

**DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, JULY 22, 2013**

AGENDA 8-12-13
ITEM C-1

A. CALL TO ORDER

The meeting was called to order at 7:30 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

R. Tell-ab

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Allison Bishop, Community Development Manager; Carol Jones, Village Clerk; Dan Schlaff, Public Services Superintendent; Scott Maurer, Water and Sewer Department; Captain Don Dettling, Dexter Area Fire Department; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – July 8, 2013

Motion Knight; support Semifero to approve the minutes of the Regular Council Meeting of July 8, 2013 with one correction on page 6, under Council Comments to insert the words *measurement of speed before the* in front of the phrase *speed limit sign coming in at the north entrance to the Village.*

Unanimous voice vote for approval with Trustee Tell absent

D. PREARRANGED PARTICIPATION

None

Trustee Tell entered the meeting at 7:32 PM

E. APPROVAL OF THE AGENDA

Motion Carson; support Semifero to approve the agenda as printed.

Unanimous voice vote for approval

F. PUBLIC HEARINGS

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

Fireworks Ordinance Amendment

Consideration of: Amendments to Chapter 26, Article IV, Division 2 - Weapons & Explosives in the General Code of Ordinances

President Keough opened the Public Hearing at 7:33 PM.

Captain Don Dettling of the Dexter Area Fire Department commented that as your fire official for the Village, he supports approval of the amendment. A question was directed to him about the placement of firework sales at a gas station.

Todd Austin of 3594 Ryan Drive, Dexter suggested that the Village give more thought to the amendment as to how it could be enforced. He spoke about fireworks going off over his house, showed an example of the debris he found in his yard, and stated that fireworks were going off beyond the three day time frame.

President Keough closed the Public Hearing at 7:38 PM.

Motion Carson; support Fisher to move the amendments to Chapter 26, Article IV, Division 2 – Weapons & Explosives in the General Code of Ordinances for the Village of Dexter.

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

Nays: None

Motion carries

G. NON-ARRANGED PARTICIPATION

None

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Chelsea Wellness Foundation Notice of Grant Award

I. REPORTS

1. Community Development Manager – Allison Bishop

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

- Provided a copy of a power point presentation from JJR on Monument Park presentation to the Michigan Chapter of the American Society of Landscape Architects award program.
- Passed around to Council members an example of work being done on the Med Hub building.
- Forwarded a request to the ZBA for a variance at 8080 Grand Street.
- Have received an application for a short film shoot on July 29.

- Quarterly report was included in this months report with residential building up this past fiscal year.
- The following questions/comments were asked of Ms. Bishop: to explain the Volunteer Management Program, where are we on the LaFontaine closeout and the art contribution, inquiry about the enforcement section in the quarterly report, and what about tapping of trees in the Village?

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

None

3. Subcommittee Reports

Broad Redevelopment Committee

Economic Preparedness

Facilities – Trustees Cousins and Knight and President Keough

- Included in the packet was an updated listing of facility options with those eliminated that are not being considered.
- Consensus is that police services should be downtown on Main Street and Village Hall be in the downtown area.
- The next step will be a meeting with the Fire Department to better understand their needs.
- Fred Schmid from the DDA was appointed to the committee
- On August 26 there will be a joint meeting with Council and the DDA.
- Not discussed at this meeting were bonding and costs.

Website

4. Village Manager Report

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

- In regards to Safe Routes to School, 5 H Coalition is interested in covering the engineering costs to the Village on the Safe Routes project.
- May need to educate residents on the watering issue, have placed door hangers and may need to go to fines with about two dozen multiple offenders.
- Received a phone call today (July 22) from a Spark representative on amending the industrial development district so that Dex Tech requesting a possible tax abatement.

5. President’s Report

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

- Brought to Councils attention the share cost of the tank at Northern United Brewing Company and that the cost of the tank may be higher than originally anticipated. Asked Council for input and direction.

- Will be sending a letter to the union to open up negotiations in August.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$793,481.24

Motion Fisher; support Semifero to approve item 1 of the Consent Agenda.

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps

Ms. Nicholls spoke of the four persons who have filed as of the meeting for the Charter Commission election and the filing date is until August 13.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Discussion of: Dedication of Dexter Crossings Roads in Phase 5B

Mrs. Dettling reported that the Village is close to getting all the documents together for the dedication of 5B and asked Council for input on phases 6, 7, and 8.

2. Consideration of: Quote to Gee Farms for \$5,700 for Mill Creek Park Stormwater Improvements

Motion Cousins; support Semifero to approve bid from Gee Farms in the amount of \$5,700 for stormwater improvements in Mill Creek Park.

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

Nays: None

Motion carries

3. Consideration of: Addition of American with Disabilities Act Improvements to Passport Grant Application

Motion Carson; support Semifero that the Village of Dexter Council hereby commits an additional \$3,500 for a total of match up to \$18,500 or 29%, to complete the necessary accessibility improvements as shown on the project plan for the Community Park non-motorized path Passport Grant.

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

Nays: None

Motion carries

M. COUNCIL COMMENTS

Carson	None
Tell	None
Knight	Spoke about the dog bite situation in Monument Park at a recent Friday night concert and wondered if anything can be done about dogs in the park on Friday nights. Ms. Knight also spoke about Forest Lawn Cemetery, which is the resting place of many former residents, and that the Cemetery Association has been approached by a group to do a cleaning on the grave stones. They may ask the Village's help with the project.
Jones	Spoke about a proposal that Beckett and Raeder put together when the streetscape was being completed that gave suggestions to residents and organizations for donations of items to the Village such as park benches.
Semifero	None
Fisher	None
Cousins	Reminded Council about the Plein Air Art event coming the week after Dexter Daze and the Friday night event.

N. NON-ARRANGED PARTICIPATION

None

O. ADJOURNMENT

Motion Knight; support Fisher to adjourn at 9:07 PM.

Unanimous voice vote for approval

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)	8/9/2013	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Dexter Village Council	8/12/2013	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Scio Township Planning	8/12/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
SH - Dexter Coalition	8/13/2013	5:30 p.m.	Copeland Board Room		Paul Cousins, Donna Dettling
Scio Township Board	8/13/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Dexter Area Chamber of Commerce	8/14/2013	8:15 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Julie Knight
Regional Fire Consolidation	8/14/2013	8:30 a.m.	Scio Township Hall		Shawn Keough
Dexter Area Fire Board	8/15/2013	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Ray Tell/Jim Seta
Chelsea Area Planning Team/Dexter Area Regional Team	8/19/2013	7:00 p.m.	TBD	http://www.ewashtenaw.org/	Jim Carson
Dexter Community Schools Board of Education	8/19/2013	7:00 p.m.	Copeland Board Room	http://dexterschools.org/	
Dexter Village Zoning Board of Appeals	8/19/2013	7:00 p.m.	Senior Center	http://www.dextermi.gov	Jim Carson
Dexter Township Board	8/20/2013	7:00 p.m.	Dexter Township Hall	http://www.twp-dexter.org/	
Dexter Village Parks Commission	8/20/2013	7:00 p.m.	Village Offices	http://www.dextermi.gov	Donna Fisher
Webster Township Board	8/20/2013	7:30 p.m.	Webster Township Hall	http://www.twp.webster.mi.us/	
Dexter Downtown Development Authority	8/21/2013	7:30 a.m.	Senior Center	http://www.dextermi.gov	Shawn Keough
Washtenaw Area Transportation Study-Policy	8/21/2013	9:30 a.m.	Scio Township Hall	http://www.miwats.org/	Jim Carson
Dexter Village Council	8/26/2013	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Scio Township Planning	8/26/2013	7:30 p.m.	Scio Township Hall	http://www.sciotownship.org/	
3045 Broad Redevelopment Team Joint Meeting	8/27/2013	7:00 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Scio Township Board	8/27/2013	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	
Western Washtenaw Area Value Express	8/27/2013	8:15 a.m.	Chelsea Community Hospital	http://www.ridethewavebus.org/	Jim Carson
Farmers Market/Community Garden Oversight	8/28/2013	5:30 p.m.	Village Offices	http://www.dextermi.gov	Julie Knight

AGENDA 8-12-13
ITEM M-1

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

AGENDA 8-12-13
ITEM H-2

Month	Name of Group	Dates	Number Approved	Approval Date	Locations	June Cont	Name of Group	Dates	Number Approved	Approval Date	Locations	
January	Friends of the Library - Book Sale	1/3-1/5	5 - 18" x 24"	1/3/2013	1,4,16,19,20		Boy Scouts - Rummage Sale	6/19-6/22	2 - 4' x 4'	1/10/2013	1,4,5	
	St. Andrew's - Blood Drive	1/3-1/7	2 - 28" x 22"	1/3/2013	8(2)		Dexter Senior Cit- Ice Cream Social	5/25-6/2	5 - 18" X 24"	5/3/2013	1,4,44,2,5	
	K of C - Quarter Mania	1/9-1/24	5 - 18" x 24"	1/8/2013	1,2,4,5,10		Dexter Soccer Club-Tryouts	6/1-6/17	5 - 18" X 24"	5/9/2013	4,44,5,11,32	
	Mill Creek Middle - Blood Drive	1/17-1/24	2 - 18" x 24"	1/16/2013	21(2)		St. Andrew's rummage sale	5/25-6/8	5 - 18 X 24	5/16/2013	1,4,5,2,36	
	K of C - Rummage Sale	1/24-2/9	5 - 18" x 24"	1/8/2013	1,2,4,5,10		3rd Annual Fun Day/Fundraiser	6/9-6/23	5 - 18 X 24	5/24/2013	1,2,4,5,10	
	Friends of the Library - Book Sale	1/31-2/2	5 - 18" x 24"	1/25/2012	1,4,16,19,20		Parade of Homes	6/19-6/23	1 - 18" x 24"	5/30/2013	1	
	St. Andrew's - Monthly Dinner	2/4-2/7	1 - 36" x 24"	1/3/2013	8		Walking Wellness Program 5H	6/1-6/8	5 - 18 X 24	5/30/2013	1,2,4,5,44	
	High School Drama Club - Play	1/26-2/10	3 - 18" x 24"	1/11/2013	1,2,4,5,44		Breast Cancer Walk/Local Fundraiser	6/16-6/29	5 - 18 X 24	6/3/2013	1,2,4,44,10	
	Education Foundation - Auction	2/9-2/24	3 - 18" x 24"	1/23/2013	1,2,4,5,44		Relay for Life	6/11-6/16	3 - 18 x 24	6/11/2013	1,10,44	
	Little League - Sign Ups	2/8-2/22	5 - 18" x 24"	1/7/2013	1,4,5,44(2)	July	St. Joseph - Flea Market	6/27-7/13	4 - 18" x 24"	3/14/2013	1,4,5,38,44	
March	Encore - Intermittent	2/7-3/3	1 - 36" x 24"	12/3/2012	15		St. Joseph - Parish Festival	7/6-7/22	1 - 4' x 4'	3/14/2013	1,2,4,5,10	
	Friends of the Library - Book Sale	2/28-3/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20		St. Andrew's Red Cross Blood Drive	7/8-7/22	2 - 28 X 22	5/16/2013	8,22	
	Community Band - Concert	2/18-3/3	2 - 2' x 4'	2/18/2013	1,3,5		Dexter Community Players "Big The Musical" theatre production	7/13 - 7/29	5-18"X 24"	7/8/2013	1,2,4,5,44	
	Historical Society - Art Fair	2/23-3/9	5 - 18" x 24"	1/24/2013	1,2,4,10,5		Dexter Touchdown Club	7/24-7/28	5 - 18 X 24	7/24/2013	1,2,4,5,44	
	Peace Lutheran - Easter Egg Hunt	3/9-3/23	1 - 2' x 30"	2/21/2013	1	August	St. James Episcopal	7/27-8/10	3 - 2' X 2'	6/24/2013	1,4,5	
	High School Drama Club - Play	3/2-3/10	1 - 3' x 4'	2/25/2013	3		Dexter Youth Football League	7/24 - 8/7	5-18 X 24	7/24/2013	1,2,4,5,44	
	Community Orchestra - Concert	3/3-3/17	2 - 3' x 4'	2/25/2013	1,5		St. Andrew's Ice Cream Social	7/19 - 8/2	5-18 X 24	7/12/2013	1,2,4,5,44	
	Knights of Columbus - Quarterman	3/7-3/21	5 - 18" x 24"	3/5/2013	1,2,4,5,10		Encore - Intermittent	7/11-8/18	1 - 36" x 24"	12/3/2012	15	
	Connexions Church - Egg Hunt	3/25-3/31	1 - 3' x 5'	3/21/2013	9		Friends of the Library - Book Sale	8/6-8/10	5 - 18" x 24"	12/5/2012	1,4,16,19,20	
	Encore - Intermittent	3/28-4/14	1 - 36" x 24"	12/3/2012	15		St. Andrew's Ice Cream Social	7/19 - 8/2	5-18 X 24	7/12/2013	1,2,4,5,44	
April	Friends of the Library - Book Sale	4/4-4/6	5 - 18" x 24"	12/5/2012	1,4,16,19,20		Dexter Youth Football League	7/24 - 8/7	5-18 X 24	7/24/2013	1,2,4,5,44	
	St. Andrew's - Monthly Dinner	4/1-4/4	1 - 36" x 24"	1/3/2013	8		Plein Air Festival	8/6-8/13	1 - 6' x 2,5'	8/6/2013	2,5,10,28	
	St. Andrew's - Blood Drive	4/11-4/22	2 - 28" x 22"	1/3/2013	8(2)		Great Day to Be Alive-Rummage Sale	8/7-8/18	5-18 X 24	8/7/2013	1,2,4,10,44	
	High School Drama Club - Play	4/6-4/21	3 - 18" x 24"	2/25/2013	2,4,5,44,3	September	St. Andrew's - Monthly Dinner	8/30-9/5	1 - 36" x 24"	1/3/2013	8	
	Community Orchestra - Ensemble	4/12-4/14	2 - 3' x 4'	4/11/2013	1,5		St. Andrew's - Blood Drive	9/16-9/30	2 - 28" x 22"	1/3/2013	8(2)	
	United Methodist - Rummage Sale	4/15-4/27	3 - 18" x 24"	3/28/2013	1,2,4,5,44		United Methodist - Rummage Sale	9/16-9/28	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		5H-Dexter Wellness Coalition-move	9/8 - 9/14	5-18"X 24"	7/8/2013	1,2,4,5,44	
	Friends of the Library - Book Sale	5/2-5/4	5 - 18" x 24"	12/5/2012	1,4,16,19,20	October	Encore - Intermittent	9/26-10/20	1 - 36" x 24"	12/3/2012	15	
	St. Andrew's - Monthly Dinner	4/29-5/4	1 - 26'	4/29/2013	8		Friends of the Library - Book Sale	10/3-10/5	5 - 18" x 24"	12/5/2012	1,4,16,19,20	
	St. Joseph Church-Plant Sale	5/4-5/19	5 18x24	5/1/2013	1,4,2,5,10	November	St. Andrew's - Monthly Dinner	10/31-11/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20	
K of C - Chickens Broil	5/17-5/28	5 18x24	5/17/2013	1,2,4,5,44		St. Andrew's - Monthly Dinner	11/4-11/7	1 - 36" x 24"	1/3/2013	8		
May	Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/5/2012	15		5H-Dexter Wellness Coalition-move	11/3 - 11/9	5-18"X 24"	7/8/2013	1,2,4,5,44	
	Friends of the Library - Book Sale	5/30-6/1	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	
	Historical Society-Civil War Days	5/12-5/10	5-18 X 27	4/24/2013	1,4,44,2,5		Friends of the Library - Book Sale	12/5-12/7	5 - 18" x 24"	12/5/2012	1,4,16,19,20	
	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 - Comerstone, 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 -Warrior 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 - S. Main/Broad, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Mesadowview/Dexter Ann Arbor, 46 - Ice Rink											
	Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/5/2012	15		Friends of the Library - Book Sale	12/2-12/5	1 - 36" x 24"	1/3/2013	8	
	Historical Society-Civil War Days	5/12-5/10	5-18 X 27	4/24/2013	1,4,44,2,5		5H-Dexter Wellness Coalition-move	12/6 - 12/14	5-18"X 24"	7/8/2013	1,2,4,5,44	
	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 - Comerstone, 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 -Warrior 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 - S. Main/Broad, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Mesadowview/Dexter Ann Arbor, 46 - Ice Rink											
	Encore - Intermittent	5/16-6/9	1 - 36" x 24"	12/5/2012	15		Encore - Intermittent	12/6 - 12/14	5-18"X 24"	7/8/2013	1,2,4,5,44	
	Historical Society-Civil War Days	5/12-5/10	5-18 X 27	4/24/2013	1,4,44,2,5		Friends of the Library - Book Sale	10/31-11/2	5 - 18" x 24"	12/5/2012	1,4,16,19,20	
	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 - Comerstone, 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 -Warrior 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 - S. Main/Broad, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Mesadowview/Dexter Ann Arbor, 46 - Ice Rink											

** Dexter Farmers Market will place up to 5 signs on Friday, Saturday and Tuesday from May through October to advertise for the market

** Dexter Area Chamber will place 4 signs on Friday night to announce the summer series (1, 2, 5, 44)

NOTICE OF PUBLIC HEARING
VILLAGE OF DEXTER
ZONING BOARD OF APPEALS

ITEM 4-3

Pursuant to Michigan Public Act 110 of 2006, as amended, notice is hereby given that the Dexter Village Zoning Board of Appeals will hold a public hearing at 7:00 p.m. Monday, August 19, 2013 at the Dexter Senior Center, 7720 Ann Arbor Street, Dexter, Michigan, for the purpose of hearing public comment regarding the following Zoning Ordinance waiver request.

The applicants, Patricia and Clifford Blossom, and Rebecca Dunlavy, of 8080 Grand Street, HD-08-06-280-003, are requesting a waiver from the following section of the Village of Dexter Zoning Ordinance:

Article 5, Section 5.06(D) - Adequate ingress and egress to the parking lot by means of clearly defined drives shall be provided for all vehicles. Adequate ingress and egress to the parking facility shall be provided by clearly defined driveways. All driveways and parking lots shall have a concrete or asphalt surface in accordance with specifications of the Village of Dexter. The parking area shall be surfaced within one (1) year of the date the occupancy permit is issued.

The applicant is proposing a change of use from auto repair to fitness center which requires site plan review and conformance with the Village's current standards, including a paved parking lot. The applicant is proposing to improve the parking lot with gravel and bumper blocks in lieu of paving.

Information regarding the application is available for public inspection at the Village Offices, 8123 Main Street, Dexter, weekdays between 9:00 a.m. to 5:00 p.m. or by phone at (734) 426-8303 Ext. 15. Written comments regarding this application should be submitted to the Village Zoning Office, and must be received no later than 5:00 p.m., Tuesday, August 13, 2013. Sign language interpreter, or other assistance, is provided upon request to the Clerk, at least 72 hours in advance of the meeting. Minutes of all meetings are available on the Village's website, www.dextermi.gov or at the Village Offices.

Treasurer/Finance Director's Report to Council
Fiscal Year 2012/2013
Fourth Quarter

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the Fourth Quarter of Fiscal Year 2012/2013.

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

Department Activities

2013 Tax Year

Tax bills were mailed to residents at the beginning of July. If you know of someone who has not received their bill, please have them contact me.

Brownfield Accounting

There were some questions regarding the brownfield capture for the Dexter Wellness Center. Upon review of the corrected DDA district map and the brownfield documents, I created a tax capture spreadsheet for both Village and Township taxes. This has been reviewed by the County, and will be discussed at the DDA's next meeting on August 21st, which will be attended by both a representative from the County (Nathan Voght) and myself.

Credit Cards

Starting in the beginning of July, the Village was able to take credit card payments for utility bills, permits and fees, and other over the counter payments as well as tax payments. In the first month, four credit card payments were made over the counter (two utility bills, two second meters) and one via the internet (a utility bill). This was prior to advertising that the Village now has that capability, which was done in the recent newsletter.

Village Computer System

The Village's new server was installed in July. We have seen improved performance - especially considering that we no longer lose time due to reboots as we did with the old server. A new computer was installed at the front desk for the new part time position. In addition, research was done on the feasibility of having remote access to the Village's financial software by the Utilities Department and DPW. It may require new equipment (PC boxes and possibly printers) and we are in the process of determining whether or not current equipment meets the BS&A software requirements.

Education and Committee Memberships

- I am a current member of the Michigan Municipal Treasurer Association's (MMTA) Education Committee and the Michigan Government Finance Officers (MGFOA) Mentoring Committee, and am continuing as a budget reviewer for the Government Finance Officer's Association.
- I signed up for a continuing education class at Washtenaw Community College on Drupal, which is the software that was used to develop the Village's website. The class was on a newer version of Drupal than was used for our site, however there were enough similarities to make the class worthwhile. Ceisa Design has made available to me a dummy site that I can go into and do some hands-on learning when time permits.

Fiscal Year 2012/2013 Fourth Quarter Budget Reports

The Revenue/Expenditure Report is used to track how our revenue and expenditures compare to our budget. A general rule of thumb is that each quarter represents 25% of the budget, although certain departments may spend all of their budget at one time.

General Fund Revenue and Expenditures:

- General Fund revenue ended the year at just over 100%, with an additional \$30,000 being received over the budgeted amount.
- All of the expenditure departments came in under budget, with a majority being in the 90-100% range.
- Budgeted revenues over expenditures were (\$153,300) and the unaudited revenues over expenditures are (\$120,590).

User: marie
DB: Dexter

PERIOD ENDING 06/30/2013

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GL NUMBER	DESCRIPTION	2012-13 ORIGINAL BUDGET	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013	AVAILABLE BALANCE	% BGD
				NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		3,061,200.00	3,008,600.00	3,039,250.91	(30,650.91)	101.02
TOTAL Revenues		3,061,200.00	3,008,600.00	3,039,250.91	(30,650.91)	101.02
Expenditures						
101.000-VILLAGE COUNCIL		52,600.00	55,100.00	50,656.40	4,443.60	91.94
172.000-VILLAGE MANAGER		267,800.00	271,800.00	271,688.04	111.96	99.96
201.000-FINANCE DEPARTMENT		12,000.00	9,500.00	8,409.77	1,090.23	88.52
210.000-ATTORNEY		25,000.00	40,000.00	35,160.93	4,839.07	87.90
215.000-VILLAGE CLERK		8,700.00	11,200.00	9,416.23	1,783.77	84.07
253.000-TREASURER		104,800.00	104,800.00	99,552.33	5,247.67	94.99
265.000-BUILDINGS & GROUNDS		62,500.00	62,500.00	60,525.59	1,974.41	96.84
285.000-VILLAGE TREE PROGRAM		24,000.00	24,000.00	23,102.84	897.16	96.26
301.000-LAW ENFORCEMENT		565,500.00	559,000.00	552,320.75	6,679.25	98.81
336.000-FIRE DEPARTMENT		450,000.00	460,000.00	455,273.69	4,726.31	98.97
400.000-PLANNING DEPARTMENT		119,200.00	119,700.00	111,603.98	8,096.02	93.24
410.000-ZONING BOARD OF APPEALS		1,100.00	1,100.00	928.05	171.95	84.37
441.000-DEPARTMENT OF PUBLIC WORKS		169,800.00	171,300.00	170,306.38	993.62	99.42
442.000-DOWNTOWN PUBLIC WORKS		80,000.00	80,000.00	73,246.90	6,753.10	91.56
445.000-STORMWATER		0.00	0.00	0.00	0.00	0.00
447.000-ENGINEERING		11,000.00	11,000.00	9,247.75	1,752.25	84.07
448.000-MUNICIPAL STREET LIGHTS		75,600.00	75,600.00	75,316.93	283.07	99.63
528.000-SOLID WASTE		524,600.00	536,600.00	534,131.42	2,468.58	99.54
728.000-ECONOMIC DEVELOPMENT		6,500.00	10,500.00	9,026.35	1,473.65	85.97
751.000-PARKS & RECREATION		79,600.00	90,800.00	84,031.46	6,768.54	92.55
850.000-LONG-TERM DEBT		125,300.00	125,300.00	125,182.50	117.50	99.91
851.000-INSURANCE & BONDS		117,800.00	117,800.00	116,388.51	1,411.49	98.80
875.000-CONTRIBUTIONS		23,300.00	23,300.00	23,250.00	50.00	99.79
890.000-CONTINGENCIES		23,000.00	33,000.00	21,877.47	11,122.53	66.30
901.000-CAPITAL IMPROVEMENTS		152,000.00	150,500.00	150,238.99	261.01	99.83
965.000-TRANSFERS OUT - CONTROL		0.00	17,500.00	0.00	17,500.00	0.00
TOTAL Expenditures		3,081,700.00	3,161,900.00	3,070,883.26	91,016.74	97.12
Fund 101:						
TOTAL REVENUES		3,061,200.00	3,008,600.00	3,039,250.91	(30,650.91)	101.02
TOTAL EXPENDITURES		3,081,700.00	3,161,900.00	3,070,883.26	91,016.74	97.12
NET OF REVENUES & EXPENDITURES		(20,500.00)	(153,300.00)	(31,632.35)	(121,667.65)	20.63

Streets Funds Revenue (Fund 202, Fund 203 and Fund 204)

- Operating revenue (taxes and Act 51 Funds) in all Streets Funds are at or above the budgeted amounts.
- Most of the expenditure departments are at 80-100% of budget.
- Budgeted revenues over expenditures (all funds combined) were (\$520,100) and the unaudited revenues over expenditures are (\$212,402).

