

**THE VILLAGE OF DEXTER
SPECIAL VILLAGE COUNCIL MEETING
WEDNESDAY, APRIL 17, 2013**

5-13-13
ITEM C-1,2,3

A. CALL TO ORDER

The meeting was called to order at 6:20pm by President Keough in the Conference Room of LaFontaine's at 7120 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL: President Keough

J. Carson	P. Cousins
D. Fisher	J. Knight-ab
J. Semifero	R. Tell-ab

C. CLOSED SESSION TO PREPARE FOR THE PURPOSE OF THE VILLAGE MANAGER REVIEW IN ACCORDANCE WITH MCL 15.268 SEC. 8(a)

Motion Semifero; support Carson to move into closed session to purpose of the Village Manager Review in accordance with MCL 15.268 Sec. 8 (a) at 6:21 PM.

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

Trustee Tell entered the meeting at 6:26 PM

D. MOTION TO MOVE OUT OF CLOSED SESSION

Motion Semifero; support Tell to move out of closed session at 8:40 PM.

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

E. ADJOURNMENT

Motion Semifero; support Tell to adjourn at 8:40 PM.

Unanimous voice vote for approval with Trustee Knight absent.

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, APRIL 22, 2013

A. CALL TO ORDER

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

B. ROLL CALL: President Keough

J. Carson

D. Fisher

J. Semifero

P. Cousins

J. Knight-ab

R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Marie Sherry, Finance Director/Treasurer; Carol Jones, Village Clerk; Mike Frazier and Dan Johnston, Dextech; Kent Martinez-Kratz, County Commissioner from District 1; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – April 8, 2013

Motion Tell; support Carson to approve the minutes of the Regular Council Meeting of April 8, 2013 with the following correction:

K-1 Discussion of: Cityhood Next Steps

Change the first line to read...President Keough spoke about attending a meeting along with some Council Members on Saturday, April 6 sponsored by the Keep Dexter A Village committee.

Unanimous voice vote for approval with Trustee Knight absent

D. PREARRANGED PARTICIPATION

None

E. APPROVAL OF THE AGENDA

Motion Cousins; support Tell to approve the agenda as printed.

Unanimous voice vote for approval with Trustee Knight absent

F. PUBLIC HEARINGS

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

None

G. NON-ARRANGED PARTICIPATION

Lane Davis of 8885 Zeeb Rd., and a member of Ann Arbor Trout Unlimited spoke to Council regarding the sustainability of Trout in Mill Creek. Over the past couple of years 4000 small and large trout have been released in Mill Creek. In 2013 the intention is to release a selection of trout of 8-10 inches in the public section of Mill Creek. It is estimated that to place 1000 fish, the cost is \$3500 and have probably spent about \$10,000 thus far.

Kent Martinez-Kratz, District 1 County Commissioner reported that SEV's (State Equalized Values) are up in the county for the first time in 5 years. He also spoke about a Washtenaw County Economic Forum that Council members are invited to attend on May 9 at the Chelsea Comfort Inn.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar

I. REPORTS

1. Finance Director/Treasurer – Marie Sherry

Ms. Sherry submits her report as per packet. Ms. Sherry gave the following verbal updates:

- Reported on the property tax collection and delinquent taxes to be paid to the Village.
- Spoke of the award the Village has received for its Budget preparation for the 2012-2013 fiscal year.
- Explained the results and outcome from the tax tribunal.
- Asked for direction for the use of payment to the Village of taxes and utility payments by credit cards.
- Explained the budget amendments to be voted upon under New Business.
- Working with the banks to maximize returns and lower fees particularly when accounts drop in balances at the end of the year.

2. Community Development Manager – Allison Bishop – verbal update

Ms. Bishop was ill and not present for the meeting. It was reported that the possible path extension from Mill Creek Park to the schools is no longer being considered.

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

None

4. Subcommittee Reports - None

Broad Redevelopment Committee
Economic Preparedness
Facilities
Website

5. Village Manager Report

Mrs. Dettling submits her report as per packet. Mrs. Dettling gave the following verbal updates:

- Read a prepared statement regarding the accident today at the Wastewater Treatment plant.
- The draft budget will go out tomorrow (April 23) for the May 1 meeting.
- Information on the Speed Display is included in the report and it is now located in Dexter Crossings.
- Bid documents were finalized today (April 22) for the Hudson/Second Street project and will go out for bids this week.
- Safe routes to school gave their presentation this afternoon (April 22). Trustee Cousins spoke about the presentation and information that was provided. In order to receive that grant money available, the Village has to submit for the project and will be bringing a proposal to a future meeting with the help of Orchard, Hiltz & McCliment.
- Questions were raised on the screw pump bid and any update on the OSHA request at the Fire Hall.
- Comment that Council would like to see job descriptions and updates on staffing especially at the water and wastewater plant.

6. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough reported on the following:

- Looking forward to the Town Hall meeting on Saturday, April 27.
- A joint meeting with the DDA has been set for 6 PM on May 13.
- Trustee Carson stated that he will join President Keough at the Scio Township meeting tomorrow, April 23, for the Dextech presentation.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$235,064.85
2. Consideration of: Closure of Central Street for Relay for Life on June 15th at 7 a.m. and reopen on June 16th at 11 a.m.
3. Consideration of: Closure of Main and Central for the Dexter Ann Arbor Run on June 2, 2013 from 8 a.m. to 10 a.m.

Motion Tell; support Fisher to approve items 1, 2 and 3 of the Consent Agenda.

Unanimous voice vote for approval with Trustee Knight absent

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

Ms. Nicholls spoke about the cityhood information to be included in the next Village newsletter that will come out prior to the May election.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Discussion of: Dextech Annexation Request

Mike Frazier, President of Dextech and Dan Johnston, Engineering Manager of Dextech gave a presentation to Council on the background and history of Dextech and the expansion project that the company is proposing.

2. Consideration of: Mill Creek Park Project Change Order #4 in the Amount of \$18,610.79

Original Motion Carson; support Tell to approve the Mill Creek Park Project Change Order #4 in the amount of \$18,610.79 with the addition of conditions of approval.

Motion Semifero; support Fisher to amend the original motion by the deletion of #8, Project Extension, from the proposal.

Ayes: Fisher and Semifero
Nays: Carson, Cousins, Tell and Keough
Absent: Knight
Motion fails 2 to 4

Original Motion Carson; support Tell to approve the Mill Creek Park Project Change Order #4 in the amount of \$18,610.79 with the addition of conditions of approval.

Ayes: Cousins, Fisher, Tell, Carson and Keough
Nays: Semifero
Absent: Knight
Motion carries 5 to 1

3. Consideration of: Recommendation from Dixon Engineering to Enter into a Contract in the amount of \$23,500 with Ray's Welding Company to Complete Maintenance on the Water Tower

Motion Cousins; support Semifero to accept the recommendation of Dixon Engineering to enter into a contract in the amount of \$23,500 with Ray's Welding Company to complete the maintenance on the Water Tower.

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

Nays: None
Absent: Knight
Motion carries

4. Consideration of: Fiscal Year 2012-2013 -- 3rd Quarter Budget Amendments

Motion Semifero; support Cousins to approve the 3rd Quarter Budget Amendments for the Fiscal Year of 2012-2013.

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

5. Discussion of: 2013-2018 Capital Improvement Plan

A comment was made regarding the inclusion of the paving of the DPW driveway which may be accomplished in the Border to Border project. The Staff and Planning Commission were thanked for putting together a detailed and concise document.

M. COUNCIL COMMENTS

Carson	Saturday, April 27 will be a Wine Tasting Event to benefit the Dexter Senior Center.
Tell	None
Jones	None
Semifero	Will not be able to attend the May 1 Budget Meeting.
Fisher	None
Cousins	None
Knight	Absent

N. NON-ARRANGED PARTICIPATION

None

O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING PENDING LITIGATION IN ACORDANCE WITH MCL 15.268

Motion Fisher; support Carson to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 9:36 PM.

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

Motion Carson; support Fisher to leave Closed Session at 10:36 PM.

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

Nays: None
Absent: Knight
Motion carries

P. ADJOURNMENT

Motion Carson; support Fisher to adjourn at 10:37 PM.

Unanimous voice vote for approval with Trustee Knight absent

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

DEXTER VILLAGE COUNCIL
BUDGET WORK SESSION
WEDNESDAY, MAY 1, 2013

A. CALL TO ORDER

The meeting was called to order at 7:01 PM by President Keough in the Dexter Senior Center at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL: President Keough

J. Carson	P. Cousins
D. Fisher	J. Knight
J. Semifero-ab	R. Tell

Also attending: Village Manager, Donna Dettling; Assistant Village Manager, Courtney Nicholls; Finance Director/Treasurer, Marie Sherry; Council Clerk, Carol Jones; Public Services Superintendent, Dan Schlaff; and Scott Maurer, Water and Sewer Department.

C. GENERAL FUND/ MAJOR, LOCAL, MUNICIPAL STREETS/ WATER & SEWER

- Ms. Nicholls reviewed the Draft Budget highlighting the areas of All Funds; General Fund; Major/Local/Municipal Street; Tree Replacement Fund, Equipment Replacement; and Water/Sewer.
- Discussion was held on the additional hire request as well as other possible hires.
- Need for a Safety Program training for current Staff and for future staff.
- Arts, Culture and Heritage request to rollover excess funds if not all are used in the fiscal year.
- Is there a need of a contingency line item for the Facilities goals, such as \$10,000?
- Need for improvements at Horseshoe Park. Need for seed money to begin building of a shelter and storage facilities and looking at \$3,000-5,000 for materials.

D. ADJOURNMENT

Adjourned at 8:31 PM

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

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

Respectfully submitted,
Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____

2013 Meeting Calendar

Board	Date	Time	Location	Website	Village Representative
Gateway Initiative (Big 400)	5/10/2013	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Joint DDA/Village Council Work Session	5/13/2013	6:00 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Dexter Village Council	5/13/2013	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Scio Township Planning	5/13/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
5H - Dexter Coalition	5/14/2013	5:30 p.m.	Copeland Board Room		Paul Cousins, Donna Dettling
Scio Township Board	5/14/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Dexter Arts, Culture & Heritage Committee	5/14/2013	7:30 p.m.	Copeland Board Room	http://www.dextermi.gov	Paul Cousins
Washtenaw County Board of Commissioners	5/15/2013	6:45 p.m.	Board Room, Admin Building	http://www.ewashtenaw.org/	
Dexter Downtown Development Authority	5/15/2013	7:30 a.m.	Senior Center	http://www.dextermi.gov	Shawn Keough
Washtenaw Area Transportation Study-Policy	5/15/2013	9:30 a.m.	Scio Township Hall	http://www.miwats.org/	Jim Carson
Dexter Area Fire Board	5/16/2013	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Ray Tell/Jim Seta
Healthy Community Steering Committee	5/16/2013	8:30 a.m.	Chelsea Hospital - White Oak Room		Paul Cousins
Chelsea Area Planning Team/Dexter Area Regional Team	5/20/2013	7:00 p.m.	TBD	http://www.ewashtenaw.org/	Jim Carson
Dexter Community Schools Board of Education	5/20/2013	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter Village Zoning Board of Appeals - if needed	5/20/2013	7:00 p.m.	Senior Center	http://www.dextermi.gov	Jim Carson
Dexter Township Board	5/21/2013	7:00 p.m.	Dexter Township Hall	http://www.twp-dexter.org/	
Dexter Village Parks Commission	5/21/2013	7:00 p.m.	Village Offices	http://www.dextermi.gov	Donna Fisher
Webster Township Board	5/21/2013	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Farmers Market/Community Garden Oversight	5/22/2013	5:30 p.m.	Village Offices	http://www.dextermi.gov	Julie Knight
Scio Township Board	5/28/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Dexter Village Council	5/28/2013	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Scio Township Planning	5/28/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Western Washtenaw Area Value Express	5/28/2013	8:15 a.m.	Chelsea Community Hospital	http://www.ridethewavebus.org/	Jim Carson

AGENDA 5-13-13

ITEM H-1,2,3,4,5

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

Name of Group	Dates	Number Approved	Approval Date	Locations	Name of Group	June Cont	Boy Scouts - Rummage Sale	Name of Group	Dates	Number Approved	Approval Date	Locations
Friends of the Library - Book Sale	1/3-1/5	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20	Boy Scouts - Rummage Sale	June Cont	Boy Scouts - Rummage Sale	Boy Scouts - Rummage Sale	6/19-6/22	2 - 4' x 4'	1/10/2013	1, 5
St. Andrew's - Blood Drive	1/3-1/7	2 - 28" x 22"	1/3/2013	8 (2)								
K of C - Quarter Mania	1/9-1/24	5 - 18" x 24"	1/8/2013	1, 2, 4, 5, 10								
Mill Creek Middle - Blood Drive	1/17-1/24	2 - 18" x 24"	1/16/2013	21 (2)								
					St. Joseph - Flea Market	July		St. Joseph - Flea Market	6/27-7/13	4 - 18" x 24" 1 - 4' x 4" 4 - 18" x 24"	3/14/2013	1, 4, 5, 38, 44
					St. Joseph - Parish Festival			St. Joseph - Parish Festival	7/6-7/22	1 - 4' x 4'	3/14/2013	1, 2, 4, 5, 10
K of C - Rummage Sale	1/24-2/9	5 - 18" x 24"	1/8/2013	1, 2, 4, 5, 10								
Friends of the Library - Book Sale	1/31-2/2	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20								
St. Andrew's - Monthly Dinner	2/4-2/7	1 - 36" x 24"	1/3/2013	6	Encore - Intermittent	August		Encore - Intermittent	7/11-8/11	1 - 36" x 24"	12/3/2012	15
High School Drama Club - Play	1/26-2/10	3 - 18" x 24"	1/11/2013	1, 2, 4, 5, 44	Friends of the Library - Book Sale			Friends of the Library - Book Sale	8/8-8/10	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20
Education Foundation - Auction	2/9-2/24	3 - 18" x 24"	1/23/2013	1, 2, 4, 5, 44								
Little League - Sign Ups	2/8-2/22	5 - 18" x 24"	1/7/2013	1, 4, 5, 44 (2)								
Encore - Intermittent	2/7-3/3	1 - 36" x 24"	12/3/2012	15								
Friends of the Library - Book Sale	2/28-3/2	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20								
Community Band - Concert	2/18-3/3	2 - 2' x 4'	2/18/2013	1, 3, 5								
St. Andrew's - Monthly Dinner	3/4-3/7	1 - 36" x 24"	1/3/2013	8	September			St. Andrew's - Monthly Dinner	8/30-9/5	1 - 36" x 24"	1/3/2013	8
Historical Society - Art Fair	2/23-3/9	5 - 18" x 24"	1/24/2013	1, 2, 4, 10, 5				St. Andrew's - Blood Drive	9/12-9/23	2 - 28" x 22" 2 - 2' x 3'	1/3/2013	8 (2)
Peace Lutheran - Easter Egg Hunt	3/9-3/23	1 - 2' x 30"	2/21/2013	1				United Methodist - Rummage Sale	9/16-9/28	3 - 18" x 24"	3/28/2013	1, 2, 4, 5, 44
High School Drama Club - Play	3/2-3/10	1 - 3' x 4'	2/25/2013	3	October			Encore - Intermittent	9/28-10/20	1 - 36" x 24"	12/3/2012	15
Community Orchestra - Concert	3/3-3/17	2 - 3' x 4'	2/28/2013	1, 5	Friends of the Library - Book Sale			Friends of the Library - Book Sale	10/3-10/5	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20
Knights of Columbus - Quatermania	3/7-3/21	5 - 18" x 24"	3/5/2013	1, 2, 4, 5, 10	St. Andrew's - Monthly Dinner			St. Andrew's - Monthly Dinner	9/30-10/3	1 - 36" x 24"	1/3/2013	8
Connexions Church - Egg Hunt	3/25-3/31	1 - 3' x 5'	3/21/2013	9								
Encore - Intermittent	3/28-4/14	1 - 36" x 24"	12/3/2012	15								
Friends of the Library - Book Sale	4/4-4/6	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20								
St. Andrew's - Monthly Dinner	4/1-4/4	1 - 36" x 24"	1/3/2013	8								
St. Andrew's - Blood Drive	4/11-4/22	2 - 28" x 22"	1/3/2013	8 (2)								
High School Drama Club - Play	4/6-4/21	3 - 18" x 24"	2/25/2013	2, 4, 5, 44, 3	November			Friends of the Library - Book Sale	10/31-11/2	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20
Community Orchestra - Ensemble	4/12-4/14	2 - 3' x 4'	4/11/2013	1, 5				St. Andrew's - Monthly Dinner	11/4-11/7	1 - 36" x 24"	1/3/2013	8
United Methodist - Rummage Sale	4/15-4/27	3 - 18" x 24"	3/28/2013	1, 2, 4, 5, 44								
Community Band - Concert	4/17-4/28	1 - 18" x 24"	2/18/2013	1, 3, 5								
Friends of the Library - Book Sale	5/2-5/4	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20	December			Encore - Intermittent	11/22-12/22	1 - 36" x 24"	12/3/2012	15
St. Andrew's - Monthly Dinner	4/29-5/2	1 - 36" x 24"	1/3/2013	8	Friends of the Library - Book Sale			Friends of the Library - Book Sale	12/5-12/7	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20
St. Andrew's - Annual Quilt Show	4/23-5/4	1 - 2x6	4/22/2013	6	St. Andrew's - Monthly Dinner			St. Andrew's - Monthly Dinner	12/2-12/5	1 - 36" x 24"	1/3/2013	8
St. Joseph Church - Plant Sale	5/4-5/19	5 - 18x24	5/1/2013	1, 4, 5, 10								
Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/3/2012	15								
Friends of the Library - Book Sale	5/30-6/1	5 - 18" x 24"	12/5/2012	1, 4, 16, 19, 20								
Historical Society - Civil War Days	5/12-6/10	5 - 18 X 27	4/24/2013	1, 4, 44, 2, 5								

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, 26 - Warfor Creek Park Drive, 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/Main, 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, 46 - Ice Rink

Courtney Nicholls

From: DEXTERCOFC@aol.com
Sent: Thursday, May 02, 2013 12:16 PM
To: cnicholls@dextermi.gov
Subject: Fwd: Crain's Detroit Business article Michigan Cares for Tourism and Mill Lak...

For Council packet

From: bpierce@chelseamichamber.org
To: bpierce@chelseamichamber.org, susan@legacylandconservancy.org, solsen1976@gmail.com, clinfield@city-chelsea.org, millpond89@comcast.net, jhanifan@city-chelsea.org, heather@sandhillcranevineyards.com, jonesg@michigan.gov, dextercofc@aol.com, gtrocchio@conservationfund.org, mcglashenk@michigan.gov, abishop@villageofdexter.org, kbriechle@conservationfund.org, treasurer@putnamtwp.us, mzuccero@ypsilanti.org, charscabin@yahoo.com, supervisor-dexter@twp-dexter.org, claughren@ypsilanti.org, john@hell2u.com, rayberg@att.net, gsiegrist@dahlemcenter.org, palmer@dexterchamber.org, kathymariani@georgemosesco.com, cindy@brooklynmi.com, dennisonc@michigan.gov, OBrienJ4@michigan.gov, leslie@surelations.com, emily@chelseamich.com, MHughes@annarbor.org, srhahne@aol.com, smckeon@mucc.org
Sent: 4/25/2013 9:34:00 A.M. Eastern Daylight Time
Subj: Crain's Detroit Business article Michigan Cares for Tourism and Mill Lake/Big 400

Hi to all,

Wanted to share the article from Crain's Detroit about the project we are helping with at Mill Lake.

<http://www.crainsdetroit.com/article/20130424/NEWS/130429949/top-prize-in-pure-michigan-competition-will-help-reopen-abandoned?template=printart>

Robert G. (Bob) Pierce Executive Director 734-475-1145
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CRAIN'S DETROIT BUSINESS

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Originally Published: April 24, 2013 10:31 AM Modified: April 25, 2013 5:58 AM

Top prize in Pure Michigan competition will help reopen abandoned Waterloo campsite

By Amy Lane

[Waterloo Recreation Area](#)

Seven years ago, then-**Central Michigan University** Professor Patty Janes took a motor coach of students and adults to a two-day cleanup of Mississippi Gulf Coast tourism sites that had been damaged in 2005 by Hurricane Katrina.

The project attracted travel and tourism industry volunteers from around the country and was sponsored by **Tourism Cares**, a Canton, Mass.-based nonprofit that seeks to preserve travel experiences for future generations. It was Janes' second such Tourism Cares event to clean up and restore significant tourism-related sites.

"I never could get it out of my system that the model was so great," said Janes, a Tourism Cares board member then and now. "It's 100 percent volunteer, 100 percent give-back."

Now she's leading the launch of such an effort in Michigan, with the first beneficiary to be a shuttered camp originally for Detroit young people in the **Waterloo Recreation Area** west of Ann Arbor.

Last week that effort, **Michigan Cares for Tourism**, won a \$5,000 prize in a new statewide competition of tourism-related ideas as part of the April 14-16 **Pure Michigan Governor's Conference on Tourism**. Conference attendees selected Janes' idea from finalists in the **Pure Michigan Jump Start** competition.

Every year, Michigan Cares for Tourism — a collaboration of **Grand Valley State University**, the **Michigan Department of Natural Resources** parks and recreation division, **Travel Michigan** and Tourism Cares — plans to coordinate a cleanup event at a nonprofit Michigan tourism site in need of renewal.

Steve Yencich, president and CEO of the **Michigan Lodging and Tourism Association**, said the tourism industry "has an inherent interest in responsibility to maintain our environment and to be good stewards of the very attractions that make Michigan so appealing. So this idea was a natural for our industry."

The association produces the annual state tourism conference with Travel Michigan and **Michigan State University**, and it funded the Jump Start prize from conference proceeds.

The \$5,000 prize augments an initial \$2,000 donation from Grand Valley, where Janes now is an associate professor in the department of hospitality and tourism management.

Reviving Waterloo

Maia Stephens, a DNR recreation programmer, said the initiative presents an opportunity to maintain or revitalize culturally or historically significant sites that otherwise might be a lower priority for state funds when competing against more pressing or



Grand Valley State
University Professor
Patty Janes leads
Michigan Cares for
Tourism.

higher-impact repairs such as sewers, electricity and water lines needed to keep a campground running.

For example, the DNR has lacked the money to launch wide-scale restoration of Waterloo's **Mill Lake Outdoor Center**. The center, built in 1936, includes cabins, a main lodge and dining hall, classroom, museum and infirmary. But after falling into disrepair, the camp closed in 2000.

Mill Lake is important to the DNR for its location in a major population center and for being in the largest state park in the Lower Peninsula. It also sits within an emerging tourism and economic development effort known as the "Big 400," which encompasses parts of Livingston, Washtenaw and Jackson counties.

The scope of work at Mill Lake ranges from staining, landscaping and new roofs to replacing original furniture, beds and windows, along with improvements to floors and infrastructure.

Stephens said the DNR estimates that \$476,000 would cover utility improvements, structural rehabilitations that include work on four of the 12-14 cabins that could be repaired and recreational equipment such as kayaks. Fees charged to enter the site could generate revenue that could be used to renovate the remaining cabins, she said.

Some money could come through the DNR Recreation Passport program, which supports state parks and outdoor recreation. The DNR also will seek other grants and private funding, Stephens said.

Janes said Grand Valley's \$2,000 has helped pay for visits to potential cleanup sites and initial marketing materials for Michigan Cares for Tourism, and the \$5,000 prize will go toward the Oct. 6-7 Mill Lake cleanup.

She said the event's activities and budget are still being defined. Michigan Cares for Tourism wants to raise money and secure in-kind contributions for the initial event, in addition to funds that could continue restoration and work.

"We will charge every participant a nominal fee, with the goal of those monies going back to these sites," Janes said.

Michigan Cares for Tourism is targeting participation by 200 volunteers at Mill Lake, she said.

Janes said that she has assembled an advisory council from the tourism industry and that Michigan Cares for Tourism will operate as a nonprofit through Grand Valley.

Michigan is first state to join Tourism Cares effort

The Michigan initiative mirrors the national Tourism Cares approach and will create a model other states can replicate, said Bruce Beckham, executive director of Tourism Cares. Michigan is the first state to join with Tourism Cares to develop a statewide effort.

The volunteers at national Tourism Cares events have been dubbed "locusts with tools," he said, "because we come in, 300 to 400 people at a time, and just go at it hammer and tong," tackling painting, site cleanup or whatever needs to be done.

Travel Michigan can help with outreach to the industry to recruit people for projects and with publicity that includes a weekly newsletter reaching more than 7,000 people, said George Zimmermann, vice president of the state tourism marketing arm.

Also planning to assist is the Big 400, a grassroots organization that began four years ago as a project spearheaded by the **Chelsea Area Chamber of Commerce** to establish an economic development strategy linking the Waterloo Recreation Area to Chelsea's business community.

The organization seeks to capitalize on economic opportunities afforded by public lands bordering communities while promoting land use and preservation.

Restoring the camp has been of interest to the organization since its inception, said Bob Pierce, executive director of the Chelsea chamber and unofficial chair of the Big 400. The name refers to a 20-by-20-mile area initially targeted by the organization.

"I know the potential is just unending," Pierce said. "This camp can serve for a great education center, for people to experience the outdoors and the importance of conserving and protecting our vital lands." There also can be economic spinoffs, such as overnight visitors, he said.

More information is available through Janes at (989) 424-0123 or icare@michigancaresfortourism.org.

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**SCIO TOWNSHIP
ZONING BOARD OF APPEALS
PUBLIC HEARING NOTICE**

**MEETING TO BE HELD AT
SCIO TOWNSHIP
827 N ZEEB RD
ANN ARBOR MI 48103**

NOTICE IS HEREBY GIVEN that a public meeting of the Scio Township Zoning Board of Appeals will be held at the Township Hall, 827 N. Zeeb Road, Ann Arbor, Michigan, on **Thursday, May 16, 2013 at 7:00 p.m.** During this meeting the Zoning Board of Appeals will hold public hearings on the following matters pursuant to the Scio Township Codified Zoning Ordinance of 2009, as amended:

- A. Variance # 1554, by Coley O'Brien, Wallace Development Co., 8220 Dexter – Chelsea Road, H -08-06-200-003, request 1) a 10 foot rear yard setback rather than the required 50 foot setback and 2) a 15 foot corner/side setback rather than the required 50 foot setback for a deck, pursuant to section 36-75 of the Scio Township Codified Zoning Ordinance.

Persons or their duly appointed representative having interest in said applications shall there and then be heard at the above described meetings or adjournment thereof relative to any matters that should come before the Zoning Board of Appeals.

Details concerning the aforementioned matters may be examined by interested persons and written comments will be received, at the Scio Township Offices at 827 N. Zeeb Road during office hours, weekdays, between 9:00 am and 5:00 pm. Persons with disabilities are encouraged to participate. Accommodations, including sign language interpreters, may be arranged by contacting the Scio Township's Clerk's Office at 734-369-9400 during the above hours, at least seven days in advance.

Scio Township Clerk

Washtenaw Legal News 2013-04-25



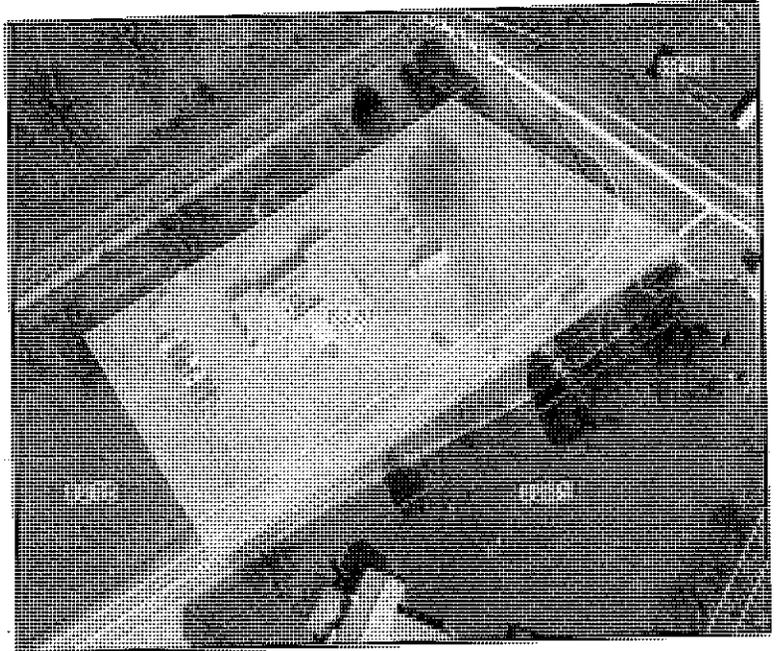
Washtenaw County Parcel Report

Parcel ID: **H -08-06-200-003**

Report generated 4/29/2013 12:29:31 PM

Parcel Information

PIN: H -08-06-200-003
CVT Code: H
CVT Description: TOWNSHIP OF SCIO
School: 81050 , DEXTER COMMUNITY SCHOOLS
Property Class: 201 , COMMERCIAL



Parcel highlighted in blue

Property Information

Address: 8220 DEXTER-CHELSEA RD
 DEXTER , MI 48130

Owner Information

Owner: WALLACE DEVELOPMENT CO

Address: 8220 DEXTER-CHELSEA RD
 DEXTER , MI 48130

Homestead Information

Homestead Percent: 0 %

Values

Assessed Value: \$ 154300 **SEV:** \$ 154300
Capped Value: \$ 166809 **Taxable Value:** \$ 154300

Drain Assessment (not incl. drain debts)

Year	Drain Name	Amount

Sales (last 3 max)

Date	Sale Price	Type
07/01/2004	450000	WARRANTY DEED
11/25/1986	0	OTHER

Tax Description

COM AT W 1/4 POST OF SEC 6, TH N 02-39-00 W 322.40 FT, TH N 44-28-00 E 1544.82 FT, TH N 57-52-00 E 1084.35 FT FOR A POB, TH N 30-44-30 W 158.47 FT, TH N 58-08-30 E 310 FT, TH S 57-00-00 E 182 FT, TH S 57-49-00 W TO THE POB. PT NW FRL 1/4 SEC 6, T2S-R5E, 1.25 AC.

This report is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
 Washtenaw County Equalization Department: (734) 222-6662
 Office of the Washtenaw County Water Resource Commissioner: (734) 222-6860



VILLAGE OF DEXTER

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

Village Council

Shawn Keough
President

Ray Tell
President Pro-Tem

Jim Carson
Trustee

Paul Cousins
Trustee

Donna Fisher
Trustee

Joe Semifero
Trustee

Julie Knight
Trustee

Administration

Donna Dettling
Manager

Carol Jones
Clerk

Dan Schlaff,
Superintendent of
Public Services

Marie Sherry, CPFA
*Treasurer/Finance
Director*

Courtney Nicholls
*Assistant Village
Manager*

Allison Bishop, AICP
*Community
Development
Manager*

THE VILLAGE OF
DEXTER IS AN EQUAL
OPPORTUNITY
PROVIDER AND
EMPLOYER

www.
dextermi.gov

April 23, 2013

Dexter American Legion-Post 557
C/O Larry Stalker
8225 Dexter-Chelsea Road
Dexter, MI 48130

Dear Mr. Stalker:

On behalf of Dexter Village Council and the citizens of Dexter, please accept our sincere gratitude for your gift of American Flags for our Downtown. The commitment the Legion has made over the years to provide new flags continues to make a statement about the devotion and reverence shown those who have faithfully served to protect our Freedom.

Sincerely,


Donna Dettling
Dexter Village Manager



Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: REPORT
Date: May 7, 2013

Parks and Recreation Commission

Downtown Restrooms – The enclosure is complete. The Village received \$750 in donations for the project from Dexter Rotary, Dexter Garden Club and the Dexter Area Chamber. Thank you notes were sent out. The porta potties will be brought in by the end of the month.

FY 2013-14 Budget Recommendations – The draft budget recommendations recommended by the PaRC on April 16th are attached.

Mill Creek Park – Phase 2 Natural Trail Development – At this time the PaRC has moved to discontinue discussion of this item. Staff has received an estimated cost from JJR to conduct visioning sessions and create a concept and draft cost estimates when the Village is ready to proceed. It is anticipated that consultant costs would be approximately \$12,500. It should be noted that Federal Funding is planned for this project in 2017, approximately \$181,000. Attached is also a DRAFT timeline that staff put together for your reference.

Mill Creek Park – The PaRC continues to review the stone based kiosks and is planning for installation this FY. Attached is the concept to date. Washtenaw County is also continuing to refine their panel and working with the Village on a downtown destination panel. Attached are the minutes from the meeting for more detail on the discussion, signs and other info.

Staff also met with Cedroni Associates on Wednesday, May 1 at 2:30. Cedroni indicated at the meeting that he will be able to provide the required information based on the conditions of the approval of change order #4, including the construction schedule, conditional waivers this week. Another update meeting is scheduled for May 8th at 4:00 to do a field walk to review punch list progress and obtain the required information from the contractor. Staff will provide a verbal update on any new information at the meeting.

The PaRC is considering a Mill Creek Park Workday in July. A date will be selected at the May meeting. Staff will inform Council once a date is selected.

Sites Article – Staff has included a copy of the Sites article featuring the Mill Creek Park. Special thanks to JJR and Paul Evanoff for putting together such a nice piece on the Mill Creek Park.

Washtenaw County B2B Segment D1– Trustee Cousins has contacted State Legislators about attempting to assist the County and Village with communication with MDOT. To date there is no new information. If possible the County would still like to proceed with construction this fall. The County

will be installing a trail and no parking sign at the DPW entrance due to the level of activity at the site even though the trail is not complete.

Monument Park Tree – Staff and Arborist Arbor Tree Care Surgeons have discussed the large Sugar Maple in Monument Park east of the gazebo for several years. The tree has been in decline and pruned and trimmed numerous times over the last few years. The tree is getting to the point that removal is recommended. Included in the packet is a copy of the evaluation completed and it has been recommended for removal. Also included are excerpts from the Tree Management Plan. Staff would like to remove the tree for a cost of \$425 and have the tree replaced this spring. It is recommended that an Autumn Blaze Maple (hybrid between a silver maple and Red maple) be used to replace the Sugar Maple. Autumn Blaze Maple trees are fast growing and have great fall color and are suitable for park settings. It is recommended that the Village plant a 3-4" caliper tree for a cost of approximately \$500. There is funding in the tree budget to pay for the removal and replacement and staff plans to proceed prior to Memorial Day. Staff will inform the PaRC and Tree Board as well.

Tree Board

Spring Planting and Arbor Day Celebration 2013 – 39 trees were planted or will be planted as part of the 2013 spring planting. Photographs of the planting and Arbor Day activities are attached for your information. Special thanks to Cindy Henes for the hours that she contributed to making Arbor Day a huge success this year. Please also note that the Village has received out[^]5 year award for being a Tree City USA.

Other

Soil Erosion Control and inspections– Staff continues to work through soil erosion and sedimentation control issues that have been identified in Dexter Crossing and Westridge. Staff has met with Soil Erosion and Sedimentation Control (SESC) Enforcement Officer, Katie Lee twice and continues to assist in her enforcement activities by providing her with photos and observations. As part of the Village's MS4 permit requirements and protection of detention basins and catch basins staff is working through ways to monitor and enforcement soil erosion control activities. Staff plans to update the zoning compliance permits to require copies of soil erosion control plans and possibly permits as an initial attempt to improve SESC. Additionally staff is working towards amending the zoning compliance permit to address tree placement, as brought up by Trustee Semifero, and sidewalk and drive approach inspections in an effort to ensure quality installation and reduction of construction damage. Staff is working with OHM to identify a process and fees associated with additional inspection and will provide the additional information to Council when available. Staff is very anxious to get the new regulations and procedures in place as we enter prime construction season.

Dexter Town Center Building 3 – A site plan review meeting was held Wednesday May 1 to review the consultant and staff review comments for the combined site plan. There are very few comments and a bulk of the discussion was regarding the street lighting requirement. It was recommended by the SPR Committee that the Planning Commission review and provide a recommendation on the suspension of the street lighting installation requirement for a variety of reasons. The minutes from that meeting are included as an agenda item for Council discussion at the May 13th meeting. The Planning Commission reviewed and recommended approval of the combined site plan on May 6. The recommendation will be included on the Council's agenda as a discussion item on May 13th. Attached is the ZBA notice of decision for the waiver request approved on April 15, 2013.

Dexter Wellness Center Final Walk through – Staff has completed the final zoning inspection walk at the Dexter Wellness Center. A bond will be posted for the incomplete site work, which includes some landscaping and grading, final course of asphalt and some other general site clean-up. DWC Investments has indicated that the paving and landscaping should be completed this week. Another final

walkthrough is scheduled for May 8th. The DAFD has signed off and OHM will complete their final inspection upon completion of the remaining incomplete site work.

LaFontaine Chevrolet Final Walk through – A final walkthrough was conducted on May 6th, however there were a number of issues, including general site clean-up and landscaping issues that still need to be addressed. Staff has requested an update on progress from the general contractor on June 10² and staff will provide a verbal update on the progress at the meeting. Staff informed the contractor and owner that the goal is to close out the project by June 1 and that contact has been made with Washtenaw County regarding the status of the temporary C of O.

A list of preliminary zoning punch list detailing outstanding site issues has been provided to the contractor, issues include, but not limited to the following:

Security lighting – the setting has been turned on

Light shields on the north side of the site/reduced light pole heights

Status of the art display? It is staff's recommendation that the \$5,000 be submitted to the Village until such time that something can be completed.

Street lights – The wrong globes were installed, new globes have been ordered per the contractor

Landscaping – There are a number of issues including modifications to the landscape plan and installation of prohibited species. Prohibited species are slated to be removed and replaced within the next 10 days and a follow up inspection is slated approximately 2 weeks.

Sidewalk and crosswalk issues.

OHM has also generated a new punch list of outstanding issues also still remain and must be addressed.

Staff continues to struggle gaining compliance with the Village's temporary sign ordinance. Several notifications have been sent to the owner and temporary festoon and SALE signs continue to be displayed and are in violation of the Village's sign ordinance.

Training Wheels Education Session and Grant Award – The Village has been awarded a Training Wheels Grant from MDOT. Attached is the Village's DRAFT flyer. Staff is working with Kristen Delaney from the Chelsea Wellness Foundation and Safe Routes to School to organize the training session. OHM will sponsor lunch for about 30 people. The event will be June 12th from 9 am to 3 pm. Invitations will be sent out by early next week. If you are interested in attending please let me know as we are limited to 25 people.

5H Bike Lending Update – As part of the Village's involvement in 5H and the Bike Lending initiative staff has been informed that the coalition is looking into a bike rental program, A2B Bike Share Program. In concept at this point about 10 bikes would be placed around the Village (behind DPW and at Dexter Wellness are options) that would be available for rent at any time. The program is intended to promote health and wellness in the community. As the idea continues to develop staff will provide additional information.

Car Wash Reconstruction – Staff has talked with the owners of the car wash and they plan to reopen tentatively on June 1, 2013.

Passport Grant – Included is the acknowledgement that the Village's Passport Grant has been received.

Please always feel free to contact me if you have any questions or would like updates on current projects that I am working on.

Thank you.

FY 2013-14 Parks and Recreation Commission Budget Request

Capital Projects

Park Improvement Needs:

- Community Park Path Reconstruction
- Benches at MCP North play equipment
- Bike Racks-coordinate with 5H grant
- Community Park Soccer Nets
- Wood Chips - all parks
- Mill Creek Park Landscaping Maintenance; other park maintenance
**500 hours/\$15=\$7500 labor - \$3500 materials for MCP; \$500 each for others; considering adopt-a-bed program*
- Annual Stream Monitoring (5 year MDEQ requirement for MCP rock veins)

Event and Promotional Materials

- Ice Rink Installation
- Maintenance
- New Liner
- New Kick plates
- Easter Eggstravaganza and Geocache
- Misc. Equipment Repairs or Replacement (benches, trash cans, swings, equipment, etc.)
- Dexter Daze Event Partnership
- Marketing-work with County B2B/Trail maps

TOTAL PROJECT COST	BUDGET REQUEST	GRANTS	DONATIONS (potential)
\$60,000	\$15,000	\$45,000	*
\$4,000	\$4,000		
\$1,000	\$1,000		
\$2,000	\$2,000		
\$3,000	\$3,000		
\$12,500	\$12,500		volunteers
\$2,300	\$2,300		
\$4,000			\$1,000**
	\$1,600		
	\$1,600		
	\$700		
	\$750		
\$700	\$700		
\$6,000	\$6,000		
\$1,000	\$1,000		
\$1,000	\$1,000		
TOTAL	\$96,500	\$52,150	\$45,000
			\$1,000

* If Passport Grant not awarded PaRC recommends use of funds for Lions Park Play Equipment
 ** Based on annual donations received past 3 years.
Notes: The PaRC recommends that the Village budget for maintenance of landscaping beds in each park, including Mill Creek Park.

