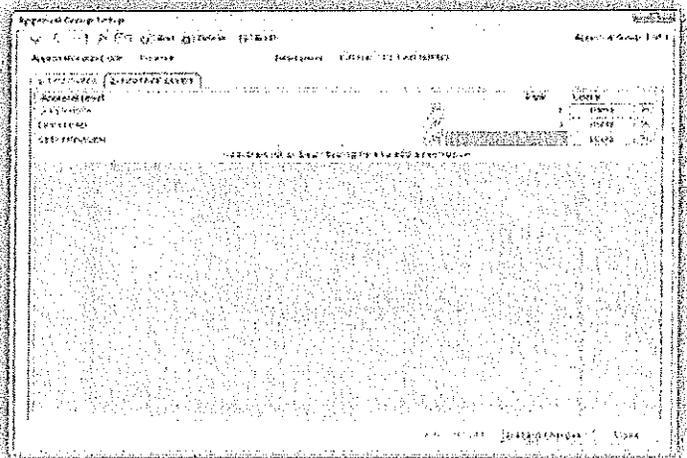
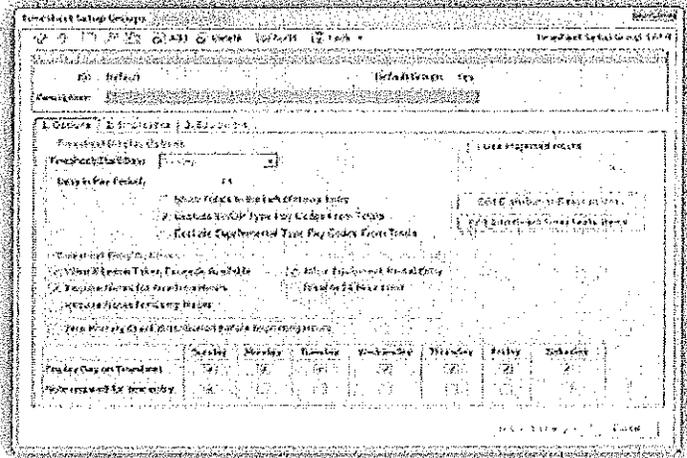
Key Timesheets Advantages

Exception-based time entry simplifies data entry

Flexible Approval Level setup handles complex time approval scenarios

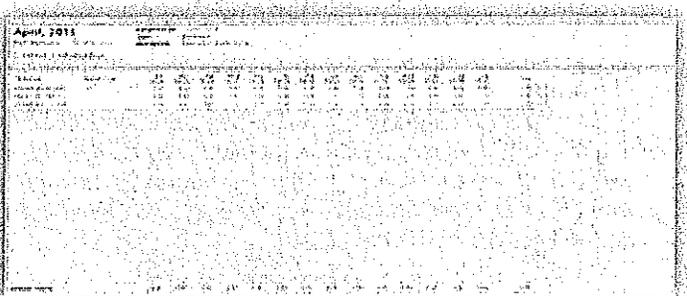
Project & Equipment Tracking allows allocating of costs to various funds and departments based on usage

Timesheet Setup Groups allow the primary data entry screen to be configured in the way most appropriate for each department



"I can't give enough positive comments about BS&A's Fund Accounting Software to adequately express how satisfied I am with this software product. I thought that my previous software was good until we made the switch to BS&A. The software is so easy to learn and use and the reports are great. I would have to say that the high point for me with this software is the ability I to drill down when I need more than basic information. Amending budgets is easy and the ability to track budget amendments is terrific. BS&A Fund Accounting Software has enabled me to save a great deal of time and has given me the ability to provide my City Manager and City Council with more up-to-date reports than ever before. I absolutely love all of the BS&A programs!"

— **Blinda Baker, Clerk/Treasurer**
City of East Tawas, Michigan



Miscellaneous Receivables

Billing software needs to be flexible to handle receivables outside of the normal Tax and Utility billings. Our Miscellaneous Receivables application was designed from the ground up to deliver this flexibility.