User: marie
 User: Dexter
 PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE		AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	2012-13 AMENDED BUDGET	NORMAL	06/30/2013 (ABNORMAL)	NORMAL	ABNORMAL	

Fund 202 - MAJOR STREETS FUND								
Revenues								
000.000-ASSETS, LIABILITIES & REVENUE		654,200.00	744,800.00	710,582.72	34,217.28	95.41		
TOTAL Revenues		654,200.00	744,800.00	710,582.72	34,217.28	95.41		

Expenditures								
248.000-ADMINISTRATION		4,700.00	4,700.00	4,523.39	176.61	96.24		
445.000-STORMWATER		17,900.00	22,900.00	19,360.89	3,539.11	84.55		
451.000-CONTRACTED ROAD CONSTRUCTION		445,000.00	565,900.00	557,230.28	8,669.72	98.47		
463.000-ROUTINE MAINTENANCE		70,800.00	70,800.00	70,252.26	547.74	99.23		
474.000-TRAFFIC SERVICES		40,500.00	43,500.00	33,670.53	9,829.47	77.40		
478.000-WINTER MAINTENANCE		65,300.00	62,300.00	55,037.77	7,262.23	88.34		
890.000-CONTINGENCIES		10,000.00	0.00	0.00	0.00	0.00		
TOTAL Expenditures		654,200.00	770,100.00	740,075.12	30,024.88	96.10		

Fund 202:								
TOTAL REVENUES		654,200.00	744,800.00	710,582.72	34,217.28	95.41		
TOTAL EXPENDITURES		654,200.00	770,100.00	740,075.12	30,024.88	96.10		
NET OF REVENUES & EXPENDITURES		0.00	(25,300.00)	(29,492.40)	4,192.40	116.57		

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	2012-13 AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2013 (ABNORMAL)	NORMAL (ABNORMAL)	BALANCE
Fund 203 - LOCAL STREETS FUND							
Revenues							
000.000-ASSETS, LIABILITIES & REVENUE		461,900.00	461,900.00	225,391.03	236,508.97	48.80	
TOTAL Revenues		461,900.00	461,900.00	225,391.03	236,508.97	48.80	
Expenditures							
248.000-ADMINISTRATION		4,800.00	4,800.00	4,521.52	278.48	94.20	
445.000-STORMWATER		54,700.00	67,200.00	61,213.21	5,986.79	91.09	
451.000-CONTRACTED ROAD CONSTRUCTION		240,000.00	240,000.00	115,001.42	124,998.58	47.92	
463.000-ROUTINE MAINTENANCE		71,600.00	66,600.00	57,887.96	8,712.04	86.92	
474.000-TRAFFIC SERVICES		23,300.00	25,800.00	22,182.99	3,617.01	85.98	
478.000-WINTER MAINTENANCE		57,500.00	57,500.00	47,064.40	10,435.60	81.85	
890.000-CONTINGENCIES		10,000.00	0.00	0.00	0.00	0.00	
TOTAL Expenditures		461,900.00	461,900.00	307,871.50	154,028.50	66.65	

Fund 203:							
TOTAL REVENUES		461,900.00	461,900.00	225,391.03	236,508.97	48.80	
TOTAL EXPENDITURES		461,900.00	461,900.00	307,871.50	154,028.50	66.65	
NET OF REVENUES & EXPENDITURES		0.00	0.00	(82,480.47)	82,480.47	100.00	

User: marie
#8: Dexter

PERIOD ENDING 06/30/2013

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GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE 06/30/2013	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
Fund 204 - MUNICIPAL STREETS						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		540,100.00	523,600.00	523,247.09	352.91	99.93
TOTAL Revenues		540,100.00	523,600.00	523,247.09	352.91	99.93
Expenditures						
248.000-ADMINISTRATION		42,400.00	50,400.00	43,972.20	6,427.80	87.25
965.000-TRANSFERS OUT - CONTROL		877,400.00	968,000.00	675,000.00	293,000.00	69.73
TOTAL Expenditures		919,800.00	1,018,400.00	718,972.20	299,427.80	70.60
Fund 204:						
TOTAL REVENUES		540,100.00	523,600.00	523,247.09	352.91	99.93
TOTAL EXPENDITURES		919,800.00	1,018,400.00	718,972.20	299,427.80	70.60
NET OF REVENUES & EXPENDITURES		(379,700.00)	(494,800.00)	(195,725.11)	(299,074.89)	39.56

Enterprise Funds (Fund 590 and Fund 591)

Sewer Fund (Fund 590) Revenue and Expenditures

- Revenues are at 111% of budget, due mainly to an increase in utility charges and tap fees.
- All expenditure departments are in the 98-100% range.

Water Fund (Fund 591) Revenue and Expenditures

- Revenues are at 111% of budget, due mainly to an increase in utility charges and tap fees.
- All expenditure departments are in the 70-100% range.

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE 06/30/2013	AVAILABLE	
		ORIGINAL BUDGET	2012-13 AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE BALANCE (ABNORMAL)
Fund 590 - SEWER ENTERPRISE FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		1,001,200.00	1,072,000.00	1,200,466.38	(128,466.38)	111.98
TOTAL Revenues		1,001,200.00	1,072,000.00	1,200,466.38	(128,466.38)	111.98
Expenditures						
248.000-ADMINISTRATION		72,700.00	81,300.00	80,117.94	1,182.06	98.55
548.000-SEWER UTILITIES DEPARTMENT		578,100.00	677,600.00	671,535.59	6,064.41	99.11
850.000-LONG-TERM DEBT		288,500.00	241,000.00	240,793.59	206.41	99.91
890.000-CONTINGENCIES		15,000.00	0.00	0.00	0.00	0.00
901.000-CAPITAL IMPROVEMENTS		55,000.00	107,400.00	104,699.22	2,700.78	97.49
TOTAL Expenditures		1,009,300.00	1,107,300.00	1,097,146.34	10,153.66	99.08
Fund 590:						
TOTAL REVENUES		1,001,200.00	1,072,000.00	1,200,466.38	(128,466.38)	111.98
TOTAL EXPENDITURES		1,009,300.00	1,107,300.00	1,097,146.34	10,153.66	99.08
NET OF REVENUES & EXPENDITURES		(8,100.00)	(35,300.00)	103,320.04	(138,620.04)	292.69

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF DEXTER
 PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE 06/30/2013	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 591 - WATER ENTERPRISE FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		695,800.00	817,100.00	914,716.70	(97,616.70)	111.95
TOTAL Revenues		695,800.00	817,100.00	914,716.70	(97,616.70)	111.95
Expenditures						
248.000-ADMINISTRATION		75,600.00	75,600.00	74,955.43	644.57	99.15
556.000-WATER UTILITIES DEPARTMENT		362,100.00	420,100.00	414,117.26	5,982.74	98.58
850.000-LONG-TERM DEBT		277,800.00	288,400.00	287,901.66	498.34	99.83
890.000-CONTINGENCIES		15,000.00	0.00	0.00	0.00	0.00
901.000-CAPITAL IMPROVEMENTS		0.00	6,000.00	4,316.25	1,683.75	71.94
965.000-TRANSFERS OUT - CONTROL		0.00	123,200.00	123,132.29	67.71	99.95
TOTAL Expenditures		730,500.00	913,300.00	904,422.89	8,877.11	99.03
Fund 591:						
TOTAL REVENUES		695,800.00	817,100.00	914,716.70	(97,616.70)	111.95
TOTAL EXPENDITURES		730,500.00	913,300.00	904,422.89	8,877.11	99.03
NET OF REVENUES & EXPENDITURES		(34,700.00)	(96,200.00)	10,293.81	(106,493.81)	10.70

Other Funds (Fund 275, Fund 303, Fund 402 and Fund 736)

Tree Fund (Fund 275) Revenue and Expenditures

- All budgeted transfers have been made.

Streetscape Debt Service Fund (Fund 303) Revenue and Expenditures

- All revenue has been received and expenditures made.

Equipment Replacement Fund (Fund 402) Revenue and Expenditures

- The invoice for the loader was recently received and will be billed to this fiscal year.

Retiree Health Care Fund (Fund 736) Revenue and Expenditures

- The investment account made \$44,000 in interest in this fiscal year.

User: Marie DB: Dexter PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		YTD BALANCE 06/30/2013	AVAILABLE BALANCE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL	(ABNORMAL)
Fund 275 - TREE REPLACEMENT FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		800.00	800.00	1,124.71	(324.71)	140.59
TOTAL Revenues		800.00	800.00	1,124.71	(324.71)	140.59
Expenditures						
248.000-ADMINISTRATION		0.00	0.00	0.00	0.00	0.00
965.000-TRANSFERS OUT - CONTROL		8,000.00	18,700.00	18,700.00	0.00	100.00
TOTAL Expenditures		8,000.00	18,700.00	18,700.00	0.00	100.00
Fund 275:						
TOTAL REVENUES		800.00	800.00	1,124.71	(324.71)	140.59
TOTAL EXPENDITURES		8,000.00	18,700.00	18,700.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(7,200.00)	(17,900.00)	(17,575.29)	(324.71)	98.19

User: marie

PP: Dexter

PERIOD ENDING 06/30/2013

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GL NUMBER	DESCRIPTION	2012-13		2012-13		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	BALANCE	% BUDGET USED
Fund 303 - STREETSCAPE DEBT SERVICE FUND									
Revenues									
000.000-ASSETS, LIABILITIES & REVENUE		169,800.00	169,800.00	164,798.20		5,001.80		97.05	
TOTAL Revenues		169,800.00	169,800.00	164,798.20		5,001.80		97.05	
Expenditures									
248.000-ADMINISTRATION		41,100.00	47,100.00	45,908.36		1,191.64		97.47	
570.000-STREETSCAPE		229,400.00	229,400.00	229,620.00		(220.00)		100.10	
850.000-LONG-TERM DEBT		0.00	0.00	0.00		0.00		0.00	
965.000-TRANSFERS OUT - CONTROL		0.00	0.00	0.00		0.00		0.00	
TOTAL Expenditures		270,500.00	276,500.00	275,528.36		971.64		99.65	
Fund 303:									
TOTAL REVENUES		169,800.00	169,800.00	164,798.20		5,001.80		97.05	
TOTAL EXPENDITURES		270,500.00	276,500.00	275,528.36		971.64		99.65	
NET OF REVENUES & EXPENDITURES		(100,700.00)	(106,700.00)	(110,730.16)		4,030.16		103.78	

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13		2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET			NORMAL	(ABNORMAL)		
Fund 402 - EQUIPMENT REPLACEMENT FUND								
Revenues								
000.000-ASSETS, LIABILITIES & REVENUE		75,500.00		75,500.00	65,308.14		10,191.86	86.50
TOTAL Revenues		75,500.00		75,500.00	65,308.14		10,191.86	86.50
Expenditures								
248.000-ADMINISTRATION		200.00		200.00	199.09		0.91	99.55
441.000-DEPARTMENT OF PUBLIC WORKS		20,000.00		24,000.00	23,187.17		812.83	96.61
903.000-CAPITAL IMPROVEMENTS-VEHICLES		11,000.00		155,000.00	10,158.00		144,842.00	6.55
965.000-TRANSFERS OUT - CONTROL		0.00		0.00	0.00		0.00	0.00
TOTAL Expenditures		31,200.00		179,200.00	33,544.26		145,655.74	18.72
Fund 402:								
TOTAL REVENUES		75,500.00		75,500.00	65,308.14		10,191.86	86.50
TOTAL EXPENDITURES		31,200.00		179,200.00	33,544.26		145,655.74	18.72
NET OF REVENUES & EXPENDITURES		44,300.00		(103,700.00)	31,763.88		(135,463.88)	30.63

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF DEXTER

User: marie
 PB: Dexter

PERIOD ENDING 06/30/2013

P28

GL NUMBER	DESCRIPTION	2012-13		2012-13		YTD BALANCE 06/30/2013	AVAILABLE		% BDT USED
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 736 - RETIREE HEALTH CARE FUND									
Revenues									
000.000--ASSETS, LIABILITIES & REVENUE		0.00	0.00	0.00	0.00	139,141.21	(139,141.21)	100.00	100.00
TOTAL Revenues		0.00	0.00	0.00	0.00	139,141.21	(139,141.21)	100.00	100.00
Expenditures									
248.000--ADMINISTRATION		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 736:									
TOTAL REVENUES		0.00	0.00	0.00	0.00	139,141.21	(139,141.21)	100.00	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	139,141.21	(139,141.21)	100.00	100.00
TOTAL REVENUES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		6,660,500.00	6,874,100.00	6,984,027.09	7,167,143.93	6,984,027.09	(109,927.09)	101.60	101.60
NET OF REVENUES & EXPENDITURES		7,167,100.00	7,907,300.00	7,167,143.93	7,167,143.93	7,167,143.93	740,156.07	90.64	90.64
		(506,600.00)	(1,033,200.00)	(1,033,200.00)	(1,033,200.00)	(183,116.84)	(850,083.16)	17.72	17.72

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/13	Status of Cash
General Fund				
Cash	TCF & PNC Pooled	General operating	\$ 244,944.26	Unrestricted
Cash Savings	TCF Bank	General operating	\$ 100,896.35	Unrestricted
Chelsea Bank CD	Chelsea Bank	General operating	\$ 206,701.00	Unrestricted
CSB Investments Money Market	Chelsea Bank	General operating	\$ 73,127.69	Unrestricted
MBIA Class	MBIA Class	General operating	\$ 100,469.46	Unrestricted
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 10,570.95	Restricted
Building Reserve CD	Multi-Bank Securities	Reserved for future building project	\$ 235,000.00	Restricted
Bank of Holland CD	Multi-Bank Securities	General Operating	\$ 100,000.00	Unrestricted
Petty Cash	Office	Small cash purchases	\$ 100.00	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Clearing account for undistributed tax collections	\$ 48,319.63	Unrestricted*
Property Tax Checking	TCF Property Tax Checking	Used to distribute taxes and make refunds	\$ 5,000.00	Unrestricted
Voluntary Public Parking	TCF Pooled	Reserved for parking activities	\$ 10,040.33	Restricted
Arts, Culture & Heritage	TCF Pooled	Reserved for Arts, Culture & Heritage	\$ 2,496.96	Restricted
Facilities Bond Debt	PNC Bank	Closed and transferred to general operating	\$ -	Restricted
Subtotal Unrestricted			\$ 879,558.39	
Subtotal Restricted			\$ 258,108.24	
Total General Fund			\$ 1,137,666.63	

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

Major Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 5,032.93	Unrestricted*
Subtotal Unrestricted			\$ 5,032.93	
Total Major Streets Fund			\$ 5,032.93	

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

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

Local Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 6,356.16	Unrestricted*
Metro Act Account (Pooled)	TCF Pooled	Reserved for right of way activities	\$ 5,694.68	Restricted
Subtotal Unrestricted			\$ 6,356.16	
Subtotal Restricted			\$ 5,694.68	
Total Local Streets Fund			\$ 12,050.84	

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

Municipal Streets Fund

Cash	TCF Pooled	Available for transfer to Major & Local Streets	\$ 520,212.86	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Available for transfer to Major & Local Streets	\$ -	Unrestricted
Subtotal Unrestricted			\$ 520,212.86	
Subtotal Restricted			\$ -	
Total Municipal Streets Fund			\$ 520,212.86	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/13	Status of Cash
Tree Replacement Fund				
Multi-Bank CD	Multi-Bank Securities	Restricted for trees	\$ 125,002.91	Restricted
Restricted Tree Replacement	PNC Bank	Restricted for trees	\$ 31,508.42	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 156,511.33	
Total Tree Replacement Fund			\$ 156,511.33	
Streetscape Debt Service Fund				
Cash	TCF Pooled	Tax collections for GO Bond payments	\$ 3,844.84	Restricted
Property Tax Savings	TCF Property Tax Savings	Account closed	\$ -	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 3,844.84	
Total Streetscape Debt Service Fund			\$ 3,844.84	
Equipment Replacement Fund				
Cash	TCF Pooled	Reserved for vehicle expenses including capital pu	\$ 239,562.64	Restricted
Subtotal Restricted			\$ 239,562.64	
Total Equipment Replacement Fund			\$ 239,562.64	
Sewer Enterprise Fund				
Cash	TCF Pooled	Sewer operating	\$ 53,803.32	Unrestricted
University Bank CD - Taps	University Bank Ann Arbor	Sewer tap-in fees	\$ 255,267.38	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for delinquent utilities	\$ -	Unrestricted
Sewer Tap Fees Account	TCF Sewer & Water	Sewer tap-in fees	\$ 215,388.30	Unrestricted
Sewer Tap Fees Account	Michigan Class Sewer/Water	Sewer tap-in fees	\$ 324,049.73	Unrestricted
Subtotal Unrestricted			\$ 848,508.73	
Subtotal Restricted			\$ -	
Total Sewer Enterprise Fund			\$ 848,508.73	
Water Enterprise Fund				
Cash	TCF Pooled	Water operating	\$ 44,173.76	Unrestricted
Bank of Ann Arbor CD	Bank of Ann Arbor	Water tap-in fees	\$ 257,424.91	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for delinquent utilities	\$ -	Unrestricted
Water Tap Fees Account	TCF Sewer & Water	Water tap-in fees	\$ 92,771.31	Unrestricted
Water Tap Fees Account	Michigan Class Sewer/Water	Water tap-in fees	\$ 276,042.35	Unrestricted
Subtotal Unrestricted			\$ 670,412.33	
Subtotal Restricted			\$ -	
Total Water Enterprise Fund			\$ 670,412.33	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/13	Status of Cash
Trust & Agency Fund				
Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds such as tree bond	\$ 16,617.03	Restricted
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 77,191.50	Restricted
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ 1,375.00	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 95,183.53	
Total Trust & Agency Fund			\$ 95,183.53	
Retiree Health Care Fund				
Cash	Mers	Funds reserved for OPEB	\$ 449,754.15	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 449,754.15	
Total Trust & Agency Fund			\$ 449,754.15	
*Balance as of June 30, 2013				
Payroll Fund				
Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 12,316.83	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 12,316.83	
Total Trust & Agency Fund			\$ 12,316.83	
Total Unrestricted			\$ 2,930,081.40	
Total Restricted			\$ 1,220,976.24	
Funds spent on captial projects (SRF, DWRF and Park), awaiting reimbursement from outside sources			\$ (46,338.34)	
Grand Total Cash			\$ 4,104,719.30	

Summary of General Funds Available for Non-Operational Use

General Fund Unrestricted	\$ 879,558.39
15% Fundbalance (based on revenue budget)	\$ (459,180.00)
Expected revenue (based on budget)	\$ -
Expected expenditures (based on budget)	\$ -
Available Unrestricted	\$ 420,378.39
Restricted for Streets	\$ 537,296.63
Restricted for Equipment	\$ 239,562.64
Restricted for Facilities	\$ 245,570.95
Restricted for Public Parking	\$ 10,040.33
Restricted for Arts, Culture & Heritage	\$ 2,496.96
Restricted for Trees	\$ 156,511.33



Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: REPORT
Date: August 12, 2013

8059 Main Street Beer Grotto– Staff met with a representative who has signed a lease at the old Dexter Pharmacy, 8059 Main Street, interested in opening a Beer Grotto. My understanding of the use is that patrons can serve and consume beer as well as purchase retail goods. A special land use permit will be required, which includes Planning Commission public hearing and recommendation and Council approval, based on the permitted and special land use provisions for the Central Business District, attached to the report. The application must be made by Monday (12th) in order to meet the posting requirements for a September Planning Commission public hearing.

Segment D1 – Staff hopes to have an update on MDOT’s review of the Segment D1 River Terrace Trail. The plans were submitted over a week ago and MDOT has indicated that the plans are under review and they will get back to us “soon”.

Mill Creek Park – Paul Evanoff from JJR will be on site in Mill Creek Park this week completing the MDEQ’s required stream monitoring to evaluate the effectiveness of the rock vein structures. The report is required to be submitted annually for 5 years. Steps have also been added to the boardwalk to allow access to the creek at the south end of the park.

Dextech Site Plan – Staff is working to coordinate a meeting with Council and Planning Commission representatives to work out the details of the Tree Replacement Proposal for the Dextech Expansion.

Victoria Condominiums – Staff meets occasionally with the new owners of the Dexter Crossing Condos. It is anticipated that portions of the roadway, sidewalk, curb and gutter will be repaired within the next few weeks. The owner has indicated that they are continuing to sell units and make preparations for how they will proceed with the remainder of the development.

Sign Ordinance Subcommittee – Included in the last Planning Commission packet was a list of DRAFT goals and objectives for review of the sign ordinance. The subcommittee discussed the goals and plans to make a few revisions prior to recommending that the Planning Commission consider the goals and then provide a recommendation for “buy in” to the Village Council. It is anticipated that the list will be revised and recommended to the Planning Commission in September.

Huron River Watershed Council – The HRWC will present information to the Planning Commission on September 3rd (Tuesday) on their recently developed Tree and Climate Change Toolkit.

ZBA and Parks and Recreation Commission – Please note that ZBA and PaRC packets will go out next week for the following week's meetings.

Please do not hesitate to contact me prior to the meeting if you ever have any questions, comments or concerns.

Thank you.

**Article XV(A)
CBD CENTRAL BUSINESS DISTRICT**

Section 15(A).01 INTENT

This District is the historical old Central Business District or commercial center. The intent is to foster continued improvements and redevelopment around the historical theme and heritage of the "old Dexter" thereby adding to the character, social and environmental diversity and improvement in economic viability of the downtown area. Off-street private parking facilities are not required due to the location of on-street and municipal parking areas. Store frontage with appealing windows and entrances and contiguous building mass along Main and other streets in the CBD are strongly encouraged.

To foster an appealing high-density pedestrian environment, the CBD is intended to be physically compact and to provide a diversity of products and services, convenient parking, and pedestrian and vehicle safety. Buildings should front primary streets with parking lots to the rear of buildings. Mixed-uses are encouraged within buildings. Along primary streets (Main, Broad, and Central) retail and eatery uses should dominate ground floors, office uses and residential dwellings on upper floors, and all buildings should be clustered within shoulder-to-shoulder block groups wherever feasible.

Section 15(A).02 PERMITTED USES

The dimensional standards and required conditions of this overlay district shall apply simultaneously with the list of uses permitted or regulated as Special Uses in the underlying district. All uses shall meet the applicable standards for the CBD District listed in Section 15.04(A) and Article XX, Schedule of Regulations.

- A. Retail establishments for the sale of such products as art/supplies, hardware, books, stationary, flowers, clothing, shoes, music, sporting goods, painting and wallpaper supplies, drugs, and notions, gifts, and home entertainment supplies and rental, and similar specialty retail shops.
- B. Personal service establishments such as barber shops, beauty salons, and dry cleaners: including repair shops for watches, bicycles, jewelry, and other such items.
- C. Food establishments, retail up to 2000 square feet of gross floor: such as for the sale of groceries, fruit and meat; baked goods; and dairy products.
- D. Restaurants, sit down which do or do not serve alcohol.

CBD Central Business District

- E. Banks, savings and loan institutions, and credit unions without drive up windows.
- F. Business and professional offices such as administrative, legal, architecture, engineering, insurance, real estate, accounting, medical, dental, and other similar offices.
- G. Printing and photographic reproduction establishments.
- H. Public buildings and offices, post offices, museums, libraries, community centers, and Senior Centers.
- I. Schools, commercial: such as dance, art, and music.
- J. Theaters, cinemas.
- K. An integration of upper floor residential, commercial/retail, and office uses within a building.
- L. Off-street parking and loading, see Article V.
- M. Signs subject to the provisions of Article VII.

Section 15(A).03 SPECIAL USES

The following uses may be permitted upon review by the Planning Commission and approval by the Village Council in accordance with the general standards for all Special Land Uses listed in section 8.03, and the standards for the specific uses listed in Section 8.11.

- A. Food establishments, retail over 2000 square feet of gross floor area but not to exceed 20,000 square feet of gross floor area: such as for the sale of groceries, fruit and meat; baked goods; and dairy products.
- B. Restaurants, carryout.
-  C. Bars/Taverns/Lounges.
- D. Banks, savings and loan institutions, and credit unions with drive up windows.
- E. Service Establishments of an office/workshop/retail outlet or showroom nature, such as plumbing, electrician, interior decorating, dressmaking, tailoring, upholstery, home appliance and other establishments of similar character subject to the provision

of Michigan licensed landscape architect.

- B. The landscape plan should also include information on the percentage (%) of genus and species of each proposed planting to ensure diversity in species throughout the village. The village requires no more than 25% of any one genus or 10% of any one species per site plan.
- C. Upon submittal of final zoning compliance, the applicant should include information on the species of trees planted and date of planting. If weather is not permitting, the applicant shall post a performance escrow to ensure compliance when weather permits.
- D. Landscaped areas and plant material required by this Ordinance, including the lawn, shall be kept free from refuse and debris and shall be maintained in a healthy growing condition. If any plant material required by this Ordinance dies or becomes diseased, it shall be replaced within thirty (30) days of written notice from the Village or within an extended time period as specified in said notice.
- E. Tree stakes, guy wires, and tree wrap are to be removed after one (1) year.
- F. All landscaped areas shall be provided with a readily available and acceptable water supply or with at least one (1) outlet located within one hundred (100) feet of all plant material to be maintained.
- G. Landscaping materials and arrangement shall ensure adequate sight visibility for motorists, adequate clearance for pedestrians and vehicles, and accessibility to fire hydrants.
- H. Landscape within the site shall be approved based on adequate sight distance, size of planting area, location of sidewalks, maintenance of adequate overhead clearance, accessibility to fire hydrants, location of underground utilities, visibility to approved signs of adjacent uses, compatibility with the visual character of the surrounding area, maintenance-performance guarantee, curbing around landscape areas.
- I. Plantings within fifteen (15) feet of a fire hydrant shall be no taller than six (6) inches at maturity.
- J. Berms shall be constructed with slopes no greater than one (1) foot vertical for each four (4) feet horizontal and with at least a three (3) foot wide generally flat top. Adequate protection against wind erosion shall be provided. Berms shall be designed and constructed to appear as a natural feature in the landscape and the vicinity. Uniform heights and shapes should be avoided. If a slope greater than 1 (vertical) on 4 (horizontal) is necessary, the surface shall be planted with ground covers that are suitable for stabilizing surfaces. Hydroseed or seed are not acceptable.