TIMELINE

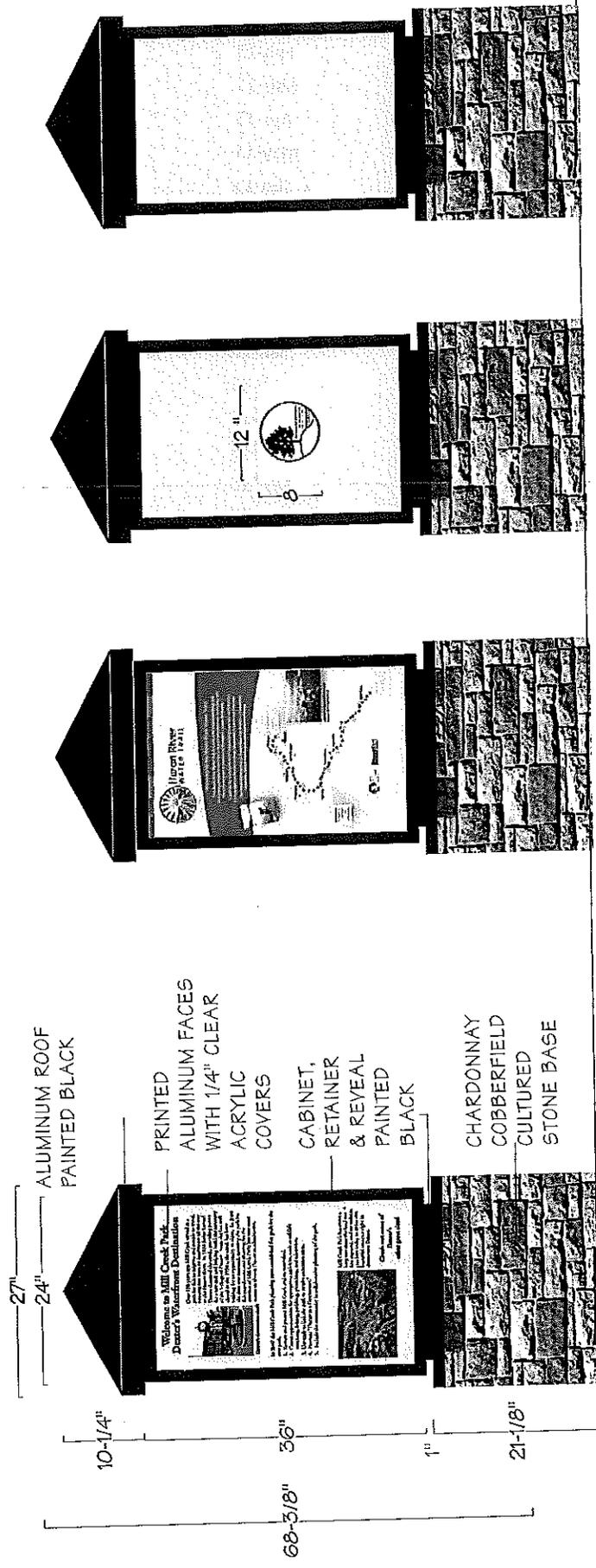
Consultant Selection	Jan-15
Visioning Session	Feb-15
Public Input	Mar-15
Additional Public Input	Apr-15
Additional Public Input	May-15
Design/Identify Required Permits	Jun-15
Design	Jul-15
Additional Design	Aug-15
PaRC Recommendation	Sep-15
Gather Letters of Support	Oct-15
Publish Public Hearing Notice	Jan-16
Public Hearing- Grant Application	Feb-16
Village Council Certified Resolution	Feb-16
Budget - Documentation of local funding	Mar-16
Notice of Intent	Mar-16
MNRTF Application DEADLINE	Apr-16
Funding Award	Dec-16
Bid Project	Feb-17
Select Contractor	Mar-17
Obtain Permits/Easements	Mar-17
Construction	Apr-17

MILL CREEK PARK PANEL

WATER TRAIL PANEL

BULLETIN BOARD PANEL

BLANK PANEL

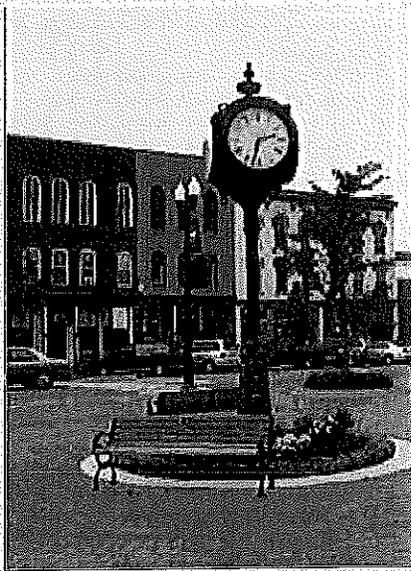


(1) 4 SIDED KIOSK

SCALE 3/4"=1'
 DEX-TH-050113-LE

CITY OF DEXTER
 DEXTER, MI

Welcome to Mill Creek Park Dexter's Waterfront Destination

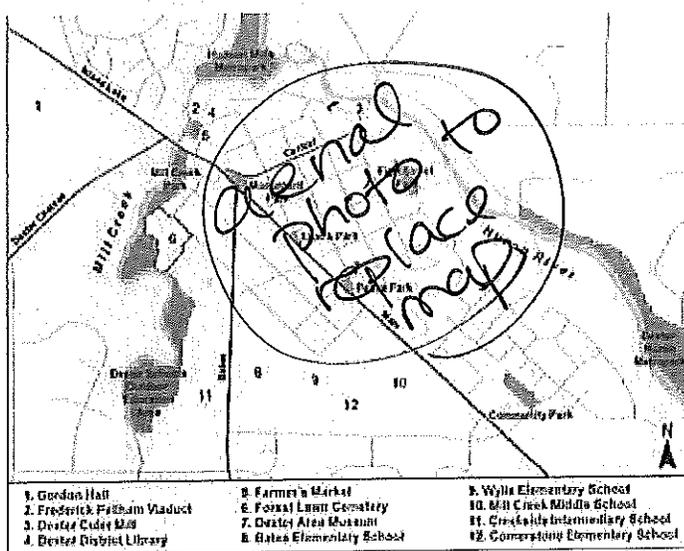


Dexter's downtown clock

Over 180 years ago Mill Creek served as a path for fish to migrate and people to travel, running free from its headwaters all the way to the Huron River. In 1824 Judge Samuel Dexter dammed the creek, providing power for a saw mill and helping build the economy of the Village of Dexter. Since the last mill closed in the 1950's, the creek has been waiting for an opportunity to shine. In 2008 the dam was removed, restoring the path for fish populations and allowing for the creation of Mill Creek Park; just one more reason to choose Dexter as a destination.

In 2007 the Mill Creek Park planning team established five goals for the new park:

1. Restore and protect Mill Creek and its watershed.
2. Create opportunities for appropriate activities, such as wildlife watching, fishing, paddling, picnicking, and education.
3. Use trails to link the park to nearby recreation areas.
4. Promote "Dexter as a Destination."
5. Include the community in collaborative planning of the park.

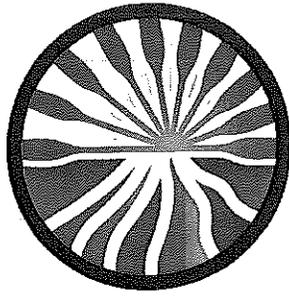


Mill Creek Park has come a long way since the land was first exposed, and we welcome you here today to enjoy this beautiful resource right in downtown Dexter.

**Check out some of
Dexter's
other great sites!**



To replace map
on Mill Creek
Park sign.



Huron River WATER TRAIL

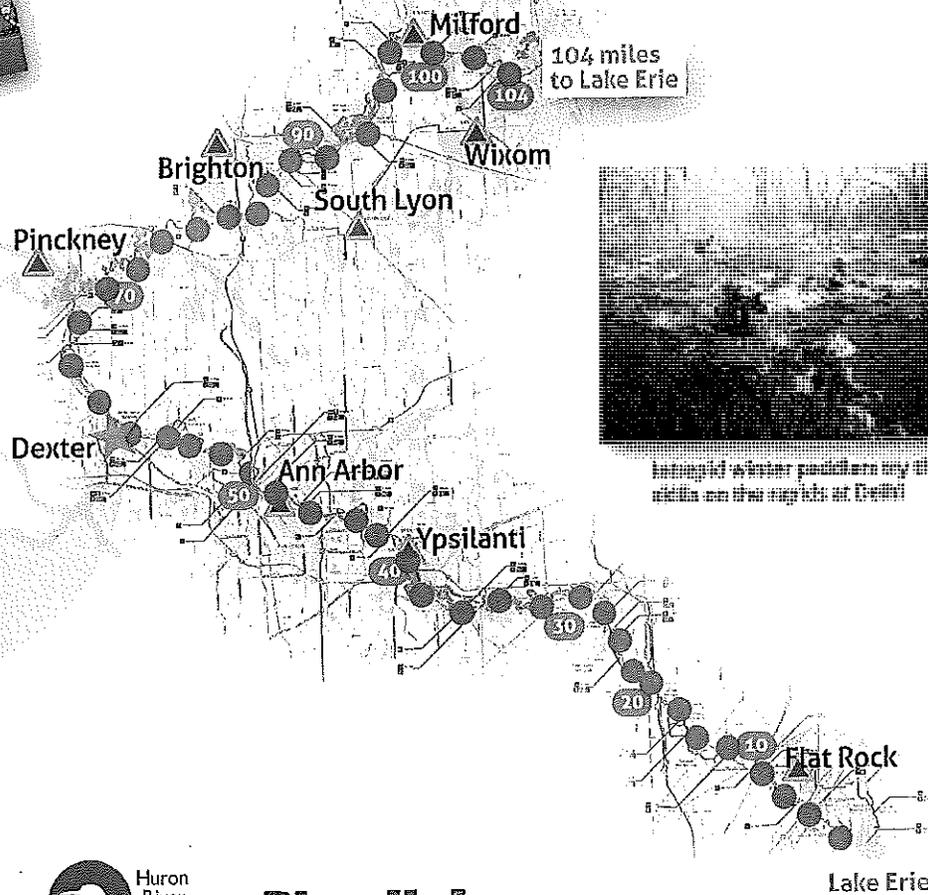
Background to match others - tan

Welcome to the Huron River Water Trail!

The Huron River Water Trail is a 104-mile inland paddling trail connecting people to the river's natural environment, its history, and the communities it touches in Michigan's Lower Peninsula.

Cared for by a consortium of interested groups and communities, it is a project of the Huron River Watershed Council and RiverUp!

For more information, or to purchase the *Paddler's Companion* mapbook, please visit www.huronriverwatertrail.org

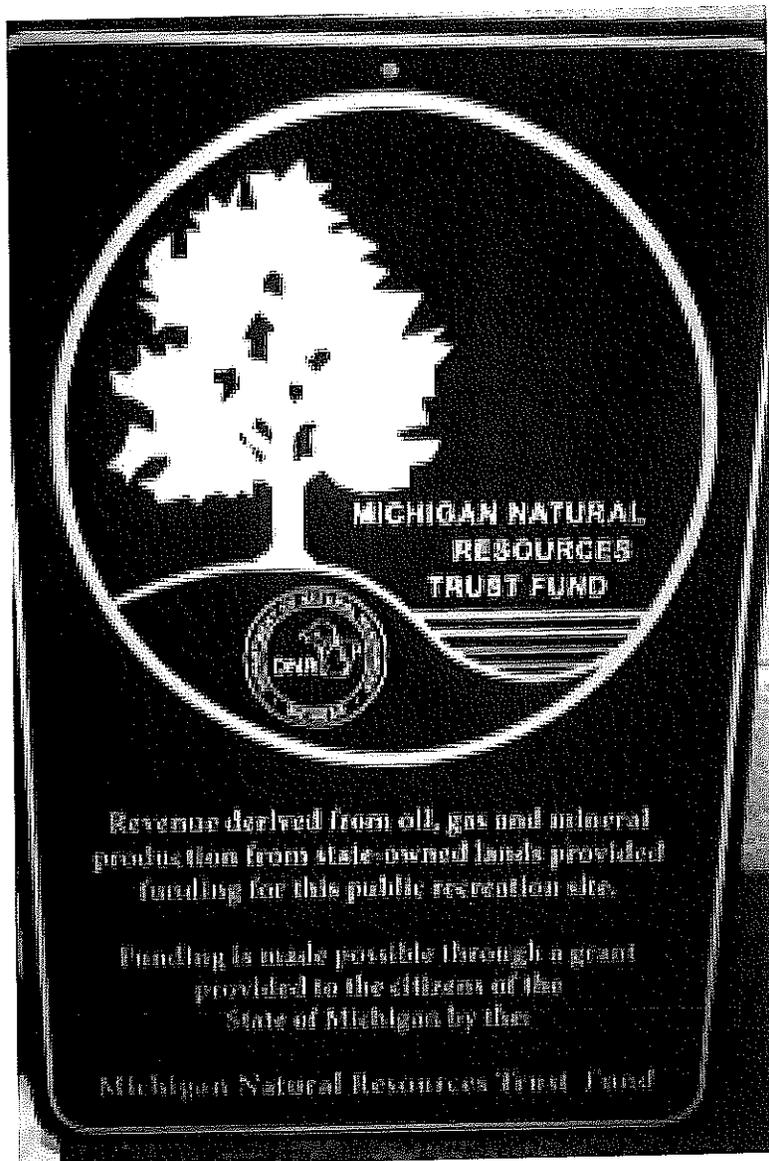


Intrepid winter paddlers try their skills on the rapids of Detroit

You are here!
Distance to Lake Erie:
63 miles
(101.4 km)

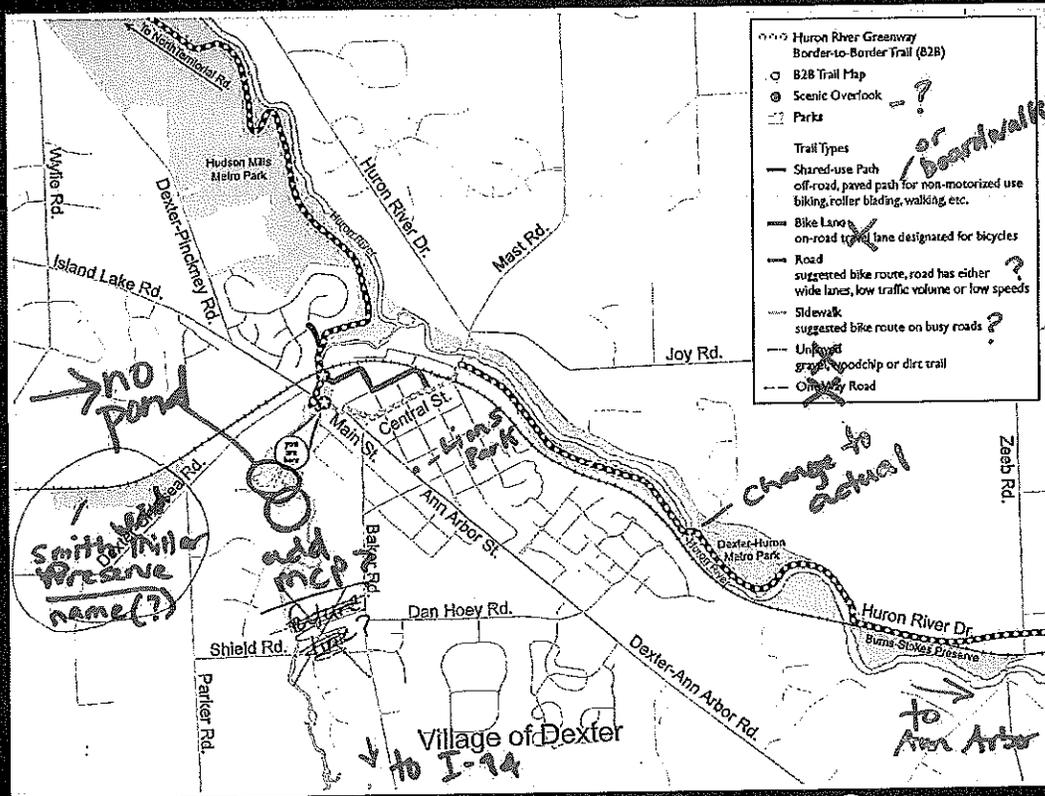


To be part of
bulletin board
sign side.



enlarge map ; reduce black

DRAFT



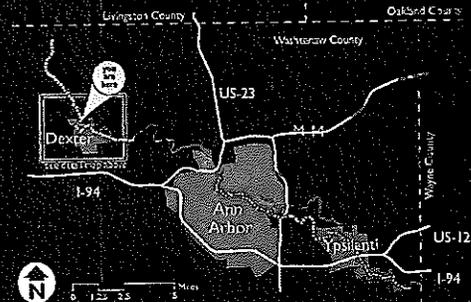
WHAT IS THE BORDER TO BORDER TRAIL?

The Washtenaw County Parks and Recreation Commission (WCPARC) has made a serious commitment to expand hike and bike trails throughout the county, and the Border to Border Trail (B2B) is WCPARC's major initiative to fulfill this commitment. It is the result of an ongoing collaboration between the WCPARC and other communities and organizations within Washtenaw County that are committed to the protection and enjoyment of the Huron River Greenway.

THIS TRAIL SEGMENT COOPERATIVELY FUNDED BY:

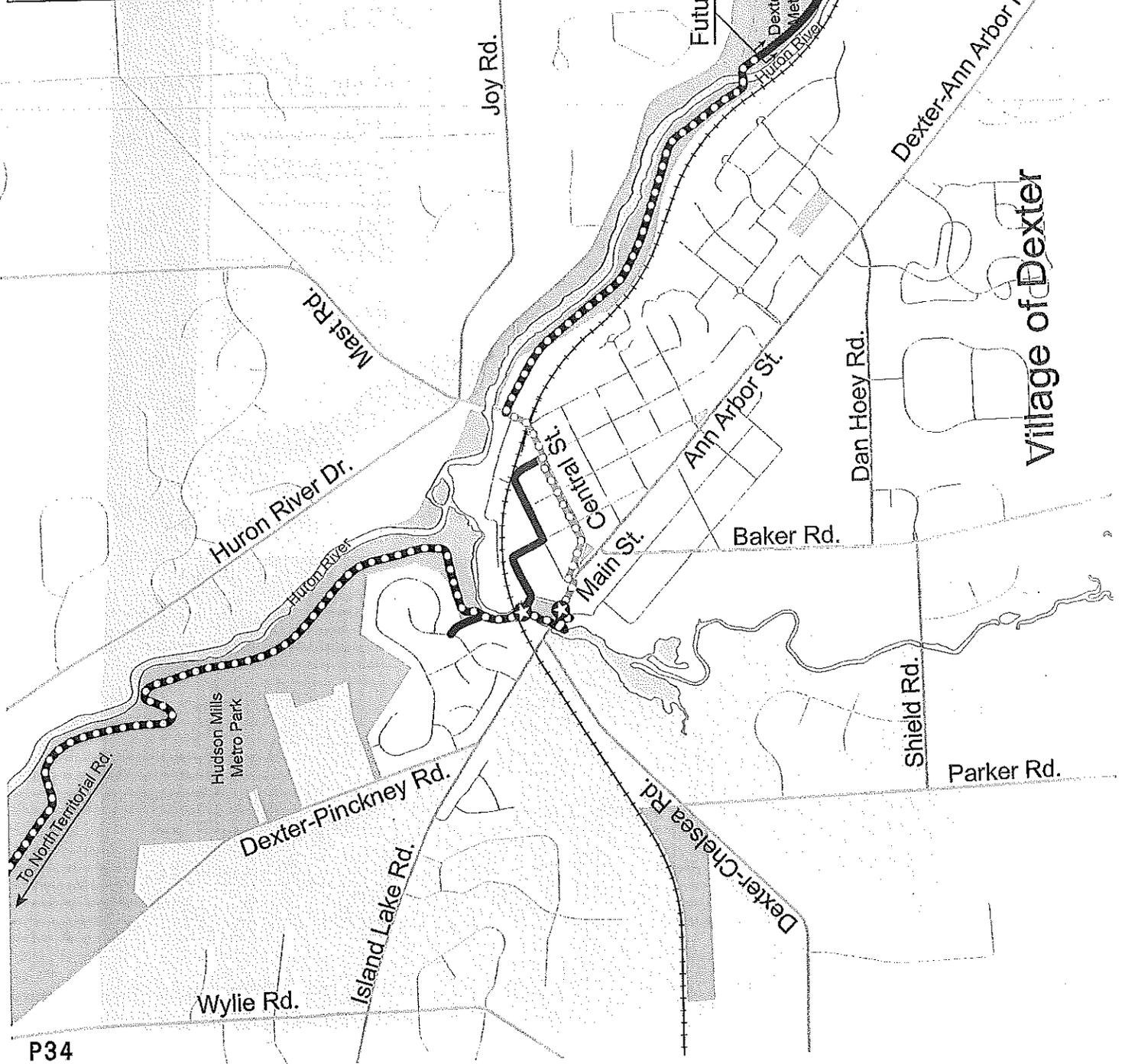


FOR MORE INFORMATION VISIT US ONLINE AT
b2b.ewashtenaw.org



Dexter Destination Panel - 2 sided

○ ○ ○	Huron River Greenway
○ ○ ○	Border-to-Border Trail (B2B)
●	B2B Trail Map
⊙	Scenic Overlook
■	Parks
Trail Types	
—	Shared-use Path off-road, paved path for non-motorized use biking, roller blading, walking, etc.
—	Bike Lane on-road travel lane designated for bicycles
—	Road suggested bike route, road has either wide lanes, low traffic volume or low speeds
—	Sidewalk suggested bike route on busy roads
.....	Unpaved gravel, woodchip or dirt trail
- - -	One Way Road



Village Designation Map / Panel

Blow-up cartoon to show
 Parking
 water
 Bathrooms
 Trash Piling

Huron River Greenway
 Border-to-Border Trail (B2B)

B2B Trail Map Information Kiosks

Scenic Overlook

Parks

Trail Types
 Shared-use Path
 off-road, paved path for non-motorized use
 biking, roller blading, walking, etc.

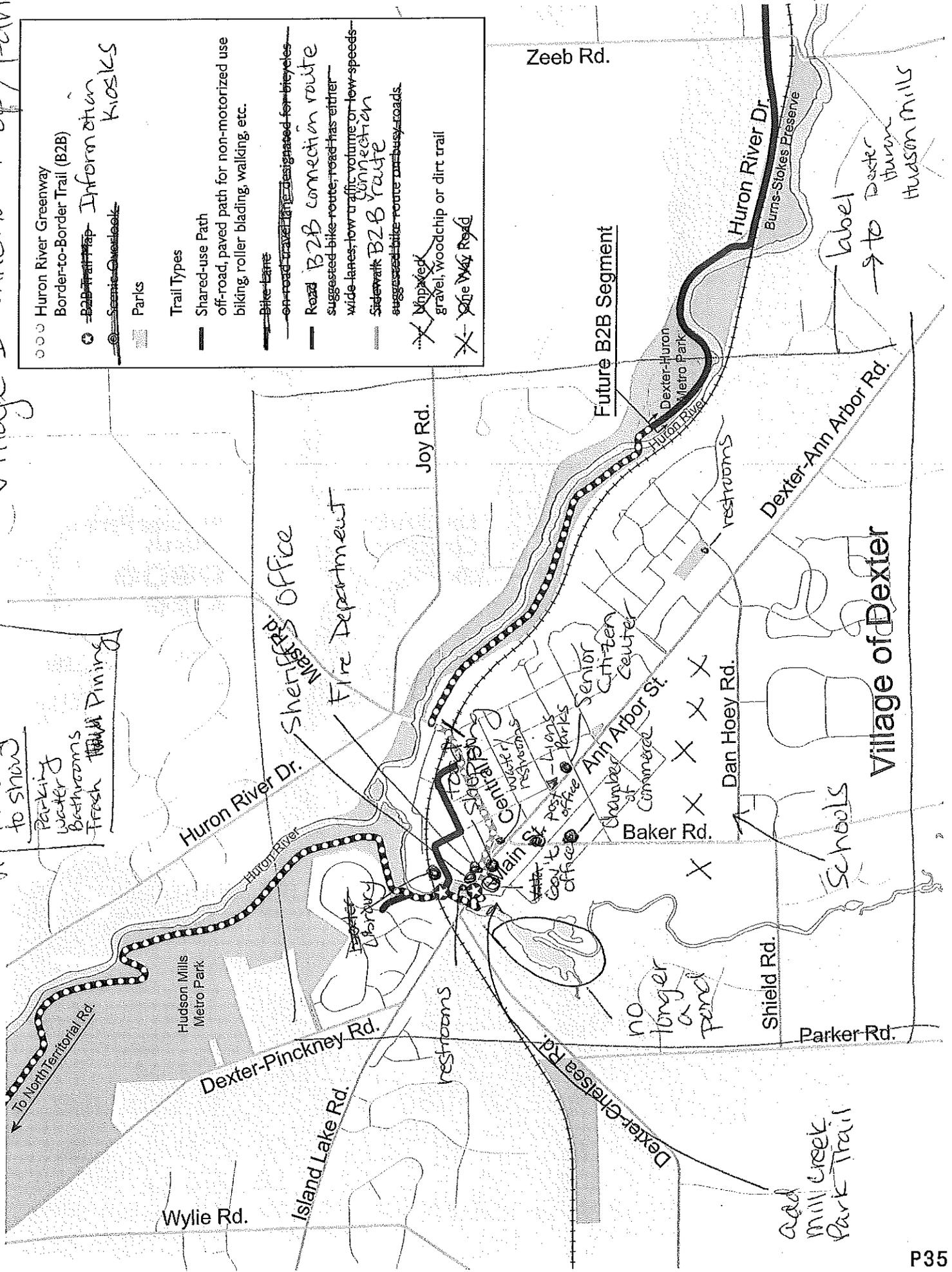
Bike Lane
 on road ~~road~~ designated for bicycles

Road B2B connection route
 suggested bike route, road has either
 wide lanes, low traffic volume or low speeds
 connection

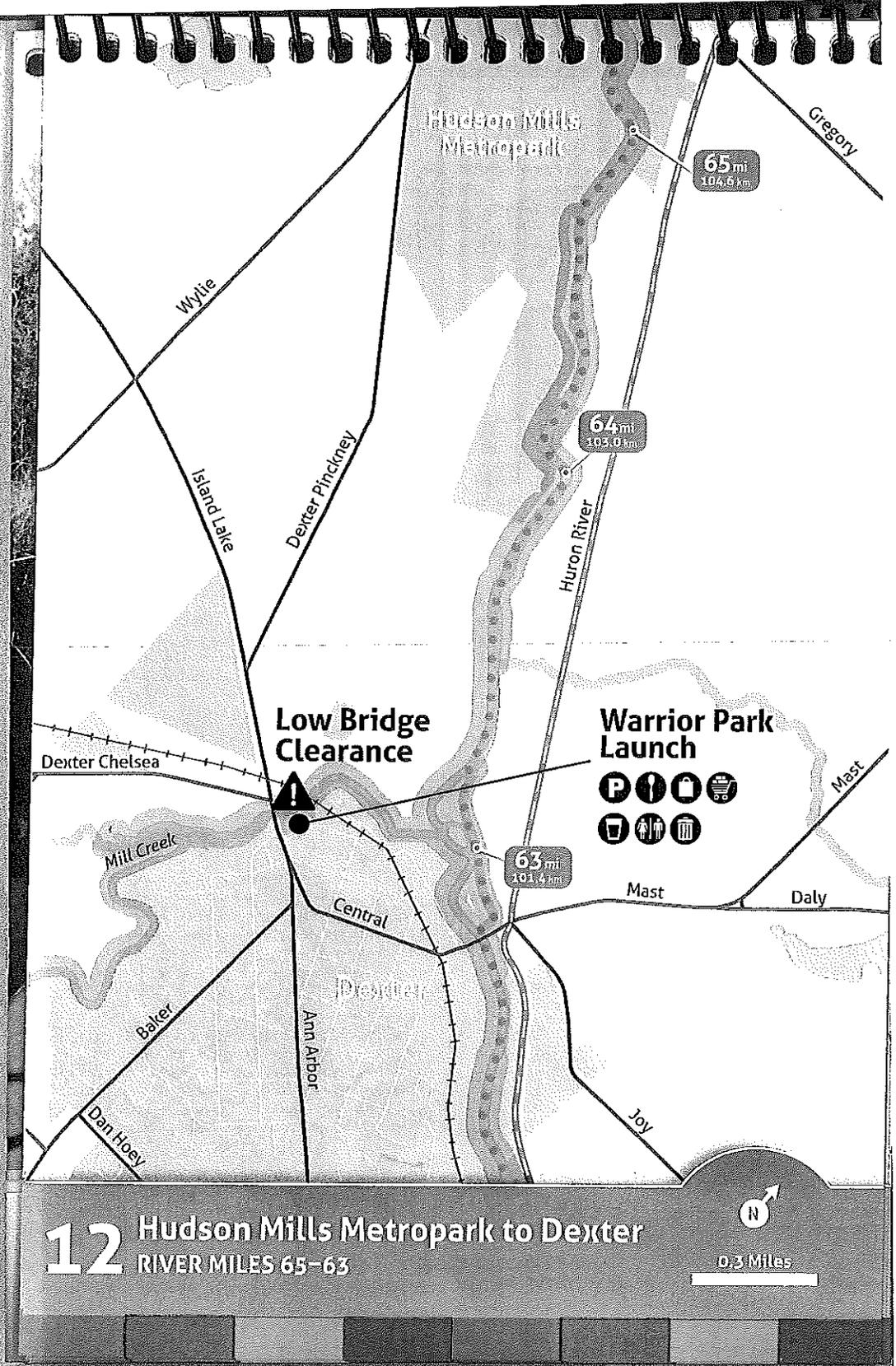
Sidewalk B2B route
 suggested bike route on busy roads.

Mopacked
 gravel, woodchip or dirt trail

One Way Road



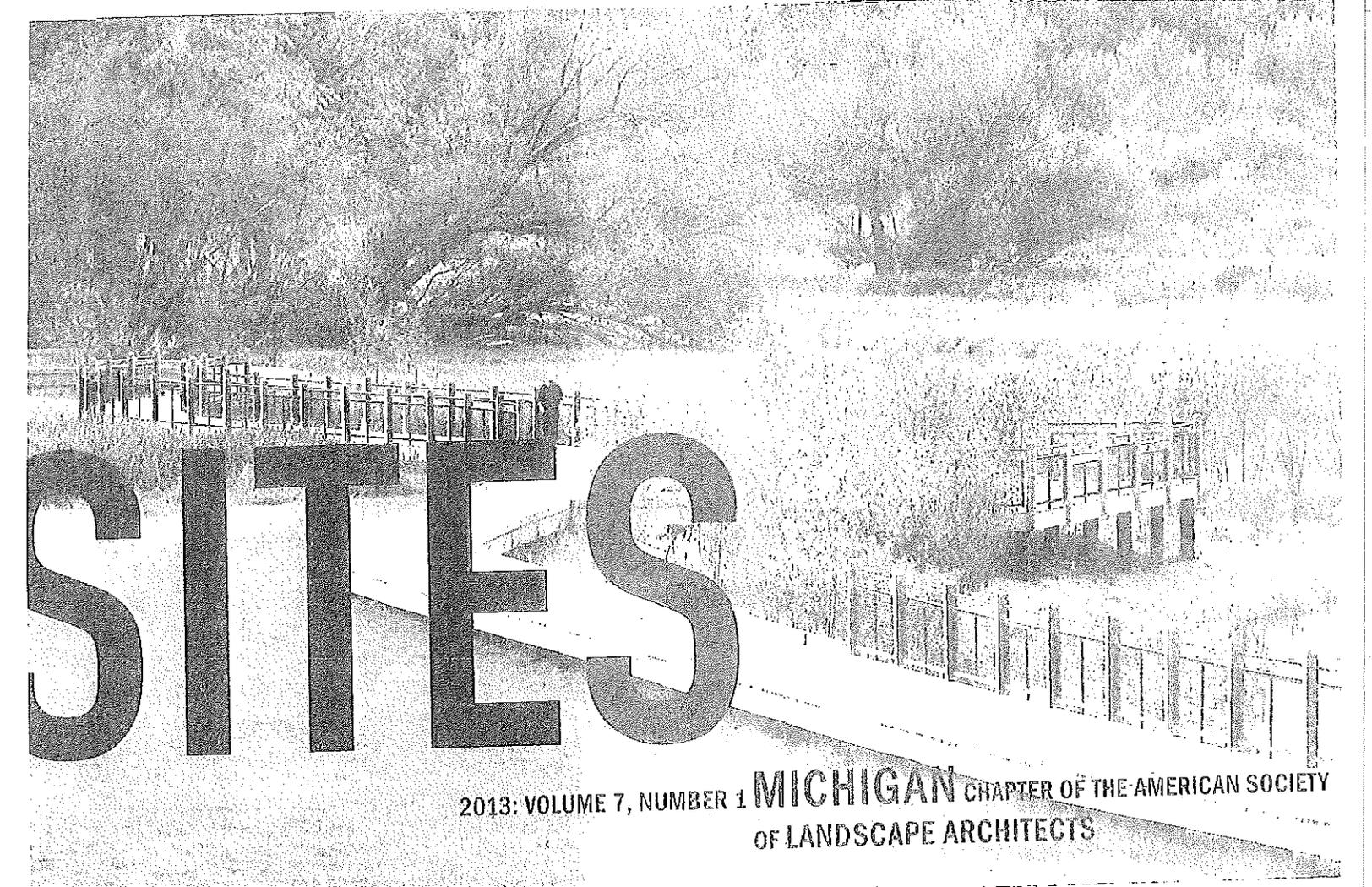
#1 Dexter
 Destination
 panel



12 Hudson Mills Metropark to Dexter
 RIVER MILES 65-63

- Village Hall
- Sheriff's Dept.
- Chamber of Commerce
- Library
- Downtown
- P36 Parks (?)

- bathrooms
- drinking fountains
- food
- shopping



SITES

2013: VOLUME 7, NUMBER 1 **MICHIGAN** CHAPTER OF THE AMERICAN SOCIETY
OF LANDSCAPE ARCHITECTS

Overview

Mill Creek Park is a 56 acre linear park (27 acres owned by the Village of Dexter and 29 acres owned by the Dexter Community Schools) established by the Village of Dexter in 2008 as a result of the Mill Pond dam removal. The park consists of a large natural system including Mill Creek, its tributary and contiguous floodplain, wetlands, and forest vegetation.

The Village of Dexter is located 8 miles west of the City of Ann Arbor in the northwestern portion of Washtenaw County. The Village sits at the intersection of four (4) townships, Scio Township, Dexter Township, Webster Township and Lima Township and is bordered by the Mill Creek and Huron River.

Planning for the park began in 2000 as part of a feasibility study that was prepared to replace the aging Main Street bridge which serves as the major east/west artery through the village. The concrete dam that formed the Mill Pond impoundment was in similar condition to the bridge. Dams at the current site extend back to the 1820's when Samuel Dexter built the first saw and grist mills at the site. Village officials came to the decision to not replace the dam. Instead, they recognized the benefit to the community through its removal and the restoration of the impoundment area in a manner that would embrace the creek as an ecological, recreational, and economic asset.

The development of the park allows the Village to:

- Restore and protect the Mill Creek and its

watershed consistent with today's best practices of system stewardship.

- Select, develop, and enhance site appropriate land and water based passive and low-impact active recreation opportunities.
- Develop the park as a trail system hub and a link to adjacent recreation areas and community assets.
- Build on "Dexter as a Destination" promotional efforts and stimulate additional economic activity.
- Foster community development through collaborative planning amongst Village, township, county, regional, and state commissions,

authorities, agencies and stakeholders.

In 2009, the Village of Dexter approved the Recreation Master Plan for the newly established Mill Creek Park (Master Plan). The Villages' long term plans are to develop the entire park with a system of pathways, land and water based park amenities, gathering and entertainment spaces, habitat and ecological restoration areas, and interpretive opportunities not typical of most downtowns.

Development of the Park is also a unique opportunity to turn a formerly inaccessible impoundment area into a local and regional destination and trailhead for the many regional trails planned for the area. The long range plan is

continued on page 10

also to connect the trail with other trail networks planned by Scio Township to the south and Washtenaw County and Huron Clinton Metropolitan Area (HCMA) to the north and east. Within the Village's trail network there will be almost 2 miles of trails that will connect with over 15 miles of contiguous trail, not including Washtenaw County's Border to Border Trail (B2B), which when completed, will add another 25+ miles of trail.

Master Plan Components

Creek Stabilization and Resource Restoration: Immediately following removal of the dam, the stream channel and riparian environment of Mill Creek underwent significant changes. The channel was actively seeking its natural channel geometry through the 10 foot deep legacy sediments trapped behind the dam. Habitat diversity was limited by the removal of open water, high sediment transport, and prevalent invasive species.

Restored features introduced into the Master Plan include: Natural stream channel restoration, riparian vegetation establishment, steep slope stabilization, excavations to restore open water and emergent wetlands areas lost following dam removal, in-stream habitat structures, invasive species eradication and native seeding to improve species diversity. Consideration was also given to the placement of storm water management features (including treatment wetlands) at existing storm outlets to remove suspended sediments



The boardwalk through Mill Creek Park provides experiences through the various habitats surrounding the Creek. Washtenaw County Parks and Recreation Commission implemented the boardwalk and railroad underpass connecting the Park to the residential subdivision and HCMA property to the north and west.

and filter out pollutants prior to discharge to the creek. The Plan also called for these areas to be used as interpretive opportunities to educate the public on best management practices. The Master Plan incorporates habitat enhancements within the storm water treatment areas, which are enhanced wetlands that provide habitat for many species of wildlife, particularly unique species of birds. Proposed fishing and observation decks will provide tremendous opportunities to view wildlife up and down stream, including viewing of a wetland south of the Phase 1 project area.

Water-Based Recreation:

Water-based recreation opportunities include kayaking and canoeing, fishing, wildlife viewing and environmental education and will become an expanded form of recreation to the Village that is in great demand and does not currently exist. Water-related recreation access points and parking will also allow for non-residents to visit the Village and experience the whitewater and upstream natural areas of the Creek.

During construction of the new Main Street bridge and removal of the dam, a series of terraced rock structures were installed in the vicinity of the original dam to provide fish passage while minimizing the extent of upstream headcutting. The rapids associated with these structures restrict canoe passage while providing a unique whitewater experience in southeast Michigan for kayaking. The Village anticipates that this could be an attraction to kayaking enthusiasts and a regional destination.

Right: The rapids restrict canoe passage but provide a unique whitewater experience in southeast Michigan for kayaking. The Village anticipates that this could be an attraction to kayaking enthusiasts and a regional destination.

...fishing, paddle sports,
hiking, biking, nature
observation, and
environmental interpretation
all in the immediate vicinity
of the downtown.

The dam removal also allows for improved boating access to the Huron River which is a significant canoeing and kayaking resource in the region. Conversely, Huron River paddlers will access the Creek and the Village downtown for enjoyment of the Village ambiance and explore the upstream areas of the Creek. The Master Plan identified recreational opportunities for fishing, paddle sports, hiking, biking, nature observation, and environmental interpretation all in the immediate vicinity of the downtown.

Land-Based Recreation:

The proximity of the park to the downtown and adjacent DDA district provided a unique opportunity to integrate passive land-based recreation that will promote economic

development in the Village. The DDA Master Plan recognized the park as a key amenity to their plans for mixed use development that will occupy the vacant land and industrial uses that once occupied this area to the east. The village also envisions the park to draw visitors to the downtown shops and restaurants and provide for entertainment venues throughout the year.

Balancing resource restoration with urban related, land-based recreation created unique opportunities and challenges since much of the area set aside for these types of opportunities occur along the 20 foot bluffs that separate the floodplain from the downtown.

The Master Plan responded to these challenges by embracing the steep slopes in a way that allowed them to become park amenities. A meandering accessible path was developed to connect the floodplain to the downtown, a natural stone amphitheater was sited within the slopes for programmed special events, plaza's developed along the adjacent Jeffords Street for gathering places to view the valley and floodplain and stage groups touring the site, 4-season plantings and boulder outcroppings and native planting were identified as appropriate treatments on the excessively steep slopes. The portion of the park adjacent to the DDA planned, mixed use development also allows for townhouses and business to front directly onto the park.



continued on page 12

Regional Trail Context:

Mill Creek Park provides a centrally located access point to miles of regional trail and provides a destination for starting and ending this recreation experience. The Park and trail development are at the center of multiple regional trail initiatives along the Mill Creek and Huron River. Currently HCMA maintains approximately 6 miles of trail north of the Village at the Hudson Mills Metropark and plans to construct approximately 3 miles south to connect their existing trail network through the Village and to the 25 mile long Washtenaw County B2B trail.

Public Input

The overall planning process occurred over an 18-month duration. During this period, the Village coordinated multiple consultants, engaged a steering committee, conducted two public forums, worked closely with the Village Parks and Recreation Department, Village Council, DDA, Dexter School District, HCMA, Washtenaw County Parks and Recreation Commission and others.

Public support for the development of the Mill Creek Park has been very positive. The Master Plan was presented at a public meeting and has received overwhelming support and approval.

Phasing

Phase 1:

Between 2010 and today, a considerable amount of capital improvements have been implemented.

During the summer of 2011, three separate projects were underway that focused on the urban core areas of the Master Plan's identified as priority 1 improvements.

Specifically, Washtenaw County Parks and Recreation Commission implemented the boardwalk and railroad underpass connecting the Park to the residential subdivision and HCMA property to the north and west. This non-motorized system will be extended approximately 3 miles northward to Hudson Mills in 2013.

Work under the both a Trust Fund Grant and a Waterways Grant focused on the downtown improvements immediately south of the Main Street Bridge in the former impoundment area between the Mill Creek and Jeffords Street. Improvements included:

•Land-Based Recreation: The Downtown riverwalk situated at the top of the bluff including pedestrian plaza areas, connecting sidewalks, historic lighting, an amphitheater and performance plaza, stone walls, an accessible concrete ramp connecting the downtown to the lower floodplain and landscape.

•Habitat Restoration: Floodplain work including stable stream channel geometry, creek habitat and grade control structures, establishment of riparian buffers, stormwater treatment wetlands, floodplain modifications, interpretive signage, native seeding and species control.

•Water-Based Recreation: Along the shoreline of the Creek, amenities included 2 canoe/kayak launch sites, boardwalks, fishing platforms, trails, an observation platform, parking improvements and interpretive signage.

Phase 2:

Phase two of the park development will include construction of the remaining non-motorized / shared use pathway for a distance of approximately 1.7 miles south Grand Street to Shield Road where it will connect to the Dexter Community School pathway. Riparian buffer improvements, stream bank stabilization, habitat restoration, stormwater management improvements, an observation tower, and interpretive signage will also be constructed to highlight the unique habitats and ecosystems.

The creation of Mill Creek Park and the implementation of phase one improvements have turned what was originally perceived as a liability into an asset for the Village and residents of western Washtenaw County. Village officials are committed to keeping the project moving forward and are actively planning programming opportunities for the park and seeking funding to advance phase two. ■

For more information contact:
Paul Evanoff, ASLA, SmithGroupJJR
734-669-2706
Allison Bishop, Community Development Manager,
Village of Dexter
734-426-8303
Images: SmithGroupJJR

Proposal

Page # _____ of _____ pages

Arbor Care Tree Surgeons
 471 Fairways Lane
 Chelsea, MI 48118
 Telephone & Fax (734) 433-9031

All tree care performed by an I.S.A CERTIFIED ARBORIST

PROPOSAL SUBMITTED TO: VILLAGE OF DEXTER	JOB NAME	JOB #
ADDRESS	JOB LOCATION	
	DATE	DATE OF PLANS
PHONE #	FAX # 734-426-2533	ARCHITECT KURT AUGUSTINE

I hereby submit specifications and estimates for:

"TREE EVALUATION"

1 SUGAR MAPLE "ACER SACCARUM"

TREE @ PARK NEAR "ICE RINK AREA," SOUTH OF GAZEBO. VISIBLE DECAY ON BOTH LEADERS FROM PAST STORM DAMAGE. APPEARS TO EXTEND 8 TO 10 FEET. DECAY IS BELOW LEAF MASS, AND WOULD LIKELY FAIL UNDER RIGHT CIRCUMSTANCES. ALSO NOTICIBLE DECAY AROUND BASE OF TREE TO TRUNK FLARE. DUE TO PROXIMITY TO PEDESTRIANS, AND SEASONAL ICE RINK, TREE MEETS "PROTOCOL FOR HAZARD REMOVAL."