Aged Accounts Receivable Report - Options

Population: [] Population Order: []

Apply Advanced Query to Population
Advanced Query: []

Sort Index: []

Run Aged Report as of: 03/31/2011

Display paid & for each customer

Only show the aging of penalties

Only include invoices with the following First Service Code

Only include invoices with the following First Billing Item

Key Miscellaneous Receivables Advantages

ACH payment option allows customers to enroll in automatic payment for paperless billing

Aging Reports may be run as of a specific date, allowing quick and easy reconciliation to the GL balance

Recurring Invoices eliminate the need to manually enter repetitive billings

Overpayments may be easily and accurately refunded via electronic check request sent to Accounts Payable

Aged Accounts Receivable Report

Run Aged Report as of: 03/31/2011

Display paid & for each customer

Only show the aging of penalties

Only include invoices with the following First Service Code

Only include invoices with the following First Billing Item

Account Number	Description	Balance	Status
1000000000
1000000001
1000000002

"Detailed evaluation of proposed products and research among existing customers convinced the City that this vendor and product offered the best opportunity to meet operating requirements. Comparison of proposed system costs (including required hardware) showed BS&A to be the lowest total cost of acquisition and operations, offering a 1.92 year payback – by far the best of any bidder. Among many strengths, your primary ones are qualified, trained people that understand our business and what we need; software that does what you say it will; and your willingness to be open to change and to actively solicit customer ideas. It doesn't get any better than that!"

— Thomas Chase, CPA, Finance Director
City of Kentwood, Michigan

Payroll

Power, flexibility and accuracy are the hallmarks of our Payroll application. Designed to automate the most complex compensation and deduction scenarios, it supports all necessary reports for quarterly reporting, including W2 processing and electronic submission. Simple direct deposit processing and emailing of check stubs in a password protected PDF format supports paperless offices.

Key Payroll Advantages

W4 & Deduction totals may be projected for "what-if" withholding and deduction changes

Customizable YTD screens allow drilldown into individual payroll transactions

Supports Self-Administered Retirement Plans, including contributions, interest and withdrawals

Equipment Rental costs are allocated to correct funds/departments based on usage

Select Payroll

Select the Payroll ID's that you wish to view in the table.

Payroll ID	Description	Name	Check Type	Balance	Check Date
0001		ALICE	Check	\$112.19	
0002		NATIONAL MERCH	Check	16,242.43	
0003		FEDERAL TAXES	UT	16,993.11	
0004		FEDERAL TAXES	Check	\$311.26	
0005		FEDERAL TAXES	Check	\$2.00	
0006		FEDERAL TAXES	Check	\$21.00	
0007		SP4 RETIREMENT	ETF	\$1.50	
0008		MERS	ETF	\$32.05	
0009		STATE OF MICHIGAN	ETF	\$10.48	

Open Query

Adding new Deduction/Expense Wizard

Create a new Deduction Or Expense...

You have chosen to create a new Deduction Or Expense. Please enter the necessary information to create the Deduction Or Expense below.