Section 6.13 WAIVER OR MODIFICATION OF STANDARDS FOR SPECIAL SITUATIONS

The Planning Commission may determine existing landscaping or screening intended to be preserved, or a different landscape design, would provide all or part of the required landscaping and screening. The Planning Commission may approve credit for existing trees on a site to accommodate landscaping requirements. Trees to be preserved shall be counted for credit only if they are located on the developed portion of the site as determined by the Planning Commission and are not on the list of trees not permitted. Refer to Section 6.11(c). In no case shall the minimum number of required trees be reduced by less than 50% through the use of existing trees. The credit for preserved trees shall be:

D.B.H. of Preserved

Number of Trees

<u>Tree * (in inches)</u>	<u>Credited</u>
over 12 inches	3
8" - 11.9"	2
2.5" - 7.9"	1

* **D.B.H.** is the diameter measured at a height of four and one-half (4.5) feet above the natural grade. (Diameter at Breast Height, D.B.H.)

In making a determination to waive or reduce the landscape and screening requirements of this Article, the following may be considered.

- A. Extent to which existing natural vegetation provides desired screening.
- B. The existence of a steep change in topography which would limit the benefits of required landscaping.
- C. The presence of existing wetlands.
- D. Existing and proposed building placement.
- E. The abutting or adjacent land is developed or planned by the Village for a use other than residential.
- F. Building heights and views.
- G. The adjacent residential district is over 200 feet away from the subject site.
- H. Conditions similar to the above exist such that no good purpose would be served by providing the landscaping or screening required.

Section 6.14 REPLACEMENT STANDARDS

The standards below are intended to encourage the preservation of existing mature, healthy trees on private property which contribute to the character, welfare, and quality of life in Dexter. These standards are intended to prevent the unnecessary removal of trees prior to, during, and following construction on a site. The standards of this section in conjunction with the standards for site plan review promote the goals of the Dexter Master Plan.

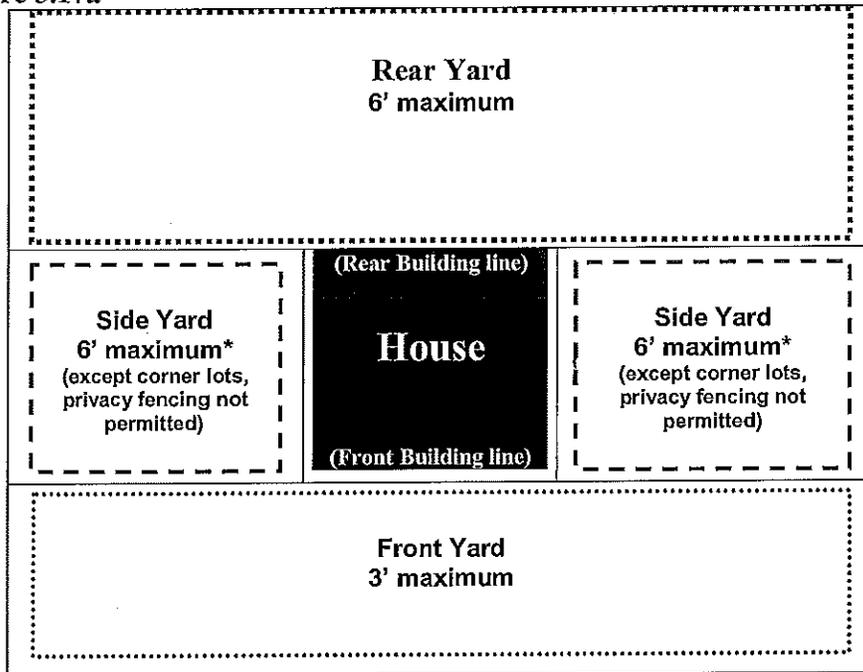
- A. As noted in Article XXI, Site Plan Review, all trees over eight (8) inches caliper shall be identified on the site plan designating those to be preserved and those to be removed.
- B. Trees intended to be preserved shall be indicated with a special symbol on the site plan and be protected during construction through use of a fence around the drip line.
- C. To protect and encourage the continued health of the preserved trees, the ground area within the drip line of the trees shall be maintained in vegetative landscape material or pervious surface cover. The Village may not allow sidewalks, bike paths, vehicular lanes or parking within the drip line upon determining the setback from the trunk is suitable to reasonably ensure protection of the tree and the public. Storage of soils or other materials during or after construction within the drip line is prohibited.

General Provisions

on the sides of any fence. Fences protecting public utilities and property may use barbed wire or other security fencing measures.

- J. Maintenance:** All fences shall be maintained in a good condition, in an upright position and shall not constitute an unreasonable hazard. Any fence, which is not maintained, as determined by the Zoning Administrator, shall be removed or replaced (any required fence shall be replaced) at the owner's expense.

Figure 3.17a



Section 3.18 RECREATIONAL VEHICLE PARKING AND STORAGE

The outdoor parking or storage of a mobile home, camper trailer, motor home, race cars, snowmobiles, boats, ATV's and similar recreational vehicles for periods exceeding forty-eight (48) hours in the front yard on lands not approved for such use is prohibited, except that the Zoning Administrator may issue a temporary permit which shall allow the parking of such a recreational vehicle on private property for a period not exceeding two (2) consecutive weeks. Any parked or stored recreational vehicle shall be legally operable and licensed and shall not be connected to any sanitary facilities. Recreational vehicles may be stored over 48 hours provided the vehicles shall be stored only within the confines of the rear yard or side yard when behind the front building line of the principal building; and shall further comply with the side and rear yard setback applicable to accessory buildings.

Section 3.19 EXTERIOR LIGHTING

Site Lighting Requirements: Exterior site lighting shall be permitted in any zoning district subject to the restrictions provided in this section.

General Provisions

A. **Purpose and Intent.** The purpose of this section is to regulate the placement, orientation, distribution patterns, and fixture types of outdoor lighting. The intent of this section is to encourage lighting that provides safety and security; also to prevent glare on public roadways, protect the privacy of residents; and reduce atmospheric light pollution and light trespassing.

B. Definitions:

- 1) **FULLY SHIELDED FIXTURE.** An outdoor lighting fixture that is shielded or constructed so that all light emitted is projected below a horizontal plane running through the lowest part of the fixture.
- 2) **LIGHTING DIAGRAM.** A plan showing all exterior proposed on-site lighting and the area to be illuminated by each lighting source. The lighting diagram will also show proposed site lighting - location, type, height, intensity, direction, and typical details.
- 3) **GLARE.** Light that causes annoyance, discomfort, or loss in visual performance and ability because the luminance is sufficiently greater than the luminance to which the human eyes are adapted.
- 4) **OUTDOOR LIGHTING FIXTURE.** An electrically powered illuminating device or other outdoor lighting fixture including all parts used to distribute the light and/or protect the lamp, permanently installed or portable, used for illumination. Such devices shall include, but are not limited to, search, spot, flood, and area lighting.
- 5) **RECESSED CANOPY FIXTURE.** An outdoor lighting fixture recessed into a canopy ceiling so that the bottom of the fixture is flush with the ceiling.

C. **Outdoor Lighting Compliance Statement.** The applicant for any permit work involving outdoor lighting fixtures governed by this Section shall submit, as a part of the site plan, evidence that the proposed work will comply with this Section. This information shall contain but not be limited to the following:

- 1) The location, height, make, model, lamp type, intensity, direction, and wattage of each outdoor lighting fixture overlaid on the proposed site plan; and
- 2) A photometric lighting diagram indicating the outermost limits of exterior illumination provided by all exterior lighting sources on a site. (in foot candles)
- 3) Additional information that the Village may determine is necessary, including but not limited to illuminance level profiles.

D. **Approved Materials and Methods of Construction.** The provisions of this section are not intended to prevent the use of any design, material, or method of installation or operation not specifically prescribed by this Section, provided any such alternate has been approved. The Village may approve any such proposed alternative provided it:

General Provisions

- 1) Provides at least approximate equivalent to the applicable specific requirement of this Section; and
- 2) Is otherwise satisfactory and complies with the purpose and intent of this Section.

E. General Requirements.

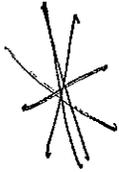
- 1) All outdoor lighting fixtures, including display lighting, shall be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary as determined by the Village. Outdoor lighting in residential districts shall be exempt from the provisions of this subsection, PROVIDED that any on-site lighting does not project onto adjacent properties or create glare on an adjacent roadway and motorists.
- 2) Auto/Truck filling stations. Island canopy ceiling fixtures shall be recessed.
- 3) Only non-glare, color-corrected lighting shall be permitted. For all non-residential uses, full cutoff shades are required for light sources so as to direct the light onto the site and away from adjoining properties. The light source shall be recessed into the fixture so as not to be visible from off site. Building and pole mounted fixtures shall be parallel to the ground. Wall-pak type lighting shall be prohibited.
- 4) On-site lighting, i.e. parking, building lights, etc. shall conform to the following regulations:
 - a. It is the goal of the Village to minimize lighting levels to reduce off-site impacts, prevent the reflection and glare of light in a manner which creates a nuisance or safety hazard to operators of motor vehicles, pedestrians, and neighboring land uses, and to promote "dark skies" in keeping with the character of the Village.
 - b. When site plan review is required, all lighting, including signage and ornamental lighting, shall be shown on site plans in sufficient detail with appropriate photometric studies to allow determination of the effects of such lighting upon adjacent properties, traffic safety, and overhead sky glow. The objectives of these specific actions are to minimize undesirable on-site effects.
 - c. Lighting for uses adjacent to residentially zoned or used property shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candles along property lines. Lighting for uses adjacent to non-residential properties shall be designed and maintained such that illumination levels do not exceed 0.3 foot-candles along property lines.

Where lighting is required, maximum light levels shall not exceed twenty-five (25) foot-candles directly beneath a light fixture. Lighting levels shall not exceed three (3) foot-candles as measured directly between two (2) fixtures. The Village Council, after receiving a recommendation from the

General Provisions

Planning Commission, may allow for an increased level of lighting above maximum permissible levels when the Council determines that the applicant has demonstrated that such lighting is necessary for safety and security purposes.

For the purposes of this ordinance, all lighting measurements shall be taken at ground level.



- d. For parking lots of less than one hundred (100) parking spaces, lighting fixtures shall not exceed a height of eighteen (18) feet measured from the ground level to the centerline of the light source. For parking lots of more than one hundred (100) spaces, lighting fixtures shall not exceed a height of twenty (20) feet measured from the ground level to the centerline of the light source. The Village Council, after receiving a recommendation from the Planning Commission, may allow a pole height up to twenty-two (22) feet when the Council determines that the applicant has demonstrated that greater height is necessary.
- e. Signs shall be illuminated only in accordance with the regulations set forth in this ordinance. In addition, signs within residential districts shall not be illuminated.
- f. Building or roof-mounted lighting intended to attract attention to the building and/or use and not strictly designed for security purposes shall not be permitted.
- g. Street lighting in all subdivisions, site condominiums, or other development is required. All street lighting shall conform to the Village's Community Street Lighting Program. The Village Council, after receiving a recommendation from the Planning Commission, may allow deviations to Village street lighting standards when the Council determines that the applicant has adequately demonstrated that alternative lighting plans will meet the intent and purpose of this ordinance and will provide sufficient lighting necessary for safety and security purposes.

F. Exemptions. The following uses shall be exempt from the provisions of this ordinance:

- 1) Roadway and airport lighting;
- 2) Temporary circus, fair, carnival, or civic uses;
- 3) Construction or emergency lighting, provided such lighting is temporary and is discontinued immediately upon completion of the construction work or abatement of the emergency necessitating said lighting;
- 4) Temporary lighting and lighting associated with agricultural activities.

Section 3.20 PERFORMANCE STANDARDS

No lot, building, or structure in any district shall be used in any manner so as to create any dangerous, injurious, noxious, or otherwise objectionable element or condition so as to adversely



Memorandum

To: Planning Commission
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: 2013 Ordinance Revisions – Sign Regulations
Date: August 5, 2013

The Ordinance Subcommittee established at the May 6, 2013 Planning Commission meeting was tasked with reviewing Article 3, General Provisions, specifically Exterior Lighting, Article 6, Landscaping Standards and Article 7, Sign Regulations for potential revisions. Potential revisions were discussed as part of the CIP review, observations and Planning Commission comments/concerns.

The Subcommittee met for the first time on July 1, 2013 prior to the Planning Commission meeting and discussed Sign Regulations, Article 7. Given the complexity of the Sign Regulations and the history, staff recommended that the subcommittee start with review of Article 7 only.

The subcommittee was tasked with creating a list of goals and objectives for potential revisions to Article 7, Sign Regulations and possibly Article 15(B), Ann Arbor Road Corridor (section on Signs). Prior to moving forward with proposed revisions the list of goals and objectives would be shared with the Planning Commission and Village Council for “buy in”. Upon presentation of the goals and objectives if there is not consensus on the goals and objectives or need, the subcommittee will not proceed further with evaluation of the sign regulations. If there is consensus on the goals and objectives or need, the subcommittee will proceed with providing recommended revisions for consideration by the Planning Commission and then the Village Council.

DRAFT GOALS AND OBJECTIVES FOR REVIEW OF SIGN REGULATIONS (Article 7 and Article 15B)

- Type of signs – character of community not articulated well in ordinance. Need to add more graphic and/or photos of preferred signage.
- Sign lighting – add guidance on preferred internal or external illuminated for both building and ground signs. Routed aluminum signs preferred for ground signage.
- Adding Sign Master Plans or provisions for the Planning Commission to approve signage during site plan review.
- Ground Signs – Size allowances and height per district and building sizes or number of buildings a sign is intended to serve. ZBA requests show that we are not permitting large enough signs for large “center” and multi-tenant buildings or multi-building campuses, maximum allowable 42 square feet, not proportional to large buildings or multi-tenant.
- Building Signs – Size allowances and height per district and building sizes or multi-tenant buildings. ZBA requests show that we are not permitting large enough signs for large

buildings, size allowances are tied to building frontage and max out at 42, which is not suitable for a multi-tenant buildings or large buildings.

- Types of Building Signs – Expansion of available types and sizes/regulations.
- Combining the Sign Regulations in the ARC District, Article 15(B) and Article 7. Having 2 locations for sign regulations does not promote consistent standards. If the regulations in Article 15(B) are preferred they should be migrated into Article 7 for one consistent sign ordinance.
- Clarifying Temporary Signage, including, but not limited to: window signs, banners, garage sales, sandwich board signs, street banners, institutional signage.
- Adding graphics and photos to represent preferred signage.

The goals listed above are DRAFT only and will be discussed by the Subcommittee prior to the August 5 meeting. If the Subcommittee supports the goals (or as modified) a recommendation from the Subcommittee will be presented for the Planning Commission's consideration. The Planning Commission will then be asked to discuss the goals and make a formal recommendation to the Village Council for consideration. If the Planning Commission or Subcommittee is not prepared to make a recommendation the item should be postponed for discussion at the September meeting.

Following the Planning Commission and Village Council's "buy in" on the goals the Subcommittee will begin a more formal revisions process and request the participation from the Dexter Chamber and DDA. Following the Subcommittee's revision process the proposed amendments would be required to go through formal ordinance amendment proceedings, including newspaper posting and a public hearing.

Please feel free to contact me with further questions.

Thank you.

Streets Committee – Update to Council – August 12, 2013

Completed

Initial Meeting (Jim C., Joe S.)

- Overall goals
- Possible policies
- Parameters of the discussion (streets, sidewalks, stormwater, alleys)
- Funding
- Additional data needed

Second meeting (Jim C. Joe S., Shawn K., Dan, Kurt, Scott)

- Alleys
- Stormwater
- Roads
- Sidewalks

Third, Fourth and Fifth Meetings (Jim C., Joe S., + Scott M. before Council at 4th meeting)

- Spreadsheet of Paser ratings
- Rough guesstimate on costs
- Road repair processes, potential in-house versus contracting
- Associated costs, additional costs involved

Next Steps - We CAN get there, but we need a good plan - **Need to start now - too many roads falling behind on maintenance and a backlog building up.**

- Meet with OHM to review potential improvements we can implement, associated costs of methods, less expensive methods.
- Meet with WATS representative to review RoadSoft software and request WATS to assist with Village PASER ratings to help us understand areas for focus.
- Evaluate what we can do in house, including repair and paving of streets to avoid engineering and contracting costs. Determine if this is a more economical possibility and if we have the time to do projects.
- **This is NOT a situation where we can continue business as usual - cannot afford to keep paying for everything.** Change the PARADIGM - we need a new way of doing this work.
- Establish a potential Test Project for Spring 2014 (Dover St (Main to 5th)? Huron St (Broad to Mast)?)
- Establish a "critical" sidewalks and storm water list - Need the list of what we NEED to put in place, then maintain until we get roads current and maintained.

We will meet further, flush out recommendations, and bring back to Council for consideration. (Later report to include more details of meeting discussions, maps, rating, plans, etc., and probably will need to be a workshop to review and discuss.)

Feedback Needed

- Is there anything we are not considering that we need to consider?
- Is there something that is a "dead end" and we should not consider or pursue further?
- What additional information does Council want to see to be able to make an informed decision?

AGENDA 8-12-13
ITEM I-4

Utility Committee Meeting
Tuesday, July 30, 2013 at 5:30 -7:30 p.m.

Attendees:

Shawn Keough, Ray Tell, Joe Semifero, Courtney Nicholls, Dan Schlaff, Scott Maurer, Donna Dettling, from OHM - Chris Nastally and Rhett Gronevelt, from Tetra Tech – Tom Allbaugh

Why we're meeting:

Dan Schlaff asked that the committee make a site visit to the Wastewater Treatment Facility to see the Sludge Handling project up close. Dan would appreciate an opportunity to personally tell his story about the challenges encountered with this project. It has been almost one year since the project started and there are four months remaining to substantial completion.

1. Project Status Overview-Sludge Handling
 - a. Completed work (%)
 - b. Remaining work (Major items)
 - c. On Schedule?

2. Project Cost Review
 - a. Overall Review
 - b. Completed work (%)
 - c. Remaining work (Major items)
 - d. On Schedule?

Attached is the Project Status Review worksheet that was discussed during the meeting. AZ Shmina (AZS) has earned \$1,903,758.26 or 63% of the contract amount through Pay Application #9. Although the contract schedule provided by AZS indicates they are still on track for a November 30, 2013 substantial completion, OHM believes AZS could be 2-3 weeks behind. AZS has only requested and been approved for four calendar day extension. The schedule provided by AZS needs to be revised to more accurately reflect the status of work completed and work to be completed.

We discussed material procurement and there have been 133 submittals so far ranging in complexity of 10 page submittals up to 90 pages. All submittals are reviewed and approved before materials are delivered to the site. The Secondary Digester, the larger of the two digesters is about 60% complete.

We discussed the Boiler(s) and the changes in the project associated with the Boiler. The original intent was to keep the current dual gas boiler and rehabilitate it, which we knew would need to be replaced in the future. Due to the failure of the original boiler during the project, our current plan is to place 2 new boilers. The change orders and costs associated with this situation would have been a future cost to the village. These costs account for the bulk of the cost

increases to the project, which if segregated would show cost increases less than 5% on the project.

We also discussed as-built, operation & maintenance and startup costs potentially being under estimated for the effort that could be involved. OHM and Tetra Tech feel the budget is adequate and aren't proposing changes at this time. We are anticipating a \$60,000 project cost cushion for the remainder of the project to cover items that have not been identified. This cushion is the difference between the current estimate of final project cost \$3,849,409 compared to the approved costs of \$3,908,830. The current estimate \$3,849,409 includes a pending change order of \$110,000 and additional CA/CE of \$38,000 that covers the next four months as well. The additional CA/CE of \$38,000 includes \$13,000 for Tetra Tech related to effort on the Boiler design, review, and implementation. Dan Schlaff and I have reviewed and approve these costs. The \$38,000 also includes \$25,000 in extra effort from OHM that Dan and I are still evaluating and plan to support what we feel is acceptable.

We are tracking somewhat ahead of schedule on the approved inspection costs and would anticipate any unforeseen issues with startup could be covered within this budget.

Staff is working diligently to keep this project on time and on budget. This committee meeting achieved the goal to provide a field perspective to council on the complexity and challenges on this project. In addition, staffs goal to keep council updated on both the financing as well as the completion of work on village projects is realized with this follow-up. Please contact Dan or me if you have any questions.



Construction Contract Summary

Original Bid		\$	2,867,000.00
Change Order 1		\$	(115,400.00)
Change Order 2		\$	100,984.00
Change Order 3		\$	41,241.50
Change Order 4		\$	111,419.70
Current Total		\$	3,005,245.20

Earned Amount (through Pay App #9) 63% \$ 1,903,758.26

Major Items of Work Completed:

- Building Addition
- Majority of Sludge Piping/Pumps
- Material Procurement
- Secondary Digester Work about 60% complete.

Major Items of Work Remaining:

- Boiler Installtions (2)
- Gas handling System
- Primary Digester: mixing equipment, cover, etc...
- Approx half of Electrical and Controls work
- Sitework

Contract Schedule

Substantial Completion Date: November 30, 2013
 Final Completion Date: December 30, 2013
 Approved Extensions: Four Calendar Days

Project Cost Summary

	Original Approved Cost Est	Current Approved Cost Est	Current Estimate	Actual to date
Planning, Design, Bonding, Misc (from Part II)	\$ 286,164.00	\$ 286,164.00	\$ 286,164.00	\$ 286,164.00
<u>Construction Engineering</u>				
Staking		\$ 10,000.00	\$ 1,000.00	\$ 103.00
CA/CE		\$ 180,000.00	\$ 218,000.00	\$ 170,346.15
Inspection		\$ 207,000.00	\$ 207,000.00	\$ 131,544.00
As-Built / O&M		\$ 22,000.00	\$ 22,000.00	\$ -
Subtotal	\$ 330,000.00	\$ 419,000.00	\$ 448,000.00	\$ 301,993.15
<u>Construction</u>				
Original Contract	\$ 2,751,600.00	\$ 2,751,600.00	\$ 2,867,000.00	
Original Contingency from SRF Loan	\$ 202,066.00	\$ 202,066.00		
Additional Contingency		\$ 250,000.00		
Approved Change Orders			\$ 138,245.20	
Est. Pending Change Orders			\$ 110,000.00	
Subtotal	\$ 2,953,666.00	\$ 3,203,666.00	\$ 3,115,245.20	\$ 1,903,758.26
Total	\$ 3,569,830.00	\$ 3,908,830.00	\$ 3,849,409.20	\$ 2,491,915.41
<u>Funding</u>				
SRF	\$ 3,300,000.00	\$ 3,300,000.00	\$ 3,300,000.00	
S2	\$ 233,607.00	\$ 233,607.00	\$ 233,607.00	
Original Use of Reserves	\$ 36,223.00	\$ 36,223.00	\$ 36,223.00	
Additional Use of Reserve		\$ 339,000.00	\$ 279,579.20	
Total Use of Reserves	\$ 36,223.00	\$ 375,223.00	\$ 315,802.20	

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: August 7, 2013
**Re: Assistant Village Manager &
Village Manager Report - Meeting of August 12, 2013**

1. Meeting Review:

- July 29th – Art Selection Committee
- July 29th – Interviews (3) PT Administrative Staff
- July 30th – Interviews (3) PT Administrative Staff
- July 30th – Utility Committee, notes attached
- August 6th – Arts, Culture & Heritage Committee

2. Upcoming Meetings:

- August 9th – OHM Project Update Meeting
- August 13th – 5H Dexter Coalition Meeting
- August 15th – NUBCO Follow-up Meeting
- August 17th – Volunteer for Plein Air Event
- August 21st – August DDA Meeting
- August 27 – Decision Making Redevelopment 3045 Broad Street

3. Well #3 Update. We were having problems with Well #3 and brought Raymer out to pull the Well and check all the components. Well #3 is in rotation for improvements in the next Fiscal Year 2014/15. Raymer replaced a check valve and repaired the leak costing about \$3,000- \$5,000. Well #3 will be budgeted for a complete overhaul in FY 2014-15 at \$20,000 to \$25,000.

4. SAW Grant Update. REMINDER- A work session is planned prior to the September 9, 2013 Council meeting to review an updated Storm Water Master Plan/Asset Management proposal for Engineering Services. The SAW grant application will be available October 1, 2013 and will be due December 2, 2013. We'll also review a copy of the draft Grant Application. There will be a 10% match required with this grant and the grant will include asset management eligible expenses.

5. Well Search Proposal Update. A copy of the proposal from Dan Whalen of Williams & Works is attached for your review. Provided again for your review is a copy of the report Mr. Whalen prepared that was included as a discussion item on the May 28, 2013 Council agenda. Under recommendations, item 6 it is anticipated that a well search would be considered. Dan and I have reviewed the proposal and plan to bring back a recommendation to accept the proposal after we've determined the best timeline to organize this effort into other activities scheduled in water and wastewater operations. This is an introduction item provided for review and will be a future agenda item.