**Sincerely,
 GINO CERQUETRA -
 CERTIFIED ARBORIST MI-0679**

I propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ **125** Dollars

with payments to be made as follows:

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Note - This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

TREE SPECIFICATIONS MANUAL

AUTHORITY

Pursuant to authority granted under the "Municipal Tree Ordinance", Ordinance #15-2005, adopted by the Dexter Village Council, Dexter, Michigan, on April 28, 2005, the Community Development Manager having had the advice and assistance of the Tree Board, established in the said Ordinance, hereby promulgates the following Arboriculture Specifications and Standards of Practice for the Village of Dexter, Michigan, hereinafter called the Village of Dexter Tree Specifications Manual.

1. POLICY

A. GENERAL POLICY - To reduce the unnecessary expense and unnecessary removal of healthy trees, the Tree Board recommends removal of only those trees that are dead, dying, or diseased and trees that are determined by the Tree Board or designee to be hazardous to the public.

- i. All work on public trees shall comply with the "Municipal Tree Ordinance" (Appendix 1) of the Village of Dexter, Michigan, and this Tree Specifications Manual.
- ii. The Tree Specifications Manual shall be adhered to at all times, but may be amended at any time that experience, new research, or laws indicate that improved methods or circumstances make it advisable, and only then with the advice and assistance of the Village of Dexter Tree Board, all as provided for in the above said Ordinance.
- iii. The policy of the Village of Dexter Tree Board, the Village of Dexter Department of Public Works, and the Village of Dexter shall be to cooperate with the public, property owners, and with appropriate non-profit organizations.

2. SPECIES, CULTIVARS AND VARIETIES

A. A list of tree species and/or their varieties acceptable and approved for planting on Village property has been compiled with the assistance of the Village Tree Board and approved by Village Council, Article 6, Landscaping Standards, of the Village of Dexter Zoning Ordinance (Appendix 2).

- v. The tree is affected by road widening, service modification / relocation, or other infrastructure works and all other options to retain the tree have been deemed by the Village to be infeasible;
 - vi. The tree is dangerously in contact with overhead power lines or distributor wires to properties and where, for reasons of growth habit pertaining to the variety, selective pruning is not practical with the only option being severe lopping.
- B. The following are not considered sufficient reasons for the removal of street trees:
- i. The tree obscures or potentially obscures views (other than traffic or pedestrian)
 - ii. The tree variety is disliked;
 - iii. The tree variety causes nuisance by way of leaf; fruit and/or bark shedding or the like;
 - iv. The tree causes allergy or health problems;
 - v. The tree shades private gardens, solar hot water installations or the like.

The guiding principles of the tree removal policy are:

- To maintain public safety by reducing risk to people and/or by mitigating dead, dying, deteriorating, damaged, diseased and/or hazardous Village street trees on the public right-of-way in a timely and reasonable manner.
- To maintain publicly-owned tree resources by ensuring that professional standards are met, reasonable care is demonstrated, and corrective actions are taken when necessary for the welfare and safety of the public.
- To notify in a timely and reasonable manner the owner of the property that directly abuts the public right-of-way where a Village street tree is marked for removal.

The notification policy shall be as follows:

- The Village will give 14 calendar days' notice prior to the removal of the a street trees to the occupant and owner of the property abutting the Village right-of-way upon which a trees is slated for removal unless it is determined that the tree is hazardous and poses an imminent danger to the welfare and safety of the public or has a non-treatable contagious disease that poses imminent danger to the health of surrounding trees or the community forest, in which case no

notification shall be required. 14 days' shall commence based on the date of the written correspondence.

- If 14 days' notice is required, then for any size street trees marked for removal, the Village shall mail a letter, first class, to the occupant and owner of the address that directly abuts the public right-of-way upon which the street tree is located. The Village shall also notify by email any active home owners' association, if available, of trees marked for removal in the association's jurisdiction.
- Abutting occupants/property owners or home owners' associations shall have 14 days to dispute the removal.
- If abutting occupants/property owners or home owners' associations object to the removal of the tree, then removal work will cease until the Tree Board can take action on the dispute. The Village will consult at least two (2) certified arborists for structural health assessments. It will be the Tree Board's responsibility to determine whether the tree meets the standards for removal as stated in the Tree Removal Policy.

NOTIFICATION FOR WORK TO TAKE PLACE ON PRIVATE PROPERTY

All work scheduled to remove trees or large limbs originating on private property should be publicized in accordance with the Tree Removal Policy noted above. Care should be taken that only legally permissible work on or above the public right-of-way will be scheduled without permission from property owners directly affected by maintenance procedures.

11.

TREE DAMAGE POLICY - Immediately upon receiving information indicating damage to a Village tree, the Village or a qualified contractor shall inspect the tree and complete a "Tree Evaluation" form, Appendix 11, to determine a course of remediation for the tree. If the tree warrants removal OR trimming, etc. to eliminate a health, safety, and welfare concern, the Department of Public Works and or qualified designee shall schedule the remediation activity.

12.

RESIDENT PARTICIPATION POLICY - Annually the Village of Dexter will offer a Resident Cost Share Tree Planting. Residents can share in the cost to purchase a tree for planting in the extension and/or public right of way. The cost is typically 50/50. The cost will be determined annually based on pricing from a contractor. A contractor shall be selected based on the low bid. A contractor may be used in subsequent years if pricing stays the same. All trees are warranted for one year. Participating

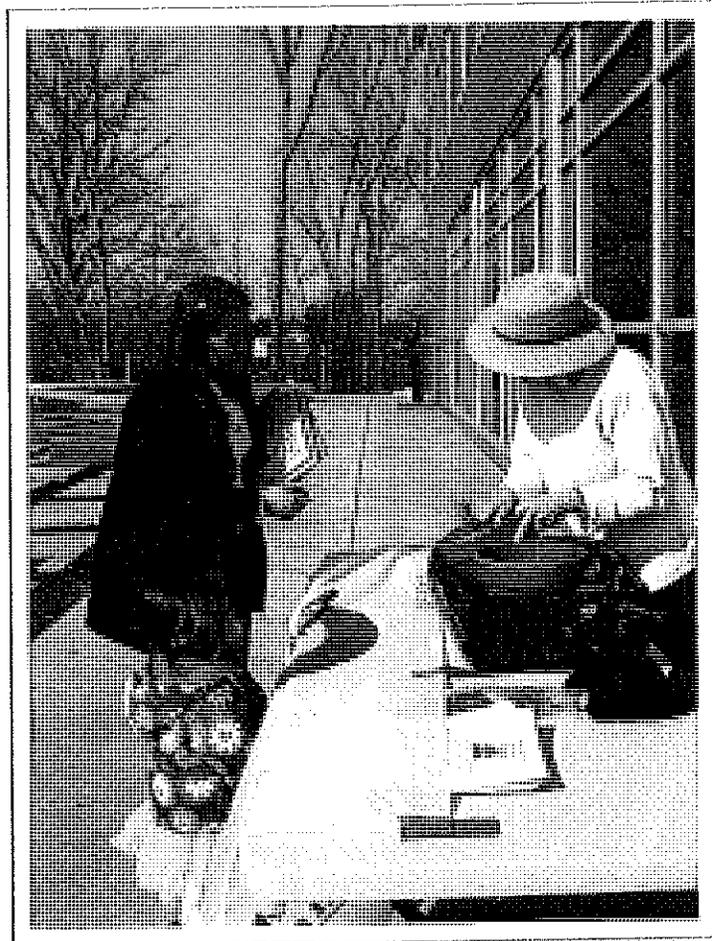


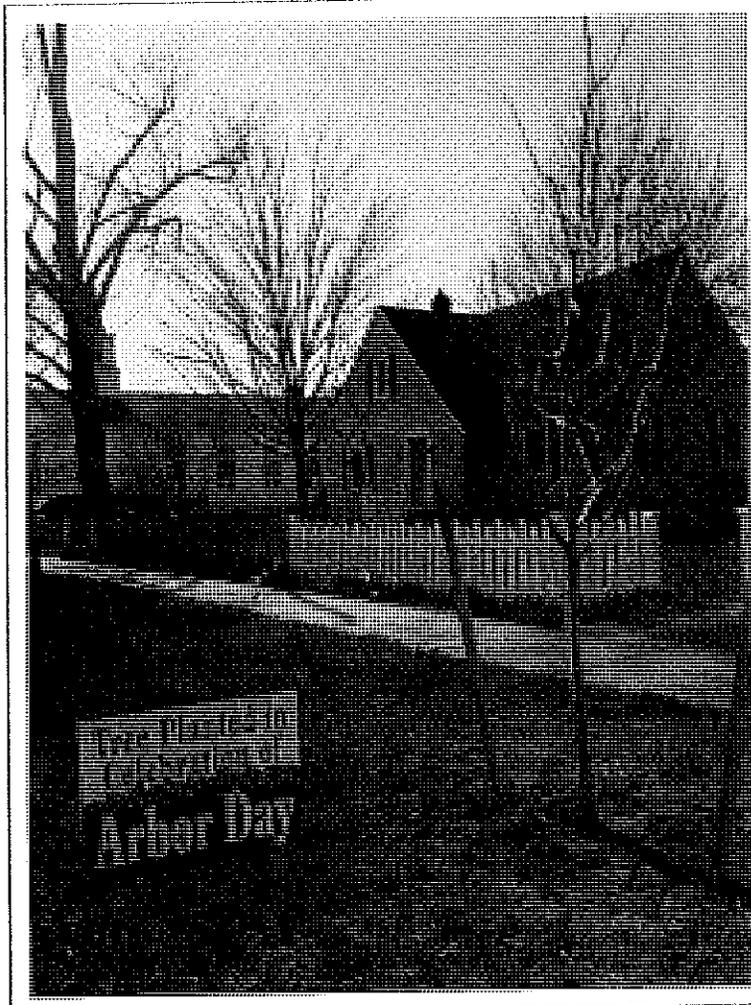
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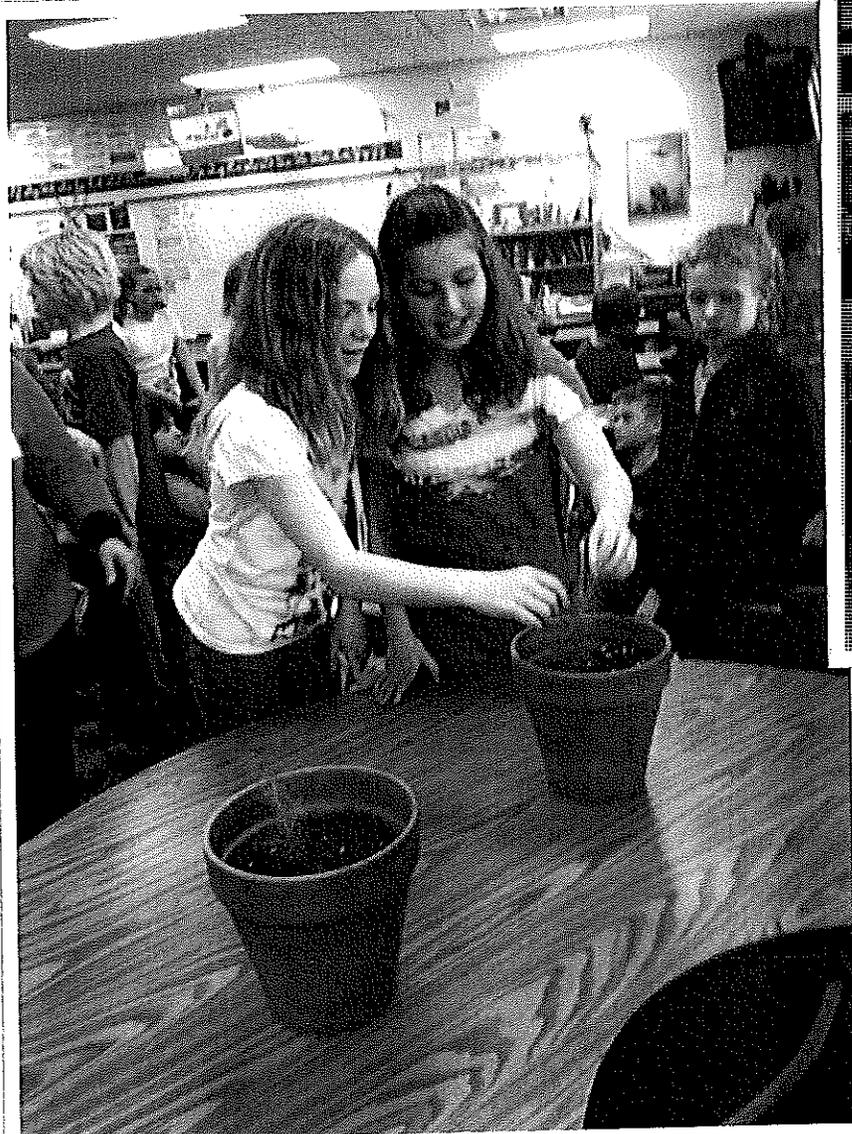
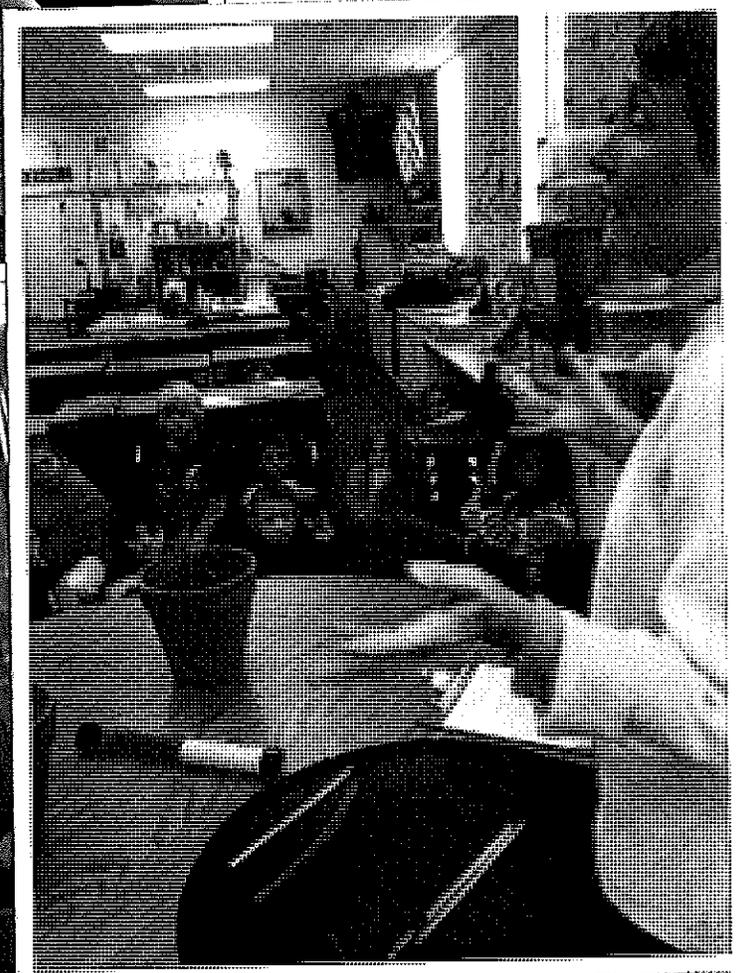
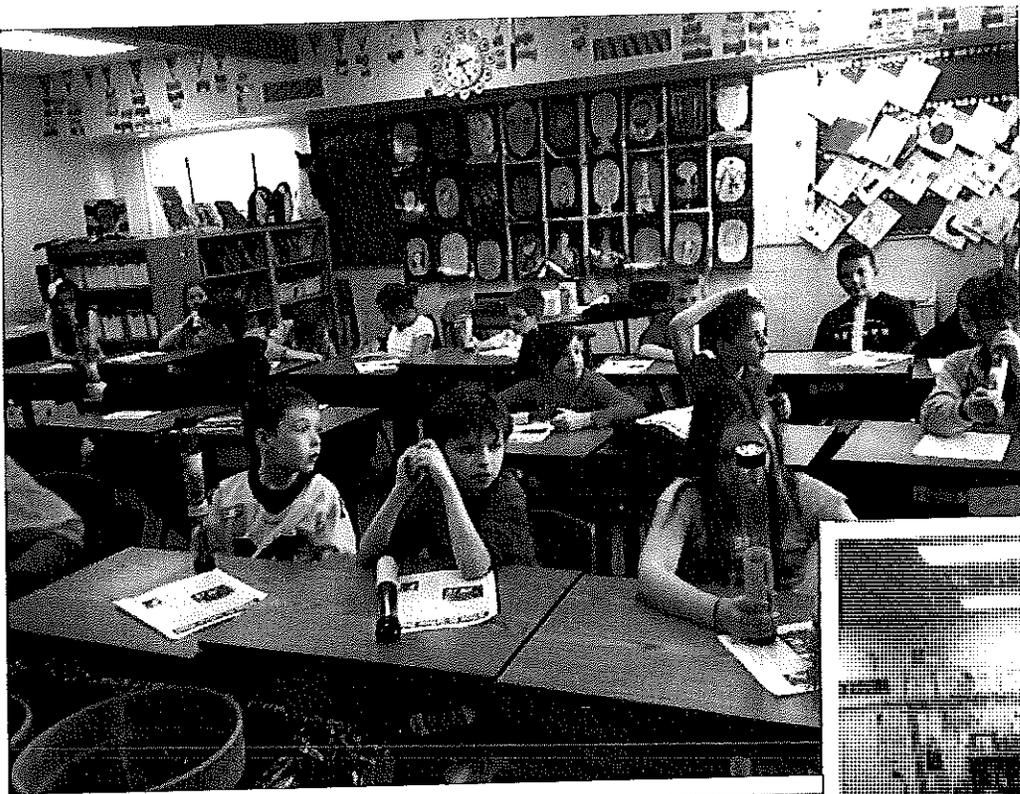
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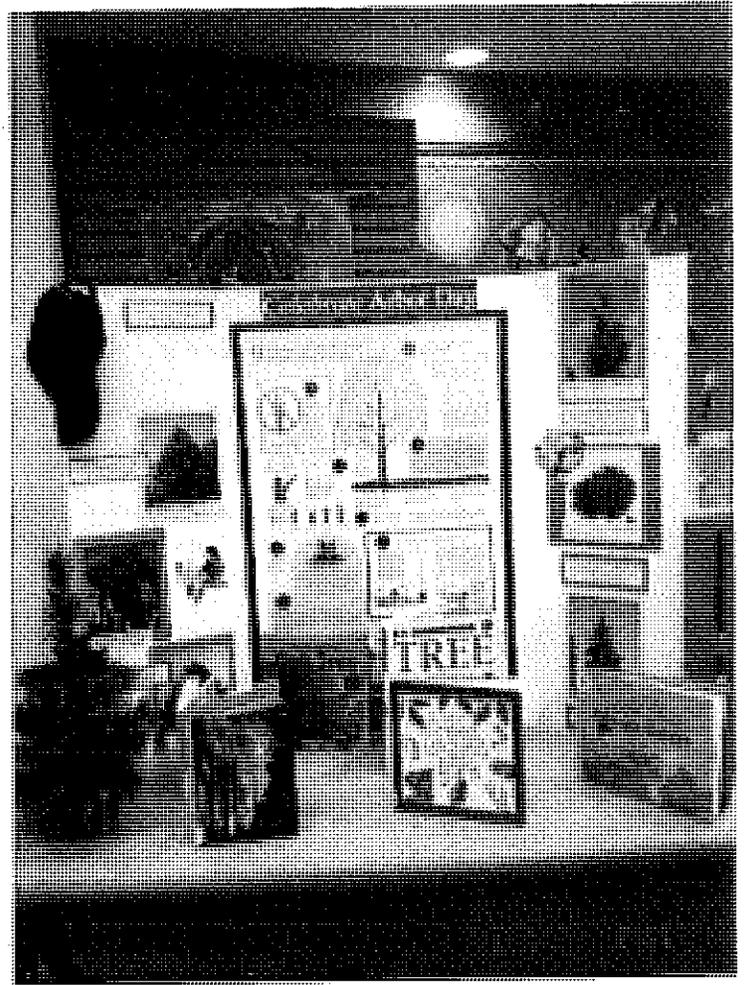
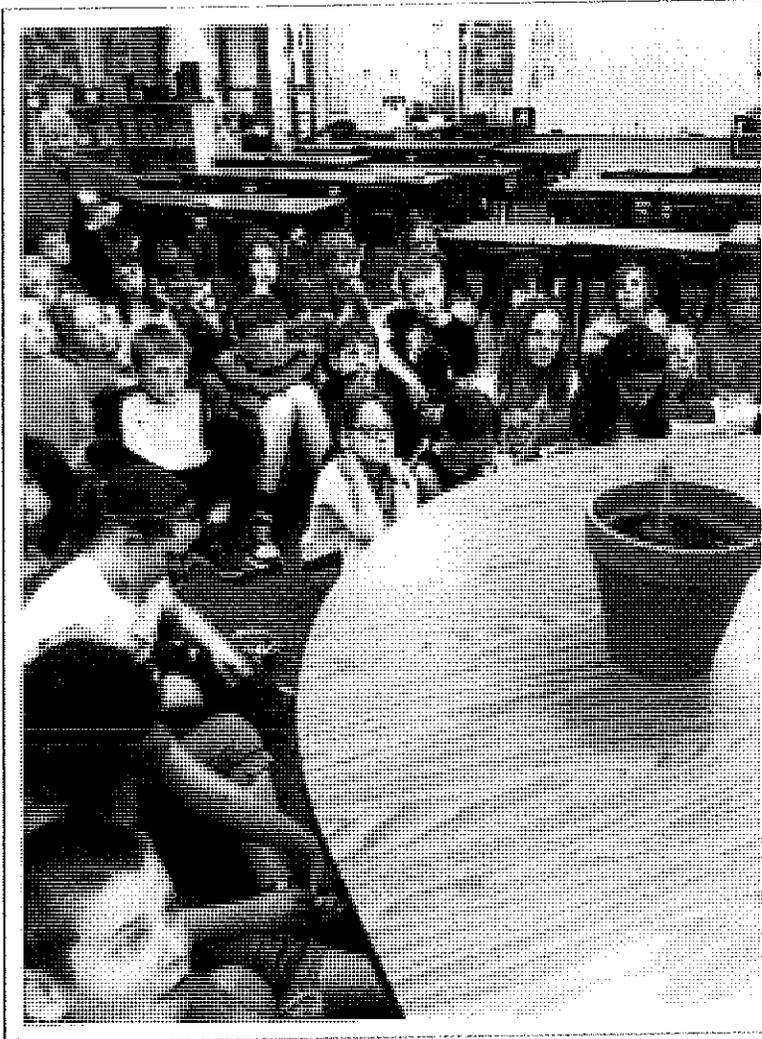
Arbor Day
Celebration











PRELIMINARY ZONING COMPLIANCE

This application is to be used only for the items listed below. All other uses first require Site Plan Review by the Planning Commission and Village Council. A complete application shall include a scaled site plan (plot plan, survey), building plans, floor plan, elevations and fees.

Approval is requested for:	New Single Family Dwelling*	Addition to single-family dwelling
	Detached structure (garage, fence*, etc.)	Multiple family dwelling
	Remodeling of an existing building	Commercial office building
	Deck	Other property alteration:

Property Address: _____

Tax ID Number: _____

Proposed Use: _____

Zoning District: _____

Property Owner Name: _____ Phone: _____

Property Owner Address: _____

Applicant Name: _____ Phone: _____

Applicant Address: _____

Regulations and Standards (applicant must complete): In addition to the basic requirements for each zoning district, the following regulations also apply:

1. Corner Lots are considered to have two (2) front yards and two (2) side yards.
2. All additions to a dwelling, including attached garages and decks, are considered part of the dwelling and must meet the same setbacks. Detached structures must be at least ten (10) feet from any other structure; Detached structures may be placed not less than three (3) feet from any rear lot line or the rear yard portion of the side lot line.
3. Height limitations are 35 feet for dwellings, and 14 feet for detached accessory buildings. (Height is measured to the middle of the roofline for a pitched roof).
4. Proposed street tree planting location shall be shown on the plot plan. Attempts should be made to plant trees in a pattern that is uniform to the surrounding street trees. Clarification shall be requested if planting location is in question.
5. A copy of the Washtenaw County Soil Erosion and Sedimentation Control Plan and permit/or permit application must be submitted along with application. In addition all streets/roads are required to be kept clean and may from time to time require street sweeping.
6. A Right-of-Way permit (new driveway and sidewalk installation) must be submitted and approved along with a Preliminary Zoning Compliance Permit.

	Requirement	Plan Submitted
1. Front Yard Setback (ft) () Check here if corner lot	_____	_____
2. Side Yard Setback (ft) – Principal/Accessory Structure	_____	_____
3. Rear Yard Setback (ft) – Principal/Accessory Structure	_____	_____
4. Lot Coverage (Structures) (%)	_____	_____
5. Height (ft) – Principal/Accessory Structure	_____	_____

 Owner's Signature Date Applicant's Signature Date

Staff Review: Fee: _____ Date Received: _____ Receipt #: _____

Remodel/Deck/Fence \$25; Residential Home \$50; Multi-Family/Commercial/Industrial/Quasi-Public \$100

Site Plan	Acceptable	
	Yes	No
Date, north arrow and scale.		
Property address and legal description, including the sf area of the property.		
Location and dimensions of all existing and proposed structures.		
Setback dimensions to property lines for all existing and proposed structures.		
A clear description of all existing and proposed uses, including those not within buildings.		
Street Tree Planting Location		

Building Plan	Acceptable	
	Yes	No
Floor plan of proposed structure or alteration/remodeling plan/use.		
Elevation views of the proposed structure		
Estimated tap fee: _____		

Other	Acceptable	
	Yes	No
Soil Erosion Control Permit		
Right of Way Permit		

Date: _____

Approved

Denied

Reviewed by: _____

REASONS FOR DENIAL: _____

EXISTING NON-CONFORMITIES/VARIANCES GRANTED: _____

APPROVAL STAMP:

DRAFT

***APPROVAL EXPIRES 6 MONTHS FROM THE APPROVAL DATE ***



NOTICE OF DECISION

TO: Village Council and President Keough
Planning Commission

CC: Dexter Town Center Building 3, 2740 Baker Road, Dexter, MI 48130
Donna Dettling, Village Manager

FROM: Allison Bishop, AICP, Community Development Manager, Village of Dexter

DATE: Thursday, April 25, 2013

RE: ZBA Decision (Case #2013-03)
2740 Baker Road, HD-08-06-455-002

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

Variance Request (ZBA Case #2013-03)

On April 15, 2013, the ZBA reviewed a waiver request submitted by BST Investments for 2740 Baker Road. The waiver was requested from the following section of the Village of Dexter Zoning Ordinance:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

PROPOSAL - The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

The public hearing was opened at 7:02 pm and staff presented the consultant review provided in the packet along with the application materials.

The applicant's representative, Steve Brouwer, made a few comments, including but not limited to: the proposal being the last building in a 3 building campus, limitations associated with the remaining building area, previous reduction of curb cuts from 4 to 1, overall significant site improvements, the shared parking, the location of the parking for the 3rd and final building, the site limitations due to the layout of the detention basin, parking and other buildings, limitations of the site due to compliance with other ordinances in the previous 2 phases of the development, medical use of the building,

typical one entrance for medical buildings, parking in rear so entrance needs to be at the rear of the building, entrance in the front would not be appropriate for the use, visitors of the facility will primarily access the building by vehicle due to medical use, pedestrian access provided on the north side of the building along the entrance drive.

There was no public wishing to comment.

The Board discussion included, but was not limited to: Baker Road Corridor states that entrances shall be on the street, however challenging with the campus type/shared parking layout of this site, review of the Baker Road Corridor Standards may need to be completed to address shared parking and uses, including potential allowances for rear entry in unique cases, Monument Park Building downtown is an example of how 2 entrances would not work in this case, users cannot be permitted to go through and have access through the entire medical facility, dual entries may be possible when there is a lobby concept; complete streets, entrance at the corner of the building could be considered, floor plan layout, site grading, ADA access, additional pedestrian connections and sidewalk connections.

The applicant's response to locating the entry at the northeast corner was the interior layout challenges and the location of the parking not being conveniently accessible to the door thus requiring patients to walk further and not providing a significant improvement to the request.

The Board continued to discuss the health campus and the overall site improvements, such as pedestrian access from Baker Road to the interior of the site, bike racks, WATS review of a bus stop within the site being ideal for users, the Pharmacy's unique parking lot layout, location of the detention basin, the need to be more for thinking when it comes to the layout of campus type sites, including the location of parking, buildings, and detention areas.

The public hearing was closed at 7:36 pm.

ZBA Decision

On April 15, 2013, the Village of Dexter Board of Zoning Appeals moved the following:

Moved Wilcox, supported Carson:

Based on the information provided by the applicant, BST Investments for 2740 Baker Road, HD-08-06-455-002, at the April 15, 2013 Zoning Board of Appeals meeting the Board determines that per Section 24.05 Standards for Variances and Appeals that the request to waive the following section be GRANTED:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street. The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

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

1. Public Safety Welfare
2. No Safety Hazard or Nuisance
3. Relationship to Adjacent Land Uses

Ayes: Wilcox, Hansen, Rush, Carson

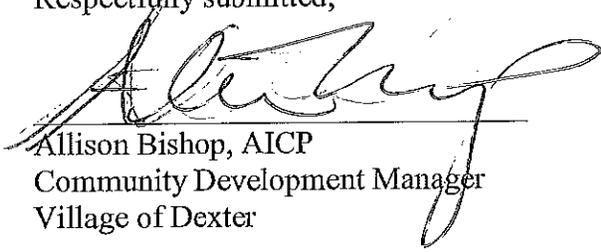
Nays: Bombery

Motion Carried 4-1

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

Thank you.

Respectfully submitted,



Allison Bishop, AICP
Community Development Manager
Village of Dexter

Training Wheels: On-Road Bicycle Facility Design Training



Dexter, Michigan
Wednesday, June 12, 2013
8:30 am – 3:00 pm
Dexter Wellness Center
2810 Baker Road



Pre-registration is required. Deadline to RSVP: Friday, May 24th

Training Wheels is an educational course on the planning and design of on-road bicycle facilities. It will consist of two hours of classroom instruction on the AASHTO Guide for the Development of Bicycle Facilities, followed by an on-road, **on bike portion**. During this portion we will casually ride through the community, analyzing types of on-road facilities available. There will be many stops to point out potential facility types, followed by a group exercise and discussion, questions from participants and a brief wrap-up.

Target Audience: This course is for municipal and MDOT managers, engineers, planners, City Councils, DDA staff, Chamber of Commerce and other stakeholders that can help communities educate others and adopt on road bicycle facilities.

Continuing Education Credits: This course is eligible for 6 Professional Development hours for PE's. (Certificate of maintenance for planners must be self-reported by attendees.)

Class Size: Maximum of 25 participants

Instructor: Nathan Roseberry, P.E., Senior Transportation Planning Engineer of T.Y. LIN International and Mike Amsden, AICP, Senior Transportation Planner with T.Y. LIN International and project coordinator for the CDOT Complete Streets Division.

Required Materials: Bicycle and helmet. Please let us know if you need assistance in obtaining these items for the class.

Please Note: The class is intended to accommodate all level of users. Please dress appropriately as we will bike rain or shine. A box lunch will be provided. Any individuals needing special assistance in order to attend this training should contact Kristen Delaney as soon as possible.

Registration: FREE. Course instruction is provided by Michigan Department of Transportation Intermodal Services. Lunch and refreshments are sponsored by OHM Advisors. Call or email your name, address, organization, and contact information to: Kristen Delaney, Safe Routes to School Coordinator at kristen@5healthytowns.org or (734) 433-4599.



Village of Dexter





RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING



KEITH CREAGH
DIRECTOR

April 17, 2013

Ms. Allison Bishop
Community Development Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

Dear Ms. Bishop:

SUBJECT: 13-433, Community Park Path Reconstruction

This letter is to acknowledge our receipt of the above-referenced 2013 Recreation Passport Program (RP) grant application.

Your application was one of 87 applications that will be considered in 2013 under the RP program.

For your information, you will find a report which lists all recreation grants awarded to your community, including Land and Water Conservation Fund, CMI-Recreation Bond, 1988 Recreation Bond, Recreation Passport Program and MLTF/MNRTF. Please take a moment to review this list. If you have any questions about the projects or scope of work, please contact me at the number below.

If you have any questions about the projects or scope of work, please contact me at the number below. If you wish to contact us in writing, our mailing address is: **Grants Management, Department of Natural Resources, P.O. Box 30425, Lansing, MI 48909-7925.**

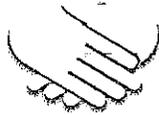
Sincerely,

Jule E. Stafford, Grant Coordinator
Grants Management
517-335-3036
staffordj@michigan.gov

JES:lh
Enclosures



How It Works



Find

Locate our bike stations online, on your smartphone, or just look near popular locations around town!

Rent

Walk up to one of the available bicycles at one of our stations, follow the quick instructions on the screen on the handlebars, and swipe your credit card or membership card - that's all!

Ride

Once you've rented the bike, simply detach the lock, strap on your helmet, and ride to your heart's content!

Drop Off

When you're done, take the bike to the nearest A2B Bikeshare rack, lock it back up, and finish your rental using the screen on the handlebars!

A2B Bikeshare is provided by:
Porter & Strother, LLC
Feel free to contact us at:
contact@a2bbikeshare.com





MEMORANDUM

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

FROM: Allison Bishop, AICP, Community Development Manager

SUBJECT: 3rd Quarter Board and Commission Update FY 12-13

DATE: May 2, 2013

Attached you will find the FY 12-13 3rd Quarter Board and Commission update, Zoning/Ordinance Activity report, and Project Summary. You will also find an update on current Village projects and a summary of ongoing projects and activity from the Community Development Office.

Parks and Recreation Commission (PaRC)

Meeting and agenda preparation – Staff prepares and distributes all meeting agendas and information monthly. Staff drafts minutes as necessary, reviews minutes and posts minutes and agendas to website.

CIP – 2013-2018 worksheet review and approval of the recommended projects.

2013 Goals – The Commission continued to refine the goals for 2013, including focus on maintenance and less on development while it is determined what it will take to manage the new Mill Creek Park.

Passport Grant – Staff worked with the Commission to recommend submittal of a \$45,000 grant request to the State of Michigan for reconstruction of the Community Park asphalt path.

Porta Potty Enclosure – Staff worked with the Commission to design, bid, solicit donations and construct a porta potty enclosure in Monument Park to provide for much needed downtown restroom facilities. \$750 in donations was received.

Dog Park – Staff worked with the Commission to review the potential for a dog park. The PaRC decided to postpone further action at this time.

FY13-14 Budget Recommendation – Staff worked with the Commission to prepare and recommend budget recommendations for the upcoming FY.

B2B Segment D1 Trail – Staff coordinated with Village staff, Washtenaw County staff, Washtenaw County Consultants, Council and MDOT regarding design of the B2B trail segment adjacent to the DPW drive. Coordination is ongoing. Staff coordinated match dollars for project design from the Village to the project at the request of Washtenaw County.

Mill Creek Park and B2B Signage – Staff continues to coordinate with Washtenaw County and the PaRC on design, placement and location of kiosk signage and route signage throughout the Village and parks. Staff is also coordinate with Washtenaw County Parks on the design of destination maps for inclusion in the kiosks and for other purposes with assistance and at a reduced cost.

Ice Rink – Staff coordinated ice rink management and 2012-13 close out of the Monument Park ice rink.

Easter Egg Hunt – Staff coordinated and facilitated volunteer help for the 3rd annual Easter Eggstravaganza that hosted over 214 participants in Community Park.

Planning Commission

Meeting and agenda preparation – Staff prepares and distributes all meeting agendas and information monthly. Staff reviews and posts minutes and agendas to website and posts public hearing notices as required.

Bits and Pizza – An outdoor seating special land use application was approved by the Planning Commission and Village.

2013-2018 CIP – Staff coordinated departmental review of the CIP and prepared the CIP for review by the Commission. The Commission recommended approval of the CIP after several months of review and discussion.

Dexter Wellness Center – Staff conducted the final walk through and is working towards project close out. The Planning Commission also discussed the proposed installation of the land banked parking on the south side of the Wellness Center Building.

LaFontaine Chevrolet – Staff is working with OHM and the County to expedite project close out. An initial close out letter and punch list have been mailed to the property owner and contractor.

Ordinance Review – The Planning Commission has initiated a discussion about potential ordinance revisions to the signs, landscaping and lighting ordinances.

Dextech Paving and Building Expansion Plans – Staff is coordinating with Dextech on their plans for parking lot and building expansion.

ZBA

Case #2013-01 – Dexter Pharmacy sign variance approved.

Case #2013-02 – Dexter Wellness Center Sale Office sign variance approved.

Case #2013-03 – (4th Quarter) Dexter Town Center – Building 3 – Entrance location variance approved.

Tree Board

Meetings – The Tree Board met in February, March and April 2013. Staff prepares and distributes all meeting agendas and information monthly. Staff reviews and posts minutes and agendas to website and posts public hearing notices as required.

2013 Spring Planting – Tree order forms were included in the winter 2012 newsletter and 10 residents participated in the annual spring cost share tree planting. 39 trees were planted in total, including 12 at the DBRP entrance, 3 along Dan Hoey Road at Cornerstone School, 4 at the Dexter Car Wash, 2 in Huron Farms (acknowledging those affected by the tornado), and other locations throughout the Village.

Arbor Day – Arbor Day was Friday, April 26, 2013. Staff and Cindy Henes gave away seedlings at the Dexter Library and presented to 3-4th grade classrooms at Wylie School. Over 150 seedlings were given away. The

banner was placed over the road, an educational display board was displayed at the Dexter Library and staff work with Cathy Jurich focused toddler story times on trees and earth day.

Other

Training Wheels Grant – Staff continues to coordinating with Kristin Delaney, Safe Route to School Coordinator, to complete the grant application for the June 12th MDOT educational event. Staff contacted OHM who will be the sponsor for lunch.

Permit Revisions – Staff is coordinating with the DPW, WWTP and OHM to attempt to better manage SESC, tree placement, ROW work and inspections through the permitting process.

Wellhead Protection – Staff continues to manage the Wellhead Protection Grant and prepare for the 1/4ly meetings and follow up.

Staff encourages Commissions and Council to contact me for additional information on activities and to request copies of reports generated monthly to Council of ongoing activities.

Thank you.

Village of Dexter
3rd Quarter Report 2012-13
January 1 - March 31, 2013

3rd Quarter/Activity January 1 - March 31, 2013	2012				12-13 YTD TOTAL	2011											
	1st Qtr. July-Sept	2nd Qtr. Oct-Dec	3rd Qtr. Jan-March	4th Qtr. April-June		11-12 YTD Total	10-11 YTD Total	09-10 YTD Total	08-09 YTD Total	07-08 YTD Total	06-07 YTD Total	05-06 YTD Total	04-05 YTD Total	03-04 YTD Total			
Prelim. Zoning Complil. Permits	29	14	7		50	49	41	65	32	32	98	67	211	161			
(New Construction)*	18	7	3		28	17	6	8	2	2	11	12	107	75			
Condominium Units	0	0	0		0	0	18	39	0	2	0	1	21	2			
(Commercial/Office)	1	0	0		1	6	8	5	5	5	30	8	3				
(Additions/Remodels/Build outs)	5	5	1		11	2	9	20	13	10	21	5	3				
(Accessory structure)	1	0	0		1	9	2	1	2	1	4	1	5				
(Decks)	4	2	3		9	15	11	9	8	10	24	38	65	65			
Final Zoning Complil. Permits	8	5	11		24	24	46	36	29	44	58	188	157	122			
(New Construction)	5	5	7		17	11	7	8	2	10	9	38	85	78			
(Additions/Remodels/Build Outs)	0	0	3		3	5	9	7	9	10	4	19	6	1			
(Decks)	1	0	0		1	1	3	7	0	13	25	121	58	43			
(Accessory structure)	1	0	1		2	0	1	0	0	2	0	2	1	0			
(Commercial/Office)	1	0	0		1	2	11	6	18	6	19						
(Condominium Units)	0	0	0		0	14	18	15	0	3	0	8	7	0			
INTERIOR REMODEL (Prelim./Final)	7	10	8		25	31											
FENCE PERMITS	7	2	0		9	12											
PERMITS/OTHER																	
Temporary Uses/Structures	1	0	1		2	3	4	7	0	6	7	11	7	0			
Land Division / Combination	0	0	0		0	1	0	2	3	4	2	0	3	2			
Ordinance Amendments	2	0	0		2	8	9	9	4	15	11	9	11	6			
Rezoning or Conditional Rezoning	0	0	0		0	0	0	1	2	0	1	0	1	0			
Special Use Permits	1	0	1		2	0	0	1	1	0	8	6	1	3			
Preliminary Site Plan Approvals	0	0	0		0	1	0	0	0	1	4	3	0	1			
Final Site Plan Approvals	0	0	0		0	1	1	0	0	2	4	3	0	2			
Combined Site Plan Approvals	0	0	0		0	1	2	2	1	3	1	2	0	1			
PUD Area Plan	0	1	0		1	0	0	0	0	0	1	0	0	2			
PUD Amendment	0	1	0		1	0	0	0	0	0	1	0	0	2			
Sign Permits	6	4	5		15	13	11	9	10	12	21	13	11	14			
Temporary Signs/Sandwich/Use	5	4	17		26	36	37	32	13	21	37	21	14				
Outdoor Seating Permits	2	0	1		3	4	11	10	6	2	5	6	3	3			
(ZBA Cases) Non-Residential	0	1	2		3	1	2	2	1	1	2	3	5	3			
(ZBA Cases) Residential	1	0	0		1	1	1	0	2	2	2	4	3	2			
Variances Granted	1	1	2		4	2	2	2	2	2	5	7	7	5			
Demolition Permits	1	0	0		1	2	2	2	2	2	6	5	2	4			
Right-of-way permits	2	1	0		3	10	2	7	1	2	0	4	3				
Park Use	7	1	2		10	19	8	15	14	6	7	4	4				
Home Occupation Permits	0	0	0		0	0	0	0	0	2	3	2	2	1			

**Village of Dexter
3rd Quarter Report 2012-13
January 1 - March 31, 2013**

3rd Quarter/Activity January 1 - March 31, 2013	1st Qtr: July-Sept	2nd Qtr: Oct-Dec	3rd Qtr: Jan-March	4th Qtr: April-June	12-13 YTD TOTAL	11-12 YTD Total	10-11 YTD Total	09-10 YTD Total	08-09 YTD Total	07-08 YTD Total	06-07 YTD Total	05-06 YTD Total	04-05 YTD Total	03-04 YTD Total
Freedom of Information Requests	0	0	0	0	0	2	0	0	1	1	1	1	1	8
Hawkers & Peddlers Permits	4	1	1	1	6	7	6	12	9	9	12	10	7	4
Requests for service/Correspondence	0	0	0	0	0	11	0	1	14	9	28	15	33	-
Resident/Merchant/Business Communi- Enforcement	14	1	1	1	15	24	36	92	6	24	48	38	-	-
Initial Notice	24	6	24	24	54	0	0	0	116	200	0	0	0	0
Second Notice	1	0	0	0	1	166	287	156	108	181	123	83	155	113
						15	17	9	11	11	8	10	11	20

* General Code Amendment : None

* Zoning Ordinance Amendment Pending: Article 7, Signs-TBD

* Zoning Ordinance Amendments: None

* Site Plans : None

* Sign Permits: Dexter Pharmacy, Northern United Brewing Company, B-Line Pizza Island, Jet's Pizza, Whit's End Hair Studio

* Rezoning: None

* Special Use Permits: Bits and Pizza TBD

* Resident Communication - Solar Panels

* Resolutions/Support : Connecting Communities Grant Support

* Enforcement : 16 basketball hoops, 2 signs, 1 inoperable vehicle, 4 sidewalk clearing, 2 dog/nuisance, 1 graffiti, 1 soil erosion, 1 park glass

* ZBA : Dexter Pharmacy Sign (ZBA Case #2013-01); Dexter Wellness Sales Office Signs (ZBA Case #2013-02)

* PUD Amendment/Modification requests: None

Revenue -
Through September 30, 2012 Zoning Compliance Permits: \$2,955 101,000,000,477,000
Site Plan Review Fees: \$0 101,000,000,608,000

Through December 31, 2012 Zoning Compliance Permits: \$4,015
Site Plan Review Fees: \$1,475

Through March 31, 2013 Zoning Compliance Permits: \$6,005
Site Plan Review Fees: \$2,915

Through June 30, 2013 Zoning Compliance Permits:
Site Plan Review Fees:

Village of Dexter
3rd Quarter Update 2012-13
January 1, 2013 – March 31, 2012

**Updates in Italics*

Park Construction Projects

Mill Creek Park

- Village Council awarded project to Cedroni Associates on June 13, 2011.
- Pre construction meeting held on June 30, 2011.
- Earthwork commenced week of July 25, 2011.
- Stream Restoration and Rock Vein Structures completed week of November 7, 2011
- Council authorized change order April 9, 2012 to complete additional work.
- Contractor requested a Substantial Completion extension to July 1, 2012.
- MNRTF Grant Extension requested and granted to September 1, 2012.
- Weekly Update meetings held to note progress and outstanding issues.
- Stairway to start August 2012 and be completed by September 1, 2012
- Waterways Grant items to be wrapped up by July 26, 2012 and final grant administrator walk scheduled.
- Substantial completion/punch list to be generated; items being discussed weekly.
- August 11th Ribbon Cutting Scheduled following Dexter Daze Parade.
- Library stairway completed; ADA railing completed.
- Waterways grant punchlist generated and waiting on contractor as-builts to close out grant.
- Requested MNRTF extension to March 2013.
- Need as-builts to close out project and complete MNRTF final walk through.
- Interpretive signs installed October 2012.
- Contractor last payment August 2012.
- Village received Washtenaw County Parks contribution to project.
- *Village approved Change Order #3 and continued to work towards project close out.*

Washtenaw County Parks Segment D1

- Village Council approved the site plan March 14, 2011.
- MDEQ permit for project expired July 2012 for bridge installation.
- Bridge crossing Huron River at Dexter Huron Park installed April 6, 2012.
- Boardwalk construction completed for Phase 1-2012.
- Phase 2a of the project started in October 2012 and was completed in December 2012.
Village approved construction access easement and obtained maintenance and damage guarantee.
- *Phase 2 of project into the Village of Dexter at Central Street under consideration with Village and Railroad at this time. State Legislators attempting to work through Village and County needs with MDOT.*
- *Easement necessary over Village utility easement.*
- *MDOT purchased railroad and must grant easement to Village and County.*
- *Village applied for Connecting Communities Funding to fund construction of last segment into Village. \$225,000 awarded to Village for construction of segment along DPW Drive. Construction anticipated for Fall 2013, dependent on MDOT approval.*

HCMA Hike/Bike Trail

- Bids out. Award to be made by year end 2012. Project to commence in early 2013.
- *Project under construction, slated to be completed Fall 2013.*

Victoria Condominiums

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

CONDOS

- A maximum of five buildings may be under construction at any one time.
- Homestead exemption forms required for each Final Zoning Compliance request.
- Nuisance Violation for open basement. Basement filled in December 2010.
- As-Builts submitted in March 2012 and approved.
- Project for Sale.