New Code/Exp Co: 01 DEDUCTION

Description: DEDUCTION

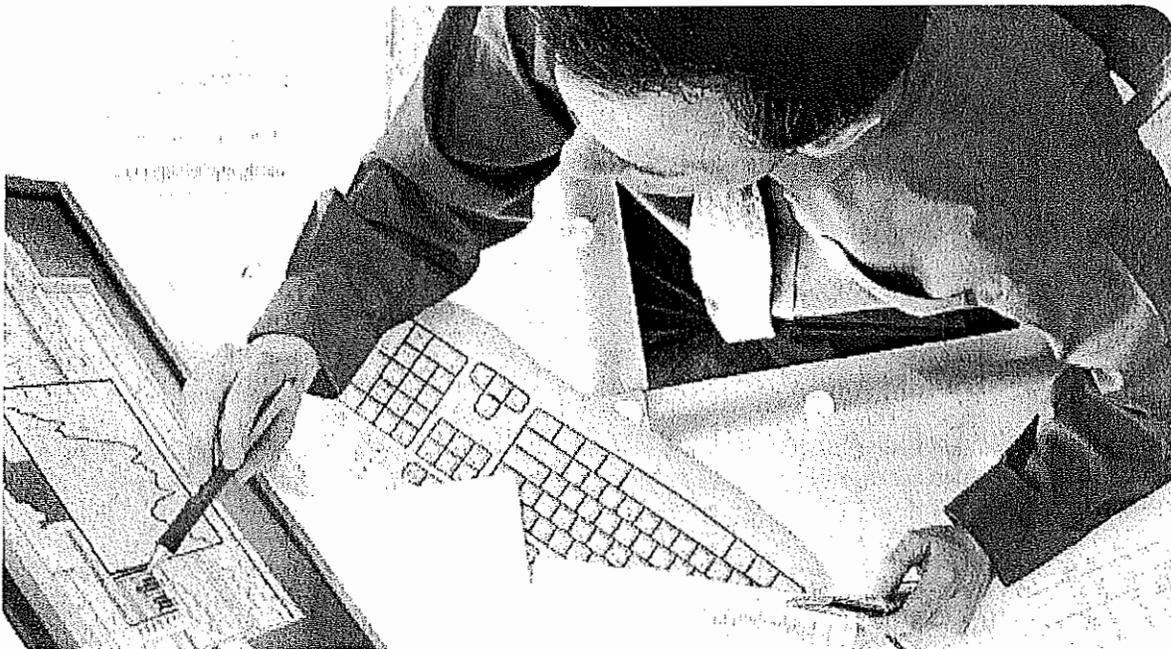
Deduction or Expense: Deduction

Type: Select Type

GL Credit (optional):

- 100 - 1000
- 200 - 2000
- 300 - 3000
- 400 - 4000
- 500 - 5000
- 600 - 6000
- 700 - 7000
- 800 - 8000
- 900 - 9000
- 1000 - 10000
- 11000 - 110000
- 120000 - 1200000
- 1300000 - 13000000
- 14000000 - 140000000
- 150000000 - 1500000000
- 1600000000 - 16000000000
- 17000000000 - 170000000000
- 180000000000 - 1800000000000
- 1900000000000 - 19000000000000
- 20000000000000 - 200000000000000

Cancel



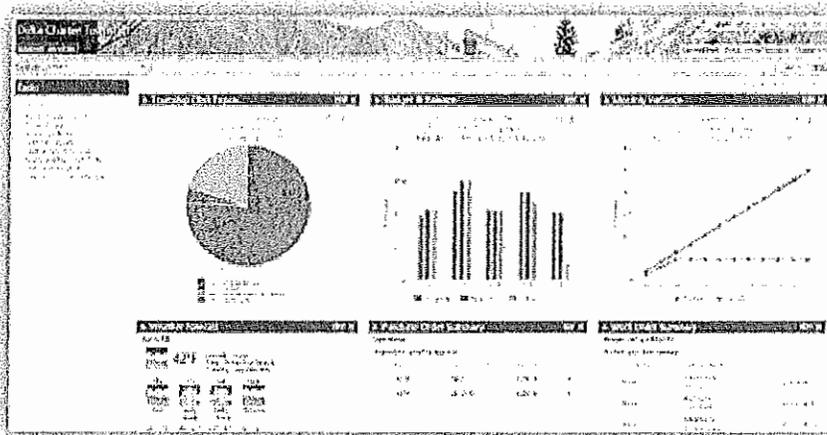
Employee Web Portal

This secure site offers improved productivity by streamlining many tasks to online functions. Employees are able to view and print payroll information, including check history, direct deposit setup, leave balances and W2 copies. In addition, employees can electronically request changes to their information and access online processes, such as benefit plan enrollment.

Internet Services

BS&A Internet Services allows Utility Billing and Miscellaneous Receivables data to be displayed on the web and supports on-line payment of these bills.

Work Order Summary			EDIT X
Worker: GREG (GREG HEIL)			
Pending work item summary.			
Scheduled	Order # / Type		
None	RRM10-0326 Re-Read Meter	Options ▼	Options for RRM10-0326 View Details Complete Work Order
None	FR07-0271 Final Read		
None	RRM05-0055 Re-Read Meter		
08/15/2005 12:00 AM	RRM05-0044 Re-Read Meter	Options ▼	
10/14/2005 12:00 AM	RRM05-0062 Re-Read Meter	Options ▼	
01/13/2006 12:00 AM	RRM06-0083 Re-Read Meter	Options ▼	
04/10/2005 12:00 AM	RRM06-0098 Re-Read Meter	Options ▼	



"The training primarily involved the implementation specialists going over the different processes and functions of the software, showing us how they worked, and then helping us to fit the program's operation to our practices. The training staff were great. Very customer oriented. The level of customer service is very good."

— Edward Sell, Finance Director
City of Monroe, Michigan

Better Software Answers

To provide better answers you have to listen. The combination of customer input and our expertise has led to the development of software solutions based on how you do your job, not how we think you should. Industry leading applications providing real world solutions at an exceptionally affordable cost...that's BS&A Software.



Financial Management Suite

Accounts Payable | Cash Receipting | Fixed Assets
General Ledger | Human Resources | Miscellaneous Receivables
Purchase Order | Payroll | Timesheets | Utility Billing