6. Water Service Leak on 2nd Street on Village side of Water Service. A water leak on Second Street was discovered and repaired last week. With all the improvements made to the village's water system, this is one of the areas of the village that still needs upgraded.
7. 3045 Broad Demolition. The sewer lift station was removed on 8-7-13 by Master Craft. We are still waiting for DTE to confirm removal of the electricity. DTE was on site on Monday, August 5 attempting to locate and remove the last of the meters. Once the clearance is received Universal Consolidated is ready to mobilize. They have estimated that the work will take 30 days.
8. Regional Fire Next Steps. The next step in the process of entering into the interlocal agreement with Webster, Scio and Dexter Township is confirmation from their boards that they will enter into the agreement. These boards are expected to take action in the month of August. Once the boards have shown their support, a formal resolution will need to be passed by each entity which approves the agreement and authorizes a member of the organization to execute the agreement. The document will be presented in its entirety, including exhibits. Once this is complete, the document will be sent to Lansing for Attorney General/Governor review.
9. Farmers Market Tuesday Hours. At the last Farmers Market/Community Garden Oversight Committee meeting regular Tuesday vendor Henry Zelisse requested that the Committee consider changing the Tuesday hours from 3pm to 7pm to 2 pm to 6 pm. Henry has done customer counts each Tuesday and the Market receives more traffic between 2 and 3 than between 6 and 7. The Committee was supportive of the change.
10. ARRA Funding for Ann Arbor Street. We received a check for \$10,461 on August 5, 2013 for additional ARRA funding reallocated for the Ann Arbor Street project. The State of Michigan had contacted Village Engineer Rhett Gronevelt that additional ARRA funding was available that could be applied to past ARRA funded projects.
11. Dedication Dexter Crossing 5B Update. Jane Finkbeiner followed up that easements are ready, but she needed a little more time to get the quit claim deed from Scott Broshar before she could submit documents. The dedication of 5B will be on the August 26, 2013 agenda.
12. NUBCO Work Group Update. Attached are the highlights from an internal staff work group regarding Northern United Brewing Company. In addition to continuing to work through issues related to NUBCO's discharge permit and surcharge calculations, staff reviewed a safety program proposal from F&V. Staff is introducing this topic and looking for reaction from Council before we bring back a formal recommendation.
13. Initiate Contract Negotiations Update. A copy of the letter that went to the Union is included with my report. Council will be reviewing a negotiation strategy in closed session.
14. Hazard Survey Follow-up Visit. A letter from Debra Gundry of MIOSHA, offered as a follow-up and close out of the Hazard Survey conducted at 8140 Main Street (Fire Department) in April of 2012 is included with this report.

15. Main Street Banners. The Main Street banners will be put up either the week of August 5 or August 12. We started with an order of 28 that will be placed along Main Street between Alpine and Monument Park.
16. Paint Dexter Plein Air Festival. The Arts, Culture & Heritage Committee will be hosting the Paint Dexter Plein Air Festival from Tuesday, August 13 to Saturday August 17. Council is invited to the opening reception for the artists, which will be held on the patio of Terry B's on Tuesday, August 13th from 6 pm to 8 pm. A schedule of all the events that week is attached for your information.
17. Hudson/Second/Forest Project. Asphalt paving in the Hudson/Second/Forest project area is complete. According to the Road and Right of Way Improvement Policy the drive approaches on Forest that were gravel should have been replaced with asphalt. This detail was not included on the plans. Since the asphalt company has already left the community, we will either do the asphalt separate from the project or have it done as part of the Ann Arbor Street/Central Street projects next summer. The remaining work item in the Hudson/Second/Forest project area is the placement of sod.
18. Arts, Culture & Heritage Committee. The ACH Committee met on August 6. Much of the discussion involved the final planning for the Plein Air Festival. We have received 33 registrations. The Committee also discussed the 2013 temporary art display. Only one application was received. The Committee will be discussing how and/or whether to move forward with this project over the winter. Victoria Schon resigned from the Public Art Selection Committee and Mary Ebel volunteered to fill the position.

July 25, 2013

Ms. Donna Dettling, Village Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130-1092

Reference: Proposal – Village of Dexter Preliminary Groundwater Resource
Evaluation

Dear Ms. Dettling:

Thank you for the continued opportunity to assist you and the Village with the ongoing groundwater resource work toward the expansion of the Village water supply. This proposal is to provide you with our scope of work and fees associated with expanded mapping and targeting groundwater resources in the area of the Village. The results of this work will eventually lead to the exploration and development of an additional Type I production well, which will favorably augment the Village water supply system.

Our approach to this assignment will be as follows;

Our files already contain all of the available well log records in the regional area around the Village. Previously, we had prepared maps and geologic cross-sections which illustrated the subsurface conditions within several miles around the Village. This new work will update the existing mapping, and will include additional cross-sections in new areas that will be determined prior to commencing work. The maps will enable us to target specific areas that could indicate “potential” aquifers in the area, and will be used to choose new exploratory drilling locations.

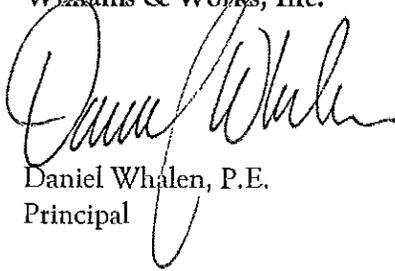
The budget for this task will be \$3200.00 and will include two project meetings; the first meeting to discuss the scope of the mapping, and the second meeting to discuss the results of the mapping and a prioritization of the targeted areas. At this point in the project, we will have a good understanding of the area geology, as well as some of the logistics associated with each selected site (such as access to the site, and costs to connect to the site).

Ms. Donna Dettling, Village Manager
July 25, 2013
Page 2

If you have any questions or comments, please do not hesitate to contact me.

Respectfully Submitted,

Williams & Works, Inc.

A handwritten signature in black ink, appearing to read "Daniel Whalen". The signature is written in a cursive style with a large, looping initial "D".

Daniel Whalen, P.E.
Principal

May 16, 2013

Ms. Donna Dettling, Village Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130-1092

RE: Village of Dexter Groundwater Management

Dear Ms. Dettling:

As you are aware, water use demands on the Village water system have steadily increased since the Ryan Street Wellfield was put into service in 1998. Since that time, the Ryan Street wellfield and the newest well, Well No. 5 have been pushed beyond their ability during certain times of the year to meet today's water demand. In particular, these peak day demands occur regularly during the summer months due in part to domestic irrigation use. This letter, therefore, is intended to summarize and reiterate the current capability of the Village well system and offer recommendations regarding the appropriate management of the Village groundwater resources.

Background

The Ryan Street Wellfield was put into service in 1998 due to groundwater contamination at the original Village wellsite located near the wastewater treatment plant (originally called Well Nos. 1 and 2). At that time, the Ryan Street Wellfield consisted of three wells, Well Nos. 1, 2, and 3. The groundwater resource evaluation report that was prepared at that time¹ described the performance and behavior of the three well system assuming that only two wells would be operated at any time². The average day demand on the water system in 1998 was about 0.29 million gallons per day (MGD), with a maximum day demand of about 0.46 MGD³. By 2004, the demands on the water system increased beyond the capability of the three well system. At that time all three wells were being used simultaneously at certain times of the year to meet water use. The wellfield was then expanded to a four well system (Well No. 4), with the intent to preserve the MDEQ requirements of maintaining a redundant (or backup) well. The report that was prepared for this effort⁴ relied on extensive individual well testing and

¹ Williams & Works, 1997, Groundwater Resource Evaluation - Village of Dexter

² The MDEQ requires all Type I water systems to have at least one redundant, or backup well in the event that one production well or pump is out of service. The firm capacity of the system is based on the sum of the well capacities with the largest well out of service.

³ Orchard, Hiltz & McCliment, Inc., 1996, Village of Dexter Preliminary Engineering Report

⁴ Williams & Works, Letter Report, October 5, 2004, New Production Well No. 4 - Village of Dexter

long term aquifer monitoring to establish the average "static water level" in the aquifer and the expected drawdown behavior in the aquifer. The analyses assumed only three wells would be operated simultaneously with the lead well rotated in service to keep all four wells exercised. Once the fourth well was installed and equipped, the groundwater system at the Ryan Street Wellfield was fully developed and not able to support additional development.

By 2007, the demands on the water system had increased beyond the capability of the Ryan Street wellfield as all four wells were periodically being used simultaneously during certain periods of the year. Since the Ryan Street Wellfield was now fully developed and not capable of supporting additional wells, a new wellsite (Well No. 5) was developed to augment the water supply for the Village water system and was located immediately south of the Dexter High School (see Figure 1)⁵.

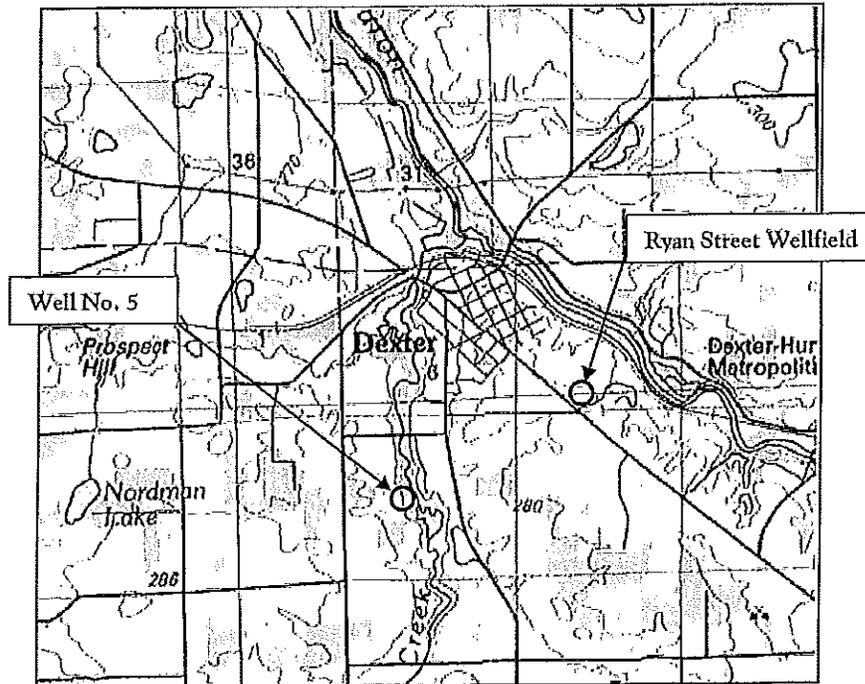


Figure 1. Location Map of the Village of Dexter wellsites and Surrounding Areas

Now, with still increasing demands on the water system, all of the Village production wells are again being used simultaneously during certain periods of the year. As before, these peak demands occur regularly during the summer months. In addition, the

⁵ Williams & Works, Letter Report, April 14, 2008, Groundwater Resource Evaluation for the Village of Dexter Test Production Well No. TPW-5

increased pumpage on Well No. 5 has caused aquifer water levels to fall to the point where the pump can break suction after extended pumping times. As of December 2012, pumpage from Well No. 5 has been dramatically limited in an effort to allow aquifer water levels to return to their former original state. Periodic monitoring of aquifer water levels at Well No. 5 indicates that the aquifer is slowly recovering. However, given the extended length of time that this well has been pumping, it is likely that the additional recovery period necessary to return the aquifer water levels to their original state will be several months or more from now.

Groundwater Management

With all groundwater systems, when a well is pumped for a period of time there is a decline in water level (called drawdown) in the aquifer and in the well. This water level decline gradually continues as long as the well is pumped. Once the pump is shut off, the water level in the aquifer slowly returns to its "normal" pre-pumped water level (this is called recovery). The "normal" pre-pumped water level in an aquifer is also called the static water level. In general, the amount of time it takes for the aquifer to return to its normal pre-pumped water level is equal to the time that the aquifer was pumped. Therefore, if an aquifer has a static water level of 80 feet (the water level inside the well measured from the top of the well casing), and the well is pumped for a period of four hours and causes the aquifer water levels to lower an additional 40 feet, once the well pump is shut off it will take about four hours for the water level in the aquifer to return to the static water level. This is the characteristic of both the Ryan Street Wellfield and the Well No. 5 wellsite. Given this basic behavior of the groundwater systems in the Village, the total run time for any well pump over a 24 hour period should never exceed 12 hours. Under this basic operational mode, each well would be pumped for a period of 12 hours and allowed to recover for a period of 12 hours and thus, pumpage and recovery will be somewhat balanced. Indeed, this is a simplistic and overly generalized management scheme since there is no factor of safety to account for unpredictable variables. Among these variables include precipitation and aquifer recharge (replenishment), which by all practical purposes are impossible to predict or quantify. To further this, the geometry and behavior of aquifers are rarely known beyond the extent of normal required testing which could otherwise eliminate or reduce the factor of safety. Therefore, to account for these uncertainties it would be better to pump over a shorter duration and allow for greater recovery times. The initial management scheme of this letter, however, assumes a basic balance of pumpage and recovery and we recommend this method as a place to start. The actual sustainable pumping schedule of either wellsite will ultimately be determined by keeping track of the long term fluctuations in the aquifer and making adjustments accordingly. This is particularly true for Well No. 5.

The general characteristics of the Village production wells are summarized as follows;

Well No.	Steel Casing Diameter (in)	Well Depth (ft)	Screen Length (ft)	Pumping Capacity (gpm)	referenced from top of casing		
					Depth to top of Screen (ft)	Average Static Water Level	Available Drawdown (ft)
Well 1	8	222	20	326	202	88	109
Well 2	8	215	20	340	195	79	111
Well 3	8	210	20	325	190	79	106
Well 4	8	200	20	210	180	70	105
Well 5	12	70	10	340	60	21	34

The water system firm capacity is the sum of all the pumping capacities of each well with the largest capacity well out of service. In this case, there are two wells that have the "largest" capacity, Well Nos. 2 and 5. In this case, there are two ways to consider the firm capacity of the Village water system. If we evaluate the entire well system, then the firm capacity of Village water system with Well No. 2 out of service is 1200 gpm. If Well No. 5 is out of service, then the resultant firm capacity falls back to the Ryan Street Wellfield and becomes 991 gpm since only three wells can be operated at the Ryan Street Wellfield at any time. Note that the value of firm capacity is somewhat misleading since it implies that the well system can produce this capacity for a 24 hour period, when in fact, it is poor groundwater management to do so and potentially damaging. The groundwater systems utilized by the Village when operated in a balanced manner has a maximum daily capacity of about 0.864 MGD (assuming that all wells are operated for a 12-hour period)⁶. In the instance of when Well No. 5 is out of service, the maximum daily capacity falls to about 0.714 MGD⁷.

Based on this discussion, if each well is operated no longer than 12-hours within a 24-hour period and allowed to rest for 12-hours, then the maximum capacity of the water well system is about 0.864 MGD.

The plot of daily water use during 2012 is shown below to illustrate the critical period during which demands exceed the capabilities of the well system. The red line across the plot indicates the maximum well system capacity of 0.864 MGD. The plot reveals that during most of the year, the average and maximum day demands are less than the maximum capacity of the well system. However, the maximum well capacity is regularly exceeded during months of June through the end of August (certainly, this plot may be somewhat severe since the summer of 2012 was considered a severe drought period in

⁶ Assuming Well Nos. 1, 3, 4 and 5 are each operating for a 12-hour period (½ day) and allowed to rest for a 12-hour period, then the combined daily capacity is $C = \frac{(1440 \text{ min/day} \cdot 1200 \text{ gal/min})}{2} \cong 864,000 \frac{\text{gal}}{\text{day}}$

⁷ Assuming Well Nos. 1, 2, and 3 are each operating for a 12-hour period (½ day) and allowed to rest for a 12-hour period, then the combined daily capacity is $C = \frac{(1440 \text{ min/day} \cdot 991 \text{ gal/min})}{2} \cong 714,000 \frac{\text{gal}}{\text{day}}$

Michigan). The average daily demand between May 30 and August 29 was about 0.931 MGD which exceeds the maximum well capacity by about 7 percent.

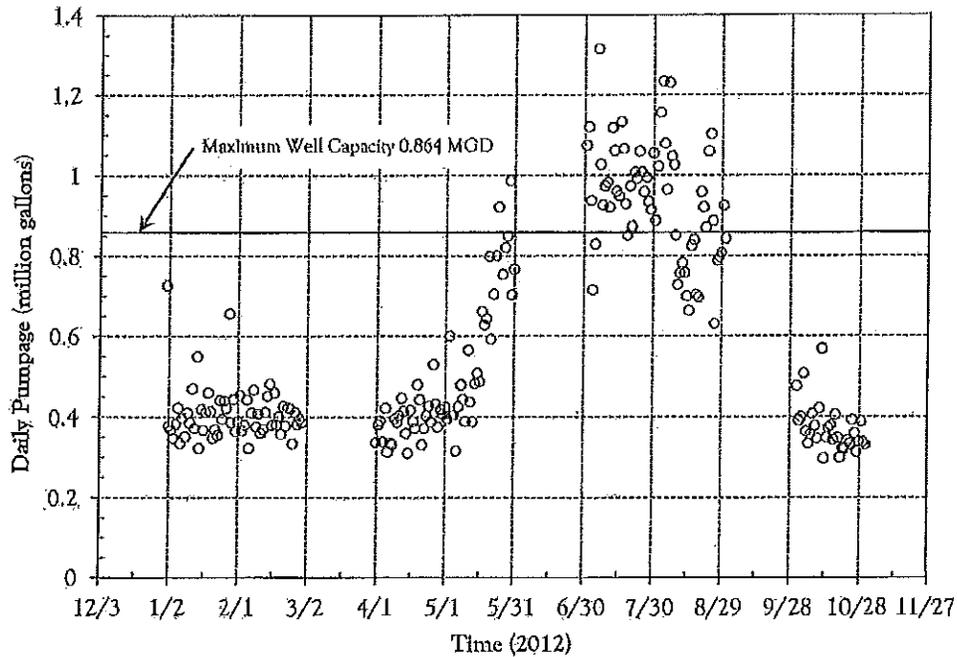


Figure 2. Water System Daily Demands for 2012

The average total monthly pumpage, and the average and maximum day demands for each month during 2012 are shown in the following table.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Total (MO)	12.888	11.603	12.5	11.725	18.827	27.7	30.543	27.657	19.76	11.51	7.57	10.03
Avg (MGD)	0.41574	0.41439	0.4	0.39083	0.60732	0.9	0.98526	0.89216	0.66	0.37129	0.252	0.322
Max (MOD)	0.727	0.481	0.59	0.529	1.058	1.25	1.315	1.233	0.92	0.569	0.375	0.487

Recommendations

Based on this discussion, there are several recommendations regarding the operation, maintenance and monitoring of the well system.

1. **Annual Well and Well Pump Testing.** As part of a normal operating procedure of both wellsites, we recommend continuing the Village well maintenance program which monitors the individual pump and well performance at each well. The program should include an annual stepped rate pumping test on each well along with simultaneous electrical measurements of the pump motors. This way, we can

compare the current performance of each well and pump with its baseline performance when the wells and pumps were new.

2. **Aquifer Water Level Monitoring.** Given that there is no practical method to regularly monitor the water levels in the Ryan Street wells, and considering that this system is relied upon as the main water producing source for the Village, it is crucial that pumping water levels are regularly monitored at this wellfield. Without this information there is no way to know if pumping water levels are "critical" (assuming that this level is at or near 10 feet above the tops of the screens), nor is it possible to know the long term fluctuations in average aquifer water levels. This data will be used to adjust (upward or downward) individual well pumpages in order to manage both groundwater resources. To accomplish this, water level transducers should be installed in each well. The transducers will be connected to the existing SCADA system, and the system will collect water level and date/time data at regular intervals. Over time, this data will establish average aquifer water levels and allow us to monitor and adjust the pumpage accordingly.
3. **Ryan Street Flowmeter Adjustment.** Since the Ryan Street wellfield lies at a higher elevation than the water treatment plant, the watermain pressure in the wellhouse is very low. Under this condition, the flowmeters will not fully flood and thus, will not read or record individual flows from the wells properly. Therefore, there is no accurate data regarding the individual pumpage from any of the Ryan Street wells. The management of the Ryan Street aquifer is not possible without knowledge of individual well pumpages combined with knowledge of aquifer water levels. To correct this, a simple 2-inch orifice plate can be inserted between the pipe flanges on the downstream side of each meter to create a slight pressure increase inside each meter.
4. **Balanced Operation of Each Well.** As discussed, initially the run times of each well should be limited to 12 hours with a 12 hour rest time. These can be applied to each well since they operate under various combinations, as long as no single well is allowed to run longer than 12 hours. This should be considered a starting point. As aquifer water levels are monitored along with their pumping capacities, the run times could be adjusted either up or down depending on the behavior of the aquifer. The long term goal of this scheme is a sustainable balance between pumpage and recovery so that the long term average aquifer water levels remain at a steady state and do not progressively fall. The Ryan Street Wellfield should be operated such that only three wells are operating at any time.
5. **Management of Residential Irrigation.** It is assumed that the peak demands during the summer months are due to residential irrigation. We have already discussed limiting irrigation to odd/even days within certain areas of the Village. In addition, this odd/even day irrigation could be combined with a requirement to irrigate after

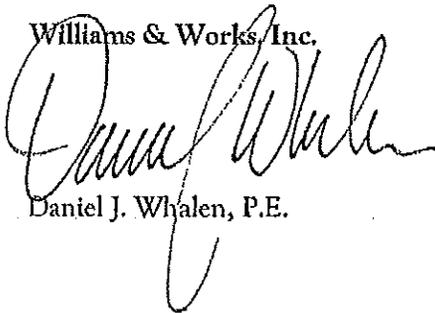
peak hours (presumably during the evening hours) and thus, shift the demand load away from the daytime hours.

6. **Explore New Well Sites (based in part, on previous site rankings).** Generally, when the maximum day demand of a Type I water system regularly meets or exceeds 80 percent of the system "firm capacity", the MDEQ will request that the community begin the process of finding additional water sources. In this case, the Village falls under this condition, therefore, we recommend starting the process of exploring for new groundwater resources. Our previous work with the Village has already included a preliminary groundwater resource evaluation of the area immediately surrounding the Village in all directions. However, at that time we restricted our search to the confines of the Village limits and to accessible properties. Unless there are new properties that are accessible within the Village limits, we recommend exploring in areas further outside the Village limits, and expanding our original preliminary groundwater resource evaluation to include a greater area. The process would follow similarly to our method for the well No. 5 site; 1) map the available groundwater data over a wide area, 2) choose several (if possible) sites for further exploration and rank them, and 3) explore each selected site further by drilling a single test well and pumping/sampling the groundwater. At each point in the process we will be in a good position to determine if we should continue to develop the site, or abandon the site. In the event that we abandon a site, we would move to a new site and repeat the process. In the event that we encounter favorable conditions at any site, and we determine that there is sufficient evidence to pursue the exploratory process further, then further work will be pursued to eventually develop (if warranted) a new test production well.

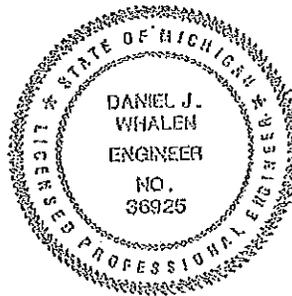
If you have any questions regarding the above discussion or other related matters, please call me.

Sincerely,

Williams & Works, Inc.



Daniel J. Whalen, P.E.



Meeting July 24, 2013 at 9a

NUBCO Monthly Report

Attendance: Blair Selover, Dan Schlaff, Scott Maurer, Andrea Dorney, & Donna Dettling

Highlights

- Reviewed July SIU Report submitted by NUBCO on July 17, 2013. Looked at surcharge data and calculated rate for June using old rates. Blair provided an xls.worksheet that we can use each month for surcharge calculations. June 2013 worksheet is attached to these notes.
- Discussed a Letter of Violation (LOV) or Notice of Violation (NOV) that Andrea needs to send stating all areas where NUBCO is out of compliance with their Permit.
- Review final budget numbers for tank. Didn't get final numbers from Tony, but Tony reported that he found another tank provider and they are meeting with them onsite tomorrow. He said that is was a cheaper option and that it's a T&M installation job so he will not have FINAL numbers until the installation is complete.
- Discussed renewal permit language. Blair will make changes to permit for team review. We will need to meet again to discuss changes to permit.
- Blair was asked to provide a draft safety program scope of services for staff review. Blair brought copies of the draft scope without costs to get feedback from staff before he finalized it. Blair finalized the proposal including costs and submitted it. A copy is attached. Staff is looking for initial reaction to developing a formal safety program before we bring back a recommendation to Council. Dan and I have discussed possibly diverting funding from the 2nd new hire in the current fiscal year budget to cover development of the program or waiting to budget this in FY 2014-15.

NUBCO JUNE 2013

Surcharges based on greater than

mg/l parameter

300	BOD
275	TSS
16	Phosphorus

2012 rate

\$0.09
\$0.10
\$1.41

Monthly Water Use in Gallons

262,000

Monthly Average Concentration mg/L	Surchargeable Concentration mg/L	Surchargeable WWTP loading lbs.	Surcharge Fee \$
2708	2408	5261.7	\$473.55
703	428	935.2	\$93.52
41	25	54.6	\$77.02
Total surcharge			\$644.10



July 30, 2013

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

**RE: Health and Safety Program Development
Village of Dexter, Washtenaw County, Michigan**

Dear Ms. Dettling,

As requested, we prepared this proposal for developing a comprehensive Health and Safety (H&S) Program for the Village of Dexter. We will work closely with the Village to evaluate and define your specific needs based on the staffing of your organization. I have personally worked with the Village staff for a number of years and familiar with most of the personnel and their responsibilities. We are familiar with your systems and have a thorough understanding of the operations of the Village's Water Wastewater and DPW Departments.

Based on our recent discussions with you, our proposed scope of services to effectively implement a H&S Program for your organization is as follows:

SCOPE OF SERVICES

Structure, Staffing and Policy Review

This initial task will include working with you and your staff to physically review the Village's existing infrastructure for the specific purpose of developing a comprehensive Health and Safety (H&S) Program. We will review the Village's organizational structure and discuss the Village's administration policies that are followed, and the operations and maintenance activities that are performed by the Village staff and/or subcontractors on a day-to-day basis. This Task is dedicated to reviewing the administration structure policies and operations as they related to defining the future H&S Program. The time spent during this task will include one on one interviews to help focus the H&S Program so that it is tailored to the specific needs of the Village while meeting the appropriate regulatory requirements.