SINGLE FAMILY

- 8 vacant single-family home sites remain in Dexter Crossing under BHD control.
- The roads within Phases 1-5A were milled and resurfaced – October 2009
- *Dedication of roads in Phases 5B – 8 under consideration by the Village Council.*
- *Iconolast Homes has indicated that they have a purchase agreement on 5-6 of the remaining SF lots under Blackhawk control.*

COMMERCIAL

- Dexter Pharmacy, Pack N Mail Plus, Movie Planet, Monica’s and Frivolities have vacated the mall leaving occupancy at less than 45% (based on square footage).
- MI Dance Academy moved in July 2011.
- As-Builts submitted in March 2012 approved.
- Land Division approved February 2012; project sold to Oxford Properties.
- Oxford Properties considering development of outlot
- *Oxford received approval of amended PUD Area Plan for outlot in December 2012.*
- *Land Division request was submitted to split the 4.26 PB zoned parcel from the 8.54 acre condo parcel and the 1.46 acre Dan Hoey Road right of way parcel. Application approval anticipated in May 2013.*

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

Preliminary Zoning Compliance	0
Final Zoning Compliance	3
Vacant Lots (<i>Total Lots Phases 6-8 = 76</i>)	34

- Final punch list walk through conducted October 2006. Another final walk necessary prior to dedication.
- Residents interested in what is required to dedicate roads, request made to Village, Village reviewing options, not recommended by Village Engineer.
- An assessment of road maintenance is recommended due to the age of the roads and due to the future request for road dedication.
- *Dedication of roads in Phases 5B – 8 under consideration by the Village Council.*

**West Ridge of Dexter –
Peters Building Company, Norfolk Development, B & H Properties, Iconolast Homes, Brian Robards,
Trowbridge Homes**

Preliminary Zoning Compliance; Iconolast, Norfolk and B & H Properties	3
Final Zoning Compliance	4
Units Remaining (sales house)	1
Vacant Lots	46

- Construction on the Westside Connector and Subdivision Connector completed March 2012.
- Several builders are constructing in the development. Staff is working with HOA to assure architectural compatibility.
- *HCMA Trail to Hudson Mills to start construction in January 2012.*

Cedars of Dexter – UMRC / Gordon Hall Project

Development Complete	60 units
Units available for sale	0
Units Occupied	59 <i>(last unit to be occupied in June 2013)</i>

- The Planning Commission recommended approval of the Final site plan on May 7, 2007. The Village Council approved the final site plan on September 24, 2007.
- The development agreement was approved by the Village Council on January 14, 2008.
- Water and sewer permits were granted by the MDEQ in May 2008.
- The Club House was completed in October 2010.
- The tree contribution of \$240,188.52 has been submitted.
- EDC approved Cedars of Dexter Project Plan/Council approved 12-13-10.
- Project final walk through completed and substantial completion list generated for project close out (7/9/12).
- Project built out, no further building construction.

Dexter Wellness Center (Former Colorbok site)

- The Village Council approved the final site plan for the overall site development on October 8, 2007. An extension has been granted until October 8, 2011.
- The Planning Commission and Village Council reviewed a revised site plan and approved the final site plan in February 2012.
- Water and Sewer permits for the project were issued by the MDEQ in March 2012.
- Brownfield Plan approved by DDA and Council March 2011.
- 5 year timeline requirement to complete project.
- Demolition started June 2012, utility installation to start August 2012.
- Project completion anticipated for June 2013.
- Landscaping amendments approved due to resident concerns. Approximately 20 trees relocated or species was changed. 10 new trees added.
- Temporary Sales Office to open in former Dexter Pharmacy downtown location in February 2012.

- *Planning Commission discussed land-banked parking; developer to construct upon construction of Building 3. Building 3 currently under review by the Planning Commission (May 6, 2013 meeting).*
- *Final walk through completed 4/26/13; letter to applicant generated 4/30/13 detailing outstanding issues.*

Schulz Development – Mill Creek Building – NO UPDATES

- The Planning Commission recommended approval of the combined site plan on November 5, 2007. The Village Council approved the combined site plan on November 26, 2007.
- The final site plan and development agreement were granted an extension by the DDA and Village Council to December 1, 2010. A second extension of the site plan and development agreement by the DDA and Village Council until December 1, 2012. A third extension of the site plan and development agreement was granted by the DDA and Village Council until December 1, 2014.

LaFontaine Chevrolet

- LaFontaine Chevrolet Combined Site Plan Approved December 27, 2010.
- Project under construction, slated to be completed spring 2012.
- Temporary parking granted at Dexter Crossing commercial during construction. New vehicle storage approved April 2012 at 7931 Grand Street.
- Streetscape light pole wind turbine request made to the Planning Commission in April 2012; action postponed and then applicant withdrew request.
- Phase 1 of redevelopment to be completed by May 2012, Phase 2 to be complete by September 2012.
- Sign variance granted (Case#2012-01) for building signage and ground signage.
- Project close out and final inspection requested for early 2013.
- *Correspondence with preliminary punch list items sent 5/1/13. Follow up and project close out requested by 6/1/13. Staff continues to monitor progress now as weather permits correction of landscaping and concrete errors.*

Plan Reviews/Approved

- K-Space Associates Combined Site Plan Approved June 27, 2011; project complete July 2012.
- DAPCO Addition Combined Site Plan approved October 28, 2011; project complete June 2012. Tap Fee payment agreement and sidewalk construction deferral granted.
- MedHub Combined Site Plan and PUD minor amendment approved October 14, 2011; interior renovations underway.
- Dr. Gray Dental Office (3060 Baker Road) site plan approved; renovations complete.
- Dexter Plaza – sold March 2012 to AF Jonna.
- Dexter Crossing – sold April 2012 to Oxford Properties; PUD amendment granted in November 2012 for different outlot configuration.
- 8040 Fourth Street – PUD amendment approved to permit small animal clinic

- *Dextech Paving Addition – Project approved to construct 30 new parking spaces.*
- *Preliminary plan submitted for renovations to 8080 Grand Street.*
- *Dexter Town Center Building 3 – currently under review.*

Grants

- MNRTF-Michigan Natural Resources Trust Fund 2009 - \$450,000 (Awarded - Project to be completed early 2013)
- Waterways Infrastructure 2009 - \$48,000 (Awarded - Project Underway) Project to be completed early 2013)
- DTE Tree Planting Grant - \$2,830 (Mill Creek Park-Awarded) \$2,000 added to grant to assist with tornado restoration. Reimbursement for \$4,830 submitted July 2012.
- Nascar Green – 35 free trees planted throughout the community.
- Wellhead Protection Grant - \$10,103.94 (submitted June 2011-awarded)
- Wellhead Protection Grant - \$8,154.12 (submitted June 2012- awarded)
- MEDC Project Planning Grant - \$13,250 (submitted June 2011-awarded, project close out anticipated August 2012)
- 5 Healthy Towns Playground Equipment Grant - \$10,000 (submitted September 2011- Awarded, Project completed June 2012.
- *Connecting Communities Grant – Awarded \$225,000*
- *Passport Grant Community Park Path reconstruction – Applied for \$45,000, award announcements expected winter 2013*
- *MDOT Training Wheels Grant Awarded – MDOT Training provided Free, no monetary value.*

AGENDA 5-13-13
ITEM I-2

Mar-13

This workbook was developed for the purpose of discussing the cost of WAVE programming with the intent of finding lasting solutions to sustain WAVE programs. Calculations in the program analysis tabs of this workbook are based on FY 12 ridership and annualized expenses. FY 12 fare revenue was used to calculate worksheets.

IMPORTANT MDOT NOTIFICATIONS:

Federal legislation called MAP-21 (Moving Ahead for Progress in the 21st Century) has changed funding formulas for WAVE. Our currently successful weekend services program was 100% funded by a JARC grant (Job Access - Reverse Commute). WAVE was notified that JARC grant dollars are now folded into the non-urban 5311 grant program. 5311 funding provides 'formula' funding to states for the purpose of providing public transportation in areas with populations of less than 50,000 people. The funding formula is based on the non-urbanized population and land areas of the state. WAVE is eligible for 5311 funding we call 'Pass Through' funding through yearly contracts with AATA. However, previously considered JARC funded programs (weekend service) were granted at the rate of 100% of expenses incurred minus fare revenues.

At this time, 5311 funding grants approximately 50% of eligible expenses via the non-urban funding formula. WAVE must fund the remaining 50% locally for weekend services. WAVE's expenses will increase by \$14,000 to maintain weekend services. Local funding must be achieved or weekend services may end.

MDOT also notified WAVE this month that for the first time since the 1970's, transportation agencies must provide a 7% local match for all capital expenses (vehicles, equipment, etc.). It is anticipated that WAVE's 7% match for scheduled vehicle/equipment replacement over the next two years may be \$36,000. Municipalities in which WAVE operates will be asked to support a capital expense fund based upon vehicle usage. The amount noted for capital expense funding is NOT a yearly expense, but rather a cyclical expense based on WAVE's replacement schedules. Most vehicles are on a five to seven year replacement schedule.

Questions about these worksheets may be directed: Michaelene Pawlak, Executive Director (734) 433-1338 office or wwaveadministration@comcast.net

**WAVE Local Costs
Based Upon Ridership / Program**

Service Areas:	Current Programs				CC Enhancements - On Hold Due To Lack Of Funding		
	FY 2014 Current Programs	After Fares	FY 2015 Funding Needed to Sustain Current Programs With Weekends*	After Fares	FY 2014 With CC Enhancement	After Fares	FY 2015 To Sustain Enhancements & Weekend CC
City of Chelsea	\$88,607.30	\$62,141.71	\$92,247.30	\$65,781.71	\$92,901.20	\$66,435.61	\$96,541.20
Dexter Township	\$6,743.30	\$5,122.30	\$6,743.30	\$5,122.30	\$6,060.20	\$4,439.20	\$6,060.20
Lima Township	\$2,710.30	\$1,967.04	\$2,710.30	\$1,967.04	\$2,468.20	\$1,724.94	\$2,468.20
Lyndon Township	\$3,814.70	\$2,920.12	\$3,814.30	\$2,920.12	\$3,444.30	\$2,549.72	\$3,444.30
Scio Township	\$60,542.50	\$54,183.11	\$65,862.50	\$59,503.11	\$74,565.00	\$68,205.61	\$79,885.00
Sylvan Township	\$3,658.90	\$2,664.25	\$3,658.90	\$2,664.25	\$3,371.60	\$2,376.95	\$3,371.60
Webster Township	\$9,513.00	\$7,579.00	\$9,513.00	\$7,579.00	\$8,400.00	\$6,466.50	\$8,400.00
Village of Dexter	\$52,715.50	\$38,753.35	\$57,755.50	\$43,793.35	\$65,289.50	\$51,327.35	\$70,329.50
CRC	\$53,653.37	N/A	\$53,760.00	N/A	\$53,653.37	N/A	\$53,760.00
Grand Total Local Share:	\$281,958.87	\$175,330.88	\$296,058.10	\$189,330.88	\$310,153.37	\$203,525.88	\$319,222.00

Plus Capital Expense Fund of: \$36,000.00

WAVE Local Cost Analysis
Based on Ridership / Program

	Current Programs		CC Programming ON HOLD	
	FY 2014 Current Programs	FY 2015 Funding Needed to Sustain Current Programs <u>With Weekends*</u>	FY 2014 With CC Enhancement	FY 2015 With CC Enhancements & Funding to Sustain <u>Weekend CC Services*</u>
Village of Dexter				
	% of Rides	# of Rides		
Program #2 Community Enrichment:	29%	390	\$1,029.50	\$1,029.50
Program #3 Community Connector Monday-Friday Main Line Only:	36%	3,238	\$21,240.00	\$21,240.00
Proposed Enhancement Community Connector Monday-Friday (main line)	36%	TBD	\$19,070.00	\$19,070.00
Program #4 Village of Dexter Bus:	63%	3,244	\$23,950.00	\$23,950.00
JARC Weekend Services :	36%	>358	Grant Funded	\$5,040.00
Totals:			\$65,289.50	\$70,329.50
Minus Fares:			-\$13,962.15	-\$13,962.15
Local Support to Sustain Programs: Plus Capital Expense (FY's 14-15):			\$38,753.35	\$43,793.35
			\$10,500.00	\$56,367.35

Note: This is not an invoice, but rather a tool that shows costs associated with local programs and the funding needed to sustain them.

FY 14 \$40,000.00
FY 15 \$45,000.00

Recommended Program Support: \$10,500.00
Recommended FY14-15 Capital Support Fund:

FY 2012 - Village of Dexter
 WAVE Ridership Demographics by Program

% of Rides in Dexter	Dexter				
	Under 65	Disabled Under 65	Senior	Disabled Seniors	
29%	30.17%	52.89%	16.94%	0	#2 - Community Enrichment <i>7 days/week</i>
36%	46.95%	44.35%	8.70%	0	#3 - Community Connector <i>Mon-Fri</i>
36%	79.41%	18.63%	1.96%	0	#3W - Community Connector <i>Sat-Sun</i>
63%	10.93%	64.74%	20.71%	3.62%	#4 - Dexter Demand Response <i>Mon-Fri</i>

Chelsea City Bus (#1)		
	2010/11	2011/12
Oct	702	612
Nov	568	616
Dec	504	536
Jan	580	641
Feb	478	649
Mar	692	736
Apr	637	663
May	637	727
Jun	488	597
Jul	588	643
Aug	631	657
Sept	591	694
Total	7096	7771

#1 is a door-to-door, reserved ride program serving the Chelsea area.

Community Enrichment (#2)		
	2010/11	2011/12
Oct	128	90
Nov	66	78
Dec	80	74
Jan	56	102
Feb	56	101
Mar	68	369
Apr	62	80
May	42	91
Jun	72	78
Jul	44	205
Aug	59	36
Sept	48	46
Total	781	1350

#2 is a communal D2D program serving WISD and senior activity programs.

Community Connector (#3)		
	2010/11	2011/12
Oct	662	706
Nov	693	721
Dec	644	697
Jan	740	744
Feb	655	821
Mar	888	741
Apr	802	760
May	928	888
Jun	832	665
Jul	685	690
Aug	660	807
Sept	642	785
Total	8831	9025

#3 is a hop-on service that links Chelsea with Dexter and Ann Arbor.

Scio Urban Route M-F (#3U)		
	2010/11	2011/12
Oct	55	101
Nov	44	76
Dec	41	95
Jan	55	143
Feb	66	116
Mar	108	97
Apr	96	88
May	73	86
Jun	91	107
Jul	110	94
Aug	93	93
Sept	115	82
Total	947	1178

#3U is an adjacent housing area route attached to program #3 off Parkland Plaza.

Dexter School District Bus (#4)		
	2010/11	2011/12
Oct	261	524
Nov	321	447
Dec	315	454
Jan	418	422
Feb	362	527
Mar	515	487
Apr	433	444
May	420	528
Jun	314	413
Jul	204	311
Aug	164	248
Sept	320	300
Total	4047	5105

#4 is a door-to-door, reserved ride program for Dexter School District riders.

Lifeline Svc (#5)		
	2010/11	2011/12
Oct	55	58
Nov	63	51
Dec	50	49
Jan	31	70
Feb	43	61
Mar	49	71
Apr	96	53
May	137	53
Jun	130	24
Jul	101	34
Aug	128	58
Sept	137	38
Total	1020	620

#5 is a Chelsea door-to-door van service allowing residents to travel county-wide.

Chelsea Com Ride Shuttle M-S (#6)		
	2010/11	2011/12
Oct	406	473
Nov	465	501
Dec	441	485
Jan	455	448
Feb	375	406
Mar	464	448
Apr	427	465
May	440	506
Jun	549	503
Jul	492	473
Aug	534	540
Sept	522	502
Total	5570	5750

#6 is Chelsea's free shuttle program operating Monday through Saturday.

Chelsea Com Ride Shuttle Sunday (#7)		
	2010/11	2011/12
Oct	141	151
Nov	108	122
Dec	108	105
Jan	174	135
Feb	140	97
Mar	160	125
Apr	153	180
May	199	129
Jun	153	115
Jul	181	152
Aug	150	157
Sept	148	160
Total	1815	1628

#7 is Chelsea's free shuttle program operating on Sunday.

Senior Enrichment (#8)		
	2010/11	2011/12
Oct	590	799
Nov	464	503
Dec	332	417
Jan	311	282
Feb	246	380
Mar	307	310
Apr	395	586
May	512	561
Jun	584	421
Jul	449	408
Aug	871	514
Sept	486	487
Total	5547	5668

#8 is a Chelsea senior D2D life enrichment program offering communal trips for seniors.

Community Connector Weekends		
NEW	2011/12	2012/13
Oct	Began Nov.	153
Nov	56	200
Dec	46	222
Jan	69	160
Feb	97	228
Mar	95	209*
Apr	101	
May	115	*Note data years
Jun	139	are different in this
Jul	111	category only.
Aug	129	
Sept	149	
Total	1107	

Total of weekend ridership for the Community Connector route.

Ridership Summary		
	2010/11	2011/12
Oct-Sept	35,605	39,228

Oct-Sept 35,605 39,228 10.18%

FY12 Cost/Ride: \$13.56/ride

All Programs		
	2010/11	2011/12
Oct	2,988	3,514
Nov	2,792	3,171
Dec	2,509	2,967
Jan	2,812	3,056
Feb	2,419	3,255
Mar	3,246	3,496
Apr	3,099	3,420
May	3,386	3,684
Jun	3,205	3,062
Jul	2,850	3,121
Aug	3,290	3,239
Sept	3,009	3,243
Total	35,605	39,228

The sum of all program ridership. 10.18%

AGENDA 5-13-13

Manager Report

May 13, 2013

Page 1 of 3

ITEM I-4

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

ddettling@dextermi.gov
Phone (734)426-8303 ext. 11 Fax (734)426-5614

MEMO

To: President Keough and Council Members
From: Donna Dettling, Village Manager
Date: May 9, 2013
**Re: Assistant Village Manager &
Village Manager Report - Meeting of May 13, 2013**

1. Meeting Review:

- April 22nd – Safe Routes to School Meeting
- April 24th – 3045 Broad Street Redevelopment Meeting
- April 27th – Town Hall Meeting
- April 30th – Public Art Selection Committee
- May 1st – Dan Whalen of Williams and Works re: Water System Performance
- May 1st - First Budget Work Session
- May 2nd – Sludge Project Progress Meeting
- May 3rd - Meet with Jim Carson and Michaelene Pawlik
- May 3rd – Bid Open- Second-Hudson Project & Forest St. Drainage Project
- May 4th – Farmer’s Market Opening Day
- May 6th – SR2S Action Plan Feedback Meeting
- May 7th – Meeting with MiOSHA Inspector
- May 9th – Sludge Project Progress Meeting
- May 9th – Meeting with Mark Jacobs, Dykema Attorney re: Sewer Use Ordinance Review

2. Upcoming Meetings:

- May 10th – Staff review of ROW permit procedures
- May 13th – DDA and Village Joint Facility Discussion Work Session
- May 14th – Memorial Parade Coordination Meeting
- May 14th – 5H Meeting
- May 15th – DDA Meeting
- May 16th Sludge Project Progress Meeting
- May 16th – SR2S Follow-up Meeting
- May 17th – OHM Project Status Meeting
- May 22nd – Council Budget Work Session

3. Case Study. Attached to this report is a Case Study “Chelsea’s Path to a Vibrant Downtown” that Steve Brouwer, Chairman of Downtown Development Authority requested it be provided to the DDA and Council.

4. Summer Help Update. Evan Rohloff was able to return this summer and started work on May 1. The summer help ad was posted in the Sun Times, copy attached and we plan to hire two more seasonal employees before the end of May.

5. Job Posting for Open FT Position. Attached is the job posting for the full-time position for Keith Kitchen's replacement and the additional new hire.
6. Traffic Safety Workshop for Elected Officials. Attached to my report are details about a workshop that will be held next Monday at the Washtenaw CRC on Zeeb Road from 8a to noon. The cost is \$20 if anyone on Council would like to attend, let me know and I'll register you.
7. Dan Whalen of Williams and Works. Staff met with Dan Whalen to better understand how to manage sustainability of both the Village's aquifers; one on Ryan Drive and one on Parker Road. Daily water demand of 1.2 million gallons removes storage from aquifer formations and is not sustainable. To protect our current aquifers we need to maintain 800,000 to 850,000 gallons of water usage per day. Last summer we consistently hit 1 million to 1.2 million gallons per day and staff is recommending formal water restrictions per the Ordinance (copy attached). No irrigation/outdoor water use from 5a to 10a as well as an odd/even watering schedule with violations and enforcement. The goal is to maintain 800,000 to 850,000 gallons per day in order to protect our aquifers. Over the summer staff will evaluate and determine if we are hitting our targets. If water usage consistently remains at the 1 million gallons per day, staff will bring forward recommendations for more aggressive restriction. Dan Whalen is finalizing a report that documents his analysis of our water system performance that will be provided on the next agenda. This report will provide additional back up for staff recommendation to implement outdoor watering restrictions immediately. These measures are necessary because it's a good conservation practice, it will protect our water system, and it will delay as long as possible the need for a new aquifer.
8. Budget Work Session. The second Budget Work Session is scheduled for Wednesday, May 22, 2013 at 6:00 p.m. In preparation for this meeting the updated draft budgets will be provided.
9. Speed Display Update. The display was placed at Dexter Crossing on Lexington near the mail boxes in April. The data is included for your review, which shows 36% of the cars were 26/mph or above when the display was dark and 32% were 26/mph or above when the display flashed the speed. Ann Arbor Street is the next spot for the display near the Bluewater Building. The display will be flipped to the other side of Ann Arbor Street in this same location in order to collect both inbound and outbound data.
10. MAHL and SIU Permit Update. Attached is the Significant Industrial User Permit that is currently under a 30-day appeal that will end on June 6, 2013. This permit will be effective on June 6, 2013 using our current surcharge rates. The July 1, 2013 surcharges will be applied to the July/August BOD loading at Northern United Brewing Company. The DEQ has reviewed the SIU Permit and advised that although the Village's current Industrial Pretreatment Program (IPP) isn't designed to function in this manner, the Village's Sewer Use Ordinance (SUO) does give us the ability to grant exceptions. Deb Snell at the DEQ said that they are able to use discretion on the interim SIU Permit while the new Maximum Allowable Headwork Loading Report is under review and allow the permit to be initiated. DEQ is working to complete their review of the MAHL, and will be sending comments in the near future. I am working with Dykema Attorney, Mark

Jacobs on the review of the Village's SUO as well as our IPP guidance to include language that will meet the Village's needs.

11. Staffing Update. Harold "Butch" Gross is on restricted duty due to a shoulder injury. The injury did not occur at work. Dan and Kurt have developed a list of work activities that that he can perform during his rehabilitation period. A memo of understanding was placed in Mr. Gross' file to document the arrangement.
12. Sludge Project Draft Change Order #4. Attached is a copy of the draft Change Order #4 for the Sludge Project, primarily the Boiler. At the meeting on April 8, 2013, Council approved an additional \$250,000 from Sewer Fund Reserves to cover Sludge Project construction contract changes. Before we can finalize the change order, costs for electrical need to included. The Boiler has a 6-8 week delivery and I felt it was important to update Council and keep this process moving. Staff would like to schedule another Utility Committee meeting and bring the Committee to the WWTP to facilitate a more detailed review of the Sludge Project status.

NATIONAL LEAGUE of CITIES | CASE STUDY

By Brett Common

DOWNTOWN USA: Chelsea's Path to a Vibrant Downtown

Chelsea, Michigan, Population: 4,944

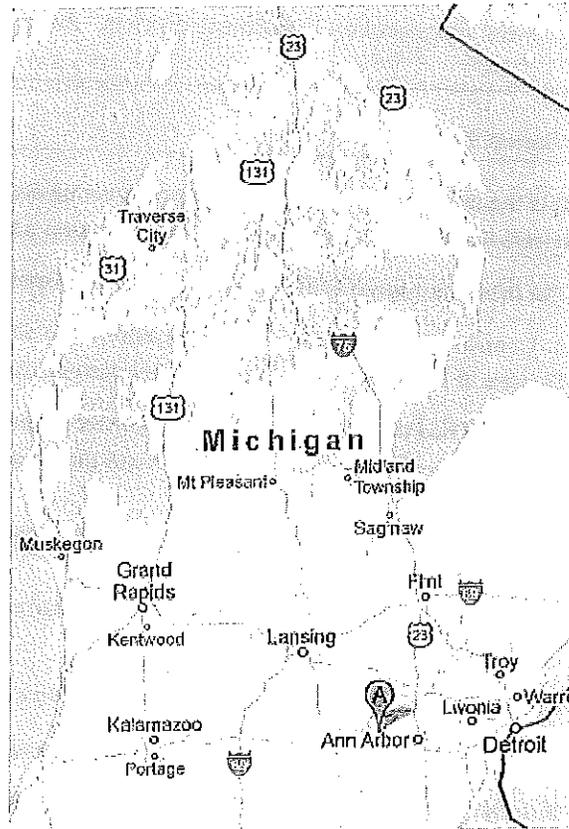
The last thirty years have been anything but easy for America's small towns. The reasons why are mostly due to macroeconomic factors beyond their control. Foreign competition and technological progress have hit the manufacturing sector especially hard, leaving factory towns reeling. The proliferation of big box retail has driven consumers out of downtowns and into malls. And the continuing trend toward urbanization is leaving the small town increasingly underrepresented in policy discussions.

Chelsea, Michigan – a small town about fifteen minutes west of Ann Arbor – felt these same effects. By the mid-1980s, the village (now a city) was losing its downtown. Small businesses were moving out, leaving storefronts vacant. To make matters worse, the businesses that were closing were retailers that offered useful staples – a drugstore, a grocer, and a department store. A new strip mall located closer to the interstate also created competition for businesses in the area, representing a new threat to downtown.

Today however, downtown Chelsea is thriving. It has evolved into a destination city with a blooming restaurant scene, independent retailers, and events that draw visitors into the city's core. Chelsea has been able to take advantage of its unique assets to promote growth while retaining the historic charm that visitors relish. Chelsea is not without challenges, but it successfully fought off the encroaching malady that was at its downtown's doorstep only a short time ago.

WHAT TURNED THE TIDE FOR CHELSEA? WHO WAS INVOLVED AND WHAT WAS THE PROCESS LIKE? HOW DID IT START?

This case study focuses on key elements contributing to Chelsea's success through its downtown development story. It closes with some lessons for cities that find themselves in similar circumstances.



REALIZING THE NEED TO CHANGE

There are almost always proactive leaders behind any positive change, and Chelsea is no different. In the early- to mid-eighties, a select few citizens, city leaders, and business owners became concerned about what was happening to their downtown. Two of these leaders included Ann Feeney, a former Chelsea mayor and current councilmember; and Mark Heydlauff, owner of a downtown appliance store and current member of Chelsea's Downtown Development Authority (DDA). They were seeing a downtown that was slowly dying, so with the help of other interested stakeholders, they formed a vision group and decided to do something about it.

The group got together in 1985 and outlined a vision ("Vision 1995") for the downtown, which was formulated around a very basic question: "What should the town look like?" They focused first on incremental changes intended to make Chelsea's downtown a more inviting destination – removing the electrical wiring from Main Street, improving the sidewalks, planting trees, and improving the lighting. To help fund these aesthetic improvements, Chelsea took advantage of a relatively new state law at the time that allowed for cities to designate downtown districts that could use tax increment financing (using additional revenue generated by a completed project to pay for development costs) to "correct and prevent deterioration in business districts." As a result, Chelsea's DDA was formally established in 1985.

Mission Statement

It is the mission of the Chelsea Downtown Development Authority to provide the mechanism and leadership necessary to keep Chelsea a desirable place to own a business, raise a family, work and recreate.

The DDA was created in 1985 with the following goals:

- A. To maintain the strength of the city center as an active marketplace-the community and retail center of Chelsea. It is important to capitalize on the historic character of the downtown.
- B. To continue to enhance the historic character of the downtown through restoration and renovation, while allowing the opportunities for healthy growth that complements the existing retail mix.
- C. Focus on the importance of off-street parking to gain a quality pedestrian shopping environment.
- D. Maintain the distinction of the different character and function of the highway commercial district (I-94 and M-52) and downtown Chelsea.

Objectives provide the framework for implementing the goals. The objectives include:

- A. Preservation of Chelsea's small-town character and historic image.
- B. Improve accessibility and directional signing to and from parking areas.
- C. Strengthen the "marketplace" economically.

Chelsea took cues from the city of Northville, a suburb west of Detroit, which had successfully built a vibrant downtown using its own DDA. Like Northville, Chelsea's DDA used a combination of tax increment financing and a tax of up to 2 mills on all property within the downtown district. Northville had more land to work with and its downtown was larger, but the idea was the same: implement an effective strategy to make the downtown the centerpiece of the destination.



MAKING IT HAPPEN THROUGH COLLABORATION

The glue that held the process together was the uncanny collaboration between all of the stakeholders involved. The DDA, elected officials, community banks, Chamber of Commerce, small business owners, and regulatory departments worked together, and were – and still are – fully invested in making Chelsea a better place. Chelsea's downtown development was truly a group effort. In order for everything to fall into place, all stakeholders had to be on the same page and committed to the plan.

Each institution in town worked together, but they also didn't step outside the bounds of what their core functions were. The DDA resisted the temptation to become a bank; it left that function to the community banks, which were committed to help fund new local businesses. The council was slow to get on board, but after it did, it became a reliable partner, consistently making it easy to operate downtown businesses by waiving fees if necessary and fast-tracking permit processes, among other actions. And the Chamber of Commerce heavily supported the development plan; after all, it would be good for business. The Chamber also helped by steering clear of political positions, focusing on serving as an intermediary between its members and the council instead, and seeking out strategic partnerships.

Chelsea's citizens had to be on board too, and they ended up providing a big boost. When the vision group was raising funds to implement the beautification plan, it came up a little short. The fully funded plan would cost about \$1.6 million, but they were only able to raise \$1 million through a traditional bond issuance. To fill the gap, the group ended up raising the extra funds through pledges by the citizens themselves, which, under the tax code were defined as tax deductible gifts. Councilmember Ann Feeney notes that business owner Mark Heydlauff literally "begged" for money from the community because he believed in the cause so strongly. Because Chelsea was able to raise funds directly from the citizenry, this demonstrated the significant community buy-in of the plan.



FINDING A CATALYST (OR TWO)

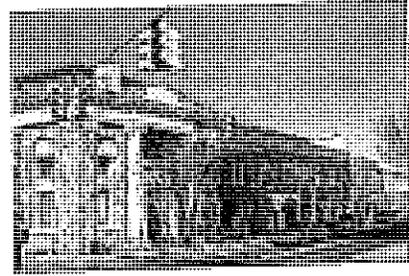
A cleaned up downtown is all well and good, but if there aren't open storefronts lining the streets, there's little point in spending money on aesthetic improvements. Chelsea needed a catalyst, and it got two. One was in the form of the Purple Rose Theatre Company, a nonprofit theatre founded by actor/musician Jeff Daniels, a Chelsea native and long-time resident.

For the second catalyst, the group wanted a downtown restaurant to complement the theatre. Bob Daniels -- Jeff Daniels' father and president of the Chelsea Lumber Co. -- was appointed spokesperson and lead recruiter in the effort to bring a fine-dining restaurant to Chelsea. He approached Craig Common, a metro Detroit chef looking for a building to open his first restaurant (disclosure: Craig Common is my father). Common recalls Daniels being "very positive"



about the prospects of Chelsea's downtown and portrayed a clear vision as to what the town needed (and wanted) to be successful. Common took the plunge and eventually opened The Common Grill in an old vacant department store in the middle of the downtown. Both the theatre and restaurant, now Chelsea institutions, opened in 1991.

Heydlauff claims that they didn't quite know what to expect when the Purple Rose and Common Grill opened downtown. Fine dining and fine arts aren't traditional small town staples. But it turned out that they were both instrumental in providing momentum to the town's development efforts. The theatre, combined with the restaurant, brought patrons into Chelsea's downtown from close by and from out of town and kept them there, allowing for pedestrian traffic in the shops on the main drag.



DOES A FRIENDLY BUSINESS ENVIRONMENT CREATE VIBRANCY, OR DOES VIBRANCY CREATE A HEALTHY BUSINESS ENVIRONMENT?

Chelsea's development strategy was about creating a vibrant downtown that was friendly to business, but would also provide a desirable quality of life. Bob Pierce, executive director of the Chelsea Area Chamber of Commerce, alluded to the element of vibrancy and the importance of creating a sense of place when discussing the role of the Chamber in downtown development. The Chelsea Chamber, while focused on business, puts a lot more weight in community responsibility and a belief that if a community is desirable, vibrant, and offers a superb quality of life, business will follow.

In recent years, business has followed, particularly in the restaurant sector, bringing to Chelsea dining options not always associated with small Midwestern towns. Adding to the trend of the flourishing microbrew scene in Michigan, Chelsea Alehouse Brewery opened its doors in January. Back to the Roots, a fair trade clothing store/knick-knack shop/tea and coffee house/sushi bar that gives at least 25 percent of revenues to charity opened in the summer of 2011. It's a creation that seemingly opened in the wrong location, opting for small town Chelsea instead of hippified Ann Arbor, only a few miles away. But one of the owners of the business finally moved to Chelsea after "hearing about Chelsea as a destination" from his business partner. And Chelsea just welcomed a barbecue restaurant, Smokehouse 52, a homage to M-52, the road that cuts through downtown.

Phillip Tolliver, the man behind Smokehouse 52, is a Chelsea native and wouldn't think of opening his flagship restaurant anywhere else. He can testify to the incredible support he received from the city, as well as community residents, when preparing to open. In Tolliver's words, he "couldn't have asked for any more," from the city council and DDA. Anything he needed was done "instantly" and they were extremely helpful in guiding him through the paperwork process. Tolliver's commercial kitchen hood cleaner even remarked that the building department inspector must be his uncle, since they worked so well together.



The restaurants and independent retailers that line Main Street draw visitors into Chelsea's downtown, but the city has also focused on holding festivals and events that attract visitors from outside the area. One such example is Sounds and Sights, an event held every Thursday throughout the summer in which impromptu stages are set up throughout the downtown for musicians, artists, and performers to entertain pedestrians that are shopping, eating, or just wandering. Also, an annual Sounds and Sights Festival draws a large number of guests into town each summer. These events are funded and operated mostly by Chelsea's private businesses in conjunction with the DDA and other public stakeholders.

MEASURABLE PROGRESS

In small towns, it is often relatively easy to see if the town is doing well just by strolling through its center. If there is a healthy amount of pedestrian traffic and minimal vacant properties, it is safe to say that the town is probably on firm economic footing. There have been some recent closings in Chelsea's downtown district, but for the most part, it is a bustling environment and most storefronts are filled. The Chamber of Commerce also captures tourist inquiries, queries for events, membership information, etc., and in Chelsea, these metrics have all steadily increased over time.

Raw data from Chelsea's downtown bears out the success of its development strategy. In 1985, the State Equalized Value (50 percent of market value) of the property in Chelsea's designated downtown district was approximately \$4 million, which is almost \$9 million in 2012 dollars. In 2012, the SEV of Chelsea's DDA property was approximately \$26 million – an increase of around 196 percent.

Today, Chelsea's downtown makes up 9.5 percent of the city's total tax base, up from 9 percent in 1985. According to city administrator Kim Garland, the reason why this figure has not increased dramatically is that the city outside the downtown has grown significantly in that time. So while the downtown district's slice of the economic pie has grown exponentially, the city's overall pie has expanded as well. This growth included an expansion of the local hospital (one of the city's biggest employers), a residential boom, and a new-business plaza located outside of the downtown, among other developments.

THERE WILL ALWAYS BE SKEPTICS

Chelsea's development has not been without challenges. Whenever potential changes are introduced in any environment, there are bound to be stakeholders or residents that aren't willing to take risks or make drastic changes. In Chelsea's case, the city council, along with a smattering of local residents, were initially hesitant to disrupt the status quo.

Once again, local businessman and DDA member Mark Heydlauff proved resilient, visiting dissenting citizens individually to try to get them to understand what this whole process meant – that the downtown truly holds the town together. He understood that Chelsea was taking a big risk and making a huge investment, but the way the city was going, something had to give. And by creating a downtown worth visiting, this could potentially spur growth outside the downtown district, which would bolster the town's tax base.

The best way to change the opinions of skeptics is to produce visible successes. Once Chelsea's residents and Council started to see the positive changes that were taking place and the momentum it created, it was easy for them to be supportive.

WHAT DOES THE FUTURE HOLD?

Immense challenges lie ahead for Chelsea. While the city made it through the 2008 financial crisis relatively unscathed, macroeconomic pressures continue to mount. The recent closing of a longtime hardware store and the relocation of both the post office and a small independent market out of downtown is evidence that Chelsea is not – and may never be – out of the woods.

The closure and relocations has brought to light a challenge that all of the community leaders stressed is a daunting issue, which is losing the ability to bring citizens downtown to buy essential products. Heydlauff cautions against becoming a "restaurant row," where all other retail is conducted out of the central core at big box franchises. Feeny stresses the need to maintain downtown as a destination for the local population; it needs to be a place where people buy ordinary products. She makes clear that if a city doesn't have a credible plan for supporting local retailers, big box stores can and will have a negative impact.

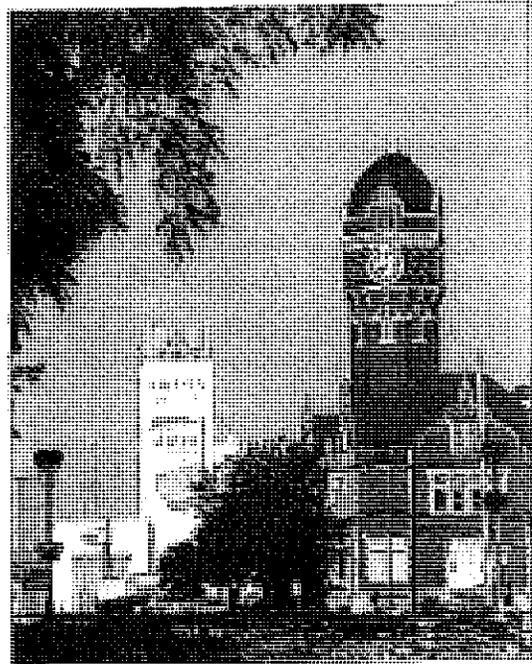


LESSONS FROM CHELSEA

Like a lot of small towns, Chelsea has a lot of history and great architecture within its downtown district that provides a lot of charm. Also, one of the largest state parks in Michigan's Lower Peninsula is located right on Chelsea's doorstep. It's important to identify and preserve key assets that lie in or around a city's region. Chelsea made sure that these assets would be preserved alongside economic growth. Pierce says that the city can parlay these two assets to "balance nature and commerce," further contributing to Chelsea's sense of place.