Health and Safety Program Administration

This task allocates time with the appropriate Village staff to refine the existing organization structure as it pertains to safety. We will develop a strategic plan and management policy for the delegation of duties that are essential to implementing a successful H&S Program. This process begins with staff routinely exposed to potential hazards and includes staff who are responsible for designating the personnel accountable for implementing the H&S Program, allocating resources, instituting performance standards, and establishing accountability measures and enforcement procedures.

The time spent during this task is integral to the review task above and will serve to assist the Village of Dexter to develop an effective organizational structure for implementing the H&S Program. The general aspects of the Health and Safety Program Administration task are as follows:

- Introduction to the Health and Safety Program.
- Discuss the Health and Safety Manual Policies and Programs.
- Develop the Program Administration and Organizational Structure.
- Establish a Health and Safety Audit Program.
- Define the Recordkeeping and Reporting Requirements.
- Institute a Health and Safety Management System.

Health and Safety Program

The Health and Safety Program for the Village of Dexter will be developed. The deliverable of this task will be a comprehensive Health and Safety Manual that we will prepare for review and approval by the Village of Dexter. The document will include safety program policies and training modules written in accordance with the applicable federal and state regulations governing employee health and safety and maintaining a safe work environment.

The Health and Safety Manual will include guidance and protocols related to Program Administration, Health and Safety Programs, Environmental Operations, Construction Operations, Safe Work Practices and a myriad of checklists, forms and reports required for compliance. The final document will include a Health and Safety Policy Statement adopted by the Village Council that defines your commitment to the program. The suggested or preliminary listing of the specific Health and Safety Manual components are shown below:

General Health and Safety	
<ul style="list-style-type: none"> • Hazard Communication • Incident Reporting and Investigation • Bloodborne Pathogens Exposure Control • Hearing Conservation • Confined Space Entry • Respiratory Protection • Personal Protective Equipment • Reproductive Hazards Protection • Ergonomic Hazard Guidelines • Vehicle Safety • Health and Safety Qualifications for Subcontractors • Emergency Action Plans • Health and Safety Training 	<ul style="list-style-type: none"> • Medical Surveillance • Respiratory Protection • Personal Protective Equipment • Specific Health and Safety Plan for DPW, Wastewater and Water Operations • Security and Control • Emergency Response Planning • Construction Accident Prevention • Construction Health and Safety Plan • Demolition and Decontamination • Traffic Zone Safety • Trenching and Excavation • Hot Work • Haulage and Earthwork Safety

Safe Work Practices	
<ul style="list-style-type: none"> • General Safe Work Practices for Field Employees • General Safe Work Practices for Office Employees • Working Over or Near Water • Use of Heavy Equipment • Special Site Hazards • Safe Electrical Work Practices • Fall Protection Practices • Portable Ladder Safety • Drum and Container Handling • Spill and Discharge Control • Heat Stress Prevention and Monitoring • Flammable Hazards and Ignition Sources 	<ul style="list-style-type: none"> • Cold Stress Safe Work Practice • Biohazard Safety • Underground Storage Tank Removal • Safe Lifting Practices • Permit-Required Confined Space Entry • Non-Permit-Required Confined Space Entry • Oil and Distillate Fuel Product Hazards • Protection from Sun Exposure • Respirator Cleaning Procedures • Safe Work Practices for Air Purifying Respirators • Respirator Qualitative Fit Testing Procedures • Lone Worker Safe Practices • Short Service Employee (SSE) Program

In addition to the above program modules, the final Health and Safety Manual will include the applicable forms to document training and certification, incident reporting, site logs, inspections, and program audits within each section of the Manual. The forms will be developed based on the modules required for the Village of Dexter to comply with the applicable federal and state regulations

governing employee health and safety. Upon approval of the Health and Safety Manual by the Village of Dexter, the FVOP team will assist the Village on an as-needed basis to implement the program. For ongoing training and staff development it is estimated to be \$500 - \$800 per training module dependent on the number of modules desired per onsite training session.

BUDGET

Scope of Work	Estimated Level of Effort	Proposed Budget
Structure, Staffing and Policy Review	42	\$4,100
Health and Safety Program Administration	62	\$5,660
Health and Safety Program	392	\$37,380
Total Project Fee	496	\$47,140

Project Fee includes travel costs and printing.

SCHEDULE

Schedule is dependent on availability of Village Staff. Task 1 is about two to three weeks. Task 2 is about two to three weeks. Task 3 is about twelve weeks.

We are prepared to begin this assignment upon your authorization of our proposal. If you concur with our Scope of Services and Budget, you may authorize us to begin work by signing where indicated below and mailing a copy of this letter back to us.

We thank you for this opportunity and we look forward to working with you. If you have any questions regarding this proposal or any FVOP services, please contact Blair Selover at 810.252.8884 or bselover@fv-operations.com.

Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.



H. Blair Selover
Regional Manager

cc: Dan Schlaff, DPW Director

F&V Operations and Resource Management, Inc. (FVOP) is hereby authorized to perform the Services detailed in this letter dated July 30, 2013.

Authorized Representative

Date



VILLAGE OF DEXTER

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

Village Council

Shawn Keough
President

Jim Carson
Trustee

Paul Cousins
Trustee

Donna Fisher
Trustee

Joe Semifero
Trustee

Julie Knight
Trustee

Ray Tell
President Pro-Tem

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.
dextermi.gov

July 26, 2013

Kurt Augustine
Union Steward Local 214
3600 Central Street
Dexter, MI 48130

Al Lewis
Teamsters State, County & Municipal Workers Local 214
2825 Trumbull Avenue
Detroit, MI 48216-1290

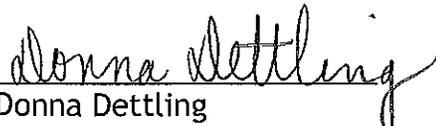
Re: Contract Notice

Dear Kurt:

The Village of Dexter would like to initiate the Contract Notice for negotiations of our current contract with Teamsters Local 214, term ending February 29, 2014.

We would like to offer the week of August 26, 2013 for our first meeting to set ground rules including but not limited to a meeting schedule. Let me know what day that week works best and I'll coordinate schedules with Village representatives.

Sincerely,


Donna Dettling
ddettling@dextermi.gov

cc: Village Council



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
MARTHA B. YODER
DIRECTOR

STEVE ARWOOD
DIRECTOR

July 19, 2013

Mr. Jason Hilberer, H S Officer
Dexter Area Fire Department
8140 Main Street
Dexter, Michigan 48130

Dear Mr. Hilberer:

Case Number: 36G12141

This letter provides the results of the follow up visit concluded at your establishment on July 3, 2013, by Onsite Consultant George Zagresky following the hazard survey that was completed April 2, 2012. Means of egress and fire exits were included in the areas of follow up during the visit.

Consultant Zagresky held an opening conference on July 3, 2013, to discuss the purpose and scope of the follow up visit.

The purpose of the follow up visit was to review your firm's abatement methods for various items that were identified in the hazard survey. Consultant Zagresky provided training to members of your staff.

Thank you for the opportunity to provide onsite consultation service; and we would like to commend you for your initiative to make your workplace safer.

Sincerely,

Debra Gundry
Onsite Safety Supervisor

DG:pjv

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

CONSULTATION EDUCATION & TRAINING DIVISION
7150 Harris Drive • P.O. BOX 30643 • LANSING, MICHIGAN 48909-8143
www.michigan.gov/miosha • Phone (517) 322-1809 • Fax (517) 322-1318

Schedule of Events

Paint Dexter Plein Air Festival
August 13-17, 2013
Dexter, Michigan

Day	Begin Time	End Time	Event	Details
Tuesday August 13, 2013	4:30pm	6:30pm	Plein Air	Check-In at Tent in Monument Park, 8100 Ann Arbor Street, Dexter. Have canvas/paper stamped. Pick up artist's packet. Commence painting in Dexter area until artwork is due Saturday morning.
	6:00pm	8:00pm		Opening Reception for artists, Terry B's Restaurant, 7954 Ann Arbor Street, Dexter
Wednesday August 14	6:00am	8:00am		Additional Artist Check-in Opportunity at Monument Park
	6:00pm	8:00pm		Plein Air Event If you didn't check in on Tuesday, have canvas/paper stamped at Tent in Monument Park. Pick up artist's packet.
Thursday August 15	6:00am	8:00am		Additional Artist Check-in Opportunity at Monument Park
	4:00pm	6:00pm		Painting Demonstration by Susan Am- stutz, Monument Park, 8100 Ann Ar- bor Street, Dexter.
	6:00pm	8:00pm		Plein Air Event If you didn't check in on Tuesday, have canvas/paper stamped at Tent in Monument Park. Pick up artist's packet.
	7:00pm	8:00pm		History of Plein Air Painting Presenta- tion by Martha Girsch, Dexter Public Library, 3255 Alpine Street

Paint Dexter Plein Air Festival (v. 8/6/2013)

Friday August 16	4:00pm	8:00pm		On display in tent gallery: Dexter Community School Student Light Pole Banner Contest Artwork (students pick up work at 8pm)
Saturday August 17	8:00am	10:00am	Plein Air	Deliver framed artwork to the Tent Gallery in Monument Park, 8100 Ann Arbor Street, Dexter.
	8:00am	10:00am	Quick Draw	Artists register for Quick Draw at the Tent in Monument Park, 8100 Ann Arbor Street, Dexter. Have all canvas/paper stamped. Pick up artist's packet.
	8:00am	11:00am		ACH Volunteers Hang Plein Air artworks
	9:00am	12:00pm	Quick Draw	Begin Drawing/Painting in the Dexter area. Artists on location in Dexter Village.
	11:30am	12:30pm	Plein Air	Judging
	12:30pm	1:15pm	Quick Draw	Deliver framed artwork to the Tent Gallery in Monument Park, 8100 Ann Arbor Street, Dexter.
	1:15pm	2:00pm	Quick Draw	ACH Volunteers Hang Quick Draw artworks
	2:00pm	2:30pm	Quick Draw	Judging
	2:30pm	2:45pm	Plein Air Quick Draw	Award Ceremony (Light Refreshments by ACH)
	2:45pm	8:00pm	Plein Air Quick Draw	Artwork on display and available for sale
	4:00pm	6:00pm		Dexter Symphony Orchestra Performance, Tent Gallery
	8:00pm	9:00pm	Plein Air Quick Draw	Artists pickup any unsold artworks

Paint Dexter Plein Air Festival (v. 8/6/2013)

Village President Report by Shawn Keough
August 12, 2013

AGENDA 8-12-13

ITEM I-6

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

Facility Committee Participation – One of the facility committee's next steps is to meet with a few of the firefighters from the Dexter Area Fire Department to review their future space needs. The committee discussed this as a next step at its last July 2013 meeting. I have placed a call to Jim Seta, who is currently serving as the Chair of the Dexter Area Fire Board to alert him of our desire to meet with a small group of firefighters. I have not yet been able to speak directly with Mr. Seta, but expect to do so in the near future. We want to make sure the appropriate group is invited to participate in this meeting which will help plan future Village facility improvements. I will provide any further update on this at the meeting.

July 23, 2013 – Dextech Site Plan Review Committee meeting – the review committee met with representatives of Dextech and offered comments on their preliminary site plan in advance of the August 5th planning commission meeting.

July 30, 2013 – Utility Committee Meeting – please see Utility Committee update under Reports

July 30 through August 7, 2013 – On Tuesday, July 30, 2013, a resident at 8556 Parkridge Court contacted me about the location of a new home that is under construction on the lot next to him (8560 Parkridge Court). He email me a copy of the Village approved Plot Plan and noted that the home was being constructed much further back on the lot than other homes on cul-de-sacs in Westridge. I emailed Council about this concern on August 3rd after I had collected additional information. Over the past week or so, I have had many follow up conversations with this resident as well as the resident that lives at 8564 Parkridge, on the other side of the new home. I have also had conversations with our Village Manager in an attempt to better understand the Village's role in this process. I believe that the Village has made a mistake in its approval and issuance of a preliminary zoning compliance certificate for the home location at 8560 Parkridge. I believe that our review process needs to be refined and our follow-up with residents when a concern is raised needs to improve. It is my opinion that the Village did not look out for the best interest or concerns of the existing home owners (in Lot 116 and Lot 118) when we reviewed the plot plan that was submitted by Norfolk Homes for Lot 117 in Westridge. I don't believe that we had our best trained employee reviewing the application when it was submitted. And it is still unclear if the Village communicated with the Westridge Home Owners Association when this request was submitted. I have confirmed that we did not visit the site before issuing our certificate of preliminary zoning compliance; a step which may have a least brought this issue to the forefront sooner than in this instance. While I think it is unrealistic that the new home can be moved (without significant cost and delay) due to the fact that the basement is poured and the home is essentially framed in, I do believe that Norfolk and the Village need to work together with the neighboring property owners to mitigate the privacy and drainage concerns (among others) that the neighbors have expressed. I also want to make sure that Norfolk, the HOA and the Village all understand that this home placement was a one time mistake and is not a precedent for future approvals on other cul-de-sac lots. I spoke with a representative of Norfolk Homes on the morning of August 7, 2013. The representative agreed that the home could have been pulled forward rather than be set back so far, but the important thing going forward is that they have agreed to discuss how to mitigate the neighbor's concerns. We will be scheduling a meeting with them on site next week to discuss options to address the neighbor's concerns. I have asked our Village Manager to provide a summary of our current process so that we (Council) can review it and make adjustments to improve it. I will provide additional updates on this topic at the meeting.

Future Activities

August 12, 2013 – Village Council meeting

August 14, 2013 – Regional Fire Department Committee meeting

August 21, 2013 – Village Downtown Development Authority meeting

Goals and Objectives for August 2013 (*completed in Italics*)

1. Encourage residents to run for the Charter Commission Election
2. Schedule our first meeting with our Union Representatives.
3. Review Fund Balance reserves and do a 5 year look back at Council Budgeting – I am interested to see how frequently we have been able to end our fiscal years under budget and want to make sure we are looking ahead to insure that our reserve balances are adequate.

I hope everyone enjoyed Dexter Daze and I look forward to seeing you around our town during our Plein Air Event!

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

User: erin

DB: Dexter

EXP CHECK RUN DATES 07/25/2013 - 08/07/2013

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. 7TH RULE ACCOUNTING	1,262.00		
2. ALLIED EAGLE SUPPLY CO	194.07		
3. ANNELIESH S CORNISH DDS	868.00		
4. AT&T	298.85		
5. BARRETT PAVING MATERIALS INC	645.81		
6. BIOTECH	19,375.00		
7. BOULLION SALES	44.13		
8. CHEMCO PRODUCTS INC	584.50		
9. CIESA DESIGN	198.00		
10. CINTAS CORPORATION	836.44		
11. COMCAST	504.91		
12. CORRIGAN OIL COMPANY	1,382.21		
13. COUNTRY LANE	273.00		
14. CRIBLEY WELL DRILLING CO INC	23.75		
15. DAVIDSON, SEAN	50.00		
16. DETROIT AIR COMPRESSOR COMPANY	1,322.20		
17. DEXTER BUILDERS	2,600.00		
18. DIUBLE EQUIPMENT INCORPORATED	56.20		
19. DONNA DETTLING	86.67		
20. DTE ENERGY	13,861.38		
21. DTE ENERGY-STREET LIGHTING	6,788.90		
22. DYKEMA GOSSETT PLLC	2,982.00		
23. ETNA SUPPLY CO	5,092.08		
24. GRANT'S AUTOMOTIVE & TRUCKING	1,022.36		
25. GREEN GUYS LAWN AND LANDSCAPE	99.00		
26. GRIFFIN PEST SOLUTIONS	125.00		
27. GRISSOM JANITORIAL	320.00		
28. HACKNEY HARDWARE	1,359.32		
29. JOHN'S SANITATION	585.00		
30. JOHNSON SIGN COMPANY, INC.	6,100.00		
31. KENNEDY INDUSTRIES, INC.	3,670.50		
32. KURT AUGUSTINE	60.00		
33. LESSORS WELDING SUPPLY	29.70		
34. M&M PAVEMENT MARKING	8,092.66		
35. MASTERCRAFT PLUMBING	1,499.17		
36. METRO ENVIROMENTAL SERVICES	1,140.00		
37. MICHIGAN CAT	143,023.00		
38. MICHIGAN MINERAL RESOURCES, LL	1,792.30		
39. MICHIGAN MUNICIPAL TREASURERS	325.00		
40. MICHIGAN PIPE & VALVE, INC.	530.00		
41. NORTH CENTRAL LABORATORIES	640.31		
42. ORCHARD, HILTZ & MCCLIMENT INC	59,638.55		
43. PARTS PEDDLER AUTO SUPPLY	195.92		
44. PRINT-TECH, INC.	1,819.07		
45. ROARK SUPPLY, INC.	277.84		
46. SPEARS FIRE & SAFETY SERVICES	55.00		
47. STAPLES BUSINESS ADVANTAGE	583.55		
48. SUPERIOR PLAY LLC	1,998.67		
49. THE SUN TIMES	202.50		

User: erin

DB: Dexter

EXP CHECK RUN DATES 07/25/2013 - 08/07/2013

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. TRACTOR SUPPLY CREDIT PLAN	89.99		
51. UTILITIES INSTRUMENTATION SERV	4,746.35		
52. VARNUM, RIDDERING, SCHMIDT	487.20		
53. VERIZON WIRELESS	441.23		
54. VICTOR STANLEY, INC.	1,838.00		
55. VICTORIA SCHON	225.49		
56. VIKTAR ASHMIANETS	25.00		
57. WASHTENAW COUNTY TREASURER	12,142.53		
TOTAL ALL CLAIMS	314,510.31		

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 07/25/2013 - 08/07/2013
 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 101.000 VILLAGE COUNCIL							
101-101.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	NEWSLETTER	216777	08/13/13	1,292.45	
101-101.000-959.000	ARTS, CULTURE & HERITAGE	VICTORIA SCHON	PAINT DEXTER	08/05/13	08/13/13	225.49	
101-101.000-959.000	ARTS, CULTURE & HERITAGE	VIKTAR ASHMANETS	REFUND	08/05/13	08/13/13	25.00	
			Total For Dept 101.000 VILLAGE COUNCIL			1,542.94	
Dept 201.000 FINANCE DEPARTMENT							
101-201.000-802.000	PROFESSIONAL SERVICES	7TH RULE ACCOUNTING	PAYROLL SERVICE	08/02/13	08/13/13	1,262.00	
			Total For Dept 201.000 FINANCE DEPARTMENT			1,262.00	
Dept 210.000 ATTORNEY							
101-210.000-810.000	ATTORNEY FEES	DYKEMA GOSSETT PLLC	LEGAL FEES	1525833	08/13/13	982.00	
			Total For Dept 210.000 ATTORNEY			982.00	
Dept 215.000 VILLAGE CLERK							
101-215.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES		38682, 38699	08/13/13	78.97	
101-215.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	38832	08/13/13	91.13	
			Total For Dept 215.000 VILLAGE CLERK			170.10	
Dept 253.000 TREASURER							
101-253.000-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	08/06/13	08/13/13	86.25	
101-253.000-902.000	TAX BILL PRINTING & SERV	PRINT-TECH, INC.	TAX BILLS	216406	08/13/13	489.72	
101-253.000-960.000	EDUCATION & TRAINING	MICHIGAN MUNICIPAL TR	CONFERENCE	08/05/13	08/13/13	325.00	
			Total For Dept 253.000 TREASURER			900.97	
Dept 265.000 BUILDINGS & GROUNDS							
101-265.000-727.000	OFFICE SUPPLIES	DONNA DETTLING	CONFERENCE	08/05/13	08/13/13	86.67	
101-265.000-727.000	OFFICE SUPPLIES	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	5.18	
101-265.000-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	08/06/13	08/13/13	414.60	
101-265.000-803.000	CONTRACTED SERVICES	CIESA DESIGN	AUGUST & SEPT	08/07/13	08/13/13	198.00	
101-265.000-803.000	CONTRACTED SERVICES	GRIFFIN PEST SOLUTION	8140 MAIN	1075592	08/13/13	125.00	
101-265.000-920.000	UTILITIES	COMCAST	OFFICE	08/05/13	08/13/13	271.19	
101-265.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	348.84	
101-265.000-935.000	UTILITIES	CINTAS CORPORATION	JULY SERVICE	08/05/13	08/13/13	95.54	
101-265.000-935.001	UTILITIES	GRISSOM JANITORIAL	JULY SERVICE	264	08/13/13	320.00	
			Total For Dept 265.000 BUILDINGS & GROUNDS			1,865.02	
Dept 301.000 LAW ENFORCEMENT							
101-301.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	530.60	
			Total For Dept 301.000 LAW ENFORCEMENT			530.60	
Dept 336.000 FIRE DEPARTMENT							
101-336.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	530.60	
101-336.000-970.000	CAPITAL IMPROVEMENTS	DEXTER BUILDERS	8140 MAIN ST	08/05/13	08/13/13	2,000.00	
			Total For Dept 336.000 FIRE DEPARTMENT			2,530.60	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-721.000	HEALTH & DENTAL INSURANC	ANNELIEH S CORNISH D	PATIENT: AUGUSTINE	08-0213	08/13/13	868.00	
101-441.000-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	DPW	58641	08/13/13	23.75	
101-441.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	242.57	
101-441.000-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL	RENTAL	08/05/13	08/13/13	29.70	
101-441.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	08/06/13	08/13/13	26.89	
101-441.000-745.000	OPERATING SUPPLIES	CINTAS CORPORATION	JULY SERVICE	08/05/13	08/13/13	331.88	

User: erin
DB: Dexter

EXP CHECK RUN DATES 07/25/2013 - 08/07/2013
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 441.000 DEPARTMENT OF PUBLIC WORKS							
101-441.000-745.000	UNIFORM ALLOWANCE	TRACTOR SUPPLY CREDIT DPW		236220	08/13/13	89.99	
101-441.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	454.80	
101-441.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	08/-05/13	08/13/13	159.65	
101-441.000-955.000	MISCELLANEOUS	KURT AUGUSTINE	REIMBURSEMENT	08/05/13	08/13/13	40.00	
101-441.000-955.000	MISCELLANEOUS	KURT AUGUSTINE		08/05/13	08/13/13	20.00	
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORKS						2,287.23	
Dept 442.000 DOWNTOWN PUBLIC WORKS							
101-442.000-740.000	OPERATING SUPPLIES	ALLIED EAGLE SUPPLY C	DPW	559639	08/13/13	194.07	
101-442.000-740.000	UTILITIES	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	44.96	
101-442.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	1,065.27	
Total For Dept 442.000 DOWNTOWN PUBLIC WORKS						1,304.30	
Dept 447.000 ENGINEERING							
101-447.000-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	1,752.25	
Total For Dept 447.000 ENGINEERING						1,752.25	
Dept 448.000 MUNICIPAL STREET LIGHTS							
101-448.000-920.003	UTILITIES - STREET LIGHT	DTE ENERGY-STREET LIG	STREET LIGHTING	08/05/13	08/13/13	6,788.90	
Total For Dept 448.000 MUNICIPAL STREET LIGHTS						6,788.90	
Dept 528.000 SOLID WASTE							
101-528.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURSTING	216659	08/13/13	12.30	
Total For Dept 528.000 SOLID WASTE						12.30	
Dept 751.000 PARKS & RECREATION							
101-751.000-731.000	LANDSCAPE SUPPLIES	COUNTRY LANE	SHREDDED MULCH	08/07/13	08/13/13	273.00	
101-751.000-731.000	LANDSCAPE SUPPLIES	GREEN GOYS LAWN AND I	MONUMENT PARK	08/05/13	08/13/13	99.00	
101-751.000-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	53.15	
101-751.000-901.000	PRINTING & PUBLISHING	JOHNSON SIGN COMPANY,	KIOSK SIGN	18865	08/13/13	6,100.00	
101-751.000-937.000	EQUIPMENT MAINTENANCE &	VICTOR STANLEY, INC.	DPW	125955	08/13/13	587.00	
101-751.000-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	36599	08/13/13	375.00	
101-751.000-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	36598	08/13/13	210.00	
101-751.000-955.000	MISCELLANEOUS	DEXTER BUILDERS	DECK STAIRS OFF BOARDWALK	08/06/13	08/13/13	600.00	
101-751.000-977.000	EQUIPMENT	SUPERIOR PLAY LLC	SOCCER GOALS	13-366	08/13/13	1,998.67	
101-751.000-977.000	EQUIPMENT	VICTOR STANLEY, INC.	BENCH	125991	08/13/13	1,251.00	
Total For Dept 751.000 PARKS & RECREATION						11,546.82	
Dept 890.000 CONTINGENCIES							
101-890.000-957.001	PROPERTY TAX REFUNDS	WASHTENAW COUNTY TREA	PROPERTY TAX	08/05/13	08/13/13	8,799.81	
Total For Dept 890.000 CONTINGENCIES						8,799.81	
Total For Fund 101 GENERAL FUND						42,275.84	
Fund 202 MAJOR STREETS FUND							
Dept 445.000 STORMWATER							
202-445.000-740.000	OPERATING SUPPLIES	ETNA SUPPLY CO	DPW	100765390.002	08/13/13	525.00	
202-445.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	1,100.50	
Total For Dept 445.000 STORMWATER						1,625.50	
Dept 463.000 ROUTINE MAINTENANCE							
202-463.000-803.002	PAVEMENT MANAGEMENT	BARRETT PAVING MATERI	PAVING	95257	08/13/13	118.56	

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 202 MAJOR STREETS FUND							
Dept 463.000 ROUTINE MAINTENANCE							
Dept 474.000 TRAFFIC SERVICES			Total For Dept 463.000 ROUTINE MAINTENANCE			118.56	
202-474.000-740.000 OPERATING SUPPLIES		HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	31.99	
202-474.000-802.000 PROFESSIONAL SERVICES		M&M PAVEMENT MARKING	PAVING	2535	08/13/13	5,592.66	
202-474.000-802.000 PROFESSIONAL SERVICES		ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	551.25	
			Total For Dept 474.000 TRAFFIC SERVICES			6,175.90	
Fund 203 LOCAL STREETS FUND							
Dept 445.000 STORMWATER							
203-445.000-740.000 OPERATING SUPPLIES		ETNA SUPPLY CO	DPW	100765390.002	08/13/13	525.00	
			Total For Dept 445.000 STORMWATER			525.00	
Dept 451.000 CONTRACTED ROAD CONSTRUCTION							
203-451.000-803.000 CONTRACTED SERVICES		MICHIGAN MINERAL RESO	MINERAL WATER SALE	27141	08/13/13	1,792.30	
203-451.000-803.000 CONTRACTED SERVICES		ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	19,273.50	
			Total For Dept 451.000 CONTRACTED ROAD CONSTRUCT			21,065.80	
Dept 463.000 ROUTINE MAINTENANCE							
203-463.000-740.000 OPERATING SUPPLIES		BARRETT PAVING MATERIA	PAVING	107848	08/13/13	527.25	
			Total For Dept 463.000 ROUTINE MAINTENANCE			527.25	
Dept 474.000 TRAFFIC SERVICES							
203-474.000-802.000 PROFESSIONAL SERVICES		M&M PAVEMENT MARKING	PAVING	2535	08/13/13	2,500.00	
			Total For Dept 474.000 TRAFFIC SERVICES			2,500.00	
Fund 204 MUNICIPAL STREETS							
Dept 248.000 ADMINISTRATION							
204-248.000-957.001 PROPERTY TAX REFUNDS		WASHTENAW COUNTY TREA	PROPERTY TAX	08/05/13	08/13/13	2,586.29	
			Total For Fund 204 MUNICIPAL STREETS			2,586.29	
Fund 303 STREETScape DEBT SERVICE FUND							
Dept 248.000 ADMINISTRATION							
303-248.000-957.001 PROPERTY TAX REFUNDS		WASHTENAW COUNTY TREA	PROPERTY TAX	08/05/13	08/13/13	756.43	
			Total For Dept 248.000 ADMINISTRATION			756.43	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
402-441.000-939.000 VEHICLE MAINTENANCE & RE		BOULLION SALES	MAINTENANCE	236167	08/13/13	44.13	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		DIUBLE EQUIPMENT INCO	MAINTENANCE	11426	08/13/13	56.20	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		PARTS PEDDLER AUTO SU	MAINTENANCE	08/07/13	08/13/13	195.92	
			Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK			296.25	
Dept 903.000 CAPITAL IMPROVEMENTS-VEHICLES							
402-903.000-981.000 VEHICLES		MICHIGAN CAT	EQUIPMENT	08/05/13	08/13/13	143,023.00	

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Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 903.000 CAPITAL IMPROVEMENTS-VEHICLES							
			Total For Dept 903.000 CAPITAL IMPROVEMENTS-VEHI			143,023.00	
			Total For Fund 402 EQUIPMENT REPLACEMENT FUND			143,319.25	
Fund 403 SRF PROJECT FUND							
Dept 907.000 SLUDGE PROJECT							
403-907.000-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	34,129.80	
			Total For Dept 907.000 SLUDGE PROJECT			34,129.80	
			Total For Fund 403 SRF PROJECT FUND			34,129.80	
Fund 590 SEWER ENTERPRISE FUND							
Dept 248.000 ADMINISTRATION							
590-248.000-811.000	ATTORNEY FEES - MISCELLA	DYKEMA GOSSETT PLLC	LEGAL FEES	1525833	08/13/13	2,000.00	
590-248.000-811.000	ATTORNEY FEES - MISCELLA	VARNUM, RIDDERING, SC	LEGAL FEES	904332	08/13/13	487.20	
			Total For Dept 248.000 ADMINISTRATION			2,487.20	
Dept 548.000 SEWER UTILITIES DEPARTMENT							
590-548.000-740.000	OPERATING SUPPLIES	ROARK SUPPLY, INC.	WWTP	21276	08/13/13	277.84	
590-548.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	08/06/13	08/13/13	27.43	
590-548.000-743.000		NORTH CENTRAL LABORAT	TESTING	324236	08/13/13	171.31	
590-548.000-743.000		NORTH CENTRAL LABORAT		323893	08/13/13	469.00	
590-548.000-745.000		CINTAS CORPORATION	JULY SERVICE	08/05/13	08/13/13	172.78	
590-548.000-751.000		CORRIGAN OIL COMPANY	WWTP	08/05/13	08/13/13	487.42	
590-548.000-802.000	PROFESSIONAL SERVICES	DETROIT AIR COMPRESSO	WWTP	08/06/13	08/13/13	1,322.20	
590-548.000-802.000	PROFESSIONAL SERVICES	KENNEDY INDUSTRIES, I	WWTP	08/06-13	08/13/13	3,423.00	
590-548.000-802.000	PROFESSIONAL SERVICES	KENNEDY INDUSTRIES, I	WWTP	547286	08/13/13	247.50	
590-548.000-803.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTA	WWTP	530341570	08/13/13	3,271.50	
590-548.000-803.003	SLUDGE HAULING	BIOTECH	WWTP	998	08/13/13	9,875.00	
590-548.000-803.003	SLUDGE HAULING	BIOTECH	WWTP	1007	08/13/13	9,500.00	
590-548.000-803.005	SEWER LINE MAINTENANCE	METRO ENVIRONMENTAL SE	WWTP	48938	08/13/13	1,140.00	
590-548.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURSTING	216659	08/13/13	12.30	
590-548.000-920.000	UTILITIES	COMCAST	WWTP	08/02/13	08/13/13	116.86	
590-548.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	5,673.27	
590-548.000-920.001	UTILITIES - TELEPHONES	AT&T	WWTP	08/02/13	08/13/13	197.90	
590-548.000-920.001	BUILDING MAINTENANCE & R	VERIZON WIRELESS	CELLULAR	08/-05/13	08/13/13	155.79	
590-548.000-935.000	SCADA MAINTENANCE	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	666.83	
590-548.000-938.001		UTILITIES INSTRUMENTA	WWTP	530341580	08/13/13	1,474.85	
			Total For Dept 548.000 SEWER UTILITIES DEPARTMENT			38,682.78	
Dept 901.000 CAPITAL IMPROVEMENTS							
590-901.000-974.000 CIP CAPITAL IMPROVEMENTS							
		ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	553.50	
			Total For Dept 901.000 CAPITAL IMPROVEMENTS			553.50	
Fund 591 WATER ENTERPRISE FUND							
Dept 556.000 WATER UTILITIES DEPARTMENT							
591-556.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	08/06/13	08/13/13	28.38	
591-556.000-743.000	CHEMICAL SUPPLIES - LAB	CHEMCO PRODUCTS INC	CHEMICALS	95717	08/13/13	584.50	
591-556.000-745.000		CINTAS CORPORATION	JULY SERVICE	08/05/13	08/13/13	236.24	
591-556.000-751.000		CORRIGAN OIL COMPANY	WWTP	08/05/13	08/13/13	593.83	
591-556.000-751.000		CORRIGAN OIL COMPANY	WWTP	5790518	08/13/13	300.96	
			Total For Fund 590 SEWER ENTERPRISE FUND			41,723.48	

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Fund 591 WATER ENTERPRISE FUND						
Dept 556.000	WATER UTILITIES DEPARTMENT					
591-556.000-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	420.00
591-556.000-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURSTING	216659	08/13/13	12.30
591-556.000-901.000	PRINTING & PUBLISHING	THE SUN TIMES		38682, 38699	08/13/13	32.40
591-556.000-920.000	UTILITIES	COMCAST		08/02/13	08/13/13	116.86
591-556.000-920.000	UTILITIES	DTE ENERGY	JULY USAGE	08/07/13	08/13/13	5,258.00
591-556.000-920.001		AT&T	WWTB	08/02/13	08/13/13	100.95
591-556.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	08/-05/13	08/13/13	125.79
591-556.000-935.000	BUILDING MAINTENANCE & R	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	161.01
591-556.000-937.000	EQUIPMENT MAINTENANCE &	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	88.15
591-556.000-937.000	EQUIPMENT MAINTENANCE &	MASTERCRAFT PLUMBING	DPW	15138	08/13/13	1,499.17
591-556.000-937.000	EQUIPMENT MAINTENANCE &	SPEARS FIRE & SAFETY	WWTB	1355758	08/13/13	55.00
591-556.000-939.000	VEHICLE MAINTENANCE & RE	GRANT'S AUTOMOTIVE &	MAINTENANCE	2232	08/13/13	1,022.36
591-556.000-961.000	WELLHEAD PROTECTION PROG	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	105.00
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	EQUIPMENT	100801025.001	08/13/13	830.00
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTB	100798621.001	08/13/13	1,182.12
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTB	100792058.001	08/13/13	2,029.96
591-556.000-977.000	EQUIPMENT	HACKNEY HARDWARE	JULY INVOICES	08/07/13	08/13/13	65.48
591-556.000-977.000	EQUIPMENT	MICHIGAN PIPE & VALVE	WWTB	90949	08/13/13	530.00
Total For Dept 556.000 WATER UTILITIES DEPARTMENT						15,378.46
Total For Fund 591 WATER ENTERPRISE FUND						15,378.46
Fund 701 TRUST & AGENCY FUND						
Dept 000.000	ASSETS, LIABILITIES & REVENUE					
701-000.000-254.000-D	SPR - DEXTECH	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	1,035.00
701-000.000-254.000-L	SPR - LAFONTAINE	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	192.75
701-000.000-254.000-S	SITE PLAN REVIEW DEPOSIT	ORCHARD, HILTZ & MCCL		08/07/13	08/13/13	525.00
701-000.000-255.007	LAWN MOWING & SNOW REMOV	DAVIDSON, SEAN	7158 WILSON	08/05/13	08/13/13	50.00
Total For Dept 000.000 ASSETS, LIABILITIES & REV						1,802.75
Total For Fund 701 TRUST & AGENCY FUND						1,802.75
Fund Totals:						
Fund 101 GENERAL FUND						42,275.84
Fund 202 MAJOR STREETS FUND						7,919.96
Fund 203 LOCAL STREETS FUND						24,618.05
Fund 204 MUNICIPAL STREETS						2,586.29
Fund 303 STREETScape DEBT SERVICE FU						756.43
Fund 402 EQUIPMENT REPLACEMENT FUND						143,319.25
Fund 403 SRP PROJECT FUND						34,129.80
Fund 590 SEWER ENTERPRISE FUND						41,723.48
Fund 591 WATER ENTERPRISE FUND						15,378.46
Fund 701 TRUST & AGENCY FUND						1,802.75
Total For All Funds:						314,510.31



AGENDA 8-12-13
ITEM L-1 + L-2

Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Dexter Fastener Technologies – Combined Site Plan Approval
#2013-02
Date: August 12, 2013

BACKGROUND

Included in your packet is the combined (preliminary and final) site plan for the Dexter Fastener Technologies dated 7-26-13. The project is located at the southern portion of the Dexter Business and Research Park (DBRP), but includes 16.6 acres of land recently annexed from Scio Township for the project. The applicant's property is in the process of being annexed into the Village of Dexter and the applicant has requested extension of the Village's Industrial Development District.

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 the applicant's request and the general lack of footprint and façade complexity. Please note that the site plan is combined preliminary and final and that Planning Commission/Village Council will NOT see the site plan following action.

REVIEW

A Site Plan Review Committee meeting was held on Tuesday, July 23. Notes from the meeting are included in the packet for your review.

The applicant has requested waivers/modifications from several landscaping standards and the parking lot lighting pole height. Please see the details of the request in the information provided in the applicant information and Planning Consultant review.

Storm water Management - Traditionally development within the DBRP would not require on-site storm water detention, however due to the annexation of the 16.6 acres and the lack of capacity in the DBRP regional basin additional storm water detention was required.

Tree Replacement – The applicant has proposed an alternative to meeting this requirement, see letter dated July 26, 2013. There has tentatively been a meeting scheduled for next week with Planning Commission representatives Robinson and Phillips, Trustees Keough and Semifero and the applicant to bring resolution to this issue. It is recommended that resolution of this issue be a condition of approval at this time.

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

1. Revised Site plan dated 7-26-13 – 11 x 17
2. Application
3. Consultant/DAFD reviews
4. July 23, 2013 Site Plan Review Committee meeting notes
5. Applicant's revised site plan response letters, waiver/modification requests and tree replacement proposal.
6. Industrial Development District Expansion Request
7. Tree Replacement Policy

PLANNING COMMISSION DECISION

On August 5, 2013 the Planning Commission moved to approve the Dexter Fastener Technologies Site Plan for the proposed building expansions at 2103 and 2110 Bishop Circle with conditions.

Prior to action being taken the Planning Commission heard a presentation from the applicant, including a detailed explanation of the landscaping and lighting waivers requested in accordance with the Village Zoning Ordinance.

Discussion on the site plan and waiver/modification requests included, but was not limited to the following:

1. Landscaping – each waiver was reviewed in detail as provided on the applicant's site plan and response/request letters.
2. Future Driveway – The Planning Commission understood that a driveway or access to Baker Road is not being requested at this time, however wanted to make sure that in the future any driveway requests would trigger site plan review. The applicant indicated that they are not interested in providing a defacto entrance/driveway for the entire DBRP and do not intend to propose a driveway to Baker Road.
3. Tree species were discussed, including type of spruce trees and prohibited tree species that should be removed.
4. Type of landscaping proposed for buffer includes hardwoods because they are better for height and canopy cover. Height of the facility is higher due to natural topography and buffer would be more effective with hardwoods than ornamental trees.
5. Light pole height – discussed what the existing pole heights within the site are. Current pole heights anywhere from 25-30 feet (old standard). Applicant explained that 24 hr. operational facility requires 24 hour security for employees; fixture throw is shorter with shorter poles; want to limit poles to reduce overall light on site; lower poles will not increase number of poles, but would increase number of fixtures per pole and more glare; taller poles provides for more uniform lighting and less hot spots; not a financial reason; taller poles likely to cost more, but be more effective from applicant's perspective; Planning Commission discussed old and new standards for lighting and agreed that consistency on the site was ideal, although acknowledged that the old parking area with the taller lights would be entirely separate from the new parking area with 20 or 22 foot lights; all fixtures are downward facing cut off fixtures; applicant is proposing to spend more, therefore the Planning Commission should inherently assumed that they are providing what they need.
6. Tree replacement – applicant discussed that the expectation is that the property would be developed as industrial and therefore tree removal would be necessary for large buildings and parking lots; applicant understands the reasoning but also acknowledges that the site is within an industrial park and not surrounded by residential or commercial property.

The applicant feels as though the requirement was an impediment to the landowner's rights as they attempt to expand their facility; applicant's proposal for replacement was included in the packet. The Planning Commission discussed the complexity of the issue and proposal and felt as though it was best to nominate 2 representatives from the Planning Commission to be involved in the discussion to resolve the Tree Replacement Requirement and that the issue should be a condition of approval.

7. Parking – The parking is proposed to more than double; the Planning Commission discussed why there is such a parking demand; the applicant reviewed the need to develop the parking, infrastructure and grading as comprehensively and as far into the future as possible in order to be able to layout the site and how all the elements impact the site design; Dextech added that their employee counts are anticipated out to 2018 and include future expansion needs. The Planning Commission was uncomfortable with the amount of parking, impervious surface and apparent lack of immediate need for the parking; staff suggested showing the parking as land banked parking until the applicant absolutely needs to construct the parking; it was suggested that the parking is shown on the site plan and therefore only an administrative approval would be necessary when the applicant is prepared to construct the parking; the applicant preferred and agreed to this solution because they do not foresee an immediate need for the parking and could possibly construct the parking in phases as the need becomes necessary.
8. Parking Lot Islands – the lack of parking lot islands was discussed; the applicant indicated that the proposed parking meets the standard and that trees, islands and landscaping are difficult to manage and provide little value on an industrial parking lot behind the building; not the same as a visible commercial property.
9. Production shifts were discussed in little detail relating to parking needs; the applicant indicated that at times there is a more than 4 hour overlap of shifts; they run 3 – 8 hour shifts, plus mandatory overtime; employee hiring is gradual and they propose to add about 100 employees over the next 5+ years.

WAIVER REQUESTS

Section 6.13 of the Village Zoning Ordinance provides the Planning Commission with the authority to grant waivers or modifications of landscaping standards for special situations, the ordinance reads as follows:

The Planning Commission may determine existing landscaping or screening intended to be preserved, or a different landscape design, would provide all or part of the required landscaping and screening. The Planning Commission may approve credit for existing trees on a site to accommodate landscaping requirements. Trees to be preserved shall be counted for credit only if they are located on the developed portion of the site as determined by the Planning Commission and are not on the list of trees not permitted.

In making a determination to waive or reduce the landscape and screening requirements of this Article, the following may be considered.

- A. Extent to which existing natural vegetation provides desired screening.
- B. The existence of a steep change in topography which would limit the benefits of required landscaping.
- C. The presence of existing wetlands.
- D. Existing and proposed building placement.
- E. The abutting or adjacent land is developed or planned by the Village for a use other than residential.
- F. Building heights and views.
- G. The adjacent residential district is over 200 feet away from the subject site.

H. Conditions similar to the above exist such that no good purpose would be served by providing the landscaping or screening required.

The applicant requested several waivers as detailed in their attached Landscaping Waiver Request dated July 26, 2013. The Planning Commission reviewed each of the requests in details with the applicant at the meeting prior to making the following motions approving ALL of the requests, with some slight modifications.

WAIVER #1(Distribution Facility, 2103 Bishop Circle) – In accordance with Section 6.04, Parking Lot Screening Modification - Determination if existing landscaping to be preserved provides all or part of the required parking lot screening.

Move Bell, support Phillips, Pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to WAIVE Section 6.04 Parking Lot Screening Requirements and GRANT credit for the existing plant material because the proposed landscaping plan for the Dexter Fastener Technologies Project at 2103 Bishop Circle MEETS the intent of the ordinance.
Motion Carried 9-0

WAIVER #2 (Manufacturing Facility, 2110 Bishop Circle) – In accordance with Section 6.04, Parking Lot Screening Modification – Determination if existing landscaping to be preserved provides all or part of the required parking lot screening.

Move Bell, support Schmid, Pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to WAIVE Section 6.04 Parking Lot Screening Requirements and GRANT credit for the existing plant material because the proposed landscaping plan for the Dexter Fastener Technologies Project at 2110 Bishop Circle MEETS the intent of the ordinance.
Motion Carried 9-0

WAIVER #3 – In accordance with Section 6.07, On Site Landscaping Modification – Determination if existing landscaping to be preserved provides all or part of the required on site landscaping.

Move Wilcox, support Robinson, Pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to WAIVE Section 6.07 On Site Landscaping and GRANT credit for the existing plant material because the proposed on site landscaping for the Dexter Fastener Technologies Project MEETS the intent of the ordinance.
Motion Carried 9-0

WAIVER #4 – In accordance with Section 6.06, Buffer/Screen Landscaping Waiver or Modification – Determination if the proposed Buffer Zones 1-9 landscaping provides all or part of the required east, west and south property line landscaping.

Move Bell, support Phillips, Pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to WAIVE Section 6.06 Buffer/Screen Landscaping for Buffer Zones 1-4; 6-9 and GRANT credit for the existing plant material/vegetation because the proposed buffers, existing vegetation or the topographical changes that would limit the benefits of required landscaping MEETS the intent of the ordinance. Buffers 5W, 5C and 5E have been excluded from this waiver approval.
Motion Carried 9-0

WAIVER #4A – In accordance with Section 6.06, Buffer/Screen Landscaping Waiver or Modification – Determination if the proposed Buffer Zones 1-9 landscaping provides all or part of the required east, west and south property line landscaping.

Move Schmid, support Robinson, Pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to WAIVE Section 6.06 Buffer/Screen Landscaping for Buffer Zones 5W, 5C and 5E and GRANT credit for the existing plant material/vegetation because the proposed buffers, existing vegetation or the topographical changes that would limit the benefits of required landscaping MEETS the intent of the ordinance. The proposed buffer is adjacent to an agricultural use; the future residential use has an unknown timeline; the future property owner should be responsible as part of a rezoning process; there is more than enough room for the future property owner to provide a buffer; there was disagreement about the need for the Buffer D requirement and the proposal meets the Buffer A requirement except for the shrub count.

Motion Carried 7-2

WAIVER #5 – In accordance with Section 3.19 E. 4. d, Light Pole Height Modification – Planning Commission determination if the applicant’s request to increase light pole height to 22 feet should be **recommended to the Village Council. (There is an agenda item for Council to take action on the recommendation).**

Move Wilcox, support Schmid, Pursuant to Section 3.19E.4.d, the Planning Commission recommends that the Village Council PERMIT Dexter Fastener Technologies to install 22 foot parking lot light poles at 2103 and 2110 Bishop Circle as part of the proposed building and parking lot expansion project as requested by the applicant.

Motion Carried 7-2

Following action on the waiver requests the Planning Commission discussed various site plan elements as detailed above and made the following motion to APPROVE the Combined Preliminary and Final Site plan with conditions.

Moved Bell, support Wilcox -

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 Fastener Technologies, 2103 and 2110 Bishop Circle East, combined site plan dated 7-26-13 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 August 5, 2013 Planning Commission packet.
2. Parking on the site plan should be shown as land-banked. The applicant will work with staff on administrative approval of the parking upon the need to construct the parking.
3. Remove from the site plan all prohibited tree species, replace the trees with permitted, preferably native species (specifically Norway and Crimson Maple).
4. The plan shall conform to the tree replacement ordinance or a suitable resolution as approved by the Village Council.

Motion Carried 9-0

RECOMMENDATION

Per Section 21.04(E)3 the Planning Commission and Village Council 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 Planning Commission recommendation, the Village Council finds the Dexter Fastener Technologies, 2103 and 2110 Bishop Circle East, combined site plan dated 7-26-13 (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 August 5, 2013 Planning Commission packet.
2. Parking on the site plan should be shown as land-banked. The applicant will work with staff on administrative approval of the parking upon the need to construct the parking.
3. Remove from the site plan all prohibited tree species, replace the trees with permitted, preferably native species (specifically Norway and Crimson Maple).
4. The plan shall conform to the tree replacement ordinance or a suitable resolution as approved by the Village Council.

OR

Move to postpone the action on the Dexter Fastener Technologies, 2103 and 2110 Bishop Circle East, combined site plan dated 7-26-13 until _____ (date) _____, to allow the applicant and Village Council time to address the following items:

1. _____
2. _____
3. _____

Please contact me prior to the meeting with questions.

Thank you.



VILLAGE OF DEXTER

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

VILLAGE OF DEXTER

SITE PLAN REVIEW & SPECIAL USE APPLICATION

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

Property Address: 2103 & 2110 Bishop Circle East

Tax ID Number: HD-08-07-125-043, HD-08-07-125-044 & H-08-08-300-002

Proposed Use: Industrial - Expansion of Dextech Manufacturing & Distribution Facilities

Zoning District: RD, Research & Development

Property Owner Name: Dexter Fastener Technologies, Inc. Phone: 734-426-5200

Property Owner Address: 2110 Bishop Circle East Dexter, MI 48130

Applicant Name: Dexter Fastener Technologies, Inc. Phone: 734-426-5200

Applicant Address: 2110 Bishop Circle East Dexter, MI 48130

Representative (e.g. Engineer) Name: Thomas Arehart Phone: 517-262-3285

Representative Address: 4930 Stonewood Creek Drive Jackson, MI 49201

Regulations and Standards: Applicant must complete the following and applicable standards must be noted on the site plan.

	Plan Submitted	Requirement	
1. Front Yard Setback (ft)	<u>49.8 / 62.6 Ex.</u>	<u>50</u>	<input type="checkbox"/> check here if corner lot
2. Side Yard Setback (ft)	<u>212.2 / 109.8</u>	<u>22.5</u>	
3. Rear Yard Setback (ft)	<u>418.5 / 236.5</u>	<u>35</u>	
4. Lot Coverage (%) (7a/6)	<u>25.4</u>	<u>35.0</u>	
5. Height (ft)	<u>32.0 / 30.67</u>	<u>40</u>	
6. Total Site Area (ft)	<u>41.50 acres</u>	<u>1 acre</u>	
7a. Building Coverage (ft)	<u>458,540 SF</u>	<u>632,709 SF</u>	
7b. Floor Area (ft)	<u>456,012 SF</u>	<u>N/A</u>	

	Plan Submitted	Requirement
8. Floor Area Ratio (%) (7b/6)	<u>25.2%</u>	<u>N/A</u>
9. Total Paved Area (ft)	<u>371,998 SF</u>	<u>N/A</u>
10. Total Impervious Cov. (7a+9)/6	<u>45.9 %</u>	<u>N/A</u>
11. Number of Parking Stalls	<u>574</u>	<u>271 - 665</u>
12. Density (6/13)	<u>N/A</u>	<u>N/A</u>
13. Number of Units (Residential)	<u>N/A</u>	<u>N/A</u>
14. For Multi-Family:		
Efficiency	<u>N/A</u>	<u>N/A</u>
1 Bedroom	<u>N/A</u>	<u>N/A</u>
2 Bedroom	<u>N/A</u>	<u>N/A</u>

Additional required information for Special Use Permit:

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 four weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.