Being a small town has some disadvantages, namely a lack of resources to initiate large-scale development projects, but it also has some great advantages that fly under the radar. Small towns can be more nimble in their business development practices. This means more quality face time with current and prospective businesses and quicker and more effective responses to questions or issues that arise. Chelsea's regulatory apparatus has taken advantage of this by expediting permitting processes and committing to exemplary customer service.

In Chelsea, because of its small size, everybody knows everybody else, and this isn't necessarily a bad thing. Its sense of community contributed to the unlikely procurement of funds from the citizens themselves. It also bred a collaborative and group mentality amongst the business owners and city leaders that ultimately led to a focused strategy for economic development. Heydlauff stressed the importance of Chelsea's development being funded with private dollars, which meant that the community had a stake in seeing positive returns on their investment.



Developing a lively downtown is a formidable challenge for small towns, especially when facing so many challenges in the short- and medium-term. But with a committed and passionate group of leaders, a collaborative can-do environment, buy-in from citizens, persistence in the face of skepticism, and a few key catalysts to get the ball rolling, a seemingly nondescript town can transform from empty storefronts to a regional destination in no time.

ABOUT THE NATIONAL LEAGUE OF CITIES

The National League of Cities is the nation's oldest and largest organization devoted to strengthening and promoting cities as centers of opportunity, leadership and governance. NLC is a resource and advocate for more 1,600 member cities and the 49 state municipal leagues, representing 19,000 cities and towns and more than 218 million Americans.

Through its Center for Research and Innovation, NLC provides research and analysis on key topics and trends important to cities, creative solutions to improve the quality of life in communities, inspiration and ideas for local officials to use in tackling tough issues and opportunities for city leaders to connect with peers, share experiences and learn about innovative approaches in cities.

Brett Common is a research assistant for the Finance & Economic Development Program in the Center for Research and Innovation at the National League of Cities. He can be reached at common@nlc.org.

NOTICE
SUMMER POSITION AVAILABLE
Village of Dexter

The Village of Dexter seeks candidates to fill a full-time, **temporary** summer position. This position is in the Department of Public Works and will assist with mowing lawns as well as general maintenance. Work hours for this position are 7:00 a.m. to 3:30 p.m. Monday through Friday from May through August. Applications can be picked up at the Village Office or from the Village website www.dextermi.gov . Candidates can email, mail or drop off their application, and cover letter to:

Village of Dexter
8140 Main Street
Dexter, MI 48130

DROP OFF: Village Offices
8123 Main Street
2nd Floor PNC Bank
Dexter, MI 48130

OR

ddettling@dextermi.gov

By May 10, 2013 with a target hire date of May 20, 2013.

PUBLISH
April 30, 2013

Shared with Council 5-13-13

**Public Services/Utility Operator Position
Village of Dexter**

The Village of Dexter is seeking a full-time Public Services/Utility Operator for the Water/Wastewater and Streets Department. The position works day shift hourly and may be included in a rotation schedule with other operators to cover weekends. Duties may include repair and maintenance of roads, sidewalks, facilities/parks, as well as snow removal, solid waste activities, and storm water management. This position may include duties of a technical, semi-skilled nature as well as labor work in the operation, maintenance and repair of equipment and machinery in water and wastewater operations. Duties may involve meter reading and maintenance, testing and sampling water/wastewater, interpreting lab data for process control, and maintaining pumps, transmission systems and plant equipment. Operation of vehicles up to 2.5 tons as well as other equipment and a variety of machines and tools necessary to complete assigned tasks.

Dexter Street Department performs snow removal and maintains approximately 16 total miles of roads. Dexter's Water System is a ground water well system, consisting of 5 wells, with iron filtration. Dexter's Wastewater Treatment Facility is a Conventional Activated Sludge process with tertiary filtration.

Preferred Qualifications:

- Three to five years experience as an operator in a water treatment plant or comparable work experience.
- Experience in road maintenance or construction, including engineering and engineering inspection.
- Safety Program experience.

Requirements:

- Must be able to acquire and maintain a valid Michigan driver's license with CDL endorsement.
- Ability to respond to emergencies, including those that occur outside of normal business hours.
- Proof of certifications, a drug test and pass a physical.

Physical Demands and Work Environment:

- Candidates must be able to climb steps, create reports, bend, stoop, lift and pull (up to 75 lbs).

Qualified Candidates should mail their cover letter, resume, wage history and three references to:

Village of Dexter
Attn: Donna Dettling
8140 Main Street
Dexter, MI 48130

Applications accepted through May 31, 2013 with a target hire date of July 1, 2013. Position open until filled. The Village of Dexter is an Equal Opportunity Employer.

April 19, 2013

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

**Re: Traffic Safety Workshop for Elected Officials
May 7 - 23, 2013**

Dear Mrs. Donna M. Dettling,

The Michigan Local Technical Assistance Program (LTAP) will be holding a half-day workshop on road safety designed specifically for your elected officials. The workshop is titled "Traffic Safety Training for Elected/Appointed Officials". The workshop is not intended to make traffic engineers out of elected officials, but rather to give them a basic background on how their decisions can intentionally or unintentionally affect road safety. The workshop focuses on issues related to traffic signs, traffic signals and road characteristics that add to or detract from safety. This workshop helps non-technical decision makers understand the safety issues that you as a transportation professional deal with on a routine basis. The workshop cost is \$60 however the Michigan Department of Transportation (MDOT) is offering \$40 scholarships to local agency participants to reduce the cost of attendance to \$20 to any Michigan elected official or employee of a Michigan local agency who registers.

The instructor for this course is Dr. Dale Lighthizer. Dr. Lighthizer holds a B.S.C.E. from Michigan Technological University, as well as an M.S.C.E. and Ph.D. from Michigan State University in civil engineering. He is an experienced transportation engineer with over 35 years of professional experience. During his career, he worked for local government, as a consultant, and for more than 20 years for the Michigan Department of Transportation (MDOT), retiring from MDOT at the end of 2010. He developed and implemented the MDOT Local Safety Initiative, a major effort to support local agencies addressing local highway safety problems.

We need your help to recruit these elected officials to attend this training. We have mailed county and township elected officials a copy of the attached flyer last week, however we have found that a key factor in elected and appointed official attendance is a recommendation from someone in their organization. Please recommend this training event to your elected officials either by personal phone calls or mentioning it at your next meeting. A personal word of encouragement from someone like you goes much farther than any enticements we can provide. We are also encouraging management to attend the sessions to show that traffic safety is a significant issue to your agency.

Please do not hesitate to contact me if you have any questions regarding this workshop or its content.

Respectfully,



Tim Colling, P.E., Ph.D.
Director
Michigan's Local Technical Assistance Program
309 Dillman Hall
Michigan Technological University
Houghton, MI 49931

Wednesday May 22, 2013
@ 8:00 am - 12:00

Traffic Safety Training for Elected/Appointed Officials

*Traffic Safety basics you need to understand
(and that your constituents expect you understand)*

Overview

Uninformed traffic safety decisions can cost lives. Understanding factors that affect traffic safety will help you make decisions that can prevent accidents and reduce casualties.

Registration

The Michigan Department of Transportation is providing a \$40 scholarship to Michigan government agency personnel, reducing the cost of this workshop from \$60 to \$20 per person (private firms are not eligible for scholarship price). This fee includes workshop materials and break refreshments.

To register, call the Center for Technology & Training (CTT) office at (906) 487-2102.

Cancellation Policy: No-shows and cancellations within three business days prior to the workshop will be charged the full registration fee. Substitutions will be accepted.

Why attend?

Workshop participants will learn:

- How to make sound traffic safety decisions
- Traffic safety issues
- Factors that add or detract from roadway safety
- Why some "common sense" decisions can cause more harm than good

Agenda

- 8:00 Registration
- 8:30 A profile of crashes in Michigan
- 9:00 Key factors in decision making
- 10:00 Break
- 10:15 Safety features of traffic control devices
- 11:30 Q&A
- 12:00 Adjourn

Dates and Locations

Sessions run from 8:00 AM until 12:00 PM.

May 7th

Cambria Suites
255 Munson Ave.
Traverse City, MI 49686

May 9th

Holiday Inn
1951 US 41
Marquette, MI 49855

May 14th

Crowne Plaza
5700 28th St. S.E.
Grand Rapids, MI 49546

May 16th

Comfort Inn & Suites
2424 S. Mission St.
Mt. Pleasant, MI 48858

May 22nd

Washtenaw CRC
555 N. Zeeb Rd.
Ann Arbor, MI 48103

May 23rd

Henry Ford Community College, M-TEC
3601 Schaefer Rd.
Dearborn, MI 48126



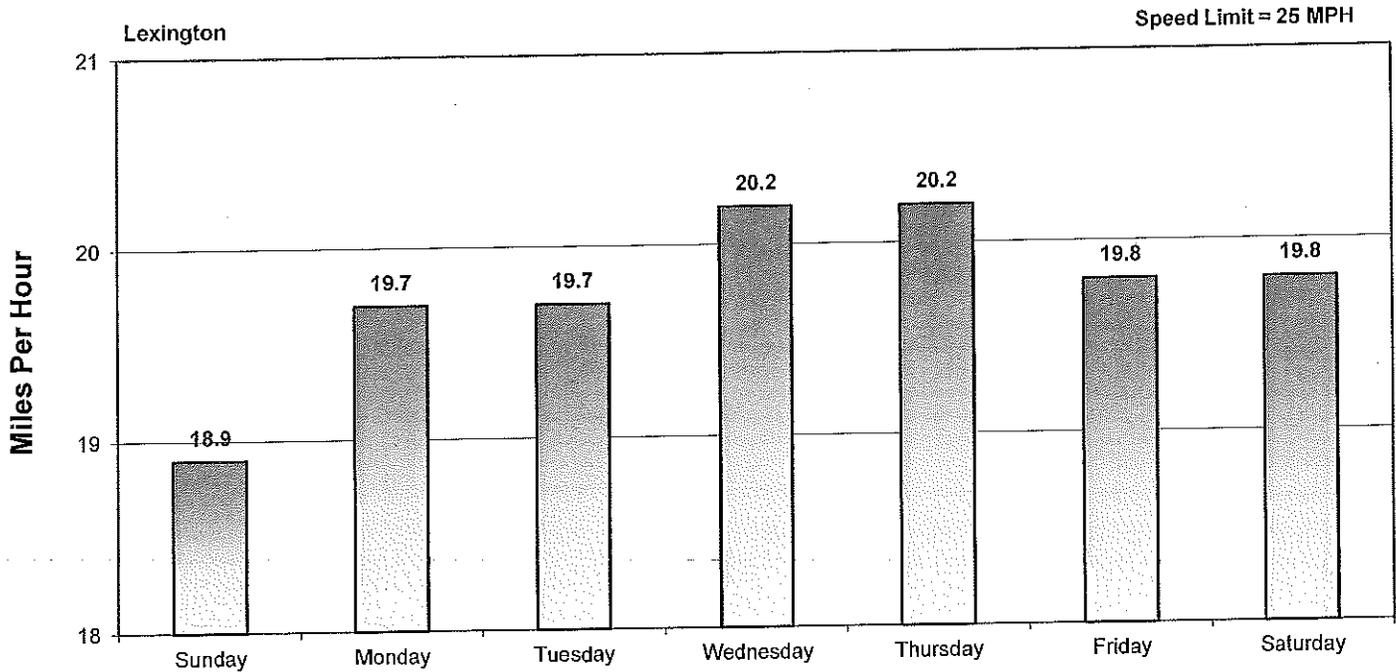
Center for
Technology & Training



Michigan's
Local Technical
Assistance Program

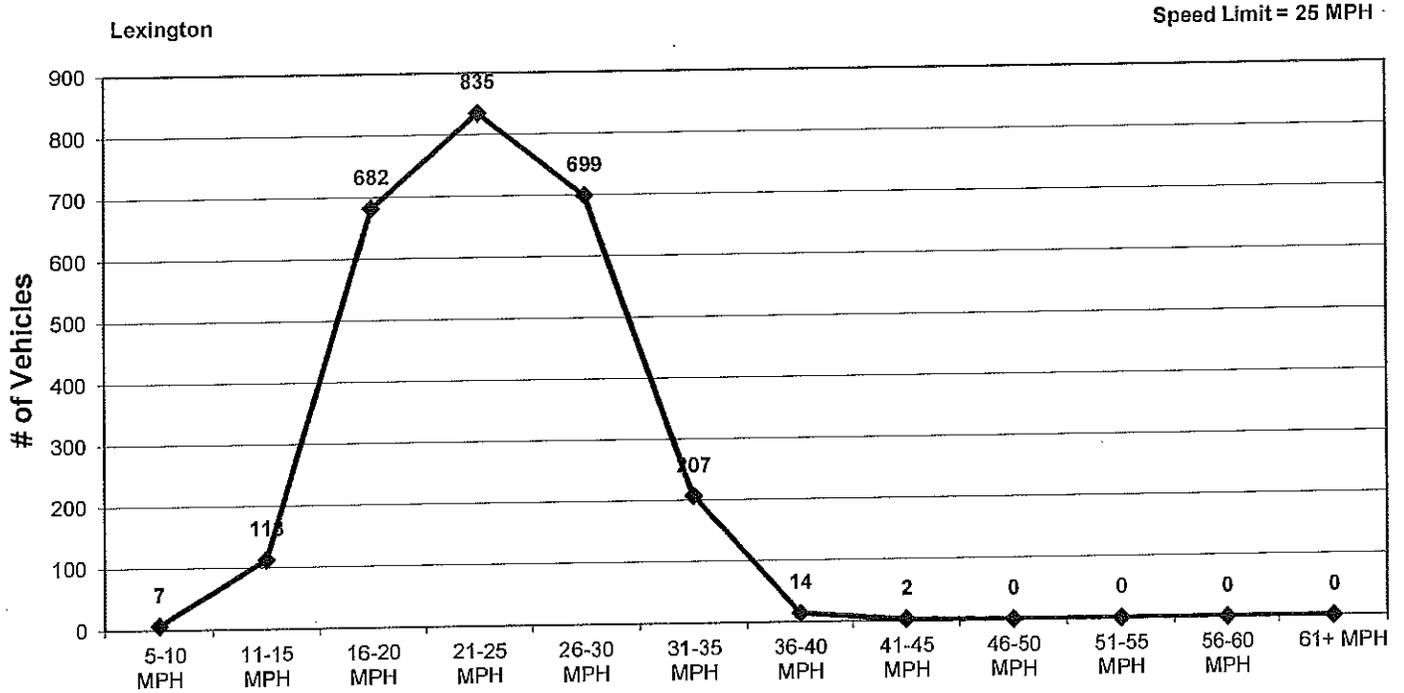
Charts Report

Daily Average Speeds



WEEK OF: 4/14/2013 - 4/20/2013

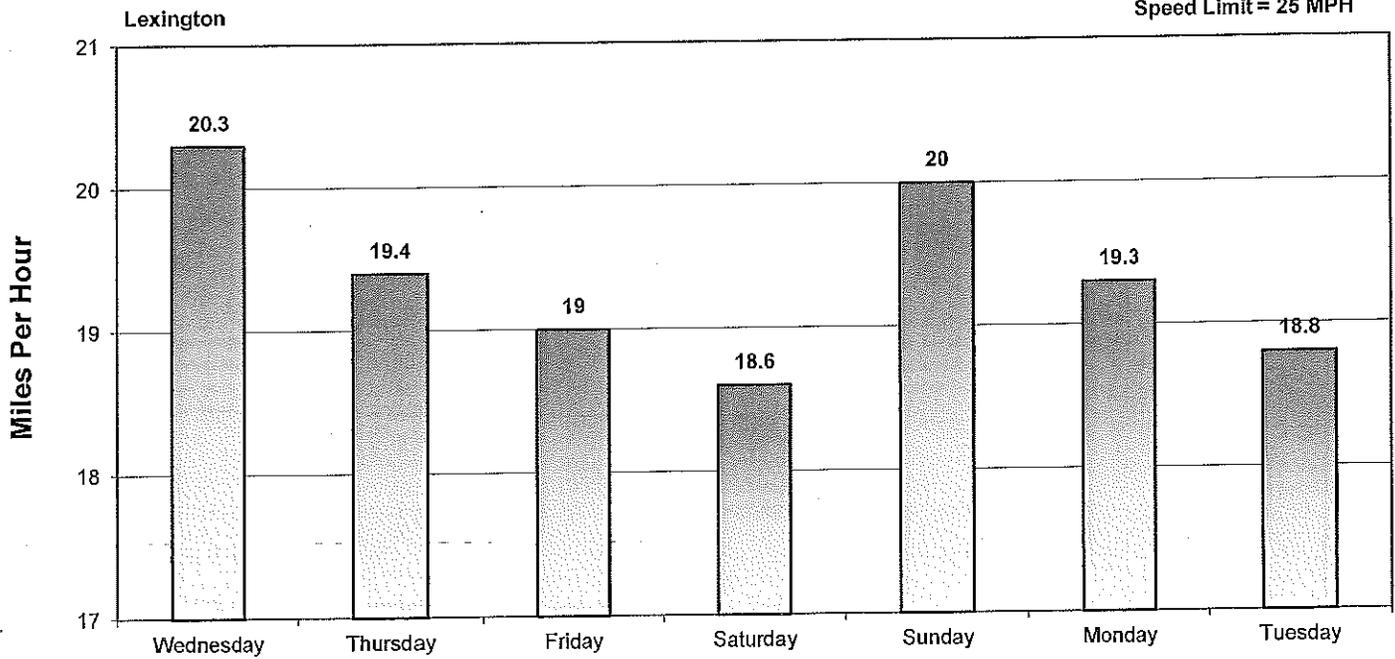
Vehicle Count by Peak Speed Bins



WEEK OF: 4/14/2013 - 4/20/2013

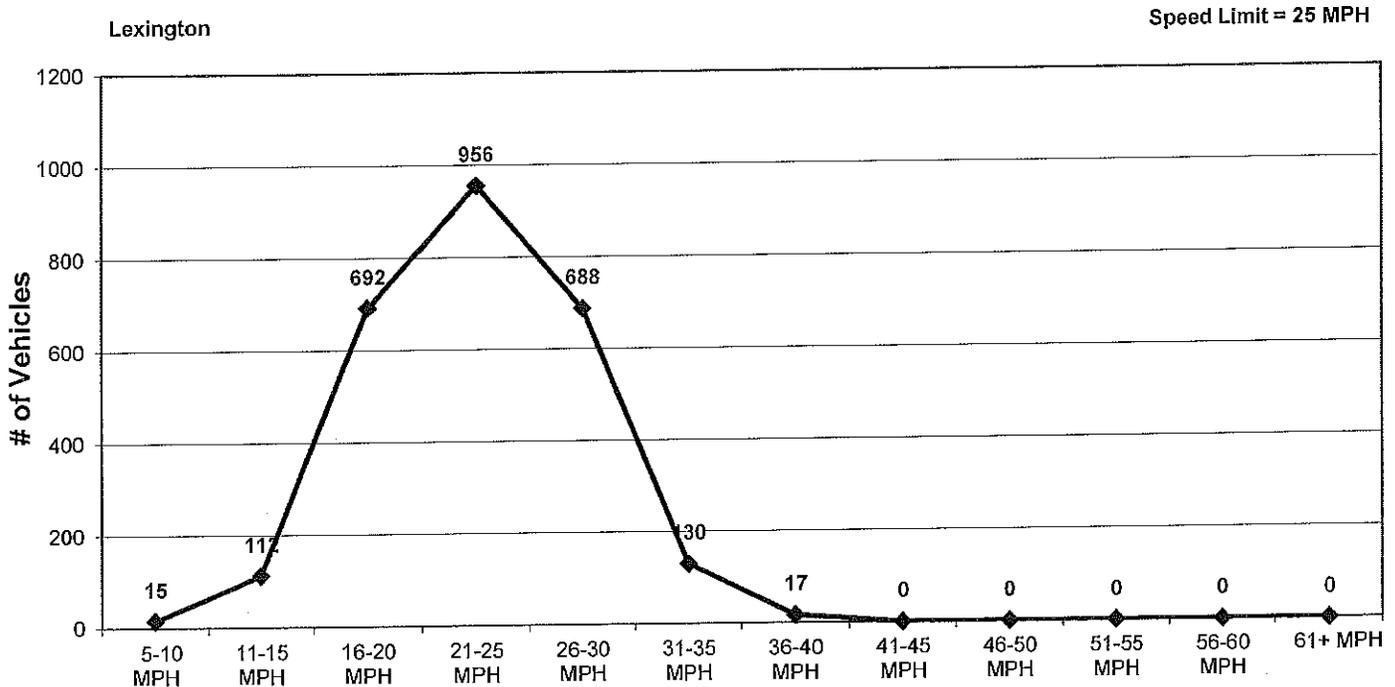
Charts Report

Daily Average Speeds



WEEK OF: 4/24/2013 - 4/30/2013

Vehicle Count by Peak Speed Bins



WEEK OF: 4/24/2013 - 4/30/2013

Sec. 58-39. - Water restrictions.

- (a) Whenever the manager and or the supervisor of public services determines that the supply or pressure demand for water cannot be accommodated and general welfare is likely to be endangered, or conditions within the water system are likely to endanger the general welfare of the village, the village manager and/or the supervisor of public services shall determine that an emergency exists and prescribe the following emergency regulations which shall apply in the village for all properties connected to the village water system: Sprinkling of lawns and landscaping and all outdoor water use shall only be allowed for properties with even-numbered addresses on even-numbered dates within a month and for properties with odd-numbered addresses on odd-numbered dates within a month.
- (b) Whenever the manager and/or the supervisor of public services determines that provisions in subsection (a) are not sufficient, or conditions within the water system of the village are likely to endanger the general welfare of the village, the following emergency regulations shall apply in the village for all properties connected to the village water system: Sprinkling of lawns and landscaping and all outdoor water use shall not be allowed.
- (c) The village shall, within 24 hours of notification, cause these regulations to be posted at the village office and publicly announced by means of broadcasts or telecasts by the stations with a normal operating range covering the village, and may cause such announcement to be further declared in newspapers of general circulation when feasible. The regulations shall become effective immediately after notice of enforcement of the section as posted at the village offices. Upon notification that the emergency regulations are no longer necessary, the village shall cause a public announcement lifting the water restrictions.
- (d) Any person, firm or corporation violating any provision of this section shall be deemed responsible for a civil infraction and will be responsible to pay a fine not to exceed \$500.00 for each violation.
- (e) It shall be the responsibility of the village to enforce this section.
- (f) Voluntary odd/even watering schedules will be implemented, as well as an aggressive public education effort in an attempt to impact peak water usage and even out water usage throughout the system.

(Ord. of 4-12-2004)

DRAFT

Change Order No. 4

Date of May XX, 2013

Effective May XX, 2013

Project: Sludge Handling Upgrades	Owner: Village of Dexter	Owner's Contract No.: NA
Contract: WWTP Sludge Handling Upgrades		Date of Contract: September 24, 2012
Contractor: A.Z. Shmina, Inc., 11711 Grand River Road, Brighton, MI 48116		Engineer's Project No.: 0130-11-0030

The Documents are modified as follows upon execution of the Contract Documents and Change Order:

Description:

The following Proposal requests were responded to and included in this Change Order:

Issue # 25 – Chain Hoist Conflicts - \$4786.70, Issue # 33 – NEMA Enclosures - \$5,775.00, RFI 34 – Explosion Proof Recept - \$5,042.00, Proposal Request I – Arch & Mech Only - \$76,105.00,

Attachments (list documents supporting change):

Issue # 33, RFI 34, Prop Req I – Breakdown & quotes

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$2,867,000

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 3:

\$28,825.50

Contract Price prior to this Change Order:

\$2, 893,825.00

[Increase] [Decrease] of this Change Order:

\$ 115,271.70

Contract Price incorporating this Change Order:

\$2,895,778.00

Original Contract

Working days Calendar days

Substantial completion (days or date): No Change

Ready for final payment (days or date): No Change

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): Not Applicable

Ready for final payment (days): Not Applicable

Contract Times prior to this Change Order:

Substantial completion (days or date): December 1, 2013

Ready for final payment (days or date): January 1, 2014

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): No Additional Days

Ready for final payment (days or date): No Additional Days

Contract Times with all approved Change Orders:

Substantial completion (days or date): December 1, 2013

Ready for final payment (days or date): January 1, 2014

RECOMMENDED:

By: *Matt Brunwell*
Engineer (Authorized Signature)

Date: May XX, 2013

Approved by Funding Agency (if _____)

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Village President Report by Shawn Keough
May 13, 2013

AGENDA 5-13-13

ITEM I-5

Hello Residents and Fellow Council Members,

Here is a summary of my recent activities and some of my planned activities for the future:

Recent Activities

April 29, 2013 – Regional Transportation Town Hall meeting – I attended this meeting at the Dexter Library. It was hosted by Representative Driskell, and included presentations from MDOT, Washtenaw County and WATS representatives.

May 1, 2013 – Along with Allison Bishop and Paul Evanoff from SGJR, I met with Cedroni to review the punchlist and dates for completion.

May 1, 2013 – Paul Cousins and I met with the Huron Farms HOA regarding the May 7th Referendum election.

May 1, 2013 – Village Council Budget Review Session #1 – review of draft General Fund, Street, Water and Sewer Budgets for Fiscal Year 2013-2014.

May 1 through May 3, 2013 – Discussed protocol for enforcing ROW activities with our Village Manager.

May 2, 2013 – Guest speaker at the Rotary Club meeting

May 8, 2013 – Regional Fire Department Committee meeting – we completed our review of a few sections of the draft interlocal. I will have a copy of the updated draft to share shortly.

Future Activities

May 13, 2013 – Village Council Meeting (please note that there is a joint DDA/Village Council meeting scheduled at 6 pm prior to the Council meeting.

May 15, 2013 – Village Downtown Development Authority (DDA) meeting

May 22, 2013 – Budget Review meeting #2

May 28, 2013 – Village Council Meeting (note Tuesday due to the Memorial Day holiday

Goals and Objectives for May 2013 (accomplished)

1. Establish date for joint Village Council/DDA meeting (May 13th before the Village Council meeting)
2. Complete Budget Review Process – Budget Review Meeting #2 is set for Wednesday, May 22nd at 6 pm.

I look forward to seeing you around our town!

Shawn Keough, Village President
skeough@DexterMI.gov
(313) 363-1434 (cell)

EXP CHECK RUN DATES 05/06/2013 - 05/08/2013
JOURNALIZED OPEN AND PAID
BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. A.Z.SHMINA	222,619.81		
2. ABSOLUTE COMPUTER SERVICES	11.04		
3. AIRPORT LIGHTING LLC	2,350.00		
4. ALEXANDER CHEMICAL CORPORATION	1,521.00		
5. ALLISON BISHOP	77.08		
6. ANN ARBOR LANDSCAPING INC.	5,710.00		
7. ARBOR SPRINGS WATER CO.INC	11.50		
8. AT&T	34.52		
9. BELL EQUIPMENT CO	310.00		
10. BOULLION SALES	225.55		
11. BRIDGEWATER TIRE COMPANY, INC.	778.68		
12. BS&A SOFTWARE	2,235.00		
13. CARLISLE-WORTMAN ASSOCIATES	532.50		
14. CEDRONI ASSOCIATES INC	10,227.49		
15. CINTAS CORPORATION	811.54		
16. COMCAST	346.04		
17. CORRIGAN OIL COMPANY	1,710.22		
18. CULLIGAN WATER CONDITIONING	92.45		
19. DANIEL SCHLAFF	39.55		
20. DEXTER AREA FIRE DEPARTMENT	112,985.00		
21. DEXTER COMMUNITY EDUCATION	160.00		
22. DEXTER PHARMACY	40.62		
23. DISPLAY SALES	73.00		
24. DTE ENERGY	10,860.29		
25. DTE ENERGY-STREET LIGHTING	6,176.23		
26. DYKEMA GOSSETT PLLC	758.80		
27. ERIC HARTMAN	290.89		
28. ETNA SUPPLY CO	2,705.00		
29. EXPRESSIGN DESIGN	90.00		
30. GOOGLE INC	89.28		
31. GRISSOM JANITORIAL	320.00		
32. HURON RIVER WATERSHED COUNCIL	160.00		
33. JOHN'S SANITATION	375.00		
34. KENNEDY INDUSTRIES, INC.	4,209.00		
35. LESSORS WELDING SUPPLY	29.70		
36. METRO ENVIROMENTAL SERVICES	1,286.25		
37. MUNICIPAL SUPPLY CO.	48.24		
38. NORFOLK SOUTHERN CORPORATION	263.16		
39. NORTH CENTRAL LABORATORIES	773.35		
40. PARAGON LABORATORIES INC	195.00		
41. PARTS PEDDLER AUTO SUPPLY	174.57		
42. PNC	1,338.06		
43. PRINT-TECH, INC.	2,645.63		
44. RADTKE TRUCKING, LLC	1,110.00		
45. ROMINE CONSTRUCTION L.L.C.	3,685.00		
46. SCOTT MAURER	275.15		
47. SHERWIN-WILLIAMS	60.94		
48. SIGNS IN 1 DAY	60.00		
49. THE SUN TIMES	105.71		

05/08/2013 04:19 PM
User: erin
DB: Dexter

INVOICE APPROVAL BY VENDOR REPORT FOR VILLAGE OF DEXTER

EXP CHECK RUN DATES 05/06/2013 - 05/08/2013
JOURNALIZED OPEN AND PAID
BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. THOMAS J RYAN P.C	787.50		
51. VARNUM, RIDDERING, SCHMIDT	48.99		
52. VERIZON WIRELESS	469.15		
53. VIEBAHN, TODD	80.00		
54. WASHTENAW COUNTY TREASURER	38,025.00		
55. WASTE MANAGEMENT OF MICHIGAN	696.14		
TOTAL ALL CLAIMS	441,094.62		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 101-000	VILLAGE COUNCIL						
101-101.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.		215440	05/06/13	2,445.63	
101-101.000-955.000	MISCELLANEOUS	DEXTER COMMUNITY EDUC	CLASSROOM RENTAL	05/06/13	05/06/13	120.00	
101-101.000-956.000	COUNCIL DISCRETIONARY EX	PNC	MISC	05/07/13	05/06/13	66.31	
101-101.000-959.000	ARTS, CULTURE & HERITAGE	DEXTER COMMUNITY EDUC	CLASSROOM RENTAL	05/06/13	05/06/13	40.00	
			Total For Dept 101.000 VILLAGE COUNCIL			2,671.94	
Dept 210.000	ATTORNEY						
101-210.000-810.000	ATTORNEY FEES	DYKEMA GOSSETT PLLC	LEGAL FEES	1510109	05/06/13	758.80	
101-210.000-810.000	ATTORNEY FEES	THOMAS J RYAN P.C	425 AGREEMENT	10485	05/06/13	787.50	
			Total For Dept 210.000 ATTORNEY			1,546.30	
Dept 215.000	VILLAGE CLERK						
101-215.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.		215440	05/06/13	200.00	
101-215.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES	LEGALS	38004	05/06/13	105.71	
			Total For Dept 215.000 VILLAGE CLERK			305.71	
Dept 253.000	TREASURER						
101-253.000-902.000	TAX BILL PRINTING & SERV	BS&A SOFTWARE	SUPPORT SERVICE	089986	05/06/13	2,235.00	
			Total For Dept 253.000 TREASURER			2,235.00	
Dept 265.000	BUILDINGS & GROUNDS						
101-265.000-727.000	OFFICE SUPPLIES	ABSOLUTE COMPUTER SER	USB	766	05/06/13	11.04	
101-265.000-727.000	OFFICE SUPPLIES	ARBOR SPRINGS WATER C	OFFICE	1407643	05/06/13	11.50	
101-265.000-803.000	CONTRACTED SERVICES	GOOGLE INC	DEXTERMI .GOV	1049669751	05/06/13	89.28	
101-265.000-920.000	UTILITIES	COMCAST	OFFICE	05/06/13	05/06/13	273.75	
101-265.000-920.000	UTILITIES	DTE ENERGY	APRIL USAGE	05/07/13	05/06/13	710.54	
101-265.000-935.000	UTILITIES	CINTAS CORPORATION	OFFICE	300509397	05/06/13	87.30	
101-265.000-935.001	UTILITIES	GRISSOM JANITORIAL	APRIL SERVICE	251	05/06/13	320.00	
			Total For Dept 265.000 BUILDINGS & GROUNDS			1,503.41	
Dept 285.000	VILLAGE TREE PROGRAM						
101-285.000-731.001	LANDSCAPE SUPPLIES - TRE	ANN ARBOR LANDSCAPING	TREE PLANTING	05/06/13	05/06/13	5,058.00	
101-285.000-731.001	LANDSCAPE SUPPLIES - TRE	PNC	ARBOR DAY SEEDLINGS	05/07/13	05/06/13	234.00	
101-285.000-803.000	CONTRACTED SERVICES	EXPRESSIGN DESIGN	SIGNS	26690	05/06/13	90.00	
101-285.000-803.000	CONTRACTED SERVICES	PNC	ARBOR DAYS BANNER	05/07/13	05/06/13	802.75	
101-285.000-803.000	CONTRACTED SERVICES	SIGNS IN 1 DAY	REINFORCE BANNER	24066	05/06/13	60.00	
			Total For Dept 285.000 VILLAGE TREE PROGRAM			6,244.75	
Dept 301.000	LAW ENFORCEMENT						
101-301.000-807.000	UTILITIES	WASHTENAW COUNTY TREA	LAW ENFORCEMENT	22707	05/06/13	38,025.00	
101-301.000-920.000	UTILITIES	DTE ENERGY	APRIL USAGE	05/07/13	05/06/13	267.20	
			Total For Dept 301.000 LAW ENFORCEMENT			38,292.20	
Dept 336.000	FIRE DEPARTMENT						
101-336.000-807.000	CONTRACTED PUBLIC SAFETY	DEXTER AREA FIRE DEPA	SECOND QUARTER	05/16/13	05/06/13	112,985.00	
101-336.000-920.000	UTILITIES	DTE ENERGY	APRIL USAGE	05/07/13	05/06/13	334.00	
			Total For Dept 336.000 FIRE DEPARTMENT			113,319.00	
Dept 400.000	PLANNING DEPARTMENT						
101-400.000-802.000	PROFESSIONAL SERVICES	CARLISLE-WORIMAN ASSO	PLANNING	2134-146	05/06/13	347.50	
101-400.000-861.000	TRAVEL & MILEAGE	ALLISON BISHOP	MILEAGE	05/06/13	05/06/13	77.08	
			Total For Dept 400.000 PLANNING DEPARTMENT			424.58	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 05/06/2013 - 05/08/2013
 JOURNALIZED OPEN AND PAID
 BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 410.000 ZONING BOARD OF APPEALS		CARLISLE-WORTMAN ASSO	VARIANCE 2740 BAKER	2134-147	05/06/13	185.00	
101-410.000-802.000	PROFESSIONAL SERVICES		Total For Dept 410.000 ZONING BOARD OF APPEALS			185.00	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL	RENTAL	235002	05/06/13	29.70	
101-441.000-740.000	OPERATING SUPPLIES	MUNICIPAL SUPPLY CO.	SUPPLIES	65086	05/06/13	48.24	
101-441.000-740.000	OPERATING SUPPLIES	CINTAS CORPORATION	WWTP & DPW	300509219	05/06/13	165.54	
101-441.000-745.000		CORRIGAN OIL COMPANY	DPW	5753506	05/06/13	245.23	
101-441.000-751.000		DTE ENERGY	APRIL USAGE	05/07/13	05/06/13	1,542.55	
101-441.000-920.000	UTILITIES	VERIZON WIRELESS	APRIL	05/07/13	05/06/13	172.34	
101-441.000-920.001	UTILITIES - TELEPHONES	VIEBANH, TODD	REIMBURSEMENT	05/07/13	05/06/13	80.00	
101-441.000-955.000	MISCELLANEOUS		Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK			2,283.60	
Dept 442.000 DOWNTOWN PUBLIC WORKS							
101-442.000-740.000	OPERATING SUPPLIES	DISPLAY SALES	POLE TOP	0089886	05/06/13	73.00	
101-442.000-740.000	OPERATING SUPPLIES	SHERWIN-WILLIAMS	PAINT	05/07/13	05/06/13	60.94	
101-442.000-802.000	PROFESSIONAL SERVICES	ROMINE CONSTRUCTION L	385	05/07/13	05/06/13	2,785.00	
			Total For Dept 442.000 DOWNTOWN PUBLIC WORKS			2,918.94	
Dept 448.000 MUNICIPAL STREET LIGHTS							
101-448.000-920.003	UTILITIES - STREET LIGHT	DTE ENERGY-STREET LIG	STREETLIGHTS	05/06/13	05/06/13	6,176.23	
			Total For Dept 448.000 MUNICIPAL STREET LIGHTS			6,176.23	
Dept 528.000 SOLID WASTE							
101-528.000-806.000	CONTRACTED COMPOSTING	WASTE MANAGEMENT OF M	ROLL OFF	7279384	05/06/13	606.14	
101-528.000-806.000	CONTRACTED COMPOSTING	WASTE MANAGEMENT OF M	ROLL OFF	7279522	05/06/13	90.00	
			Total For Dept 528.000 SOLID WASTE			696.14	
Dept 751.000 PARKS & RECREATION							
101-751.000-901.000	PRINTING & PUBLISHING	HURON RIVER WATERSHED	PADDLER'S COMPANION	1599	05/06/13	160.00	
101-751.000-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	35772	05/06/13	375.00	
			Total For Dept 751.000 PARKS & RECREATION			535.00	
Fund 202 MAJOR STREETS FUND							
Dept 451.000 CONTRACTED ROAD CONSTRUCTION							
202-451.000-974.009	CENTRAL STREET PROJECT	NORFOLK SOUTHERN CORP	CENTRAL STREET	90075360	05/06/13	263.16	
			Total For Dept 451.000 CONTRACTED ROAD CONSTRUCT			263.16	
Dept 463.000 ROUTINE MAINTENANCE							
202-463.000-740.000	OPERATING SUPPLIES	RADTKE TRUCKING, LLC	LIME STONE	05/07/13	05/06/13	555.00	
202-463.000-803.002	PAVEMENT MANAGEMENT	ROMINE CONSTRUCTION L	8099 MAIN	756	05/06/13	900.00	
			Total For Dept 463.000 ROUTINE MAINTENANCE			1,455.00	
Dept 474.000 TRAFFIC SERVICES							
202-474.000-740.000	OPERATING SUPPLIES	AIRPORT LIGHTING LLC	SUPPLIES	1089	05/06/13	2,350.00	
			Total For Dept 474.000 TRAFFIC SERVICES			2,350.00	
Fund 203 LOCAL STREETS FUND							
Dept 451.000 CONTRACTED ROAD CONSTRUCTION							
			Total For Fund 202 MAJOR STREETS FUND			4,068.16	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 203 LOCAL STREETS FUND						
Dept 451.000	CONTRACTED ROAD CONSTRUCTION					235.00
203-451.000-803.000	CONTRACTED SERVICES	PNC	PUBLIC RIGHT OF WAY	05/07/13	05/06/13	235.00
Total For Dept 451.000 CONTRACTED ROAD CONSTRUCT						
Dept 463.000 ROUTINE MAINTENANCE						
203-463.000-740.000	OPERATING SUPPLIES	RADTKE TRUCKING, LLC	LIME STONE	05/07/13	05/06/13	555.00
Total For Dept 463.000 ROUTINE MAINTENANCE						
Total For Fund 203 LOCAL STREETS FUND						
Fund 402 EQUIPMENT REPLACEMENT FUND						
Dept 441.000 DEPARTMENT OF PUBLIC WORKS						
402-441.000-939.000	VEHICLE MAINTENANCE & RE	BELL EQUIPMENT CO	MAINTENANCE	126541	05/06/13	310.00
402-441.000-939.000	VEHICLE MAINTENANCE & RE	BOULLION SALES	MAINTENANCE	229346	05/06/13	225.55
402-441.000-939.000	VEHICLE MAINTENANCE & RE	BRIDGEWATER TIRE COMP	MAINTENANCE	62514	05/06/13	302.36
402-441.000-939.000	VEHICLE MAINTENANCE & RE	BRIDGEWATER TIRE COMP	MAINTENANCE	62455	05/06/13	476.32
402-441.000-939.000	VEHICLE MAINTENANCE & RE	PARTS PEDDLER AUTO SU	APRIL INVOICES	05/07/13	05/06/13	110.21
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK						
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						
Fund 403 SRF PROJECT FUND						
Dept 907.000 SLUDGE PROJECT						
403-907.000-970.000	CAPITAL IMPROVEMENTS	A. Z. SHMINA	SLUDGE PROJECT	05/08/13	05/06/13	222,619.81
Total For Dept 907.000 SLUDGE PROJECT						
Total For Fund 403 SRF PROJECT FUND						
Fund 405 MILL CREEK PARK PROJECT FUND						
Dept 901.000 CAPITAL IMPROVEMENTS						
405-901.000-974.000	CIP CAPITAL IMPROVEMENTS	CEDRONI ASSOCIATES IN	MILL CREEK PARK	05/07/13	05/06/13	10,227.49
Total For Dept 901.000 CAPITAL IMPROVEMENTS						
Total For Fund 405 MILL CREEK PARK PROJECT FUND						
Fund 590 SEWER ENTERPRISE FUND						
Dept 248.000 ADMINISTRATION						
590-248.000-811.000	ATTORNEY FEES - MISCELLA	VARNUM, RIDDERING, SC	LEGAL SERVICES	05/07/13	05/06/13	48.99
Total For Dept 248.000 ADMINISTRATION						
Fund 548.000 SEWER UTILITIES DEPARTMENT						
Dept 548.000-740.000 OPERATING SUPPLIES						
590-548.000-742.000	CHEMICAL SUPPLIES - PLAN	DEXTER PHARMACY	SUPPLIES	05/06/13	05/06/13	40.62
590-548.000-742.000	CHEMICAL SUPPLIES - PLAN	ALEXANDER CHEMICAL CO	CHEMICALS	10003760	05/06/13	940.00
590-548.000-743.000	CHEMICAL SUPPLIES - LAB	ALEXANDER CHEMICAL CO	CHEMICALS	10003697	05/06/13	50.00
590-548.000-743.000	CHEMICAL SUPPLIES - LAB	CULLIGAN WATER CONDIT	WWTP	05/08/13	05/06/13	92.45
590-548.000-743.000	CHEMICAL SUPPLIES - LAB	NORTH CENTRAL LABORAT	LAB	320927	05/06/13	122.89
590-548.000-743.000	CHEMICAL SUPPLIES - LAB	NORTH CENTRAL LABORAT	LAB	320340	05/06/13	436.38
590-548.000-745.000	UNIFORM ALLOWANCE	CINTAS CORPORATION	WWTP & DPW	300509219	05/06/13	310.81
590-548.000-745.000	UNIFORM ALLOWANCE	ERIC HARTMAN	CLOTHING REIMBURSEMENT	05/06/13	05/06/13	209.98
590-548.000-751.000	PROFESSIONAL SERVICES	CORRIGAN OIL COMPANY	WWTP	5721507	05/06/13	367.32
590-548.000-802.000	PROFESSIONAL SERVICES	KENNEDY INDUSTRIES, I	SUPPLIES	542445	05/06/13	3,705.00
590-548.000-802.000	PROFESSIONAL SERVICES	KENNEDY INDUSTRIES, I	SUPPLIES	545283	05/06/13	504.00
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	8360 HURON	48117	05/06/13	1,286.25
590-548.000-861.000	TRAVEL & MILEAGE	DANIEL SCHLAFF	MILEAGE	05/06/13	05/06/13	19.77

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
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BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 590 SEWER ENTERPRISE FUND							
Dept 548.000	SEWER UTILITIES DEPARTMENT						
590-548.000-920.000	UTILITIES	COMCAST	WWTP	05/06/13	36.14		
590-548.000-920.000	UTILITIES	DTE ENERGY	APRIL USAGE	05/06/13	5,176.00		
590-548.000-920.000	UTILITIES	AT&T	WWTP	05/06/13	17.26		
590-548.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	APRIL	05/07/13	163.40		
590-548.000-920.001	UTILITIES	PARIS PEDDLER AUTO SU	APRIL INVOICES	05/06/13	64.36		
590-548.000-937.000	UTILITIES	SCOTT MAURER	REIMBURSEMENT	05/06/13	61.02		
590-548.000-960.000	EDUCATION & TRAINING			05/08/13			
			Total For Dept 548.000 SEWER UTILITIES DEPARTMENT		13,603.65		
			Total For Fund 590 SEWER ENTERPRISE FUND		13,652.64		
Fund 591 WATER ENTERPRISE FUND							
Dept 556.000	WATER UTILITIES DEPARTMENT						
591-556.000-743.000	CHEMICAL SUPPLIES - LAB	ALEXANDER CHEMICAL CO	CHEMICALS	10003714	05/06/13	531.00	
591-556.000-745.000		CINTAS CORPORATION	WWTP & DPW	300509219	05/06/13	247.89	
591-556.000-751.000		CORRIGAN OIL COMPANY	WWTP	5753507	05/06/13	846.44	
591-556.000-751.000		CORRIGAN OIL COMPANY	WWTP	5731234	05/06/13	251.23	
591-556.000-824.000	TESTING & ANALYSIS	NORTH CENTRAL LABORAT	LAB	319796	05/06/13	214.08	
591-556.000-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES	LAB	188637	05/06/13	130.00	
591-556.000-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES	LAB	188637	05/06/13	130.00	
591-556.000-861.000	TRAVEL & MILLAGE	DANIEL SCHLAFF	MILEAGE	74760	05/06/13	65.00	
591-556.000-920.000	UTILITIES	COMCAST	WWTP	05/06/13	19.78		
591-556.000-920.000	UTILITIES	DTE ENERGY	WWTP	05/06/13	36.15		
591-556.000-920.001	UTILITIES	AT&T	WWTP	05/06/13	17.26		
591-556.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	APRIL	05/07/13	133.41		
591-556.000-920.001	EDUCATION & TRAINING	ERIC HARTMAN	TRAINING	05/08/13	80.91		
591-556.000-960.000	EDUCATION & TRAINING	SCOTT MAURER	REIMBURSEMENT	05/08/13	214.13		
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	LAUNDRY / CAR WASH	100711978.001	05/06/13	2,210.00	
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	METER SUPPLIES	100645359.001	05/06/13	495.00	
			Total For Dept 556.000 WATER UTILITIES DEPARTMENT		8,322.28		
			Total For Fund 591 WATER ENTERPRISE FUND		8,322.28		
Fund 701 TRUST & AGENCY FUND							
Dept 000.000	ASSETS, LIABILITIES & REVENUE						
701-000.000-255.000	CUSTOMER DEPOSITS	ANN ARBOR LANDSCAPING	TREE PLANTING	05/06/13	652.00		
			Total For Dept 000.000 ASSETS, LIABILITIES & REV		652.00		
			Total For Fund 701 TRUST & AGENCY FUND		652.00		
Fund Totals:							
			Fund 101 GENERAL FUND		179,337.80		
			Fund 202 MAJOR STREETS FUND		4,068.16		
			Fund 203 LOCAL STREETS FUND		790.00		
			Fund 402 EQUIPMENT REPLACEMENT FUND		1,424.44		
			Fund 403 SRP PROJECT FUND		222,619.81		
			Fund 405 MILL CREEK PARK PROJECT FUN		10,227.49		
			Fund 590 SEWER ENTERPRISE FUND		13,652.64		
			Fund 591 WATER ENTERPRISE FUND		8,322.28		
			Fund 701 TRUST & AGENCY FUND		652.00		
			Total For All Funds:		441,094.62		

Courtney Nicholls

From: Allison Bishop <abishop@villageofdexter.org>
Sent: Thursday, April 25, 2013 8:23 AM
To: cnicholls@dextermi.gov
Subject: FW: Dexter lions Club White Cane Fund Drive

AGENDA 5-13-13
ITEM J-2

See below.