Owner's Signature _____ Date 6/27/2013 Applicant's Signature _____ Date 6-27-13

Staff Review: Fee: \$3175⁰⁰ Date Received: 7/1/2013 Receipt #: 22580

Planning Commission Review Date: 8/1/13 Council Review Date: _____

Approved Denied Reviewed by: _____

REASONS FOR DENIAL: _____

EXISTING NON-CONFORMITIES/VARIANCES GRANTED: _____

APPROVAL STAMP:



VILLAGE OF DEXTER

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

State & County Environmental Permits Checklist

Name of Business: Dexter Fastener Technologies, Inc.

Mailing Address: 2110 Bishop Circle East Dexter, MI 48130

Telephone: 734-426-5200 Fax: 734-426-5870

Type of Business: Manufacturing Owner/Manager: Dexter Fastener Technologies

Date: 6-21-13 Signature: *[Handwritten Signature]*

Note: For assistance with permits and approvals from the Michigan Department of Environmental Quality (MDEQ), including permit coordination among MDEQ Divisions, contact the Permit Coordinator at 517-334-4235.

Check the items that may pertain to your project or facility, then contact the office(s) listed to determine specific requirements. Return a copy of this checklist to the Village of Dexter as part of your site plan submittal – even if state and county approvals have not been obtained. An updated copy should be submitted prior to occupancy.

This list includes the most common permits and approvals related to waste, water quality and air quality.

Yes	No	Description
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, wetland or other surface water? Contact MDEQ Division Permits Section: 517-373-8088.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the direct or indirect discharge of waste, waste effluent, wastewater, pollutants, and/or cooling water into the groundwater or oil the ground? Contact MDEQ Groundwater Program Section: 517-373-8148.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve construction or alteration of any sewage collection or treatment facility? For facilities discharging to surface waters, contact MDEQ Surface Water Quality Division, District Office: 571-780-7690. For facilities discharging to groundwater, contact the MDEQ Waste Management Division District Office: 517-780-7690.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project or facility store or use chemicals, petroleum products, or salt? Depending on the type of oil substance, secondary containment and a Pollution Incident Prevention Plan (PIPP) may be required. Contact MDEQ Waste Management Division District Office: 517-780-7690.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project involve installation, operation, or removal of an underground or aboveground storage tank containing a petroleum product or a hazardous substance? Contact: MDEQ Storage Tank Division: 517-373-8168.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve liquefied petroleum gas storage tanks or container filling locations? Contact MDEQ Storage Tank Division: 517-373-8168.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the installation of a compressed gas dispensing station with storage? Contact MDEQ Storage Tank Division: 517-373-8168.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the generation of hazardous waste? Contact: MDEQ Waste Management Division District Office: 517-780-7690.

Yes	No	Description
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the on-site treatment, storage or disposal of hazardous waste? Contact MDEQ Waste Management Division District Office: 517-373-9875.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the transport of hazardous waste or non-hazardous liquid industrial waste? Contact MDEQ Waste Program Section: 517-373-9875.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve land filling, transferring or processing solid non-hazardous wastes on-site? Contact MDEQ Waste Management Division District Office: 517-780-7690.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the installation, construction, reconstruction, relocation, or alteration of any process or process equipment (including air pollution control equipment) which has the potential to emit air contaminants? Contact MDEQ Permit Section: 517-373-7023.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project or facility involve the storage, mixing or distribution of pesticides or fertilizers in bulk quantities? Contact Michigan Department of Agriculture, Pesticide and Plant Pest Management Division: 517-373-1087.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project involve any man-made change in the natural cover or topography of land, including cut and fill activities which may contribute to soil erosion and sedimentation? Will the earth change disturb an area of one acre or more, or occur within 500 feet of a lake or stream? If the answer to both of these questions is yes, a soil erosion and sedimentation control permit is required. Contact Washtenaw County Drain Commissioner: 734-994-2525.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the dredging, filling, or construction in, across or under (1) a river, stream, creek, ditch, drain, lake, pond or swamp (2) wetlands (3) floodplain (area that may have or ever had either standing or flowing water)? Contact MDEQ Land and Water Management Division: 517-373-9244.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve any dredging within 500 feet of a lake, river, stream creek or ditch? Contact MDEQ Permit Consolidation Unit, Land and Water Management Division: 517-373-9244.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project involve any earth change activity within 500 feet of a lake or stream or will the project disturb an area greater than one acre in size? Contact MDEQ Soil Erosion and Sedimentation: 517-373-3178.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve any construction or land alteration within 400 feet of a designated natural river or tributary? Contact MDEQ Land and Water Management Division, Soil Erosion and Sedimentation: 517-373-3178.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve dredging, filling, grading or other alterations of the soil, vegetation or natural drainage, or placement or permanent structures in a designated environmental area? Contact MDEQ Land and Water Management Division, Great Lakes Section: 517-373-1950.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will an on-site wastewater treatment system or septic system be installed? <ul style="list-style-type: none"> ➤ For sanitary sewage in quantities of 10,000 gallons per day or less: Contact Washtenaw County Environmental Health: 734-222-3800. ➤ For any subsurface discharge of sanitary sewage in quantities equal to or greater than 10,000 gallons per day. Contact: MDEQ Waste Management Division: 517-373-8148. ➤ For sanitary sewage in quantities of 6,000 to 10,000 per day: In addition to obtaining a construction permit from the county or district environmental health department, submit a state wastewater discharge notification form. Flow monitoring and reporting are required. Contact MDEQ Waste Management Division, Groundwater Permits Unit: 517-373-8148. ➤ For industrial or commercial wastewater in any quantity (other than sanitary wastewater) contact MDEQ Waste Management Division, Groundwater Permits Unit: 517-373-8148.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project involve the construction of a water supply well or extension of a water supply service from an existing water system? Contact MDEQ Drinking Water Program, Washtenaw County Environmental Health: 734-222-3800.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are there out-of-service wells, abandoned wells, or cisterns on the site? (Drinking water, irrigation & monitoring wells.) Contact Washtenaw County Environmental Health: 734-222-3800.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve a subdivision or site condominium project utilizing individual on-site subsurface disposal systems or individual wells? Contact: Washtenaw County Environmental Health: 734-222-3800.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will the project involve the on-site storage of sanitary sewage prior to transport and disposal off-site (pump and haul)? Contact MDEQ Waste Management Division Groundwater Program Section: 517-373-8148.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Has the property or facility ever been subject to a remedial action, limited closure, or other environmental cleanup response under Part 201, Natural Resources and Environmental Protection Act (NREPA)? Is the property currently subject to a response action? Has a baseline environmental assessment (BEA) been completed for the property? Contact MDEQ Environmental Response Division 517-373-9893 and/or MDEQ Storage Tank Division: 517-373-8168.



CARLISLE

WORTMAN
associates, inc.

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

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

Date: July 31, 2013

Combined Site Plan Review For Village of Dexter, Michigan

GENERAL INFORMATION

Applicant: Dexter Fastener Technologies

Project Name: DexTech Expansion

Plan Date: July 1, 2013

Latest Revision: July 26, 2013

Location: 2110 Bishop Circle East

Zoning: RD, Research and Development

Action Requested: Combined Preliminary/Final Site Plan Approval

Required Information: Deficiencies are noted in the sections below.

PROJECT AND SITE DESCRIPTION

This is our second review of the combined preliminary and final site plan of the proposed building additions and parking lot expansions at the Dexter Fastener Technologies facility located at 2110 Bishop Circle East.

The applicant has acquired 16.7 additional acres located to the south of the existing facility in Scio Township which will be annexed into the Village. The three (3) existing parcels will be combined under a single tax identification number in accordance with the Village of Dexter requirements. The proposed facility expansion will be undertaken in two (2) phases. Phase 1

includes a 21,000 s.f. building expansion to the distribution center building, a 67,000 s.f. building addition to the manufacturing facility, new detention basin (southwest corner of property), a loop drive around manufacturing building, utility relocation/construction, and additional barrier-free parking within the existing manufacturing building parking area.

Phase 2 includes additional utility work, a loop driveway around distribution building, construction of two (2) new parking areas at the rear (south) of the manufacturing and distribution buildings, additional barrier-free parking within the existing distribution building parking area, construction of a connector drive between the two buildings.

Existing Site Conditions



AREA, WIDTH, HEIGHT, SETBACKS

The following table summarizes the required and proposed area, width, height and setbacks for this project. As noted above, this summary assumes that the subject properties will be combined into a single parcel. The combination of the three (3) parcels into a single parcel should be a condition of approval.

	RD, Required	Proposed
Lot Area	43,560 s.f.	41.5 acres
Lot Width	150 feet	1,237.13 feet
Setbacks		
Front (north, Bishop Circle East)	50 feet	49.8 feet (existing -- distribution center)
Side (east, west)	One (1) side = 22.5 feet Total of two (2) sides = 45 feet	East = 110.3 feet South = 212 feet
Rear (south)	35 feet	236.5 feet (manufacturing facility addition)
Building Height	2 stories; 40 feet maximum	1 stories; 23'8"
Lot Coverage	35%	25.4%

As proposed, the building additions meet the dimensional standards of the ordinance as presented.

Items to be addressed: Combine the three (3) separate parcels into a single lot prior to the issuance of zoning compliance.

PARKING, LOADING

Section 5.03 provides parking space numerical requirements by use. Light industrial, Manufacturing, testing labs, and research and development centers are required to provide 1.5 spaces per 1,000 s.f. of gross floor area, or 1.2 spaces per employee at peak shift, whichever is less; plus 1.0 space for each corporate vehicle.

The applicant has provided parking calculations separately for each building. We note the required and proposed parking calculations in the table below:

	Required	Proposed
Distribution Center 1.5 spaces/1,000 s.f. or 1.2 spaces/employee at peak shift	76 spaces	Existing = 72 spaces Proposed = 133 spaces 205 spaces
Manufacturing Facility 1.5 spaces/1,000 s.f. or 1.2 spaces/employees at peak shift	195 spaces	Existing = 159 spaces Proposed = 210 spaces 369 spaces
TOTAL	271 spaces	574 spaces

The applicant has noted that both parking areas have been designed to accommodate future anticipated needs.

Based upon the size of the parking areas, the Distribution Center lot is required to provide six (6) barrier-free spaces, and the Manufacturing Facility lot is required to provide nine (9) barrier-free spaces (as outlined by the Michigan Building Code). Seven (7) barrier-free spaces are provided at the distribution facility and eight (8) are provided at the manufacturing facility the 15 required spaces for the development have been provided.

No new loading areas are proposed. The current loading areas exceed the requirements provided in Section 5.07.

Items to be addressed: None.

SITE ACCESS AND CIRCULATION

Three (3) existing driveways are provided to the manufacturing facility from Bishop Circle Drive East, as well as, two (2) existing driveways from Bishop Circle Drive East/Clarkwood Drive are provided to the distribution center. On-site circulation will be improved by the construction of loop drives around the sides and rear of each building, and a driveway connecting the proposed rear parking areas. Therefore, site access will remain the same, and circulation will be enhanced by further connection of the facilities via the proposed southern loop.

Items to be addressed: None.

SIDEWALKS

Existing and proposed internal concrete sidewalks are located along the buildings' peripheries connecting entrances to parking areas. Section 3.12 of the Zoning Ordinance provides an exception to public sidewalk construction for properties within the RD district.

Items to be addressed: None.

LANDSCAPING

A landscape plans been provided, and include the following information:

Composition – The proposed plant composition is acceptable, and builds on previously approved and installed material.

Parking Lot Screening – Section 6.04 requires parking lots be screened from public streets with 1 street/canopy tree per 30-40 linear feet and 4 shrubs per 20 linear feet. Based upon these landscape calculations, the Distribution Facility is required to provide 5-6 trees and 37 shrubs; 7 trees and 35 shrubs currently exist. Manufacturing Facility is required to provide 4-5 trees

and 32 shrubs for screening; 9 trees currently exist and 2 additional trees are proposed. The applicant is requesting waivers from both the Distribution Facility parking lot screening and the Manufacturing Facility parking lot screening based upon criteria outlined in Section 6.13 (See letter from Desine, Inc. dated July 26, 2013, re: Landscaping Waiver Request). Based upon the information provided by the applicant, we are supportive of the parking lot screen waiver requests (Waiver Requests 1 and 2).

Site Landscaping – Section 6.07 requires at least five (5%) percent of the total lot area be landscaped. For this site, 90,387 square feet of interior landscaping encompassing 226 trees and 362 shrubs is required. The applicant has provided 433,334 square feet of interior landscaping space with 309 existing trees, 147 existing shrubs, 9 existing ornamental grasses, and 40 existing perennials. The applicant indicates the existing trees, ornamental grasses and perennials offset the shortage (-215) shrubs, and has requested a waiver from the landscaping requirements (Waiver Request 3 in letter from Desine, Inc. dated July 26, 2013). Based upon the information provided by the applicant, we are supportive of the interior on-site landscaping waiver request (Waiver Request 3).

Interior Parking Lot Landscaping – Section 6.08 requires all parking areas containing at least 3,000 square feet of pavement, that at least three (3%) percent of the total parking area be landscaped. We calculate the total proposed parking area for the development to be approximately 133,975 square feet, requiring 4,019 square feet of total parking lot landscaping. The applicant has provided 4,149 square feet of parking lot landscaping with 26 trees.

Buffer/Screen – Residential uses are adjacent to the east and west sides of the site. In addition, the site is bordered to the south by vacant agricultural land in Scio Township that is Master Planned for residential development. Based upon the buffer requirements found in Section 6.06, the eastern, western and southern property lines require a “D” type buffer. Sheet C5.30 indicates that the applicant provided buffer type “A” in cases where the site abuts agricultural property. All proposed buffers are required to meet the “D” type standard which includes, *a minimum buffer width of 20 feet; an 8-foot high continuous wall, fence or 4-foot high planted berm; and 1 ornamental tree, 1 evergreen tree, and 5 upright shrubs per each 30 feet along the property line rounded up.*

The subject property consists of 9 property lines that are adjacent to other land uses other than road rights-of-ways. These property lines are labeled as buffer zones 1-9 on sheets C5.10, C5.20 and C5.21 of the site plan. In some cases, the applicant has further broken down the buffer areas into sections due to changes in the existing site conditions and/or adjacent land uses. The applicant indicates there are specific conditions associated with each of these buffer zones that warrant modifications to the screening requirements specified in Section 6.06, and are requesting waivers from the buffer/screening requirements of Section 6.06 (See Desine, Inc. letter dated July 26, 2013, re: Landscaping Waiver Request).

Below, we provide a brief synopsis of Waiver Requests 4-14 with regard to the existing and proposed landscape buffer/screening.

Waiver Request 4 / Buffer Zone 1 – Buffer Zone 1 is located along the west property line of the Distribution facility, and is adjacent to single-family residential use and zoning. The applicant is required to provide type “D” screening (requirements noted above). As provided, this screening area exceeds the number of trees required; however, no shrubs or wall, fence or berm exists or proposed. We feel additional screening as required in this area would not provide a substantial benefit and are supportive of Waiver Request 4.

Waiver Request 5 / Buffer Zones 2 + 3 – Buffer Zones 2 and 3 are the north and south property lines of the narrow leg of property extending out to Baker Road. These property lines are adjacent to single-family residential land use and zoning. The applicant is required to provide type “D” screening (requirements noted above). As provided, this area is heavily wooded, and no improvements to the site are proposed in this area. Further, construction of a berm, fence or wall would require removal of existing vegetation, and would not provide an improvement over the existing screening conditions. We feel additional screening as required in this area would not provide a substantial benefit and are supportive of Waiver Request 5.

Waiver Request 6 / Buffer Zone 4 – Buffer Zone 4 is the west property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is adjacent to single-family residential use and zoning. The applicant is required to provide type “D” screening (requirements noted above). As provided, the applicant has provided 9 additional evergreen trees in lieu of a wall, fence, berm or shrubs citing that due to the “extreme difference in elevation, none of these measures will provide significant screening of the building”. The additional trees are proposed at a higher elevation to provide greater screening than the other required measures. We feel the additional evergreen trees will provide sufficient screening in this area of the site, and are supportive of Waiver Request 6.

Waiver Requests 7-9 / Buffer Zone 5 (West, Central and East) – Buffer Zone 5 is the south property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property abutting Scio Township to the south. The area to the south is currently zoned and used for agricultural purposes; however, this area is planned for future residential use based upon the Scio Township Master Plan. The applicant indicates that Section 6.06 does not require screening of agricultural property, and have proposed type “A” screening requirements.

We disagree with the applicant as agricultural zoning in Scio Township is considered large lot residential. We would also point out that this adjacent property is Master Planned for medium density residential. The applicant would be required to provide a type “D” buffer in this area. Under the type “D” requirements 74 evergreen trees, 74 ornamental trees, and 370 shrubs, as well as an 8-foot high continuous fence or wall or a 4-foot high planted berm are required. The applicant has demonstrated existing and proposed plantings in this

area to contain 9 ornamental trees, 50 evergreen trees, 0 shrubs and 40 deciduous trees. A berm is provided along the western portion of the southern property line due to the proximity of the proposed detention basin.

The applicant has provided extensive reasoning regarding their position with regard to Waiver Requests 7-9 (see Desine, Inc. letter dated July 26, 2013, re: Landscaping Waiver Request). We recommend the applicant consider additional screening of the site to the south due to the proposed planned use of the adjacent property as residential. As discussed later in this section, the applicant is also requesting a reduction in the tree replacement calculation. We feel this area could benefit from additional screening with the required replacement trees.

Waiver Requests 10 and 11 / Buffer Zone 6 – Buffer Zone 6 is the eastern property line (both the newly acquired and existing). The applicant divided Buffer Zone 6 into north and south areas due to bordering both agricultural and residentially used property. As noted previously, we view the agricultural property as a residential class of use, and feel that type “D” buffer should apply to these areas. However, in this area of the site a 12 to 13-foot tall berm extends along the northern portion, and an existing woodland area along the southern portion. Based upon the existing conditions in this area of the site, we are supportive of Waiver Requests 10 and 11.

Waiver Request 12 - 14 / Buffer Zone 7 – 9 – Buffer Zone 7 is the eastern portion of the north property line, Buffer Zone 8 is the northern portion of the east property line, and Buffer Zone 9 is the north property line, and are adjacent to the Village of Dexter water tower site which is zoned Research and Development. This area of the site currently maintains the 13 to 18-foot tall berm which was constructed at the request of the adjacent landowners to provide additional screening, and existing landscaping. No site improvements are proposed in this area of the development. Based upon the existing conditions in this area of the site, we are supportive of Waiver Requests 12, 13 and 14.

Dumpster– The applicant has indicated the existing refuse disposal process consists of on-site compactors and recycle bins. The applicant has further indicated the existing process is sufficient for the operation and no new compactors or dumpsters are proposed. The existing compactor locations are shown on Sheets C2.10 and C2.20.

Tree Replacement – According to sheets C1.11 and C1.21, there are 279 trees that will be removed from the southern portion of the property. Based upon the replacement ratio provided (removal of 232 mature trees), 636 replacement trees are required. The applicant has provided a narrative regarding the tree replacement standards (See letter from Dextech dated July 26, 2013, re: Landscaping Standards Article VI, Section 6.14 Replacement Tree Standards). We are generally in agreement with the applicant’s proposal with the understanding that we feel additional screening is warranted along the southern property line, where a number of replacement trees could be planted.

Items to be addressed: 1) Consider requested Waivers of Landscaping requirements. 2) Provide additional screening along the southern property line meeting the type "D" screening requirements outlined in Section 6.06. 3) Consider proposal for tree replacement.

LIGHTING

Eighteen (18) pole-mounted light fixtures (9 single-fixtures, 9 double-fixtures) are proposed throughout the new parking areas. Twelve (12) new wall-mounted fixtures are also proposed along the east, south and west elevations of the building additions. A photometric plan has been provided demonstrating lighting levels throughout the site and at property lines. Details of the pole-mounted and wall-mounted fixtures are down-shielded, in compliance with the ordinance.

Pole-mounted fixtures are shown at 22 feet high. Section 3.19 E. 4. d. *allows for parking lots of more than 100 spaces, lighting fixtures shall not exceed a height of twenty (20) feet measured from ground level to the centerline of the light source. The Village Council, after receiving a recommendation from the Planning Commission, may allow a pole height up to twenty-two (22) feet when the Council determines that the applicant has demonstrated that greater height is necessary.*

The applicant has provided a narrative (See letter from Desine, Inc. dated July 26, 2013 re: Lighting Waiver Request) formally requesting a waiver to allow the 22-foot fixture height citing a safe night time environment for employees and a more uniform level of lighting throughout the site without creating an excessive amount of light pole fixtures and unnecessary glare and "hot spots". Other projects within the Village appear to meet the 20-foot maximum. It does not seem that lowering the pole height 2 feet would cause the issues raised by the applicant. We do not recommend approval of this waiver.

Items to be addressed: *Obtain approval from Planning Commission/ Village Council to allow the 22-foot pole height or reduce pole height as recommended.*

SIGNS

One (1) existing ground sign is demonstrated within the front yard. No additional signage is proposed.

Items to be addressed: *None.*

FLOOR PLANS AND ELEVATIONS

Floor plans as well as all elevations have been provided. Both additions show an open floor plan with restroom facilities. The manufacturing building also provides a small oil storage area along the south wall. The exterior materials of both proposed additions are shown to match the existing.

Items to be addressed: None.

RECOMMENDATIONS

Prior to recommending approval of the combined site plan, we recommend the applicant address the following comments to the satisfaction of the Planning Commission. Our comments are summarized below:

1. Combine the three (3) separate parcels into a single lot prior to the issues of zoning compliance.
2. Consider requested Waivers of Landscaping requirements.
3. Provide additional screening along the southern property line meeting the type "D" screening requirements outlined in Section 6.06.
4. Consider proposal for tree replacement.
5. Obtain approval from Planning Commission / Village Council to allow the 22-foot pole height or reduce pole height as recommended.



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



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

241-02-1305

cc: Dexter Fastener Technologies, 2110 Bishop Circle East, Dexter, MI 48130
Desine, Inc., 2183 Pless Drive, Brighton, MI 48114
Capital Asset Management, LLC, 4930 Stonewood Creek Drive, Jackson, MI 49201



ARCHITECTS. ENGINEERS. PLANNERS.

August 1, 2013

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

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dextech Facility Expansion
Combined Site Plan Review No. 2
OHM JN: 0130-13-1021

Dear Ms. Bishop:

The applicant, Dexter Fastener Technologies is proposing construction of a two phase addition to two separate facilities. Additional parking and driveways are also being proposed on the south side of the facilities. The buildings are located at 2110 Bishop Circle East within the Dexter industrial facility. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and recommend the plan for site plan approval at this time. Prior to submitting final construction plans, we have noted several items that will need to be addressed. While these require revision, we believe that the nature of these items is such that it will not affect site layout.

WATER MAIN

1. The proposed water main improvements will require review and permit through the Michigan Department of Environmental Quality. The applicant shall submit a completed Act 399 permit application and four (4) sets of stamped drawings to this office. It is recommended that the submitted plan set include a cover sheet, utility plan and standard details.

SANITARY SEWER

2. Casing pipe installed via bore and jack is proposed for the sewer crossing under Bishop Circle. The plan shall specify a size of the casing pipe. It is recommended that the applicant coordinate with the owner and building tenants at 2135 E. Bishop Circle business prior to performing work within the easterly driveway.
3. In the green belt area on the south side of Bishop Circle, an open cut is recommended in lieu of the proposed directional bore. If directional bore is to be utilized the applicant shall provide a narrative discussing how proper grade will be attained.
4. Calculations for Residential Equivalent Units shall be shown, specifying existing and proposed uses. The REU calculation shall specify selected use(s) and provide a tabular calculation based on the Village of Dexter resolution No. 19-2006. A copy of this has been attached.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

5. A MDEQ Part 41 sanitary sewer permit shall be prepared for the proposed sewer within Bishop Circle. Four sets of stamped plans showing the sewer shall be provided to this office for submittal to MDEQ. It is recommended that the submitted plan set include a cover sheet, utility sheet and standard details.

STORM SEWER

6. The applicant has indicated that soil boring have been performed. Copies of these shall be provided to ensure that the water table is below the elevation of the proposed detention basin.
7. The plans have been revised to include a hydraulic grade line calculation based off the original Dexter Business and Research Park design. The grade line calculation shows that the 10-year water surface will cause backwater influence to the detention pond. We recommend that the pond design is modified such that the storage volume calculations begin at the hydraulic grade line elevation at the outlet control structure.

PERMITS AND APPROVALS

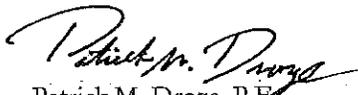
Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility 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	Required
Dexter Area Fire Department	Approval Letter	Review performed
MDEQ	Act 399 Permit	Required
MDEQ	Part 41 Sanitary Sewer Permit	Required

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

PMD/zdf

- cc: Donna Dettling, Village Manager
 Dan Schlaff, Village Utilities
 Don Dettling, Dexter Area Fire Department
 Christopher Grzenkovicz, Desine Inc, 2183 Pless Drive, Brighton MI, 48114

Michael Kennedy, Linhout Associates Architects, 10465 Citation Drive, Brighton MI, 48116
Rhett Gronewelt, P.E., OHM (e-mail)

File
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**RESOLUTION FOR THE PURPOSE OF
AMENDING "CONNECTION FEES" FOR THE
VILLAGE OF DEXTER, COUNTY OF
WASHTENAW**

Resolution # 19-2006

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Seta on September 25, 2006 the following resolution was offered:

Moved by: Cousins Seconded by: Walters

WHEREAS, Village Council has accepted the "Final Analysis and Rate Study" on April 10, 2006, which provides an analysis of "Connection Fees" charged by the Village, and

WHEREAS, the Village received a recommendation from ACI Finance to implement the "Table of Connection Unit Factors, and

WHEREAS, this table closely resembles the current table, with several minor changes, which are highlighted, and

WHEREAS, "connection fees" may be used for debt reduction, repair-replace, and improvement of the water and sewer infrastructure, actual cost of tap-plus administration, and water and sewer contingencies including utility reserves, and

WHEREAS, Village Ordinances require that connection fees be established by Council by Resolution, and

WHEREAS, this Resolution modestly changes the financial impact on commercial development for connection fees from the previous schedule.