From: 56skyhawk@comcast.net [mailto:56skyhawk@comcast.net]
Sent: Wednesday, April 24, 2013 8:24 PM
To: Allison Bishop
Cc: Warden, Jim; rayelowery@comcast.net
Subject: Dexter lions Club White Cane Fund Drive

Allison,

The Dexter lions Club is requesting a permit to conduct their annual **White Cane** fund drive on **May 24th & 25th, 2013**. We will have the usual sandwich board signs at 3 or 4 location's downtown, the Post Office and at Busch's market.

Thank you for your consideration of this request.

Dennis Berry
Dexter Lions Club

COPY
AGENDA 5-13-13
ITEM J-3

Applicant Information

Event Name: ICE CREAM SOCIAL Date(s): SATURDAY, JUNE 1, 2013

Event Description: CRAFT SHOW, GAMES, RIDES, ENTERTAINMENT, FOOD SALES

Location: MONUMENT PARK

Park Use Facility Use Road Closure Fire/Open Burn

Organization Name (if applicable): DEXTER SENIOR CENTER

Applicant Name: JIM CARSON Phone: 734-502-4257

Applicant Email: jcarson@a1serv.net

Applicant/Organization Address: 7720 ANN ARBOR ST., DEXTER, MI 48130

Additional Contact: KATIE SHRLING (734-355-0453)

Type of Activity (check all that apply)

Road closure. Notification date: CENTRAL STREET (FIFTH TO MAIN) (7:00am - 6:00pm)

Parade.

Exhibitions, erection of any temporary building or structure, and/or selling or giving away food, drink or merchandise.

Hold an assembly involving thirty (30) or more participants.

Hold an assembly involving less than thirty (30) participants.

Private event such as a wedding or birthday party.

Furnish or sell alcoholic beverages.

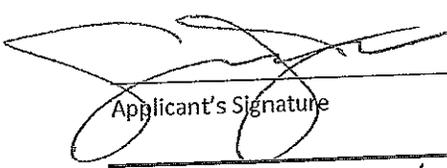
Fire or open burn.

Village services such as barriers, barricades, detour signs, or other use of Village equipment or personal are requested. Please provide details below.

Additional information: _____

*Application and Release of Liability for Special Events, Park Use, Facility Use
and/or Road Closures - Page 5*

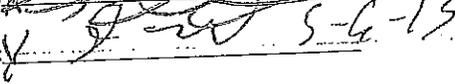
Hold Harmless Agreement: To the fullest extent permitted by law, Dexter Senior Center agrees to defend, pay in behalf of, indemnify, and hold harmless the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, against all claims, demands, suits, or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this agreement.


5-3-13

 Applicant's Signature Date Co-Applicant's Signature Date

Staff Review: Fee: \$ N/A Date Received: 5/1/13 Receipt #: N/A

Required Pre-Approvals:

- Village Council Date: _____
- Washtenaw County Sheriff Date: 5/3/13 Signature: 
- Dexter Area Fire Dept. Date: 5/6/13 Signature:  5-6-13

Attachment Check List:

Yes	No	N/A	Description
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Damage Deposit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Homeowners Insurance.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Liability Insurance.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Michigan Liquor Control Permit.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Road Closure Diagram or Map.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Washtenaw County Sheriff Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dexter Area Fire Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Controlled Burn Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

Approved Denied Date: _____

APPROVED OR DENIED BY: _____

CONDITIONS OF APPROVAL: _____

REASONS FOR DENIAL: _____

APPROVAL STAMP:



(734) 426-4477 • fax (734) 426-1217 • www.dexter.lib.mi.us

AGENDA 5-13-13

ITEM J-4

April 22, 2013

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

Dear Donna,

I am writing to let you know that the appointed term for Pat Cousins on the Board of Trustees of the Dexter District Library will expire September 30, 2013. Pat has indicated to me, she would be willing to serve another term on the Library Board, should the Village Council choose to reappoint her to this position. The Village is responsible for appointing one representative to the Library Board for a term of four years. The next term will run through September 2017. This is an unpaid, volunteer position.

Pat has been a very valuable member of the Board since she was appointed to replace Mary Rush, who previously held the Village's appointment to the Library Board. Pat's contributions as Board Secretary as well as a member of the Facilities Committee were instrumental in helping the Library through our transition to the new building. Pat has since transitioned into the Board Treasurer position and continues to serve on both the Library Facilities and Finance committees.

Pat has approached all issues considered by the Library Board with an open mind, the ability to build consensus and focus discussions towards conclusions the Board as a whole can confidently adopt. Her dedication to the Library and to the community has been a great asset.

Please include discussion of this topic in your upcoming Village meetings and let me know if the Council is amenable to reappointing Pat to the Library Board or would like to seek a new candidate. If I can be of any assistance, please do not hesitate to call me.

Best regards,

A handwritten signature in black ink that reads "Paul McCann".

Paul McCann
Library Director

VILLAGE OF DEXTER

ddettling@dextermi.gov

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: May 13, 2013
Re: Annexation Request- Dexter Fastener Technologies, Inc.

Attached are a number of documents associated with the Annexation Request on behalf of Dexter Fastener Technologies, Inc. I have included the following items that will be hand delivered to the County on Tuesday, May 14, 2013 provided action to adopt the Resolution is taken at the meeting on May 13, 2013.

- Cover memo to County Clerk/Register
- Annexation Petition
- Resolution from Village of Dexter

Also included for your review are the following documents.

- Procedural worksheet provided by the County
- Letter dated May 6, 2013 from Dexter Fastener Technologies, Inc.
- Proposed Land Acquisition
- Proposed Land Acquisition Detail
- Proposed Expansion-Concept Plan
- Legal Description

Council is being asked to adopt the Resolution and Petition requesting Washtenaw County to set a Public Hearing and take action on the annexation of 16.66 acres more or less from Scio Township to the Village of Dexter, which is necessary to accommodate expansion needs of Dexter Fastener Technologies, Inc.



VILLAGE OF DEXTER

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

Village Council

Shawn Keough
President

Ray Tell
President Pro-Tem

Jim Carson
Councilperson

Paul Cousins
Councilperson

Donna Fisher
Councilperson

Joe Semifero
Councilperson

Julie Knight
Councilperson

Administration

Donna Dettling
Manager

Carol Jones
Clerk

Marie Sherry, CPFA
Treasurer/Finance Director

Courtney Nicholls
Assistant Village Manager

Dan Schlaff
Public Services Superintendent

Allison Bishop, AICP
Community Development Manager

THE VILLAGE OF
DEXTER IS AN EQUAL
OPPORTUNITY
PROVIDER AND
EMPLOYER

www.
villageofdexter.org

May 14, 2013

Lawrence Kestenbaum
Washtenaw County Clerk/Register
P.O. Box 8645
Ann Arbor, MI 48106

RE: Annexation Request

Dear Mr. Kestenbaum:

Enclosed with this letter is the original Petition to the County Board and the Resolution authorizing the Clerk and President to sign the Petition for the annexation request made by Dexter Fastener Technologies, Inc. aka Dextech.

Please contact me at your convenience, with the date the County Board of Commissioners will meet to act on the application and the notification process.

Sincerely,

Donna Dettling
Village Manager

cc: Verna McDaniel, County Administrator

**Village of Dexter
PETITION**

The Village Council of the Village of Dexter, Washtenaw County, Michigan, having heretofore adopted a resolution determining the desirability of annexing to the Village of Dexter, Washtenaw County, Michigan, all of the following described lands located in the Township of Scio, to-wit:

A part of the Southeast 1/4 of Section 7 and the Southwest 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan described as: Commencing at the East 1/4 corner of said Section 7, said corner also being the West 1/4 Corner of said Section 8; thence along North 88°36'17" East 815.97 feet along the East-West 1/4 line of said Section 8 and the South line of "Dexter Business and Research Park No.2", a subdivision of part of the Northeast 1/4 of Section 7 and part of the Northwest 1/4 of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan according to the plat thereof as recorded in Liber 30 of Plats, Pages 48 - 54, Washtenaw County records; thence South 00°09'22" East 338.67 feet; thence South 90°00'00" West 2197.18 feet; thence North 11°04'12" West 253.02 feet; thence South 89°10'45" West 445.02 feet to the Centerline of Baker Road as monumented; thence North 11°04'12" West 50.81 feet along said Centerline to the East-West 1/4 line of said Section 7; thence North 89°10'45" East 1884.03 along said East-West 1/4 line to the POINT OF BEGINNING, containing 16.66 acres of land, more or less.

Pursuant to Section 6, Chapter 14, Act 3 of 1895 of the Public Acts of the State of Michigan (MCL 74.6; MSA 5.1470) petitions the Board of Commissioners, Washtenaw County, Michigan, to order the annexation in accordance with the resolution and this petition. A copy of the resolution is attached and made a part hereof.

The reasons for the annexation are fully set forth in the resolution of the Village Council of the Village of Dexter, Washtenaw County, Michigan, attached hereto but restated in a general way are that said annexation is necessary to promote the business growth, job creation and investment in Dexter Fastener Technologies, Inc. located in the Dexter Business and Research Park in the Village of Dexter.

Petitioner therefore requests that the Board of Commissioners set a date for the hearing of this petition and that on the date of the hearing of the petition, the Board of Commissioners order and determine that the annexation, as proposed, be approved and that lands above described be annexed and be incorporated within the corporate limits of the Village of Dexter, Washtenaw County, Michigan.

Signed at Dexter, Michigan, this 13th day of May, 2013.

VILLAGE COUNCIL OF THE VILLAGE OF DEXTER

Shawn W. Keough, Village President

Carol J. Jones, Village Clerk

RESOLUTION # ___-2013
DEXTER VILLAGE COUNCIL
May 13, 2013

Whereas, it is to the mutual advantage and benefit of all the people in the Village of Dexter to promote business and industrial development and to attract business and industry to improve the general economic condition of the Village of Dexter and provide job opportunities for the region; and

Whereas, Dexter Fastener Technologies, Inc., a business in the Dexter Business and Research Park submitted a letter dated May 6, 2013 requesting the Village of Dexter annex lands, consisting of 16.66 acres more or less adjacent to the Dexter Business and Research Park, from Scio Township into the Village of Dexter, and

Whereas, the Village of Dexter has an interest in protecting and properly developing the lands adjacent to its current borders in a manner consistent with the Village character, the Village's Master Plan and the Comprehensive Plan for the County of Washtenaw, and

Whereas, the lands identified in the petition are adjacent to the Village borders and meet the common law requirements for annexation purposes, that is to say they are contiguous, proportionate and create no enclaves, and

Whereas, the opportunity to promote investment in one of Dexter's largest employers is in the Village of Dexter's and the region's best interests economically, and

Whereas, the Village of Dexter and Scio Township met on several occasions to develop solutions that are in the best interest of Dexter Fastener Technologies, Inc. growth needs and expansion timeline, and

Whereas, the Village of Dexter requested a presentation and discussion of this item on Scio Townships April 23, 2013 Board agenda to provide time for review and comment, and

Whereas, while Scio Township did not take formal action at their meeting, there was generally support to continue the annexation process to the County, and

Whereas, it is in Dexter Fastener Technologies, Inc. best interest to expedite annexation and site plan review and approval procedures so that construction may start in July 2013, if possible, and

NOW THEREFORE BE IT RESOLVED, that Dexter Fastener Technologies, Inc. the Village of Dexter and Scio Township have seriously considered the petition, and desire on behalf of immediate expansion needs of Dextech to request annexation of 16.66 acres more or less adjacent to the Dexter Business and Research Park; and

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Dexter in a regular meeting as follows:

1. That the Village Council of Dexter, Washtenaw County, Michigan, petitions the Board of Commissioners of the County of Washtenaw to annex to the Village of Dexter the following described land:

A part of the Southeast 1/4 of Section 7 and the Southwest 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan described as: Commencing at the East 1/4 corner of said Section 7, said corner also being the West 1/4 Corner of said Section 8; thence along North 88°36'17" East 815.97 feet along the East-West 1/4 line of said Section 8 and the South line of "Dexter Business and Research Park No.2", a subdivision of part of the Northeast 1/4 of Section 7 and part of the Northwest 1/4 of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan according to the plat thereof as recorded in Liber 30 of Plats, Pages 48 - 54, Washtenaw County records; thence South 00°09'22" East 338.67 feet; thence South 90°00'00" West 2197.18 feet; thence North 11°04'12" West 253.02 feet; thence South 89°10'45" West 445.02 feet to the Centerline of Baker Road as monumented; thence North 11°04'12" West 50.81 feet along said Centerline to the East-West 1/4 line of said Section 7; thence North 89°10'45" East 1884.03 along said East-West 1/4 line to the POINT OF BEGINNING, containing 16.66 acres of land, more or less.

2. That the President and Clerk of the Village of Dexter are authorized to sign a petition directed to the Board of Commissioners of Washtenaw County and to attach a copy of this resolution to the petition, said petition requesting that the Board of Commissioners hold a hearing and take action on the petition as requested for in the petition.

Moved by:

Seconded by:

Yeas:

Nays:

I hereby certify that the above is a true copy of the resolution passed at a meeting of the Village Council of the Village of Dexter held in the Village of Dexter, Washtenaw County, Michigan on May 13, 2013.

Carol J. Jones, Village Clerk



WASHTENAW COUNTY
CLERK/REGISTERS OFFICE

PROCEDURE #: A.P. -

EFFECTIVE DATE

REVISED FROM: AMENDED
DATE DATE OTHER

PAGE OF

FORM:

SIGNATURE OF APPROVAL OFFICIAL

DATE:

SUBJECT: Annexations

TITLE: Annexation to Villages

REFERENCE: MCLA 74.6

Who

Village Council

Village

Deputy Clerk

Board of Commissioners

Deputy Clerk

Board of Commissioners

Deputy Clerk

Does What

1. Passes Resolution to annex property to the Village.
2. Sends copies of Petition for Annexation, Resolution, and property description with vicinity map and survey to County Clerk/Register.
3. Receives and file stamps above items from Village.
4. Makes copy for communication packet for next Board Meeting and copy for Administration.
5. Checks with Administration for date for public hearing. Village must publish three weeks prior to public hearing.
6. Adopts Resolution setting public hearing date. Copy of Resolution for file.
7. Sends copy of resolution, petition, and description to Equalization, Planning, and Corporation Counsel for their review. Include Board of Commissioners' public hearing date. Copy of letters for file.
8. Notifies Village Council/Clerk of public hearing date and have them publish hearing in newspaper in Village for at least three (3) weeks immediately preceding the Board's public hearing. Sends copy of Resolution setting public hearing.
9. Receives response letters from Equalization, Planning, and Corporation Counsel.
10. Receives Proof of Publication from Village.
11. Sends Memorandum to Board, re: Annexation, stating if everything is in order. Copy of letter for file.
12. Holds public hearing for annexation as previously set.
13. Adopts Resolution determining and ordering annexation. Copy for file.
14. Sends letter to the following with certified copy of Petition and Resolution of Village and certified Resolution of Board of



Dexter Fastener Technologies, Inc.

2110 Bishop Circle East ♦ Dexter, Michigan 48130 ♦ (734) 426-5200 ♦ Fax (734) 426-5870

Village of Dexter

5/6/2013

Attention: Mr. Shawn Keough

Dexter Fastener Technologies, Inc. (Dextech) is requesting the annexation of approximately 17 acres in Scio Township into the Village of Dexter for our proposed expansion project. The 17 acres are portions of parcels H-08-07-400-015 and H-08-08-300-002 and is adjacent to our current property. The expansion is needed due to our recent large growth and limited manufacturing capacity. Included in this project is the acquisition of new equipment and hiring of additional employees. Expansion to the south of our property is needed for this equipment and to maintain process flow within the existing facility.

Our proposal is a five phase plan of which drawings are attached. With these five phases, we can ensure our ability to meet the increasing demands of our customers for the next five to ten years while leaving flexibility for longer term expansion without the need for additional land acquisition.

Dextech has begun initial planning of the proposed expansions. We have already reached a tentative agreement with Mr. Richard Sloan regarding the acquisition of the 17 acres of land, and we are in the process of selecting a consultant to assist with the administration of the project.

Dextech's goal is to begin work on architectural and engineering drawings before the end of April and concluding with site plan submittal by the end of June. Our desire for an accelerated approval is due to unprecedented sales growth and the continued demand from our customers.

Of course, we understand that these ambitious goals cannot be reached without support from the Village and Scio Township. We want to re-affirm Dextech's commitment to the community and economy by continuing to grow our operations here in Dexter. Dextech is willing to have an open dialog with all parties to move this project forward, and we extend an open invitation to any members from Scio Township or the Village of Dexter.

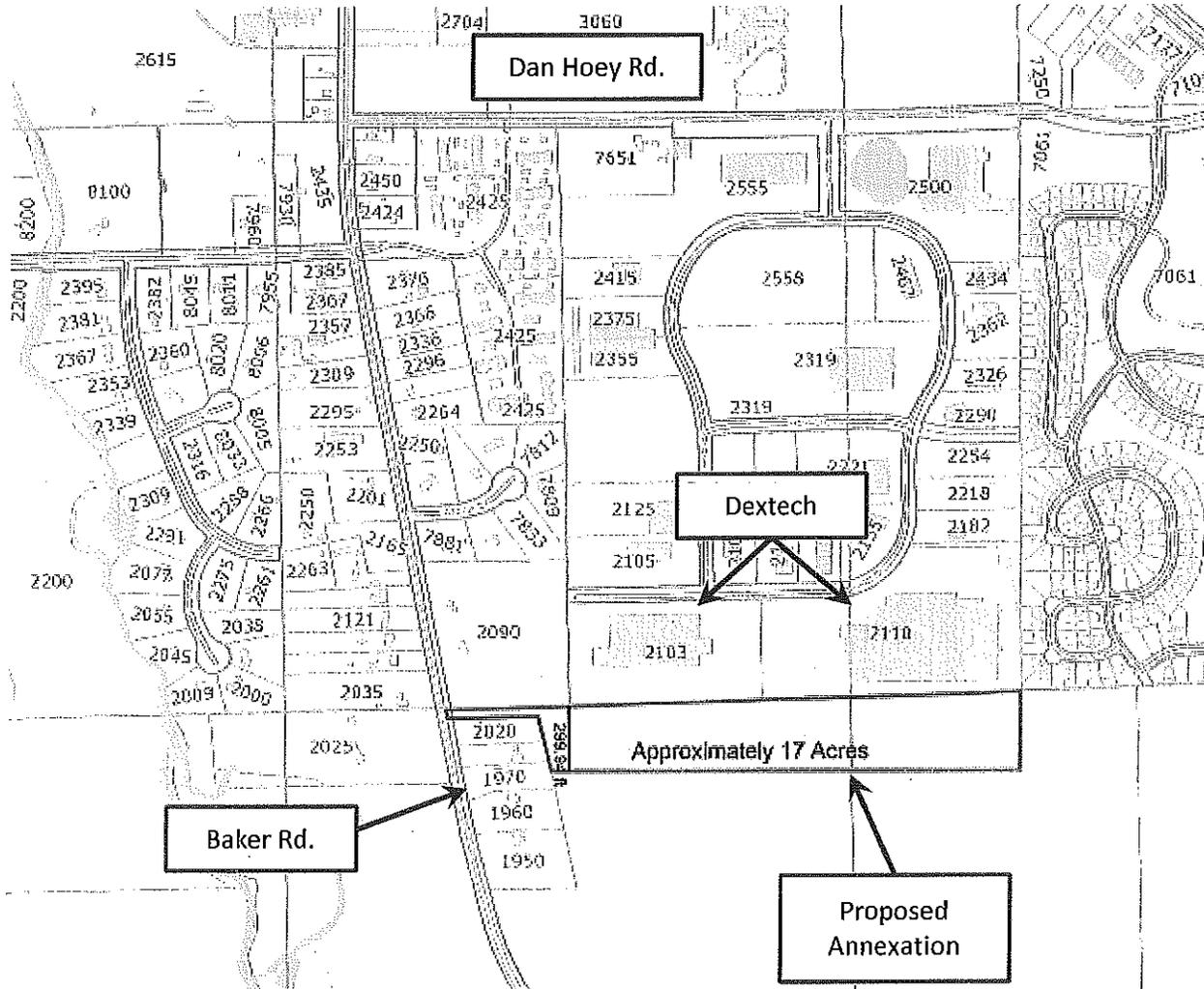
Kind Regards,

A handwritten signature in cursive script that reads "M. Frazier".

Mike Frazier, President
Dexter Fastener Technologies, Inc.

Cc: Richard Sloan, Spaulding Clark

Figure 1 – Proposed Land Acquisition



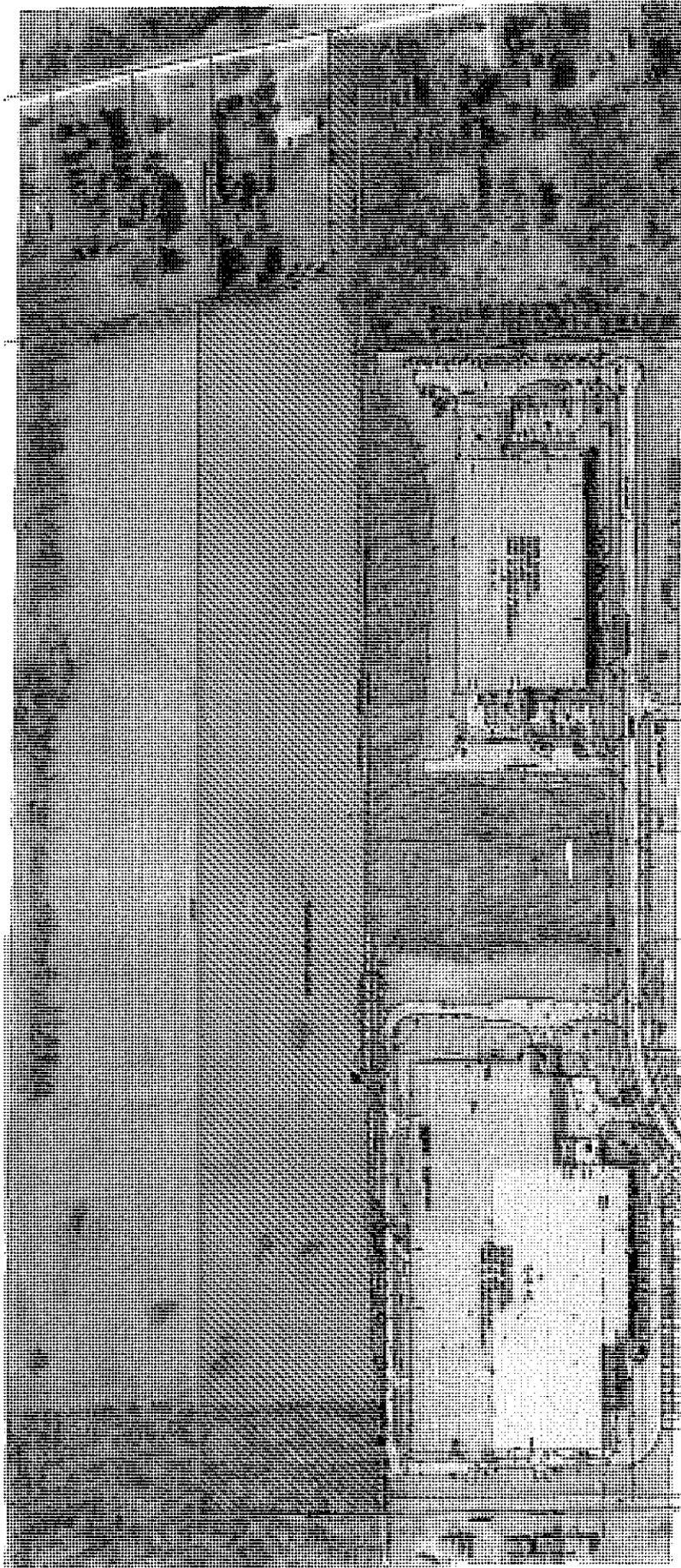


Figure 2 -- Proposed Land Acquisition Detail

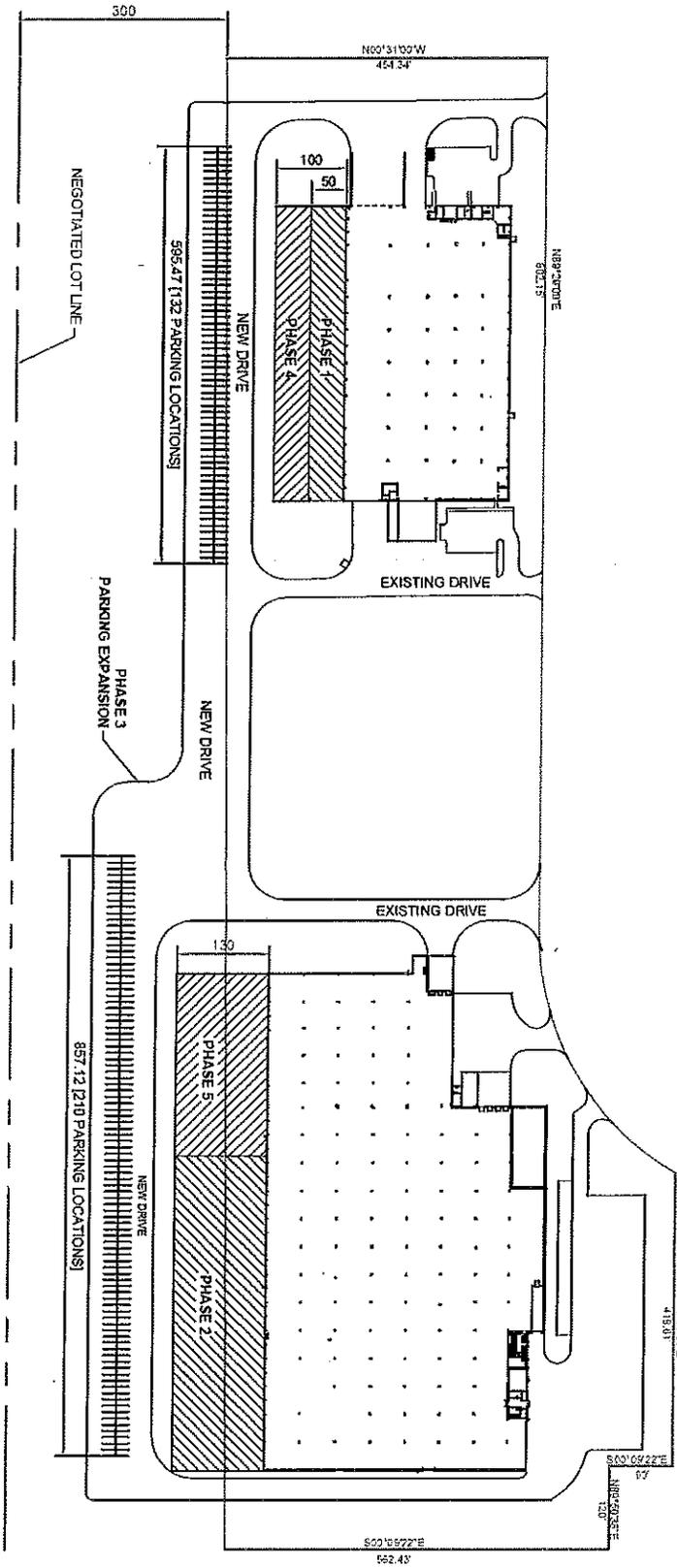


Figure 3 – Proposed Expansion

Legal Description

A part of the Southeast 1/4 of Section 7 and the Southwest 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan described as: Beginning at the East 1/4 Corner of said Section 7, said corner also being the West 1/4 Corner of said Section 8; thence North 88°36'17" East 815.97 feet along the East-West 1/4 line of said Section 8 and the South line of "Dexter Business and Research Park No.2", a subdivision of part of the Northeast 1/4 of Section 7 and part of the Northwest 1/4 of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan according to the plat thereof as recorded in Liber 30 of Plats, Pages 48 - 54, Washtenaw County records; thence South 00°09'22" East 338.67 feet; thence South 90°00'00" West 2197.18 feet; thence North 11°04'12" West 253.02 feet; thence South 89°10'45" West 445.02 feet to the Centerline of Baker Road as monumented; thence North 11°04'12" West 50.81 feet along said Centerline to the East-West 1/4 line of said Section 7; thence North 89°10'45" East 1884.03 along said East-West 1/4 line to the POINT OF BEGINNING, containing 16.66 acres of land, more or less.



Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager

From: Allison Bishop, AICP, Community Development Manager

Re: Recommendation from the Planning Commission to:
Suspend Section V. H.3 of the Village of Dexter Engineering Standards
Street Lighting Standard within the DDA District

Date: May 8, 2013

Attached is a memo and notes from both the Site Plan Review Committee (SPR) Meeting (May 1, 2013- Dexter Town Center – Building 3) and the Planning Commission meeting (May 6, 2013).

The item was brought up initially at the Site Plan Review Committee meeting given the Dexter Town Center applicant's objection to the Engineering Standard requirement and OHM review comment that required that the developer be required to install street lighting as part of the development of the Dexter Town Center – Building 3.

The 2 sets of meeting notes is an attempt to assist the Council in an understanding of the issue and the discussion that had taken place to date.

It was recommended by the SPR Committee that the Planning Commission discuss the issue and provide a recommendation. The Planning Commission recommended that the standard be suspended temporarily with the following DRAFT motion:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:
YEAS – Wilcox, Phillips, Bell, Semifero, Schmid
NAYS - Kimmel

ACTION REQUESTED

The Village Council is being asked to take action on the suspension at the May 28, 2013 meeting.

Please feel free to contact me with questions.

Thank you.



ARCHITECTS. ENGINEERS. PLANNERS.

May 2, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Village of Dexter Engineering Standards
Recommendation to Suspend Section V.H.3 – Street Lights

Dear Ms. Bishop:

As part of our Combined Site Plan review and SPR Committee Meeting on May 1, 2013 for the Dexter Town Center, Building No. 3, it has become apparent that several issues exist related to requirements listed under the Streetlights Section of the Village of Dexter Engineering Standards. Currently, the section in question outlines the following requirements:

“H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
2. Ornamental streetlights shall be LED.
3. When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.
4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provide a minimum of 2' cover and shall be placed behind the back of curb.”

DEFICIENCIES IN CURRENT STANDARD

The current standard recommends that any development within the DDA Area (exhibit attached) include Ornamental Street Lights along with associated conduit, handholes and DTE electrical connections. It also asks that lights are connected to the nearest available light. This requirement can pose potential electrical and design issues. Depending on the size of the development, the number of lights could greatly vary. For a small development, the addition of a single light to an existing system may be feasible. However, in a larger development, the load on existing circuits could be substantial and depending on the system to which the developer proposes to connect, ample capacity may not be available on the circuit.

In addition, the requirement to connect to an existing light pole on separate property requires the designer to make assumptions on proposed locations for conduit, handholes as well as future light poles. These assumptions can have negative effects on development of parcels at a later date because driveway locations and other landscape

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features may not always be in their current locations. In addition, corridor utility needs must be considered as part of the design.

The lack of a definitive plan for the alignment of conduit and placement of lights and handholes result in a situation where it becomes impossible to direct applicant design engineers as to the exact placement of facilities on their particular site.

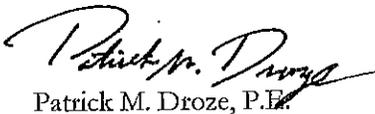
RECOMMENDATION TO COUNCIL

Based on the issues described above, it is our recommendation that the requirements described in section V.H.3 are temporarily suspended. We still feel that it is prudent to retain sections 1, 2 and 4 as active as they provide useful information regarding the standard DDA lights, conduit and cable and provide direction to developers should they wish to incorporate these into their design. However, the developer requirements listed under section 3 are believed to require improvements that have not been adequately defined at this point in time.

While we believe that the requirement for public street lighting is in the Village's best interest for safety and corridor aesthetics, the standard as currently written is not reasonably enforceable. As a result, we recommend that the Village Council consider a resolution to temporarily suspend this requirement until such time that adequate corridor designs are present to either enforce this requirement or establish a system wherein developers may provide payment in lieu of installation to the Village prior to Construction.

Should you have any questions, do not hesitate to contact Rhett Gronevelt ome at 734-522-6711.

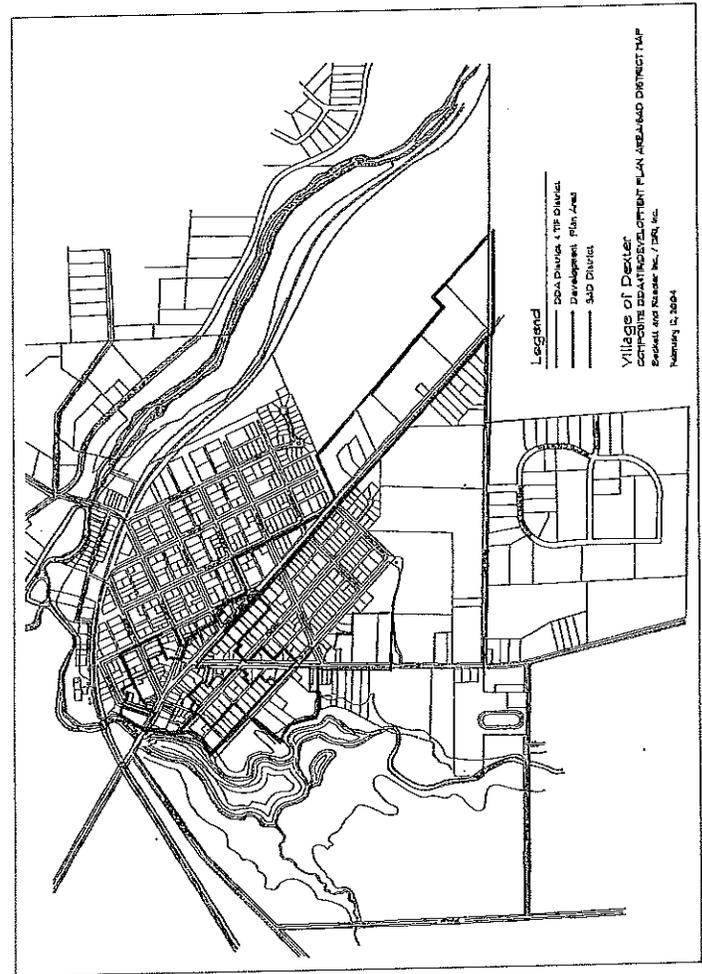
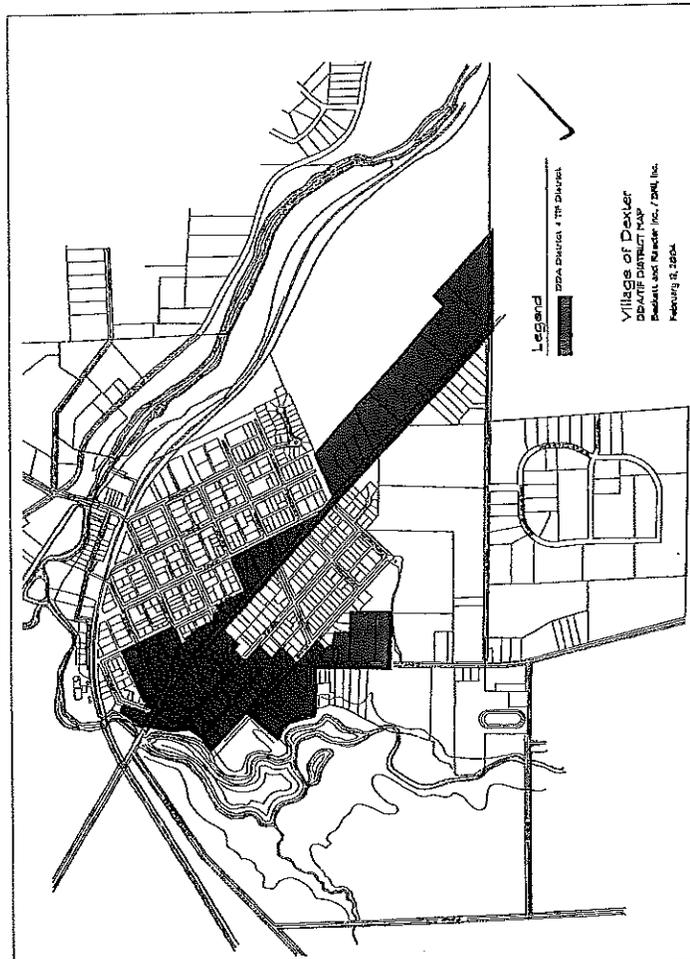
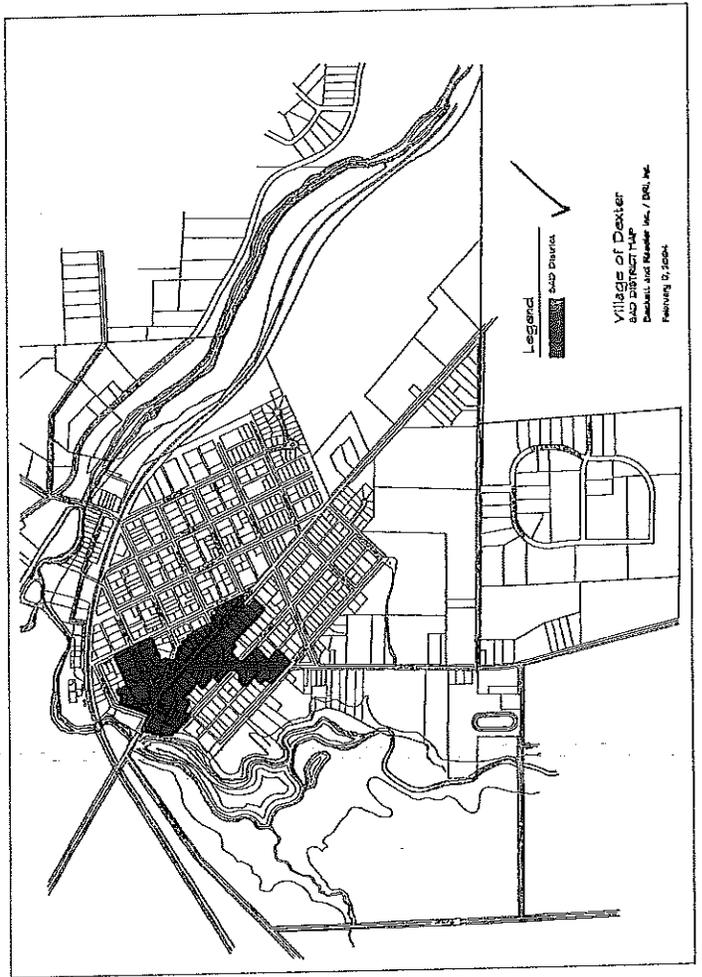
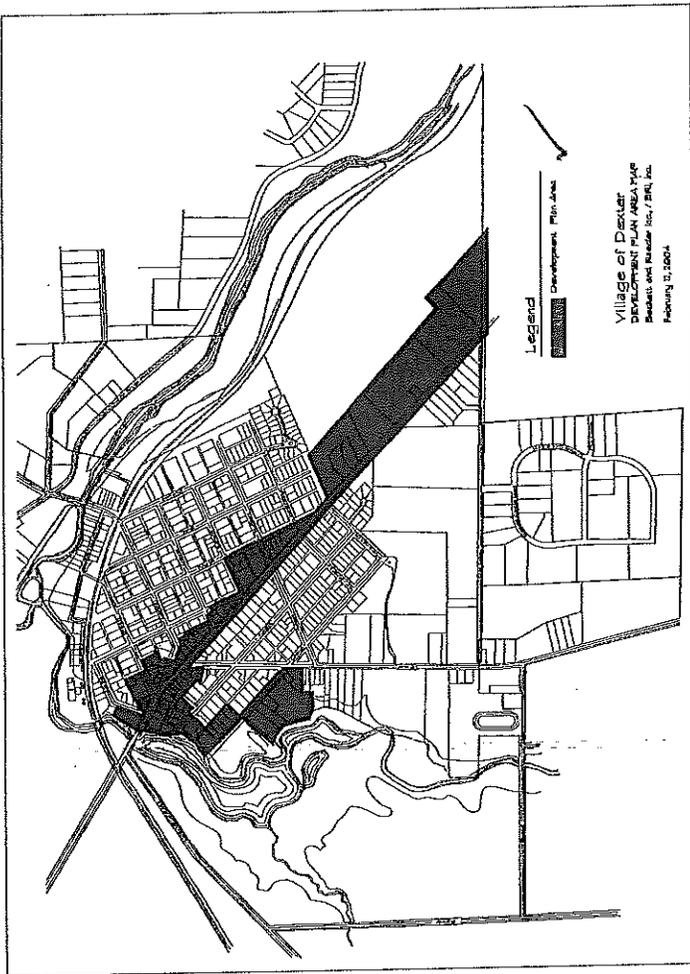
Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Rhett Gronevelt, P.E., OHM (e-mail)
File

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- h. New sidewalk ramps shall be constructed perpendicular to the centerline of the road across which the crosswalk is extending.
 - i. When a sidewalk ramp is replaced, the receiving sidewalk ramp must also be replaced.
 - j. Striping of crosswalks will be completed as determined by the Streets Administrator and/or the Village Engineer.
2. Sidewalk Inspection: When sidewalks are placed in the public right-of-way, a representative of the Village must be present to inspect the sidewalk installation. Inspection and approval must be obtained prior to and after placing the concrete. For fees associated with sidewalk inspection, see Section F: Fees under Development Requirements and Procedures.

G. Drainage in Right-of-Way:

1. Enclosures of existing drainage ditches across the frontage of the site will generally not be allowed. The DPW may, however, require the enclosure if adequate controls on pavements and shoulders cannot be maintained and the health, safety and welfare of the public is endangered.
2. Side slopes on open ditch drainage will be three minimum horizontal to one vertical. The ditch bottom will be two (2) feet wide. Open ditch drainage will be permitted only in existing right-of-ways that currently utilize open ditch drainage and where roads do not have curb and gutter.

H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
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4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provide a minimum of 2' cover and shall be placed behind the back of curb.

Planning Commission Discussion RE: Suspension of the Engineering Standard Street Lighting Standard

Dexter Town Center – Building 3 – Meeting discussion notes

May 6, 2013

Attendees: Marni Schmid, Joe Semifero, Scott Bell, Thom Phillips, Mary Kimmel, Derk Wilcox and Staff Allison Bishop

The Planning Commission was asked to provide a recommendation on the potential suspension of the following Village of Dexter Engineering Standard, based on a recent Site Plan Review Committee meeting for the Dexter Town Center – Building 3 Unit 2 Combined Site Plan.

The suggested suspension discussion was the result of the developer's objection to the installation of street lighting due to a variety of reasons, including the timing of the new standard (adopted in February 2012) and the lack of comprehensive implementation street lighting plan throughout the entire Baker Road Corridor.

The attached OHM memo and SPR Committee Notes were provided to assist in the discussion.

The Planning Commission was asked to provide a recommendation to the Village Council on suspension of the standard. The Village Council will take formal action on the suspension at an upcoming meeting.

The Planning Commission discussion included, but was not limited to the following:

- Discussion about why this is before the Planning Commission – per SPR Committee suggestion – Engineering Standards were reviewed by Planning Commission in December 2011 and January and February 2012.
- Is the reason for the inclusion of the new standard valid or not (why was it included in the engineering standards); DDA intent to install streetscape lighting in DDA and Baker Road Corridor
- Planning Commission input a good thing
- Installation of conduit only was considered; other options for partial compliance included developer escrow deposit for future use or deferral agreement for installation of lighting upon implementation
- What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.
- Central Street – street lighting installation paid for by Village, how were locations determined, Central Street from Main to Fifth included in the DDA; Dexter Library and LaFontaine Chevrolet paid for installation by developer; Mugg/Bopps paid for own installation; UBT installation and Dexter Commerce Center light installation costs varied; downtown streetscape lighting paid for by voter approved special assessment district.
- Joe Semifero comments - The fact that there is no plan is reiterated a few times here and should be collected. ("What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.," "What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the

- requirement.," The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.," etc.)
- Village could request that developer proposed plan for installation of street lights to meet the standard; developer to provide proposed layout and rationale for proposed layout.
 - What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the requirement.
 - Public utility problem, not a developer problem, no concept or plan for implementation
 - The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.
 - The standard was implemented after a majority of the development was complete. 140 feet of the 525 feet of frontage (26%) to be impacted with this phase of the project.
 - How do we keep things moving? Escrow, deferral (similar to DAPCO sidewalk deferral), developer proposal, OHM/DDA proposal, installation of conduit
 - Should developer have any investment at all in the public utility?
 - Without a plan there is not a way to make installation of poles consistent
 - Must have a concept; development of the concept should be led by the DDA, not the developer
 - Light poles are already there
 - Only portion of property that should be in play is in front of the subject building/unit (140 feet of the 525 feet or 26%)
 - Each lot is different, commercial or residential, DDA or not (west side of Baker Road residential and not in the DDA), lot widths vary, curb cuts vary, sidewalk location varies, light separation varies (Mugg and Bopps vs. up to Grand Street), Special Assessment District or not
 - A long separation between poles will likely be able to get more consistency.
 - The subject site plan review (Dexter Town Center Building 3) has brought the issue to light, but this item is not unique to only this development.
 - Remove requirement as a review item at this point, subject to further conceptual and design plan development.
 - Joe Semifero comments - the expectation is the requirement will be fulfilled at some point, but it should be delayed at this point until it is better defined. I believe Scott's phrase was along the lines of, "Suspending the requirement does not mean the requirement should not be fulfilled, just that it should not be fulfilled now.

The following motion was passed:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:

YEAS – Wilcox, Phillips, Bell, Semifero, Schmid

NAYS - Kimmel

Dexter Town Center – Building 3

May 1, 2013

Site Plan Review Committee Meeting

Attendees: Paul Cousins, Shawn Keough, Donna Fisher, Scott Bell, Pat Droze, Allison Bishop, Steve Brouwer

Brief introductions were made and a sign in sheet was circulated.

The applicant, Steve Brouwer, requested a site plan review committee meeting to review the consultant site plan review comments. Consultant reviews were distributed at the meeting including 2 sets of OHM reviews, one Carlisle Wortman planning review and one DAFD review. Also distributed were copies of the elevation and the site plan dated 4-21-13 was available for review.

Staff gave a brief background of the project and of the outstanding consultant comments.

The discussion included, but was not limited to:

- Remaining consultant comments (2 from engineer and 3 from planner).
- The applicant's main issue was the engineering comment regarding the installation of streetscape lighting along Baker Road.
- The applicant objects to the fairness of the requirement to install street scape lighting at the final phase of the project in which no work within the right of way is proposed; the final phase in a 3 phase development and the 2012 engineering standards changes being implemented in the final phase of the project; the lack of an overall streetscape lighting plan, including wiring and layout; the DDA's CIP plan to install lighting in 2016/17; lights would be placed irregular along corridor and separation would be inconsistent; nearest lights being Mugg and Bopps; developers contribution of right of way at no cost to Village; and the general objection that the cost of installation should be passed along to the developer (Village paid for lighting installation along Central Street).
- The committee discussed the following: updates to the engineering standards adopted in 2012, street lights were included as a requirement for installation in the DDA, although little thought was placed into the logistics of how the plan would be implemented; streetscape lighting plan has not been completed; comprehensive and consistent spacing is key to successful implementation; desire to work with DTE on locating control boxes and obtaining approvals; DDA involvement in master planning for consistent implementation; funding unknown at this time; DDA CIP slates work for 2016-2018; installation should be coordinated with Federal dollars anticipated in 2017 for Baker Road improvements.
- The committee generally agreed that given some of the challenges to implementation and the desire to gain approvals and have a consistent plan for separation and a plan that can be modified as necessary with redevelopment that consideration to suspending the engineering

standard (attached) should be considered by the Planning Commission as an agenda item prior to action on the proposed site plan. It was also generally agreed upon that the discussion should begin at the DDA as soon as possible and that DTE involvement is critical to implementation.

- Staff was then directed to have the Village manager place the item on the DDA agenda and to place discussion of the suspension on the Planning Commission agenda.
- Other items specific to the site plan included, but were not limited to:
 - ZBA approval of rear entry
 - “real” windows – the windows will be standard windows with blinds as necessary for privacy.
 - Elevation/façade comments – the pre-cast stone shown to the left of the entrance is due to the stairwell, no windows permitted. Would the standard brick be preferred, eliminating the pre-cast stone?
 - Brick similar to Pharmacy Building, only slightly different than wellness center.
 - Lighting on the front of the building goose neck fixtures like Pharmacy Building, not as shown on color rendering.
 - Parking lot lighting – more detail was provided by applicant on what lights will be on when. 2 parking lot lights behind pharmacy on 24 hours due to security and several break ins; wellness center parking lots lights proposed to be on 20 minutes prior to opening and 20 minutes after close; 3 parking lot lights behind Building 3 will be on per tenant hours (extended care hours typically close between 8 and 9 pm.)
 - ROW dedication – dedication of the Baker Road ROW from developer to Village will not be prepared by applicant, staff will work through completion prior to project close out.
 - No construction timeline has been prepared at this time, land banked parking will be constructed upon construction of Building 3.



ARCHITECTS. ENGINEERS. PLANNERS.

April 15, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 1
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. This plan is acceptable from a combined site plan standpoint, however we recommend the following items are addressed prior to submitting final plans.

GENERAL

1. The plans appear to present information from the previously approved site plan for Phase 2 of this development. The existing conditions sheet should be updated to implement record drawing information. The drawings shall also reflect the design changes that occurred during construction on the southeast corner of the property.
2. The overlapping legend and site location map on sheet C-4 shall be addressed.
3. A section of boulder retaining wall is proposed along the northern side of the proposed building. The next submittal shall include structural calculations for the wall. All walls exceeding 18 inches shall include this analysis.
4. The engineering standards require that development within the DDA include decorative lighting within the public right of way. These shall be incorporated for the Dexter Town Center frontage as part of this plan. Standard light poles and luminaires are provided in the Engineering Standards.
5. This application represents the final stage of the Dexter Town Center development. As part of this, the additional right-of-way on Baker Road shall be dedicated to the Village.
6. The plans should include the most up-to-date Village of Dexter standard details and notes. Files can be downloaded at <http://www.dextermi.gov/node/217>.
7. The soil erosion and sedimentation plan shall be revised to have street sweeping occur daily. Street scraping will not be permitted.
8. Prior to completion of the project, we recommend that the detention basin is dredged and catch basins are cleaned to remove any sediments deposited during the prior phases of construction. If the site maintenance was performed during prior phases, records of this work shall be provided.

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STORM SEWER

9. The material for the storm sewer connecting to structure CB17A shall be specified in plan view.

PERMITS

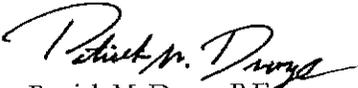
Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

The above comments should be addressed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

- cc: Donna Dettling, Village Manager
- Dan Schlaff, Village Utilities
- Don Dettling, DAFD
- Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
- Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
- Rhett Gronewelt, P.E., OHM (e-mail)
- File

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ARCHITECTS. ENGINEERS. PLANNERS.

April 30, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 2
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works.

The plan was recommended for approval on April 15, 2013 contingent on the resolution of nine items. Revised plans, structural calculations for retaining walls and a response letter were submitted and reviewed by this office in response to these items. We have reviewed the plans and documentation and offer the following comments

GENERAL

1. The response letter indicates that the lighting plan has been updated; however a review of the photometric sheet does not show right-of-way lighting as was requested in our previous review letter. The Applicant shall clarify their intentions related to this item.
2. As noted previously, right-of-way on Baker Road shall be dedicated to the Village. This shall be completed prior to final acceptance of the project; however, we recommend that draft dedication documents are prepared at this time.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

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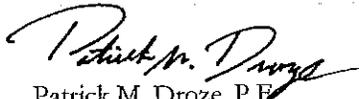
TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

PRE-CONSTRUCTION REQUIREMENTS

Should the Applicant wish to begin construction of the proposed project, all copies permits shall be provided to the Village. In addition, the Applicant shall submit an Engineer's Estimate for the proposed work in accordance with the Village Engineering Standards. A separate letter documenting pre-construction requirements, fees, bonds, and insurance will be provided at that time. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

- cc: Donna Dettling, Village Manager
- Dan Schlaff, Village Utilities
- Don Dettling, DAFD
- Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
- Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
- Rhett Gronevelt, P.E., OHM (e-mail)
- File

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Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Discussion of:
Dexter Town Center – Building 3 – Combined Site Plan Approval #2013-01
Date: May 7, 2013

Action proposed for May 28, 2013 Village Council meeting.

REVIEW

Included in your packet is the site plan for the Dexter Town Center – Building 3 dated 4-21-13. The building is the final phase in the 3 phase Dexter Wellness Center Redevelopment Project.

Pursuant to Section 21.05 of the Village of Dexter Zoning Ordinance staff has authorized the applicant to submit for combined preliminary and final site plan due to a bulk of the site improvements being complete, including public utilities, parking, and storm water management. Please note that proposed building is to be located on the only remaining building pad immediately adjacent to Baker Road and south of the Dexter Pharmacy Building. Please also note that the site plan is combined preliminary and final and that Village Council will NOT see the site plan again following a recommendation to Council.

Dexter Town Center – Building 3, 2740 Baker Road, is located within the Baker Road Corridor... The applicant is proposing to construct a 20,000 square foot building, 2 story (10,000 square feet per story) building on the remaining building pad.

The following information is included in the packet for your review.

- Site plan dated 4-21-13
- Application
- Consultant reviews
- March 13, 2013 Pre application meeting notes
- ZBA Notice of Decision for the variance request from Section 15(D).02(A)1
- May 1, 2013 Site Plan Review Committee notes
- Building Floor Plans and Elevations
- Applicant’s revised site plan response letter

Please note that the applicant was granted a waiver from Section 15(D).02(A)1, which states: Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

PLANNING COMMISSION DECISION

On May 6, 2013 the Planning Commission recommended approval of the combined site plan for Dexter Town Center – Building 3 with the following motion:

Moved Schmid, support Bell, 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 Planning Commission finds the Dexter Town Center Building 3 combined site plan dated 4-21-13 meets the requirements to recommend the combined site plan.

In making this determination, the following additional conditions shall apply:

1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the May 6, 2013 Planning Commission packet.

The discussion included, but was not limited to the following:

- Staff gave a brief overview of the consultant review comments, the pre application meeting, the ZBA waiver and decision, and the site plan review committee meeting notes.
- Staff referenced the additional parking lot lighting information provided by the applicant.
- Street lighting installation requirement – The Planning Commission discussed the review comment from the Village Engineer referencing the requirement to install street lights along the frontage of the property. A suspension of the regulation was previously recommended, however at this time (prior to Council action) the Planning Commission does not have the authority to eliminate the requirement. The Planning Commission discussed some conformance with the standard, however only options for conformance. Options included installation of conduit across the subject parcel frontage (140 feet), deferral agreement, and performance escrow. The Commission agreed that any obligation should only be across the subject Building 3 property.
- Building lighting was discussed and the applicant shared the updated façade plan as shown in the submitted site plan, but different from the color rendering included in the packet. The façade lighting is a combination of gooseneck fixtures like the Pharmacy Building and wall sconces. Fixtures seem appropriate to the façade.
- Architectural comments – the initial submittal has pre cast stone on the elevator shaft – windows have now been added in the location and is preferred by the Planning Commission.
- EIFS – The use of EIFS on the entry canopy was discussed. Staff reviewed the ordinance and confirmed that the use was permitted because it was less than 5% of the total and there is no height requirement on where EIFS is used.
- Last building site of the 3 phase project, utility installation, parking, dumpsters, detention, and other site considerations primarily complete with first 2 phases.
- Land banked parking to be constructed with Building 3.

RECOMMENDATION

Per Section 21.04(E)3 the Planning Commission shall consider the following standards when reviewing a combined site plan:

- a. That the final site plan conforms to the preliminary site plan as approved by the Village Council;
- b. That the plan meets all applicable standards in Section 21.04D(2). herein;

- c. That the plan meets the specifications of Dexter Village for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the Village Planner, Village Fire Chief and the Village Engineer;
- d. That the proposed development will not cause soil erosion or sedimentation problems;
- e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;
- f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;
- g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;
- h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;
- i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;
- j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and
- k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.
- l. That the plan meets all other requirements /standards established by the Village of Dexter.

SUGGESTED MOTIONS

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, and the recommendation of the Planning Commission, the Village Council finds the Dexter Town Center Building 3 combined site plan dated 4-21-13 (meets / fails to meet) the requirements to recommend the combined site plan.

In making this determination, the following additional conditions shall apply:

- 1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the May 28, 2013 Village Council packet.
- 2. _____
- 3. _____

OR

Move to postpone the action on the Dexter Town Center Building 3 combined site plan dated 4-21-13 until _____ (date) _____, to allow the applicant and Village Council time to address the following items:

- 1. Addressing applicable outstanding engineering, planning consultant and Fire Department comments.
- 2. _____

Please contact me prior to the meeting with questions.

Thank you.

**VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION**

See Fee Schedule for Details; Receipt #: 198091 Date Rec'd: 3/25/13

Application is being made for: Preliminary Site Plan Review; Final Site Plan Review
 Combined Site Plan Special Use Permit

<u>2740 Baker Road, Dexter, MI 48130</u>	<u>HD-08-06-455-002</u>	<u>Commercial/General Business</u>	<u>C-1</u>
Property Address	Tax Code I.D.	Proposed Use	Zoning District
<u>BST Investments, LLC 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Property Owner, Address, City, State, Zip			Phone
<u>Steve Brouwer 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Applicant, Address, City, State, Zip			Phone
<u>Steve Brouwer 7444 Dexter-Ann Arbor Road, Suite F Dexter, MI 48130</u>			<u>(734) 426-9980</u>
Representative, (e.g. Engineer), Address, City, State, Zip			Phone

Regulations and Standards (applicant must complete):
 Applicable standards must be noted on site plan.

	<u>Plan Submitted</u>	<u>Requirement</u>	
1. Front Yard Setback (ft)	<u>8'</u>	<u>25'</u>	() check here if corner lot
2. Side Yard Setback (ft)	<u>25.25'(one) 161.67total</u>	<u>10'(one) 20total</u>	
3. Rear Yard Setback (ft)	<u>103.36'</u>	<u>25'</u>	
4. Lot Coverage (%) (7a/6)	<u>22.3%</u>		
5. Height (ft)	<u>30'</u>		
6. Total Site Area (ft)	<u>310,493 SF (NET MINUS PROPOSED RIGHT OF WAY)</u>		
7. a. Blg. Coverage / b. Floor Area(ft)	<u>90,223 SF</u>	<u>NA PER C-1 REGULATIONS</u>	
8. Floor Area Ratio (%) (7b/6)	<u>29.1%</u>		
9. Total Paved area (ft)	<u>123,055 SF</u>		
10. Total Impervious Cov. (7a+9)/6	<u>62%</u>		
11. # Parking Stalls	<u>254 + 23 add'l = 277</u>	<u>323</u>	
12. Density (6/13)	<u>NA</u>		
13. # Units (residential Only)	<u>NA</u>		
14. For Multi-Family: efficiency	<u>NA</u>		
1 bedroom	<u>NA</u>		
2 bedroom	<u>NA</u>		

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: _____ Date Rec'd: _____

Additional required information for Special Use Permit: NA

15. Statement describing the use proposed. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.
16. All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the Village Council for final consideration. Therefore, all applications must be submitted 4 weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.

[Signature] 3/25/13
Owner's Signature Date

[Signature] 3/25/13
Applicant's Signature Date

STAFF REVIEW:

Planning Commission review date: 5/6/13

Council review date: _____

ZBA Case 2013-03 - Approved

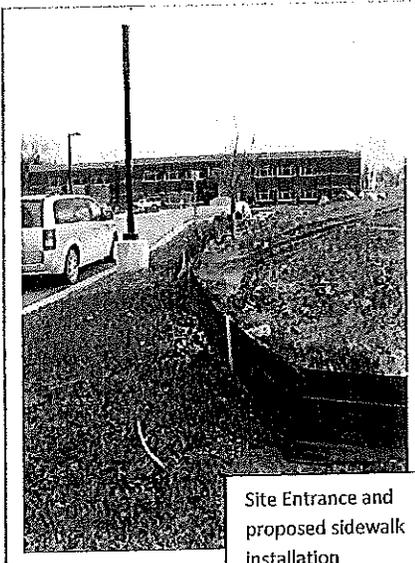
Date _____ Approved _____
Denied _____

APPROVAL STAMP

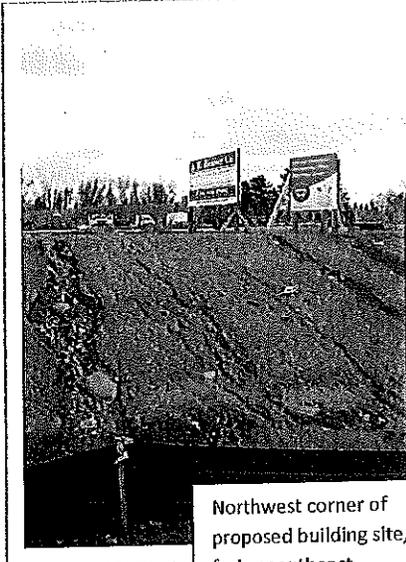
Reviewed by: _____

REASONS FOR DENIAL:

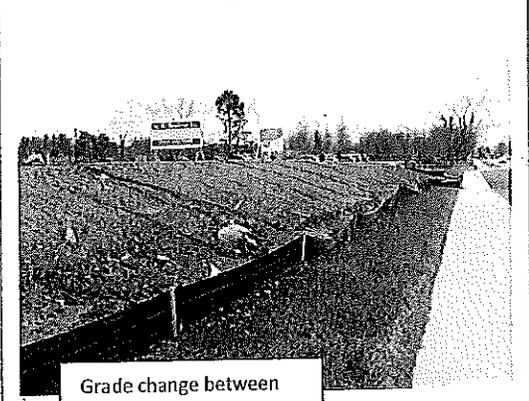
EXISTING NONCONFORMITY'S/ VARIANCES GRANTED:



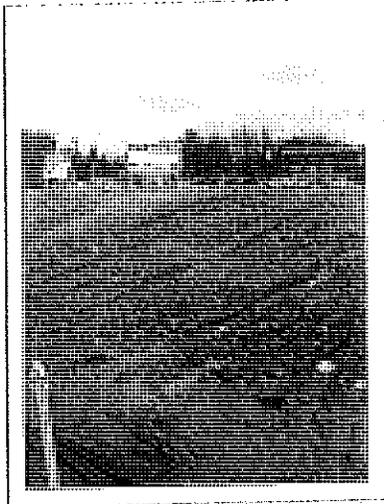
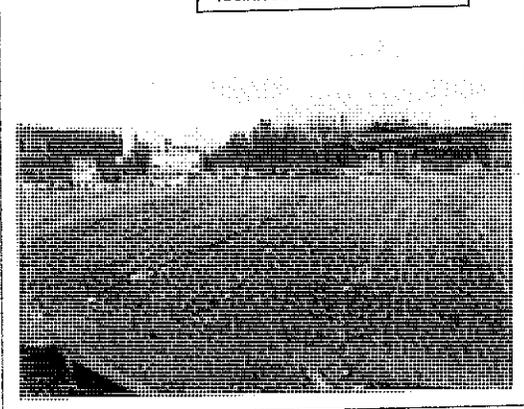
Site Entrance and proposed sidewalk installation



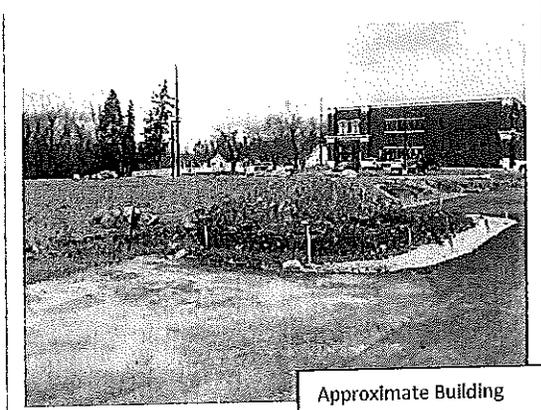
Northwest corner of proposed building site, facing southeast



Grade change between public sidewalk and building pad, south facing



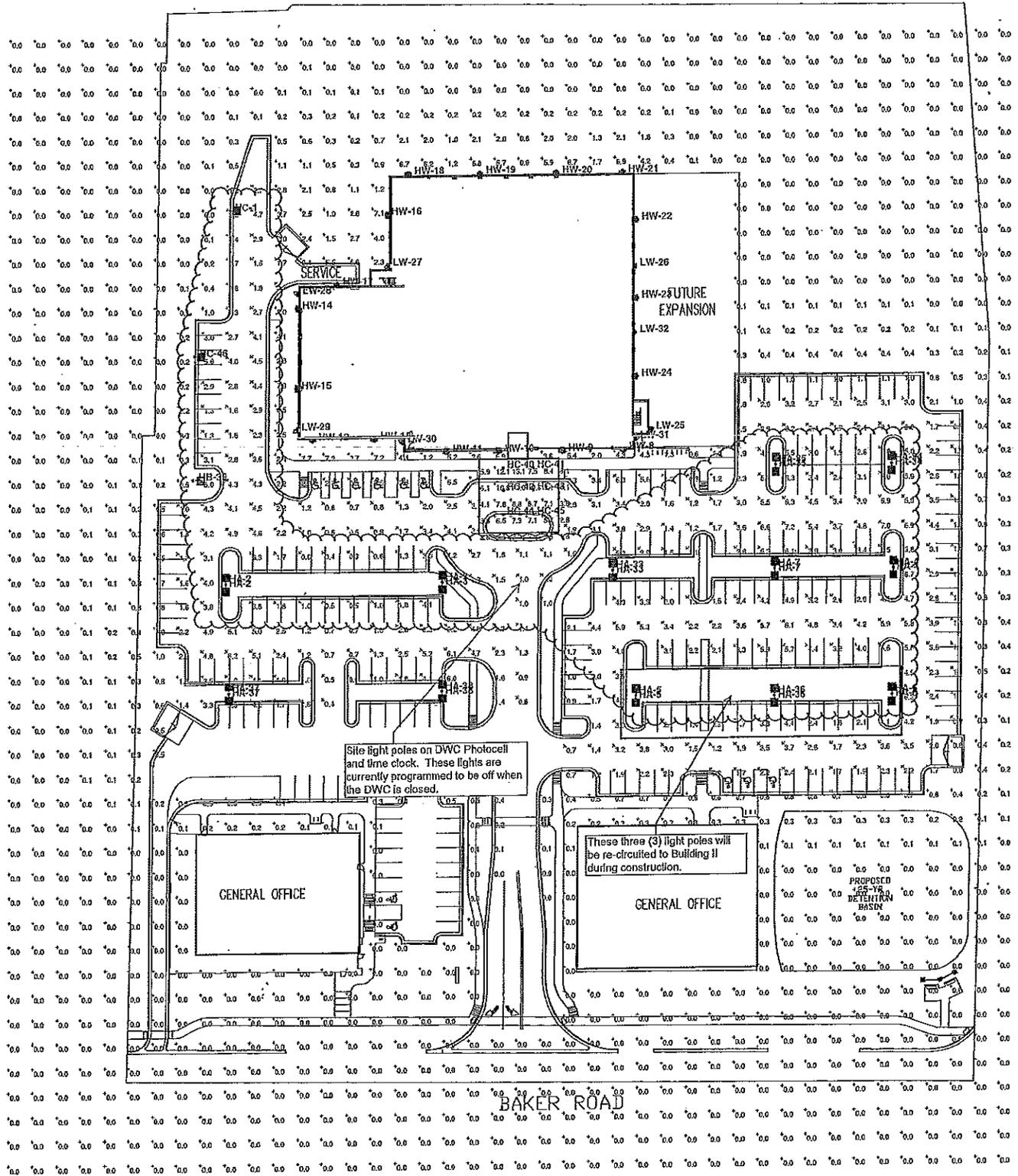
Grade change between public sidewalk and building pad, north facing



Approximate Building entrance as proposed



Proposed rear parking at proposed building entrance



Site light poles on DWG Photocell and time clock. These lights are currently programmed to be off when the DWG is closed.

These three (3) light poles will be re-circuited to Building II during construction.

OVERALL LTG VALUES AT GRADE
Scale 1"=40'



ARCHITECTS. ENGINEERS. PLANNERS.

April 15, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 1
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. This plan is acceptable from a combined site plan standpoint, however we recommend the following items are addressed prior to submitting final plans.

GENERAL

1. The plans appear to present information from the previously approved site plan for Phase 2 of this development. The existing conditions sheet should be updated to implement record drawing information. The drawings shall also reflect the design changes that occurred during construction on the southeast corner of the property.
2. The overlapping legend and site location map on sheet C-4 shall be addressed.
3. A section of boulder retaining wall is proposed along the northern side of the proposed building. The next submittal shall include structural calculations for the wall. All walls exceeding 18 inches shall include this analysis.
4. The engineering standards require that development within the DDA include decorative lighting within the public right of way. These shall be incorporated for the Dexter Town Center frontage as part of this plan. Standard light poles and luminaires are provided in the Engineering Standards.
5. This application represents the final stage of the Dexter Town Center development. As part of this, the additional right-of-way on Baker Road shall be dedicated to the Village.
6. The plans should include the most up-to-date Village of Dexter standard details and notes. Files can be downloaded at <http://www.dextermi.gov/node/217>.
7. The soil erosion and sedimentation plan shall be revised to have street sweeping occur daily. Street scraping will not be permitted.
8. Prior to completion of the project, we recommend that the detention basin is dredged and catch basins are cleaned to remove any sediments deposited during the prior phases of construction. If the site maintenance was performed during prior phases, records of this work shall be provided.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

STORM SEWER

9. The material for the storm sewer connecting to structure CB17A shall be specified in plan view.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

The above comments should be addressed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

- cc: Donna Dettling, Village Manager
- Dan Schlaff, Village Utilities
- Don Dettling, DAFD
- Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
- Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
- Rhett Gronevelt, P.E., OHM (e-mail)
- File



ARCHITECTS. ENGINEERS. PLANNERS.

April 30, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 2
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works.

The plan was recommended for approval on April 15, 2013 contingent on the resolution of nine items. Revised plans, structural calculations for retaining walls and a response letter were submitted and reviewed by this office in response to these items. We have reviewed the plans and documentation and offer the following comments

GENERAL

1. The response letter indicates that the lighting plan has been updated; however a review of the photometric sheet does not show right-of-way lighting as was requested in our previous review letter. The Applicant shall clarify their intentions related to this item.
2. As noted previously, right-of-way on Baker Road shall be dedicated to the Village. This shall be completed prior to final acceptance of the project; however, we recommend that draft dedication documents are prepared at this time.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

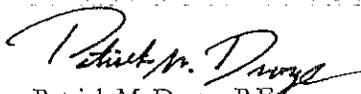
TABLE 1: ANTICIPATED IMPACTED AGENCIES

Permit Agency	Document Required	Status
Washtenaw County Water Resources Commissioner	Soil Erosion and Sedimentation Control Waiver	Unknown
Dexter Area Fire Department	Approval Letter	Unknown

PRE-CONSTRUCTION REQUIREMENTS

Should the Applicant wish to begin construction of the proposed project, all copies permits shall be provided to the Village. In addition, the Applicant shall submit an Engineer's Estimate for the proposed work in accordance with the Village Engineering Standards. A separate letter documenting pre-construction requirements, fees, bonds, and insurance will be provided at that time. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors



Patrick M. Droze, P.E.
Project Engineer

- cc: Donna Dettling, Village Manager
Dan Schlaff, Village Utilities
Don Dettling, DAFD
Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
Rhett Gronevelt, P.E., OHM (e-mail)
File

P:\0126_0165\SITE_Dexter\2013\0130131001 - Dexter Town Center No. 3 - CSP\Dexter Town Center Unit 3.docx



CARLISLE

WORTMAN
associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

Date: April 24, 2013

Combined Preliminary + Final Site Plan Review For Village of Dexter, Michigan

Applicant: Steve Brouwer

Project Name: Dexter Town Center Building #3

Plan Date: February 28, 2013

Location: 2740 Baker Road – East side of Baker between Hudson + Dan Hoey Roads.

Zoning: C-1, General Business / BRC, Baker Road Corridor

Action Requested: In accordance with Section 21.05 of the Zoning Ordinance, the applicant requests to combine the preliminary and final site plan.

Required Information: Deficiencies are noted in the body of the following review.

PROJECT AND SITE DESCRIPTION

The applicant is proposing site plan review and approval of the third phase of the Dexter Town Center Development. Phases 1 (Dexter Pharmacy Building) and Phase 2 (Wellness Center) are both nearly completed. The proposed Building #3 was part of the multi-phase development approved by the Village in 2007. The plan was amended in 2009 and again in 2011.

The proposed 20,000 square foot office building is the final phase of the development project. The proposed office building is located south of the complex drive adjacent to Baker Road. We

note, however, a "future" expansion area shown on the south side of the fitness center that could be developed at a later date.

BAKER ROAD CORRIDOR OVERLAY DISTRICT

As noted in our previous reviews of this project the subject site is within the Baker Road Corridor Overlay District (BRC) (Article XV D.), and is subject to all of its standards. In general, the overall development meets the intent of the BRC to promote a downtown streetscape theme, minimizes curb cuts, and utilizes shared drives. The development should also improve pedestrian access in this area and foster the development of a mixed-use corridor.

The applicant has also applied for a variance to Section 15(D).02 A. 1. which states:

Building Orientation: The intent of the Baker Road Corridor (BRC) is to contribute to the desirability of pedestrian activity within the Baker Road area and to encourage connectivity to the streetscape. Entranceway orientation and proposed flow of pedestrians will contribute towards the desired pedestrian activity and scale described in this section. The following shall be considered:

Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

On April 15, 2013, the BZA approved the requested variance for the front building entrance.

AREA, WIDTH, HEIGHT, SETBACKS

The proposed development meets all setback standards for the C-1, General Business district.

	<u>Required</u>	<u>Provided</u>
Lot Area	10,000 s.f.	323,215 s.f. (7.42 acres)
Lot Width	70 feet	525 feet
<u>Setbacks</u>		
Front	Maximum 15 feet*	8 feet
Side	10 feet / 20 feet total	25 feet (existing pharmacy) 136 feet (proposed office building)
Rear	25 feet	103.36 feet (Wellness Center)
Lot Coverage	No Requirement	NA
Building Height	35 feet maximum; 2 ½ stories	31 feet / 2 stories

* The BRC regulations require new buildings to be set back a maximum of fifteen (15) feet.

All of the Village's dimensional requirements have been satisfied.

Items to be Addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

The building locations and overall site arrangement are in substantial conformance with the previously approved site plan for this project.

Items to be Addressed: None.

PARKING, LOADING

The parking lot layout has been approved previously, and no modifications are proposed as part of this third phase of the development.

Additional bicycle parking (3 hoops) is demonstrated at the southeast corner of the proposed building; these should be labeled accordingly.

Items to be Addressed: Label bicycle hoops on site plan.

SITE ACCESS AND CIRCULATION

Site access and circulation is unchanged from the previously approved site plan and remain acceptable.

Items to be Addressed: None.

SAFETY PATHS

We note a new sidewalk connecting the parking lot, proposed building entrance and main internal sidewalk south of the complex drive. All other safety paths and sidewalks are acceptable as constructed.

Items to be Addressed: None.

LANDSCAPING

The following comments are based on the proposed landscaping in association with the new office building.

Composition – The landscape plan meets the standards as required by Section 6.02 of the Zoning Ordinance.

Greenbelt Street Trees – No new greenbelt trees are proposed as these were provided in Phase 1 of the development.

Interior Parking Lot Landscaping – No modifications to the existing parking lot or interior landscaping is being proposed as part of this third development phase. The existing interior parking lot landscaping meets or exceeds these standards.

Buffer / Screen – All required buffers and screening have been installed in previous phases of the proposed development.

Dumpster Screening – A dumpster location has been developed for the third building in the second phase of the development at the southwestern corner of the parking lot adjacent to the detention area.

Items to be Addressed: None.

LIGHTING

A lighting plan has been provided. Sixteen (16) wall-mounted sconce fixtures are proposed around the perimeter of the proposed office building.

Note that the Zoning Ordinance requires that all outdoor lighting fixtures, including display lighting, be turned off after close of business, unless needed for security purposes. In previous site plan reviews we have requested that the applicant provide a note on the lighting plan regarding how lighting will be reduced during evening hours. Detail of the proposed fixtures and photometric plan are acceptable.

Items to be Addressed: Ensure the site plan addresses dimming of lights after business hours.

ESSENTIAL SERVICES

The site is served by water and sanitary sewer service. The proposed uses should not impact Village essential services, i.e. sewer, water, police or fire.

Stormwater will be detained in an on-site detention basin. We defer to the Village Engineer to comment on essential services.

Items to be Addressed: Village Engineer to review proposed essential services.

SIGNS

Sign applications should be provided to the Village at the time of installation.

Items to be Addressed: None.

FLOOR PLAN AND ELEVATIONS

Detailed floor plans and elevations have been provided. The architectural standards of Section 15(D).04 have been met or resolved by variance.

Items to be Addressed: None.

RECOMMENDATIONS

Prior to approval of the final site plan, the comments of this review should be addressed to the satisfaction of the Planning Commission. Our comments are summarized below:

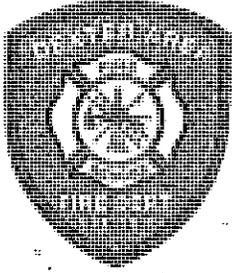
- ✓ 1. Label bicycle hoops on site plan. *Completed - see sheet C-3 plan 2-28-13*
- ✓ 2. Ensure the site plan addresses dimming of lights after business hours. *note # 4 added request applicant provide more detail on all or partial lights or DWV house*
- ✓ 3. Village Engineer to review proposed essential services.


CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal


CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP

#241-02-1304

cc: Steve Brouwer, 7444 Dexter-Ann Arbor Road, Suite F, Dexter, MI 48130



Dexter Area Fire Department

March 30, 2013

Allison Bishop
Community Development Manager
Village of Dexter
8140 Main St.
Dexter, MI 48130

Subject: Plan review of: Dexter Town Center Building # 3
Plans dated: February 28, 2013

Dear Mrs. Bishop:

The Dexter Area Fire Department (DAFD) has reviewed plans submitted to our Department. We have reviewed these plans with Fire Safety and Prevention in mind. Our resources are the Village's Fire Protection Ordinance and Village's Engineering Standards. Below are our comments.

DAFD Comments: None

Village of Dexter Engineering Standards (as it refers to fire hydrant location & fire department connections): Within Standards

Fire Protection Ordinance: Requirements of this Ordinance will need to be incorporated in future plans before approval: related but not limited to: Knox Box International Fire Code (IFC) Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D 103, Fire Lane Signage IFC Section 503.3 & D 103, Portable Fire Extinguishers IFC Section 906 Fire Suppression, Fire Alarm Systems and Kitchen Fire Suppression System (if Applicable) IFC 105.7 & Washtenaw County Building Department. DAFD Requirements: 1) Purchase & Install a Knox Box 2) Submit Fire Alarm, Portable Fire Extinguisher & Suppression Plans for review 3) Fire Department Connection purchase locking caps and sign for above connection. 4) Provide Address of building clearly visible from roadway

DAFD Recommendations: Location of Fire Department Connection appears to be blocked by proposed Landscaping.

A handwritten signature in black ink, appearing to read "Donald Dettling".

Donald Dettling
Fire Inspector

Cc/
Fire Chief Loren Yates

Dexter Town Center – Building 3

March 13, 2013

Pre Application Meeting

Attendees: Matt Kowalski, Derk Wilcox, Julie Knight, Joe Semifero, Allison Bishop, Steve Brouwer

The applicant, Steve Brouwer, requested a pre application meeting to discuss the floor plan and elevation of the proposed Dexter Town Center Building 3. The applicant was requesting feedback on the placement of the main entrance at the rear of the building adjacent to the parking lot.

The discussion included, but was not limited to:

- Discussed the proposed building in relation to the entire 3 building site and parking lot layout.
- The parking lot layout and building layout and needs of the users (medical, i.e. sick)
- The parking adjacent to the pharmacy door, not possible for this building/location
- Building being placed as proposed when initial multi-use/multi-building site was originally approved.
- Options for a fake door on the front of the building would require additional impervious surface due to sidewalk and ramp; grade at street level about 5 feet less than building finished floor; a fake door would be misleading, provide no useful purpose
- Grading at the front of the building is a challenge; steps required like pharmacy; ADA ramp also required and would result in extensive pavement and changes in street frontage
- Sidewalk is provided around the north side of the building for pedestrians to access to all buildings and parking; users of building will likely be drivers, all other buildings designed with sidewalk for pedestrians.
- First Floor medical use – all one user, needs one entrance for safety and privacy
- Second Floor office uses
- Architectural Elements; pre cast stone – comments to provide more windows and details on sides (north and south) of building.
- Building architecture same but different; windows to be standard windows with blinds for privacy
- Use – after hours care possible, not urgent care or walk in clinic
- Building does not appear to have a back side; all facades of building nicely detailed, which meets the goal of the ordinance to not have a rear façade facing the street.
- Patio shown on the south side of the building.
- Same size as pharmacy – 10,000 sq ft +
- Conditions of project warrant variance consideration; do not want to change the ordinance, however this situation, comprehensive site design with multiple uses, shared parking causes a unique circumstance in this case.

- Variance needed from Section 15(D).02(A)1:
 - A. Building Orientation: The intent of the BRC is to contribute to the desirability of pedestrian activity within the Baker Road area and to encourage connectivity to the streetscape. Entranceway orientation and proposed flow of pedestrians will contribute towards the desired pedestrian activity and scale described in this section. The following shall be considered:
 - 1. Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.
- Building frontage facing a public street, pedestrian entrance at rear, however sidewalk along north side of building to provide pedestrian access to entire site.
- Applicant to apply for variance for April 15, 2013 Meeting – Case #2013-03



NOTICE OF DECISION

TO: Village Council and President Keough
Planning Commission

CC: Dexter Town Center Building 3, 2740 Baker Road, Dexter, MI 48130
Donna Dettling, Village Manager

FROM: Allison Bishop, AICP, Community Development Manager, Village of Dexter

DATE: Thursday, April 25, 2013

RE: ZBA Decision (Case #2013-03)
2740 Baker Road, HD-08-06-455-002

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

Variance Request (ZBA Case #2013-03)

On April 15, 2013, the ZBA reviewed a waiver request submitted by BST Investments for 2740 Baker Road. The waiver was requested from the following section of the Village of Dexter Zoning Ordinance:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street.

PROPOSAL - The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

The public hearing was opened at 7:02 pm and staff presented the consultant review provided in the packet along with the application materials.

The applicant's representative, Steve Brouwer, made a few comments, including but not limited to: the proposal being the last building in a 3 building campus, limitations associated with the remaining building area, previous reduction of curb cuts from 4 to 1, overall significant site improvements, the shared parking, the location of the parking for the 3rd and final building, the site limitations due to the layout of the detention basin, parking and other buildings, limitations of the site due to compliance with other ordinances in the previous 2 phases of the development, medical use of the building,

typical one entrance for medical buildings, parking in rear so entrance needs to be at the rear of the building, entrance in the front would not be appropriate for the use, visitors of the facility will primarily access the building by vehicle due to medical use, pedestrian access provided on the north side of the building along the entrance drive.

There was no public wishing to comment.

The Board discussion included, but was not limited to: Baker Road Corridor states that entrances shall be on the street, however challenging with the campus type/shared parking layout of this site, review of the Baker Road Corridor Standards may need to be completed to address shared parking and uses, including potential allowances for rear entry in unique cases, Monument Park Building downtown is an example of how 2 entrances would not work in this case, users cannot be permitted to go through and have access through the entire medical facility, dual entries may be possible when there is a lobby concept; complete streets, entrance at the corner of the building could be considered, floor plan layout, site grading, ADA access, additional pedestrian connections and sidewalk connections.

The applicant's response to locating the entry at the northeast corner was the interior layout challenges and the location of the parking not being conveniently accessible to the door thus requiring patients to walk further and not providing a significant improvement to the request.

The Board continued to discuss the health campus and the overall site improvements, such as pedestrian access from Baker Road to the interior of the site, bike racks, WATS review of a bus stop within the site being ideal for users, the Pharmacy's unique parking lot layout, location of the detention basin, the need to be more for thinking when it comes to the layout of campus type sites, including the location of parking, buildings, and detention areas.

The public hearing was closed at 7:36 pm.

ZBA Decision

On April 15, 2013, the Village of Dexter Board of Zoning Appeals moved the following:

Moved Wilcox, supported Carson:

Based on the information provided by the applicant, BST Investments for 2740 Baker Road, HD-08-06-455-002, at the April 15, 2013 Zoning Board of Appeals meeting the Board determines that per Section 24.05 Standards for Variances and Appeals that the request to waive the following section be GRANTED:

Section 15(D).02(A)1 of the Baker Road Corridor Standards - Buildings shall front towards and have at least one (1) pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street. The applicant is proposing the construction of a new building in the Baker Road Corridor that has the main building entrance facing the parking lot or rear of the building.

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

1. Public Safety Welfare
2. No Safety Hazard or Nuisance
3. Relationship to Adjacent Land Uses

Ayes: Wilcox, Hansen, Rush, Carson

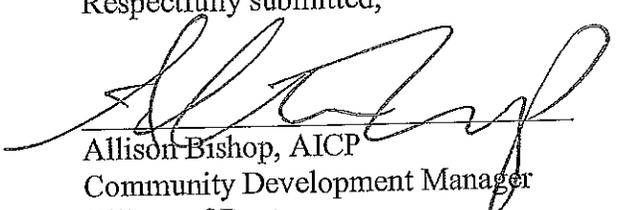
Nays: Bombery

Motion Carried 4-1

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

Thank you.

Respectfully submitted,



Allison Bishop, AICP
Community Development Manager
Village of Dexter

Dexter Town Center – Building 3

May 1, 2013

Site Plan Review Committee Meeting

Attendees: Paul Cousins, Shawn Keough, Donna Fisher, Scott Bell, Pat Droze, Allison Bishop, Steve Brouwer

Brief introductions were made and a sign in sheet was circulated.

The applicant, Steve Brouwer, requested a site plan review committee meeting to review the consultant site plan review comments. Consultant reviews were distributed at the meeting including 2 sets of OHM reviews, one Carlisle Wortman planning review and one DAFD review. Also distributed were copies of the elevation and the site plan dated 4-21-13 was available for review.

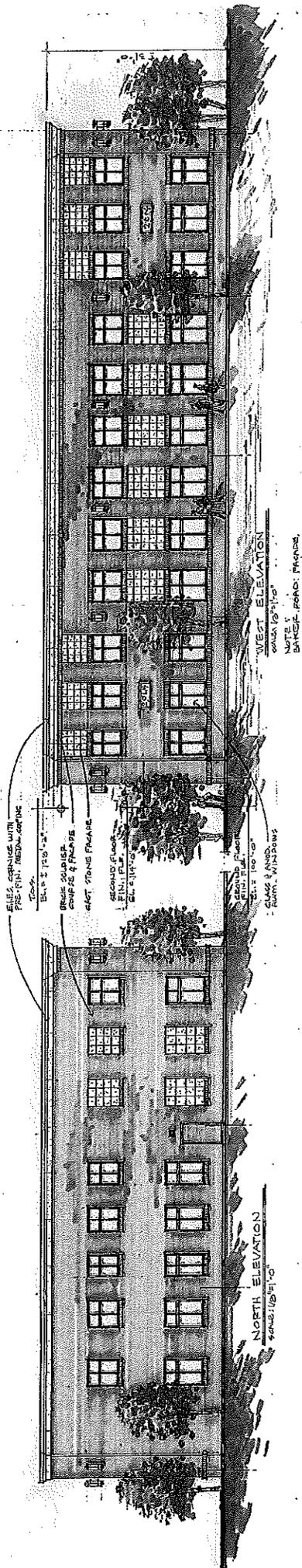
Staff gave a brief background of the project and of the outstanding consultant comments.

The discussion included, but was not limited to:

- Remaining consultant comments (2 from engineer and 3 from planner).
- The applicant's main issue was the engineering comment regarding the installation of streetscape lighting along Baker Road.
- The applicant objects to the fairness of the requirement to install street scape lighting at the final phase of the project in which no work within the right of way is proposed; the final phase in a 3 phase development and the 2012 engineering standards changes being implemented in the final phase of the project; the lack of an overall streetscape lighting plan, including wiring and layout; the DDA's CIP plan to install lighting in 2016/17; lights would be placed irregular along corridor and separation would be inconsistent; nearest lights being Mugg and Bopps; developers contribution of right of way at no cost to Village; and the general objection that the cost of installation should be passed along to the developer (Village paid for lighting installation along Central Street).
- The committee discussed the following: updates to the engineering standards adopted in 2012, street lights were included as a requirement for installation in the DDA, although little thought was placed into the logistics of how the plan would be implemented; streetscape lighting plan has not been completed; comprehensive and consistent spacing is key to successful implementation; desire to work with DTE on locating control boxes and obtaining approvals; DDA involvement in master planning for consistent implementation; funding unknown at this time; DDA CIP slates work for 2016-2018; installation should be coordinated with Federal dollars anticipated in 2017 for Baker Road improvements.
- The committee generally agreed that given some of the challenges to implementation and the desire to gain approvals and have a consistent plan for separation and a plan that can be modified as necessary with redevelopment that consideration to suspending the engineering

standard (attached) should be considered by the Planning Commission as an agenda item prior to action on the proposed site plan. It was also generally agreed upon that the discussion should begin at the DDA as soon as possible and that DTE involvement is critical to implementation.

- Staff was then directed to have the Village manager place the item on the DDA agenda and to place discussion of the suspension on the Planning Commission agenda.
- Other items specific to the site plan included, but were not limited to:
 - ZBA approval of rear entry
 - “real” windows – the windows will be standard windows with blinds as necessary for privacy.
 - Elevation/façade comments – the pre-cast stone shown to the left of the entrance is due to the stairwell, no windows permitted. Would the standard brick be preferred, eliminating the pre-cast stone?
 - Brick similar to Pharmacy Building, only slightly different than wellness center.
 - Lighting on the front of the building goose neck fixtures like Pharmacy Building, not as shown on color rendering.
 - Parking lot lighting – more detail was provided by applicant on what lights will be on when. 2 parking lot lights behind pharmacy on 24 hours due to security and several break ins; wellness center parking lots lights proposed to be on 20 minutes prior to opening and 20 minutes after close; 3 parking lot lights behind Building 3 will be on per tenant hours (extended care hours typically close between 8 and 9 pm.)
 - ROW dedication – dedication of the Baker Road ROW from developer to Village will not be prepared by applicant, staff will work through completion prior to project close out.
 - No construction timeline has been prepared at this time, land banked parking will be constructed upon construction of Building 3.



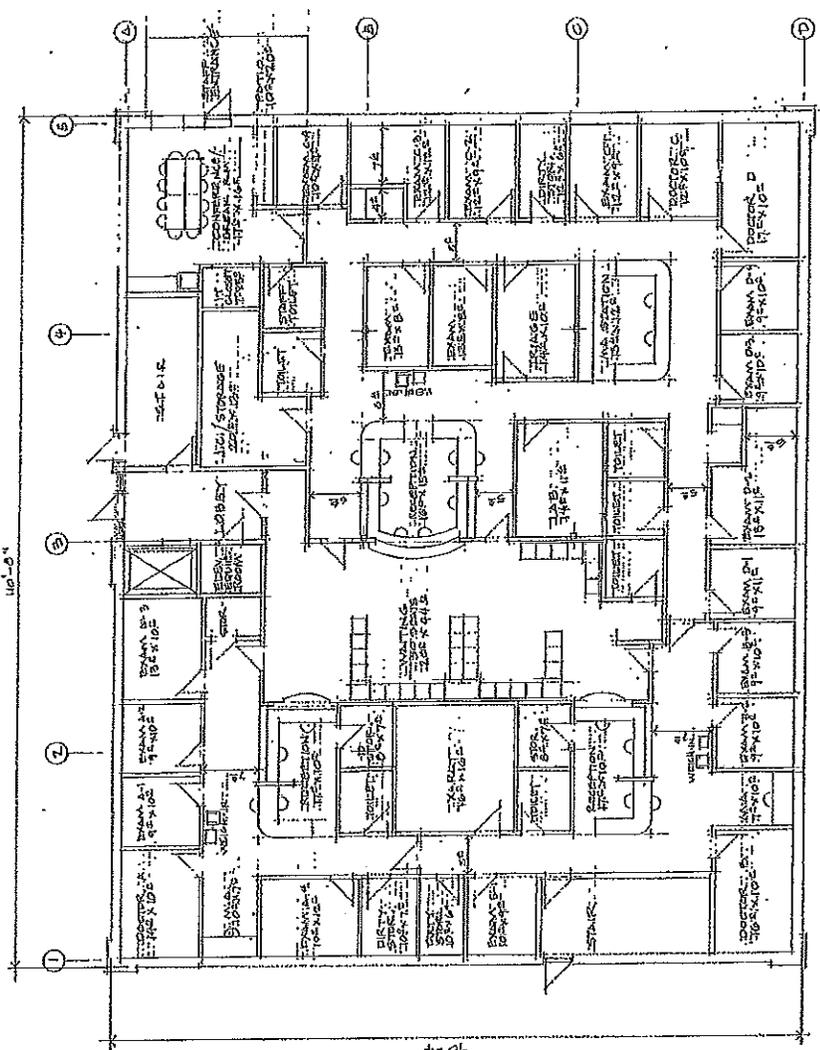
DEXTER WELLNESS CENTER
DEXTER MICHIGAN

JULY 23, 2012
CORRECTION TO DATE



WAT YEE ASSOCIATES
ARCHITECTS & PLANNERS
1000 WEST WASHINGTON STREET
ANN ARBOR, MICHIGAN 48106
TEL: 734.769.8888 FAX: 734.769.8888

POSTER NO. 4625



BUILDING FLOOR PLAN:
DEXTER MEDICAL OFFICE
 DEXTER
 CHESTERBORO
 2.5.2009
 CENTER, MICHIGAN

WAR YEE ASSOCIATES
 ARCHITECTS & PLANNERS
 2701 WEST BERRY AVE. SUITE 200
 ANN ARBOR, MI 48106
 734.769.8888
 WWW.WYEA.COM

ARCHITECTS
 PRELIMINARY
 NOT FOR CONSTRUCTION

WYEA
 A2.1

GENERAL
GROUND FLOOR PLAN
 SCALE: 1/8" = 1'-0"
 3/21/09



PROFESSIONAL ENGINEERING ASSOCIATES, INC.
Civil Engineers | Land Surveyors | Landscape Architects

Howell Office • 2900 E. Grand River Ave. • Howell, MI 48843
(P) 517.546.8583 • (F) 517.546.8973 • www.peainc.com

April 22, 2013
PEA Project No: 2013-023

* rec. 4/25/13

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

Attn: Patrick M. Droze, PE

**RE: DEXTER TOWN CENTER UNIT 2
VILLAGE OF DEXTER, MI
OHM JN: 0130-13-1001**

Dear Mr. Droze:

In response to your review dated April 15, 2013, the following describes the changes made to the plans or provides additional clarification to the review comments:

1. Record drawing information has been added to the existing conditions plan in and immediately around the proposed development area. References to record drawings for Dexter Pharmacy and Dexter Wellness Center have been added for areas away from the proposed development area. The parking lot and grading changes at the southeast corner of the site have been incorporated on sheets C-1 and C-2.
2. The overlapping legend and map have been addressed on Sheet C-4.
3. Calculations for the boulder retaining walls on site are attached.
4. Revised lighting information is indicated on the Lighting Plans.
5. The developer will coordinate with the Village for the dedication of additional right of way on Baker Road.
6. The standard Village of Dexter notes and latest standard detail sheets have been updated.
7. The street cleaning schedule has been revised as requested.
8. To date, there has been no notable sedimentation in the detention basin and we do not anticipate the need for this following construction of Unit 2. The detention basin and

storm sewers will be inspected following construction and a determination will be made at that time whether any sediment removal is required.

9. The roof lead to CB17A is now noted as 8" PVC SDR 23.5.

If you have any further questions or concerns, or require clarification of our responses, please feel free to call.

Sincerely,
PROFESSIONAL ENGINEERING ASSOCIATES, INC.



Jonathan E. Curry, PE
Senior Project Engineer



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April 22, 2013
PEA Project No: 2013-023

Carlisle Wortman Associates, Inc.
605 S. Main Street
Ann Arbor, MI 48104

Attn: Laura K. Kreps, AICP

**RE: DEXTER TOWN CENTER UNIT 2
VILLAGE OF DEXTER, MI**

Dear Ms. Kreps:

In response to your review dated April 16, 2013, the following describes the changes made to the plans or provides additional clarification to the review comments:

1. The three bicycle loops are labeled at the southeast corner of the proposed building on Sheet C-3.
2. A table listing the shrubs for the entire Dexter Town Center site has been compiled from the approved landscaping plans for Dexter Pharmacy and Dexter Wellness Center. As explained in our phone conversation, several shrub species in the prior phases were already proposed in numbers beyond the 10% allowed by ordinance. With the inclusion of all this phase, the diversity of species and genus have been improved. However several species are still above the allowed 10% total, namely:

Northern Gold Border Forsythia = 15% (none of these shrubs are proposed for Phase 3)
Anthony Waterer Spirea = 13%
Sea Green Juniper = 11%

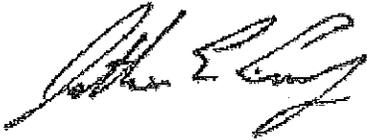
It should be noted that no single genus accounts for more than 18% of the site total, while 25% is allowed. We believe the diversity of species on this site meets the intent of the ordinance by providing a variety of species with no one species providing a large proportion of the total plantings.

3. Information regarding dimming of lights after business hours is addressed on the revised lighting plan.

4. No response necessary.

If you have any further questions or concerns, or require clarification of our responses, please feel free to call.

Sincerely,
PROFESSIONAL ENGINEERING ASSOCIATES, INC.



Jonathan E. Curry, PE
Senior Project Engineer

AGENDA 5-13-13

ITEM L-4

VILLAGE OF DEXTER

ddettling@dextermi.gov

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: May 13, 2013
Re: 213 Paving, Sidewalk, Drainage Improvements

Attached is a recommendation from OHM to award the 2013 Paving, Sidewalk and Drainage Improvements project to Birkenstock Enterprises. This bid award is for both the Forest Street Drainage Improvement Project and the Second/Hudson Paving and Sidewalk Project.

Staff supports the recommendation to award Division 1 and 3, in the amount of \$248,279 to Birkenstock Enterprises. Division 2 is work that will be completed on private property for the property owner on Forest Street in the amount of \$4,770. Birkenstock will enter into a contract with property owner and invoice them for this work.

The project will be paid from Local Streets Funds 203-451.000.803.000, which was Budgeted at \$220,000. A budget amendment will not be needed for the current fiscal year as we anticipate construction to go into July several weeks, and not exhaust the FY 2012-13 line item. The 2013-14 budget will need to include funds for work completed in July, both construction and engineering services.

OHM Design 2013 Hudson/Second Paving and Sidewalk Improvements	\$12,500 actual
OHM Design 2013 Forest Street Drainage Improvements	\$13,800 actual

OHM will provide a Construction Engineering Proposal for approval at the next meeting on May 28, 2013. Staff will propose an estimate for the funding needed in next year's budget to cover project costs that overlap budgets, as well as roughly \$28,279 in additional construction costs to complete Division 1 and 3. At this time we anticipate construction will start after Memorial Day.



ARCHITECTS. ENGINEERS. PLANNERS.

May 7, 2013

VILLAGE OF DEXTER (Sent via Electronic Mail)

Attention: Donna Dettling
Village Manager

Regarding: 2013 Paving and Drainage Improvements
Recommendation Letter
OHM Job # 0130-13-0021

Dear Ms. Dettling:

Bids for the 2013 Paving and Drainage Improvements project were received on Friday, May 3, 2013 at the Village of Dexter offices. Bids were received from six bidders, with bids ranging from \$253,049.00 to \$379,485.00, as shown on the attached tabulation. The scope of work includes the construction of storm sewer on Forest Street, sidewalk on Second and Hudson Streets and pavement rehabilitation on Hudson Street. The bid included three divisions which are defined below:

- Division 1: Base bid including storm sewer, sidewalk (Second Street, Hudson Street from Third to Cottonwood) and pavement rehabilitation.
- Division 2: Storm sewer work for 7788 Forest Street. This division was included to obtain a price for related storm sewer work on a private property at a low point on Forest Street.
- Division 3: Sidewalk on Hudson from Third to Fourth Street.

The checked low bid was received from Birkenstock Construction LLC, 2528 Harte Dr., Brighton, MI 48114 in the amount of \$253,049.00. Investigation of Birkenstock Enterprises revealed that the company meets the qualifications set forth in the contract documents and appears capable of performing the work. In addition, the Company has shown that they have adequate resources needed to perform the work associated with this project in the time allotted.

It is recommended that the 2013 Paving and Drainage Improvements contract be awarded to Birkenstock Enterprises of Brighton, Michigan, in the amount of \$248,279.00 based on their unit price bid. This recommendation includes costs for Division 1 (\$241,679.00) and Division 3 (\$6,600.00).

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

Sincerely,
OHM Advisors

A handwritten signature in black ink that reads "Patrick M. Droze". The signature is written in a cursive, flowing style.

Patrick M. Droze, P.E.
Project Engineer

cc: Dan Schlaff, Village Utilities
Birkenstock Construction LLC, 2528 Harte Dr., Brighton, MI 48114
File

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

**Village of Dexter
Treasurer/Finance
Director's Office**

AGENDA 5-13-13

ITEM L-5

Memo

To: Village Manager and Council
From: Marie Sherry, Village Treasurer
Date: 5/7/2013
Re: Credit Card Processors

This memo is to follow up on my written report from the April 22, 2013 Council meeting in regard to credit card servicing companies. If Council chooses to move forward with offering a credit card option to our residents, I would recommend that we contract with Point and Pay, using a convenience fee system, for a one-year agreement. After one year, we can assess the usage and fees being paid to see if this is in fact the best option for the Village and our residents.

To recap the quotes from Point and Pay and from Singular Bill Pay:

	Point & Pay		Singular Bill Pay	
	Cost to Village	Cost to Customer	Cost to Village	Cost to Customer
Non-Absorbed Fee Option				
Set-Up Fees				
Application Fee	\$0.00	\$0.00	\$0.00	\$0.00
Set-Up Fee	\$0.00	\$0.00	\$0.00	\$0.00
PCI/IRS Compliance Fee (annual)	\$0.00	\$0.00	\$79.00	\$0.00
Credit Card				
\$1.00 - \$50 (\$1.50 per \$50 charged)	\$0.00	\$1.50	N/A	N/A
\$51 - \$100 (\$1.50 per \$50 charged)	\$0.00	\$3.00	N/A	N/A
\$101 - \$150 (\$1.50 per \$50 charged)	\$0.00	\$4.50	N/A	N/A
> \$150 (\$1.50 per \$50 charged)	\$0.00	\$6.00	N/A	N/A
\$1.00 - \$500	N/A	N/A	\$0.00	\$3.95
> \$500	N/A	N/A	\$0.00	\$3.95 + 2.75%
eChecks				
\$1.00 - \$10,000	\$0.00	\$3.00	N/A	N/A
> \$10,000	\$0.00	\$10.00	N/A	N/A
\$1.00 - \$500	N/A	N/A	\$0.00	\$2.95
> \$500	N/A	N/A	\$0.00	\$5.00
Property Taxes				
Credit Card (Set by State Law)	\$0.00	3.00%	\$0.00	3.00%
eChecks	\$0.00	Same as above	\$0.00	Same as above
Payments by Phone (IVR)				
Credit Card	\$0.00	Same as above	\$0.00	\$3.95
eChecks	\$0.00	Same as above	\$0.00	\$2.95
Village-initiated collection calls				
Credit Card	N/A	N/A	\$0.50	N/A
eChecks	N/A	N/A	\$0.00	\$3.95
	N/A	N/A	\$0.00	\$2.95

	Point & Pay		Singular Bill Pay	
	Cost to Village	Cost to Customer	Cost to Village	Cost to Customer
Other Information				
Company location	Troy Michigan		St Petersburg Florida	
BS&A Compliant	Yes - Partner Company		Yes - can upload files to software	
BS&A Integration	Full integration with all software		None	
Email Marketing	None		Included	
Termination Fees	One Year Contract		None	
Maintenance Fee	None		None	
Support Fees	None		None	
Training	Included		None	
Card Readers	2 Free		Virtual Terminal	
Additional Card Readers	\$50		N/A	

	Point & Pay	Singular Bill Pay
Easter Egg Hunt @ \$2.00, Credit Card	\$ 1.50	\$ 3.95
Recycle Bin @ \$5.00, Credit Card	\$ 1.50	\$ 3.95
Farmers Market @ 10.00, Credit Card	\$ 1.50	\$ 3.95
Zoning Compliance @ \$25, Credit Card	\$ 1.50	\$ 3.95
Community Garden @ \$60, Credit Card	\$ 3.00	\$ 3.95
Utility Bill @ \$75, Credit Card	\$ 3.00	\$ 3.95
Utility Bill @ 115, Credit Card	\$ 4.50	\$ 3.95
Utility Bill @ \$180 (avg), Credit Card	\$ 6.00	\$ 3.95
Utility Bill @ \$200, Credit Card	\$ 6.00	\$ 3.95
Banner Permit @ \$200, Credit Card	\$ 7.50	\$ 3.95
Combined transaction @ \$275, Credit Card	\$ 9.00	\$ 3.95
Rent @ \$625, Credit Card	\$ 16.50	\$ 21.13
Site Plan Review @ \$1,125, Credit Card	\$ 36.00	\$ 34.88
Total	\$ 97.50	\$ 99.46

The rationale for going with Point and Pay over Singular Bill Pay is the integration with the BS&A software system, as well as the capability of having card readers as opposed to a virtual terminal (less chance of key in errors). Plus, there are options available (with some slight additional costs and equipment purchase) for portability so if the Farmers Market, for example, wanted to accept credit cards we could use Point and Pay's card readers to accomplish that.

Both systems have pros and cons in regard to their pricing, which will be a definite item to review once we have a year of usage data.

Suggested Motion:

I move that the Village enter into a one-year contract with Point and Pay to provide a credit card solution to Village customers, with the cost to be paid for using convenience fees charged to the credit card user.

VILLAGE OF DEXTER

ddettling@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: May 13, 2013
Re: Proposal for Construction Services
Improvement to Primary means of Egress at 8140 Main

This is a follow-up to the March 25, 2013 memo that was presented with the Village Manager report. Below is a summary of where this matter left off and a recommendation to approve the proposal from Dexter Builder's in the amount of \$4,425.00.

*After sorting out the code requirements and working through this matter with Deb Gundry and her staff at MiOSHA, it turns out we **simply need to improve the primary means of egress, we DO NOT need to create a secondary means of egress.** I worked with local contractors to secure proposals for this work and received two quotes.*

Ms. Gundry has reviewed this information with enforcement staff in her office, and they agreed that improving the primary egress resolves the serious hazard noted in the survey conducted in April of 2012. Ms. Gundry pointed out that the stairway may still be nonconforming, but she assured me that a citation for the nonconforming stairs would be considered an other than serious (OTS) hazard. There are no fines or penalties associated with OTS hazards.

Staff recommends acceptance of the proposal from Dexter Builders in the amount of \$4,425.00. A budget amendment will be proposed with the 4th quarter amendments in account 101.301.000.935.000 to cover this improvement. The funds will come from the Facility Reserve Account.

Job #121358

*Received
May 2008*



Dexter Area Fire Dept.
Donna Dettling
8140 Main St.
Dexter, MI 48130

**Subject: Proposal for Construction Services at
8140 Main Street in Dexter in Michigan**

Dear Donna:

We are pleased to submit this proposal to provide construction services at your building. This proposal outlines our scope of services, schedule, and project costs.

SCOPE OF SERVICES

All work summarized below is according to our discussions and inspection of the second story egress. Any change from the scope of services presented may require cost adjustment (add or deduct), a written change order will be prepared for signature prior to initiating the change.

Code Requirements and Permits

- Provide certification that the installation will meet Commercial Building Code requirements for an emergency exit
- Prepare the required construction drawings
- Secure a building permit and required building inspections

Demo/Framing

- Remove existing glass entry door
 - Save for reuse if possible
- Remove existing interior door and trim at bottom of stairs
- Remove drywall and framing as necessary for new door in living space
- Remove plywood access door to truck bay
- Frame opening for new access door to truck bay
- Frame opening for 24" pocket door into living space

Interior Finish

- Install 24' pocket door at top of stairs

DEXTER BUILDERS

8820 Jackson Road, Dexter, MI 48130
Phone: (734) 426-3852 Fax: (734) 426-4336

*5th in the state is good
1st with our customers is what matters*

QUALIFIED
Remodeler

Top **500**
Remodelers 2011

Village of Dexter
8140 Main St., Dexter, MI

- Install and finish ½” drywall as necessary over pocket door framing
- Install baseboard and door casing to match existing
- Install wooden trim in doorway at bottom of stairs
 - Exact design to be determined
- Re-install glass exterior door if possible
 - Flip swing causing door to open out
 - If existing door cannot be reused, new door will be installed (\$500 allowance)
- Install new 36”x48” fire-rated access door (\$485 allowance)
- Caulk and paint all trim, walls and doors to match existing
- Clean up jobsite and remove all construction-related debris

Electrical

- All electrical work to be performed by a licensed subcontractor
- Re-locate alarm box (\$250 allowance for electrical services)

SCHEDULE

If this proposal is acceptable, work will be scheduled as soon as possible. The project will be completed in approximately 4-7 days.

PROJECT COST

Our cost to complete the scope of work described above is **\$4,425**. This includes the cost of all labor, material, and expenses except as noted. The schedule of payments is outlined below.

<u>Description</u>	<u>Amount</u>
Initial Payment (Sign Contract)	\$ 2,425
Final Payment (Complete Scope)	\$ 2,000
Total	\$ 4,425

If you have questions or need any additional information regarding this proposal, please contact us at (734) 426-3852. Thank you for this opportunity.

Respectfully Submitted,



Casey Peters
Dexter Builders





March 22, 2013

Donna Dettling,
Village Manager
8140 Main Street
Dexter, MI 48130-1092

Dexter Fire Station Renovation

Dear Donna,

Based on the our conversation and the "Draft Primary Egress Memo" sent by The Village of Dexter, dated March 3, 2013, A. R. Brouwer Co. LLC has prepared an estimate to complete the work outlined in the memo above at the existing Dexter Fire Station, Dexter, MI 48130.

The work to be completed for the building is as follows:

1. Install pocket door at the top of the stairs into sleeping quarters.
2. Remove the door located at the bottom of the stairwell.
3. Remove existing door between meeting room and truck bays, Install new 2 hour rated access door in existing opening.
4. Install a fire alarm strobe or horn & strobe device in sleeping area, TBD.
5. Connect and continuously monitor existing fire alarm system to an approved central station.
6. Replace/ repair existing exit door on the main level so the door swing is with the travel path of the occupants exiting the building.

Demolition

Remove door at bottom of the stairs going up to the meeting room, remove existing door between meeting room and truck bays. Remove necessary wall for installation of pocket door at the top of stairs

Masonry

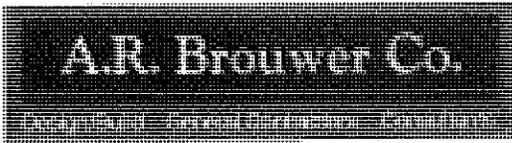
Install new 2 hour rated access door in existing masonry opening, approx. 48"x 32" between meeting room and truck bay.

Caulking

High quality caulking will seal joints between different building materials.

Door

One (1) interior wood pocket door will be installed in sleeping quarters at top of stairs, painted.



Building Finishes

New pocket door and wall will be painted to match existing walls, joint between new and existing will be patched and painted, caulk around new access door frame, new caulk at entry door frame.

Fire Alarm

Install new fire alarm strobe device or horn/strobe device (owner preference) within sleeping area. No addition cost for horn/strobe device. "All Star Alarm" will provide connection and monitor existing fire alarm system to an approved central station at a monthly rate of \$39/mo.

General Conditions

On-site supervision, general and final clean-up are included.

Exclusions

Builders risk insurance, winter conditions, any work to modify existing stair or landing, and removal of hazardous materials are excluded.

Cost

The cost to complete the work listed above is \$6,000.

We appreciate this opportunity to be of service to the Village of Dexter and look forward to working with you on this project.

Sincerely,

Jeremy T. Zeigler

A.R. Brouwer Co, LLC

7444 Dexter-Ann Arbor Rd, Suite F

Dexter, MI 48130

www.arbrouwer.com

cell: 734.545.4880

office: 734.426.9980

fax: 734.426.9985

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: May 6, 2013
Re: 2013-2014 Budget Public Hearings

Provided for your review are copies of the ads for our annual budget related public hearings which will be held on June 10, 2013. The ads will run in the Sun Times on May 21, 2013. Copies of legal ads are also provided on Facebook and in the Village e-mail update.

Water/Sewer/Refuse Rates

The ad for water/sewer/refuse rates shows a 3% increase in water, a 6% increase in sewer and no change to the refuse fee. The sewer increase is necessary to prepare for the addition of a bond payment due to the Sludge System Improvement Project. Also shown is a \$100 increase to the cost of a second meter for irrigation. This increase is necessary to cover the true cost of the meter and mxu, which is the device that sends the radio signal that is picked up by the meter reading equipment.

The ad also includes the proposed increases to the sewer system surcharge and industrial cost recovery fees, which are assessed on commercial and industrial users whose wastewater exceeds certain limits.

Millage Rates

The Headlee Amendment, which was a State of Michigan constitutional amendment adopted in the late 1970's, requires local voter approval for increasing tax rates above the rates authorized by law. The Amendment also requires the millage rate to be rolled back (decreased) so that the total amount of taxes paid on property increases by no more than the rate of inflation. According to the General Law Village Act the maximum allowable millage rate for a Village's general operation is 12.5 mills and the maximum allowable millage rate for streets is 5 mills. The Village's millage rates have been rolled back to 9.8807 mills for general operating and 3.9520 mills for streets.

For the past eight years (2006-2013) Council has held the millage rate constant at 13.5562 mills. As taxable values fell and the millage rate necessary to fund the general obligation bond payment increased, the millage rate was held constant by lowering the general operating millage and/or streets millage.

In this fiscal year, due to the increase in taxable value, the millage rate necessary to fund the general obligation bond was reduced from 0.8351 to 0.8023. The Village is currently levying under the Headlee allowable amount for general fund, so the reduction was used to increase the general fund millage from 9.8337 to 9.8665. The overall millage rate remains 13.5562.

Council will take action to set the final millage rates at the June 10, 2013 meeting.

NOTICE OF PUBLIC HEARING ON PROPOSED WATER AND SEWER RATE INCREASE

Notice is hereby given that the Dexter Village Council will hold a public hearing on Monday, June 10, 2013 at 7:30 p.m. at the Dexter Senior Center – 7720 Ann Arbor Street, Dexter, Michigan for the purpose of hearing public comment regarding a proposed Water and Sewer Rate Increase.

<u>Water Rates</u>	<u>Current Rates</u>	<u>Proposed 3% increase</u>
Ready To Serve Monthly Fee	\$6.91	\$7.12
First Meter Per 1,000 Gallons	\$3.12	\$3.21
Second Meter Per 1,000 Gallons	\$4.21	\$4.34

<u>Sewer Rates</u>	<u>Current Rates</u>	<u>Proposed 6% increase</u>
Ready to Serve Monthly Fee	\$6.15	\$6.52
Per 1,000 Gallons	\$7.57	\$8.02

<u>Other Charges and Penalties</u>	<u>Current Rates</u>	<u>Proposed Rates</u>
Penalties on Late Charges	2% Cumulative	2% Cumulative
Turn-on and Turn-off Charges	\$35	\$35
Meter Calibration Charge	\$35	\$35
Water Only Meter 1 inch	\$250	\$350

<u>Refuse Rates</u>	<u>Current Rates</u>	<u>Proposed Rate</u>
Monthly Charge	\$17.50	\$17.50

The chart below illustrates the impact the proposed rate adjustment will have on a family using 10,000 gallons of water during a 2-month billing cycle. The overall increase during a 2-month billing cycle would be \$6.56 each billing cycle or \$3.28 per month. The overall percentage increase is 3.9%.

	<u>Current</u>	<u>Proposed</u>
<u>WATER- 3%</u>		
Ready to Serve Charge	\$13.82	\$14.24
Commodity Charge 10,000 gallons	\$31.20	\$32.10
<u>SEWER- 6%</u>		
Ready to Serve Charge	\$12.30	\$13.04
Commodity Charge 10,000 gallons	\$75.70	\$80.20
<u>REFUSE</u>	\$35	\$35
	\$168.02	\$174.58

Public comment will also be received on proposed Sewer Surcharge Rate Increase. Extra Strength Surcharges and Industrial Cost Recovery Charges are assessed on commercial/industrial (non-residential) users whose wastewater exceeds certain limits.

Extra Strength Surcharges– Current:

BOD in excess of 300 mg/l	\$0.09/pound
Suspended solids in excess of 275 mg/l	\$0.1/pound

Phosphorous as P in excess of 16 mg/l \$1.41/pound

Industrial Cost Recovery– Current:

Water usage in excess of 22 gpepd \$0.140 per 1,000 gallons

BOD in excess of 300 mg/l \$0.09/pound

Suspended solids in excess of 275 mg/l \$0.1/pound

Phosphorous as P in excess of 16 mg/l \$1.41/pound

Extra Strength Surcharges– Proposed:

BOD in excess of 300 mg/l \$0.62/pound

Suspended solids in excess of 275 mg/l \$0.21/pound

Phosphorous as P in excess of 12 mg/l \$4.57/pound

Industrial Cost Recovery– Proposed:

Water usage in excess of 22 gpepd \$0.28 per 1,000 gallons

BOD in excess of 300 mg/l \$0.62/pound

Suspended solids in excess of 275 mg/l \$0.21/pound

Phosphorous as P in excess of 12 mg/l \$4.57/pound

Donna Dettling
Dexter Village Manager

Publish: May 21, 2013

VILLAGE OF DEXTER
NOTICE OF PUBLIC HEARING ON THE PROPOSED 2013-2014
MILLAGE RATE AND PROPOSED 2013-2014 BUDGET

Notice is hereby given that the Dexter Village Council will hold a public hearing Monday, June 10, 2013 at 7:30 p.m. at the Dexter Senior Center, 7720 Dexter-Ann Arbor Road, Dexter, Michigan, for the purpose of hearing public comment regarding the proposed 2013-2014 Millage Rate and the Proposed Fiscal Year 2013-2014 Budget.

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

General Operating – 9.8665
Streets – 2.8874
General Obligation Debt - 0.8023

Information regarding the Proposed Fiscal Year July 1, 2013 through June 30, 2014 Budget is available for public inspection at the Village Office, on the second floor of the PNC Bank Building, 8123 Main Street, Dexter MI weekdays between 9:00 am and 5:00 pm and online at <http://www.dextermi.gov>.

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

Donna Dettling
Village Manager

Publish: May 21, 2013

AGENDA 5-13-13

ITEM L-8

VILLAGE OF DEXTER

ddettling@dextermi.gov

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: May 13, 2013
Re: Capital Improvement Plan

The Capital Improvement Plan was included with your agenda packet at the last meeting, April 22, 2013. A Resolution to accept the CIP is attached to this memo for approval.

**VILLAGE OF DEXTER
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION OF ADOPTION
2013 - 2018 CAPITAL IMPROVEMENTS PROGRAM UPDATE**

WHEREAS, the Village of Dexter Planning Commission adopted the Master Plan on June 4, 2012, the said Master Plan recommends the adoption of an annually updated Capital Improvements Program to evaluate, prioritize, and structure the financing of public improvement projects; and

WHEREAS, Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008). It is the Village Planning Commission's goal that the CIP be used as a tool to implement the Village's Master Plan and assist is the Village's financial planning; and

WHEREAS, The State of Michigan provides for the development and use of a capital improvements plan in the Municipal Planning Act (Section 65, Act 33 of the Public Acts of 2008). "To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a non-elected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements."

WHEREAS, the Village of Dexter Planning Commission has systematically reviewed the 2013 – 2018 Capital Improvements Program, as well as the proposed improvements related to the Master Plan and its Addendums, the improvements proposed by the Village Department Heads, the Parks and Recreation Commission, the Downtown Development Authority; and

WHEREAS, the 2013 – 2018 Capital Improvements Program has been prepared to address said review of projects, and presents a public improvements program that focuses on the current and future needs of the residents of Dexter; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission on April 1, 2013; and

WHEREAS, the Planning Commission has recommended approval of the 2013-2018 Capital Improvements Plan;

BE IT THEREFORE RESOLVED, that the Village of Dexter Village Council accepts the Planning Commission recommended 2013 – 2018 Capital Improvements Program as a guide in funding priority capital projects within the plan and to develop the FY 2013-2014 Budget.

MOVED BY:

SUPPORTED BY:

YEAS:

NAYS:

RESOLUTION DECLARED ADOPTED THIS _____ DAY OF MAY 2013.

Shawn W. Keough, Village President

CERTIFIED BY:

Carol J. Jones, Village Clerk



Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Discussion of- 2013-2018 CIP Planning Commission Recommendation
Date: May 13, 2013

The Planning Commission held a public hearing on Monday, April 1, 2013 to hear public comment on the 2013-2018 Capital Improvements Plan (CIP).

The Planning Commission began review of the CIP in January and has subsequently had discussions in January, February and March.

Discussion about the CIP has included, but is not limited to:

1. Adding the project score to the summary worksheet
2. Concerns about maintenance of existing facilities, i.e. Mill Creek Park and other facilities
3. Adding PASAR rating to the streets worksheets, consider rating and project coordination (water, storm & sewer improvements) in priority level
4. Pedestrian Connectivity – as we attract visitors to the west side of the Village we must improve pedestrian connectivity throughout the community, especially along major thoroughfares
5. Walkabout Creek needs to be connected to sidewalk network
6. Crosswalk at schools and Baker Road is a priority need; collaboration with the school imperative; Safe Routes to Schools coordinator can provide assistance and access to funding; 5H Dexter Coalition a potential funding source
7. Update Zoning Ordinance – following adoption of a Master Plan is a good time to consider amendments to the Zoning Ordinance, specifically landscaping, signs and lighting, which all need review and improvement based on recent observations.
8. Public Restrooms – Top Priority in the downtown
9. Executive Summary
10. New Projects
11. Completed Projects

The CIP is a program that projects and coordinates public expenditures for improvements to the transportation and utility systems, municipal facilities, and other improvements over a six-year period. Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008). It is the Village Planning Commission's

goal that the CIP be used as a tool to implement the Village's Master Plan and assist is the Village's financial planning.

Included in your packet on April 22, 2013 was a recommendation from the Planning Commission to adopt 2013-2018 CIP, as well as the following documents:

Executive Summary
Project Worksheets
Project and Fund Summary

Council is being asked to adopt a resolution accepting the document for Village Council use as a guide to developing the FY 13-14 budget.

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

Thank you.