NOW THEREFORE BE IT RESOLVED, that the following Table of Connection Unit Factors be adopted and take affect immediately.

Water "Connection Fee" \$3,000 per unit
Sewer "Connection Fee" \$5,000 per unit

Table of Connection Unit Factors

<u>Use of Property</u>	<u>Connection Unit Factor</u>
Auto Dealers	.30 per Msqft
Auto/Truck Repair or Service	.25 per Msqft
Athletic/Sport Facility -Health Club	.25 per Msqft
Shower Facility	1.5 per Msqft
Barber/Beauty/Personal Care with wet services	1.0 per Msqft
Without wet services	.03 per Msqft
Banks	.40 per Msqft
Bakery	.75 per Msqft
Bars/Restaurants	2.00 per Msqft*
Boarding Facility	.35 per bed
Bowling Alleys	.15 per laue
Car Wash - Mechanical	8.0 per lane
Car Wash - Self Serve	1.00 per stall
Churches	.15 per Msqft*
Day Care - Residential	2.00 per residence
Day Care - Commercial	1.00 per classroom

Duplex	2.00 combined
Food Service - Take Out (Fast Food/Quick Service, Snack Bars, Pizza, Carry outs)	1.00 per Msqft*
Fraternal Organizations / Banquet Halls	.20 per Msqft
Funeral Home	.75 per Msqft
Hospital/Medical Care/Extended Care	.75 per bed
Hotels/Motels/Cabins	.25 per unit
Industrial -Light	.50 per Msqft*
Laundromat	.30 per washer
Mobile Homes	1.00 per unit
Multiple Family Residence/Apartments	1.00 per unit
Office - General	.40 per Msqft*
Office - Medical/Dental/Vet/Clinic/etc.	.85 per Msqft*
Schools	1.00 per classroom
Gas Stations	.15 per service area
Store/Retail/Grocery	.30 per Msqft*
Single Family Residence	1.00 per residence
Swimming Pool - Non Residential	1.50 per Msqft
Theater	.01 per seat
Warehouse	.10 per Msqft

*As determined at time of application by the Superintendent of Public Services.

For other uses not listed, or for unusual conditions, charges shall be computed by the DPS Supervisor and may be reviewed by Village Council, upon request, for final determination.

Msqft = 1,000 square feet and may be based on outside measurement of structure.

The "connection fees" in this schedule are based on estimates of the effect various users will have on the Village's water and sewer system, taking into account estimated volumetric flows as well as flow patterns, peaking, waste characteristics and other factors. **Connection fees assessed hereunder are not subject to adjustment or reduction at any time for any reason, including but not limited to claims by users that actual use of the system is below that estimated or expected.**

Exception: However, where an existing structure is enlarged or the uses altered so as to increase the Connection Units assigned to such premises, the owner shall pay additional base sewer and water connection fees for the incremental increase in Connection Units. There shall be no refund of any connection fee previously paid to the Village on account of any change in use or structure which reduces the connection fee assigned to such structure. Connection Units may not be assigned, transferred or conveyed between or among parcels regardless of common ownership. However, on application the Village may allow Connection Units to be combined in cases where the applicant is consolidating multiple parcels.

When primary uses contain other secondary uses, the total connection unit factor shall be the summation of all applicable separate factors (e.g., Hotel factor + Restaurant Factor + Pool Factor = Total Factor). More than one category may be applied to an individual premise.

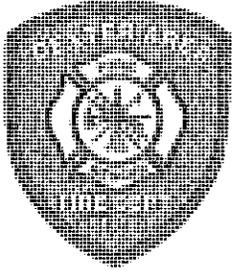
No connected facility will be assigned less than 1.00 Unit.

Ayes: Cousins, Walters, Semifero, Keough, Fisher, and Carson
Nays: Seta

THIS RESOLUTION WAS ADOPTED ON SEPTEMBER 25, 2006 AND IS EFFECTIVE IMMEDIATELY.

David F. Boyle, Village Clerk

Date



Dexter Area Fire Department

July 19, 2013

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

Subject: Plan review of; Dextech Distribution Facility 2103 Bishop Circle West
Plans dated: July 1, 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 Standard

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: A agreed upon plan shall be put into place to maintain fire suppression and fire detection system during construction.

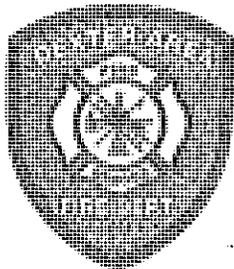
DAFD Recommendations: DAFD supports approval of this project

A handwritten signature in black ink, appearing to read "D. Dettling", is written over a horizontal line.

Donald Dettling
Fire Inspector

Cc/

Fire Chief Loren Yates



Dexter Area Fire Department

July 19, 2013

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

Subject: Plan review of: Dextech 2110 Bishop Circle East
Plans dated: July 1, 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 Standard

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: A agreed upon plan shall be put into place to maintain fire suppression and fire detection system during construction. Provide "No Parking Signs along drive closest to building.

DAFD Recommendations: DAFD supports approval of this project

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

Donald Dettling
Fire Inspector

Cc/

Fire Chief Loren Yates



August 6, 2013

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

Re: **Dexter Fastener Technologies, Inc**
Combined Site Plan Review

Dear Ms. Bishop;
Please find enclosed the following documentation for the proposed expansion of the Dexter Fastener Technologies, Inc. facility:

- Eight (8) complete sets of the Site Plan in 11" x 17" format

In response to the engineering review comments provided on the OHM Combined Site Plan Review No. 2 Letter dated August 1, 2013, we offer the following (please refer to the numbered items on the review letter):

WATER MAIN

1. We acknowledge that an MDEQ Act 399 permit is required for water main construction. The appropriate documentation will be submitted to OHM for permitting purposes upon receipt of Site Plan approval from the Village of Dexter.

SANITARY SEWER

2. The Site Plan will be revised to specify the diameter of the casing pipe. The Applicant is in the process of, and will continue to, coordinate the sanitary sewer and right of way work with the Owner and Tenants of 2135 E. Bishop Circle.

3. The directional bore of the north 197 LF of sanitary sewer lead is necessary to maintain 24 hours access to the west loading dock and to avoid damage to the existing landscaping. The Applicant, General Contractor and/or Directional Boring Subcontractor will provide a written narrative of the proposed construction process to ensure proper grade is maintained.
4. The Site Plan will be revised to include the REU calculations.
5. We acknowledge that an MDEQ Act 41 permit is required for sanitary sewer construction. The appropriate documentation will be submitted to OHM for permitting purposes upon receipt of Site Plan approval from the Village of Dexter.

STORM SEWER

6. CTI and Associates has performed soil borings on the subject property and is in the process of preparing a written report. Copies of the soil boring logs will be submitted to the Village Engineer upon receipt of the geotechnical report documents from CTI and Associates.
7. The storage volume calculations will be revised as requested. The revised calculations will be provided on the Site Plan. Upon review of the detention basin design, we find that the design storage volume will continue to exceed the required storage volume even after elimination of the storage volume below the hydraulic gradient line. No grading modifications to the detention basin are anticipated to be necessary as a result of the storage volume calculation revisions.

In response to the planning review comments provided on the Carlisle Wortman Combined Site Plan Review Letter dated July 31, 2013, we offer the following (please refer to the numbered items on the review letter):

1. The Applicant is in the process of purchasing the additional 16.6 acres of property necessary for this development project. An application to combine the three (3) parcels under a single tax identification number will be submitted upon closing on the purchase of the property.
2. The Village of Dexter Planning Commission has recommended approval of the requested Landscape Waivers.
3. The Village of Dexter Planning Commission has found the proposed screening along the south property line to be in accordance with the intent of the Zoning Ordinance.
4. The Applicant has submitted a proposal for tree replacement to the Village of Dexter for consideration and discussion.
5. The Village of Dexter Planning Commission has recommended approval of the requested Lighting Waiver to allow for the proposed 22 foot light pole height.

Ms. Allison Bishop

August 6, 2013

Page 3 of 3

In response to the Village of Dexter Planning Commission recommendations provided at the August 5, 2013 Planning Commission Meeting, we offer the following:

1. The Site Plan will be revised to specify all proposed parking as banked parking to be constructed in stages as the facility's need for parking increases. It is our understanding that each stage of banked parking construction shall require receipt of administrative approval from the Village of Dexter prior to commencement of construction.
2. The Site Plan will be revised to replace the undesirable tree species noted by the Village of Dexter Planning Commission with species included on the Village of Dexter approved tree list.
3. As noted above, the Applicant will meet with the Village of Dexter to further discuss and enter into a resolution regarding tree replacement. The Applicant is prepared to meet at the earliest availability of the Village of Dexter Staff.

We are submitting these documents for Combined Site Plan review and consideration at the August 12, 2013 Village of Dexter Village Council meeting. If you have any questions or should you require additional information or documentation, please contact us at your convenience.

Respectfully submitted,

DESINE Inc.

Christopher A. Grzenkowicz, P.E.

cc: Mr. Daniel Johnston / Dexter Fastener Technologies, Inc.
Mr. Thomas Arehart / Total Capital Asset Management, LLC
Mr. Mike Kennedy / Lindhout Associates

132193/Village SP sub ltr.3.080613



July 26, 2013

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

Re: **Dexter Fastener Technologies, Inc**
Combined Site Plan Review

Dear Ms. Bishop;

Please find enclosed the following documentation for the proposed expansion of the Dexter Fastener Technologies, Inc. facility:

- One (1) complete full size set of the revised Site Plan
- Ten (10) complete sets of the revised Site Plan in 11" x 17" format
- Ten (10) copies of the Landscape Waiver Request and ten (10) full size sets of the Landscape Plan sheets (C5.10 - C5.30 from the revised Site Plan set)
- One (1) Lighting Waiver Request

In response to the review comments provided on the OHM Engineering Review Letter dated July 16, 2013, we offer the following (please refer to the numbered items on the review letter):

WATER MAIN

1. We acknowledge that an MDEQ Act 399 permit is required for water main construction. The appropriate documentation will be submitted to OHM for permitting purposes upon receipt of Site Plan approval from the Village of Dexter.
2. We acknowledge that the existing water main easements will need to be abandoned in the area of water main removal. This requirement has been added to the Site Plan. Please see note 8 on sheet C1.10 and label on sheet C1.20.

SANITARY SEWER

3. The Site Plan has been revised to specify bore and jack of the sanitary sewer main under Bishop Circle. Please see sheet C3.21.
All sanitary main work is proposed within the public road right of way and should not require private Land Owner authorization. However the Applicant will attempt to contact the adjacent Land Owner to discuss the proposed site improvements and seek written authorization to work in front of their facility.
The Village of Dexter heavy duty bituminous pavement cross section has been added to sheet C4.32 for use within the Bishop Circle right of way. Pavement restoration information within the Bishop Circle right of way has been noted on sheet C3.20.
4. The sanitary sewer basis of design information and calculations have been added to sheet C3.20.
5. Sanitary sewer pipe data has been added to the Plan View on sheet C3.20.

STORM SEWER

6. A narrative outlining the information requested has been added to sheet C3.31.
7. Storm sewer phasing is provided in the Site Development Notes on sheet C1.01. Additional labels have been added to the storm sewer in both plan view and profile view on sheets C3.10, C3.11, C3.20, C3.21 and C3.22 to clarify the Phase 1 and Phase 2 storm sewer construction limits.
The proposed site improvements have been designed to capture and convey all storm water runoff from developed areas to the detention ponds during all phases of work. Phase 1 grading details have been added to the plans to clarify. Please see sheets C4.12, C4.23 and C4.24.
8. CTI and Associates has performed soil borings on the project site to determine soil composition, ground water conditions and bearing capacities. They have found the existing soils on the project site to consist primarily of heavy clays that do not allow for infiltration type designs. The proposed on-site detention system has been designed accordingly based on the existing site conditions. Copies of the soil boring logs will be submitted to the Village Engineer upon receipt of the geotechnical report documents from CTI and Associates.
9. The proposed site improvements are designed to capture and convey all storm water runoff from the developed portions of the property to the detention basins. No offsite runoff from developed portions of the site is proposed. Storm water runoff from undeveloped areas along the south edge of the project site will follow the existing natural drainage courses. Due to the elevation differences along the south property line vs. the rest of the site, it is not feasible to capture storm water runoff from the entire undeveloped area. However additional proposed site grading has been added to sheets C4.10 and C4.20 to direct storm water runoff from a significant portion of the undeveloped area to the detention basin. Please note that the detention basin volume calculations on sheet C3.31 have also been revised to accommodate the additional runoff volume.

The proposed site improvements will result in a significant decrease in offsite runoff as compared to existing conditions.

10. The proposed storm sewer within the driveway south of manufacturing is a main collection trunk line. The structures within the driveway are manholes with solid covers, not catch basins. The location of this trunk line is critical to the design and operation of the existing, proposed and anticipated future infrastructure as a whole. The storm sewer system as proposed meets the requirements of the Village of Dexter Engineering Standards. No revisions to the location of this trunk line are proposed.
11. The storm sewer calculations have been revised accordingly. Please see sheet C3.32. The hydraulic gradient line within the storm sewer profile view has been revised accordingly. Please see sheet C3.11.
12. Additional labels have been added to the Water Shed Plan. Please see sheet C4.40. The storm sewer pipe data has been added to the plan views. Please see sheets C3.10 and C3.20.
13. A detention basin maintenance access has been added to sheet C4.11.
14. The detention basin embankment will be constructed of on-site clay soil material. This information has been added to sheet C4.10.
15. The Basin Control Structure and Anti-Seep Collar details have been revised accordingly. Please see sheet C3.30.
16. The proposed location of the spillway was chosen to minimize the potential of downstream soil erosion. The proposed location will direct storm water to a ridge line that will promote sheet flow rather than channelized flow. The proposed spillway location will also direct storm water to an area with flatter slopes which will reduce the velocity of the flow. Low velocity sheet flow is less susceptible to erosion issues than high velocity channelized flow. Relocating the spillway to the east or west will direct flow along a steeper embankment toward an existing gully, thus increasing the velocity and concentration of the flow and the potential for downstream soil erosion. We have maintained the proposed location as we find it to be in the best interest of the Applicant and the adjacent Land Owner. Please note that the detention basin has been designed to accommodate in excess of a 100-year storm event. The spillway is only provided for emergency purposes. Storm water will rarely, if ever, flow over the spillway and along the existing natural drainage course. Should the property to the south be developed, the overflow path can still be accommodated as proposed.
17. See response 15 above.
18. A maintenance schedule for the storm water management system has been added to sheet C4.31. We have notified the Applicant of the maintenance agreement requirement and they will follow the necessary process to enter into such an agreement.

GENERAL

19. The survey benchmarks are based on NAVD 88 vertical datum. This information has been added to the benchmark descriptions on the Site Plan.
The as-built drawings will be prepared accordingly.
20. MDOT Class II granular backfill is specified within the influence of roadways for underground utilities. Additional labels have been added to the profile views on sheets C3.11, C3.21 and C3.22.
21. No grading within or modifications of the existing drainage ditch are proposed. The proposed grading at the southeast corner of the manufacturing facility has been revised to increase the natural buffer between the proposed grading activities and the existing drainage ditch.
22. The Village of Dexter Standard Detail sheets are included in the Site Plan as sheets C7.11 – C7.14. The Village of Dexter Standard notes have been added to the Site Plan as sheet C7.10.
23. The Site Plan has been revised to clarify text and legibility of the Soils Map.

In response to the review comments provided on the Carlisle Wortman Planning Review Letter dated July 18, 2013, we offer the following (please refer to the numbered items on the review letter):

1. The proposed parking areas meet the requirements of the Zoning Ordinance as proposed. A deviation from the parking requirements is not necessary. The required parking information noted on the review letter is incorrect and appears to have been misinterpreted. The parking calculations provided on sheets C2.10 and C2.20 of the Site Plan reference both a square footage calculation and a peak shift employee calculation. The peak shift employee calculation is provided based on current employee counts, projected 2014 employee counts and projected 2018 employee counts to illustrate the anticipated growth of the company and the need for additional parking as the employee count increases. The required parking information noted in the review letter appears to be based on adding all 3 peak shift employee counts together rather than considering each calculation independently.

The required parking for an industrial use is 1.5 spaces per 1,000 SF of gross floor area or 1.2 spaces per employee at peak shift plus 1 space per corporate vehicle, whichever is less. The required parking therefore calculates to the following (see the calculations on the Site Plan for additional information):

Distribution Facility:

• Per floor area =	181 spaces
• Per current peak shift =	46 spaces
• Per anticipated 2014 peak shift =	49 spaces
• Per anticipated 2018 peak shift =	76 spaces
• Minimum parking required =	76 spaces
• Existing parking =	72 spaces
• Proposed parking =	<u>133 spaces</u>
• Total parking provided =	205 spaces

Manufacturing Facility:

• Per floor area =	484 spaces
• Per current peak shift =	120 spaces
• Per anticipated 2014 peak shift =	133 spaces
• Per anticipated 2018 peak shift =	195 spaces
• Minimum parking required =	195 spaces
• Existing parking to remain =	159 spaces
• Proposed parking =	<u>210 spaces</u>
• Total parking provided =	369 spaces

Dexter Fastener Technologies operates 24 hours a day with three shifts. As one shift ends, another begins thus creating an overlap period where additional employees and cars are on site. Although the Zoning Ordinance only requires 76 spaces for Distribution and 195 spaces for Manufacturing, additional spaces are necessary to accommodate the shift overlap as well as any visitors and corporate vehicles that may be onsite during the overlap period. The proposed

parking areas have been designed to meet the Zoning Ordinance requirements while also providing sufficient parking for shift overlap. The parking areas and site infrastructure have also been designed to accommodate additional expansions and operational changes that are anticipated to take place in the future.

2. A landscape waiver request is enclosed. Please see the waiver request for additional information regarding the onsite landscaping.
3. A landscape waiver request is enclosed. Please see the waiver request for additional information regarding buffer zone landscaping.
4. The tree mitigation calculations provided on the previous Site Plan submittal were preliminary. Final tree measurements have been completed. The final tree mitigation calculations have been added to sheets C1.11 and C1.21. The revised calculations call for 636 replacement trees. 97 replacement trees are proposed within the buffer zone along the south property line (Buffer Zones 5 West and 5 Central as depicted on the Landscape Plan sheets C5.10 and C5.20). A tree mitigation waiver request will be submitted by the Applicant under separate cover.
5. The parking area light fixtures are proposed with a 22 foot mounting height to provide a safe environment for the employees, provide a more uniform lighting level throughout the parking area and reduce light pollution. A waiver request for the proposed 22 foot mounting height is enclosed.
6. The existing refuse disposal process consists of onsite compactors and recycle bins. The existing process is sufficient for the operation and no new compactors or dumpsters are proposed. The existing compactor locations have been added to sheets C2.10 and C2.20.

In response to the review comments provided on the Dexter Area Fire Department Review Letter dated July 19, 2013, we offer the following:

1. The existing Knox Box locations have been added to sheets C2.10 and C2.20.
2. The proposed fire lanes exceed the requirements of IFC Section D 103.
3. Proposed fire lane signage has been added to sheets C2.10 and C2.20.
4. Addressing, Portable Fire Extinguishers, Fire Suppression and Fire Alarm Systems will be addressed on the final Building Plans to be submitted for permitting purposes at a later date. Kitchen Fire Suppression Systems are not applicable.
5. A plan to maintain the existing fire suppression and fire detection systems during construction will be coordinated with the DAFD.

Ms. Allison Bishop

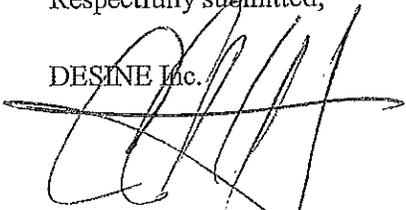
July 26, 2013

Page 7 of 7

We are submitting these documents for Combined Site Plan review and consideration at the August 5, 2013 Village of Dexter Planning Commission meeting. Please note that we have submitted copies of the revised Site Plan documents and Waiver Requests directly to the Village Engineer and Village Planner for review. If you have any questions or should you require additional information or documentation, please contact us at your convenience.

Respectfully submitted,

DESINE Inc.

A handwritten signature in black ink, appearing to read 'C. Grzenkiewicz', is written over the text 'DESINE Inc.' and extends across the line below it.

Christopher A. Grzenkiewicz, P.E.

cc: Mr. Daniel Johnston / Dexter Fastener Technologies, Inc.
Mr. Thomas Arehart / Total Capital Asset Management, LLC
Mr. Mike Kennedy / Lindhout Associates
Mr. Patrick M. Droze, P.E. / OHM Advisors
Mr. Douglas J. Lewan, PCP, AICP / Carlisle Wortman Associates, Inc.



July 26, 2013

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

Re: **Dexter Fastener Technologies, Inc.**
Landscaping Waiver Request

Dear Ms. Bishop,

On behalf of Dexter Fastener Technologies, Inc., we hereby request a waiver to; Section 6.04 Required Parking Lot Screening, Section 6.06 Landscape Screening Between Land Uses and Section 6.07 On-Site Landscaping, of the Village of Dexter Zoning Ordinance in association with the proposed Site Plan for the Dexter Fastener Technologies, Inc. proposed facility expansion. Per Section 6.13 of the Village of Dexter Zoning Ordinance, the Planning Commission may determine that existing landscaping or screening intended to be preserved, or a different landscape design, would provide all or part of the required landscaping and screening. Per Section 6.13, there are 8 criteria (A – H) that may apply to a situation when considering to waive or reduce the landscaping or screening requirements. How these criteria apply to the Dexter Fastener Technologies facility and the specific waiver requests are described below:

Waiver Request 1 / Distribution Facility Parking Lot Screening:

Section 6.04 of the Village of Dexter Zoning Ordinance requires parking lots to be screened from public streets with 1 street / canopy tree per 30 – 40 linear feet and 4 shrubs per 20 linear feet.

- Per the landscape calculations provided on sheet C5.30 of the Site Plan, the existing parking area of the Dextech Distribution Facility is required 5 – 6 trees and 37 shrubs for screening purposes.
- The existing screening consists of 7 trees and 35 shrubs.
- We find that the additional 1 – 2 trees provided offsets the shortage of 2 shrubs and that the existing screening meets the intent of Section 6.04.

We request that the Village of Dexter consider the existing screening to be sufficient and to meet the intent of Section 6.04 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing vegetation provides the desired screening.

Waiver Request 2 / Manufacturing Facility Parking Lot Screening:

Section 6.04 of the Village of Dexter Zoning Ordinance requires parking lots to be screened from public streets with 1 street / canopy tree per 30 – 40 linear feet and 4 shrubs per 20 linear feet.

- Per the landscape calculations provided on sheet C5.30 of the Site Plan, the existing parking area of the Dextech Manufacturing Facility is required 4 – 5 trees and 32 shrubs for screening purposes.
- The existing screening consists of 9 trees.
- Two additional trees are proposed for a total of 11 trees.
- There are no shrubs existing or proposed. The existing parking lot screening consists of mature trees with large canopies. There are limited locations available within the parking lot screening area which provides sufficient sunlight to establish and maintain shrubs. Those areas available for shrubs are along the back of curb. We do not recommend planting shrubs directly behind the back of curb as they are susceptible to snow plow damage and salt exposure.
- There is room within the parking lot screening area to plant additional trees. We are therefore proposing trees in lieu of shrubs. Assuming an equivalency ratio of 5 shrubs to 1 tree, 32 shrubs = 6.4 trees. Adding this to the 4 – 5 required trees = 10.4 – 11.4 trees. We have proposed 2 additional trees to provide a total of 11 trees in the parking lot screening area.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.04 of the Zoning Ordinance in accordance with:

- Section 6.13 A & H: The combination of the existing and proposed vegetation provides the desired screening.

Waiver Request 3 / Interior On-Site Landscaping:

Section 6.07 of the Village of Dexter Zoning Ordinance requires interior landscaping areas exclusive of any other required landscaping requirements consisting of at least 5% of the total lot areas. The interior landscape area is to include 1 deciduous or ornamental or evergreen tree per 400 SF of required landscape area and 1 shrub per 250 SF of required landscape area.

- Per the landscape calculations provided on sheet C5.30 of the Site Plan, the Dextech Facility is required 90,387 SF of onsite interior landscape area, 226 trees and 362 shrubs.
- The existing onsite interior landscape area consists of:
 - 433,334 SF landscape area
 - 309 trees
 - 147 existing shrubs
 - 9 ornamental grasses
 - 40 perennials
- We find that the additional 83 trees, 9 ornamental grasses and 40 perennials offsets the shortage of 215 shrubs. Most of the existing trees to be preserved are in excess of 12” in diameter.

We request that the Village of Dexter consider the existing landscaping to be sufficient and to meet the intent of Section 6.07 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing vegetation provides the desired landscaping.

Section 6.06 of the Village of Dexter Zoning Ordinance requires landscape screening between specific land uses. The Dexter Fastener Technologies property consists of 9 property lines that are adjacent to other land uses other than road rights of way. These property lines are labeled as buffer zones 1 – 9 on sheets C5.10, C5.20 and C5.21 of the Site Plan. In some instances each buffer zone / property line has been further broken down into sections due to changes in the existing site conditions and/or adjacent land uses. There are specific conditions associated with each of these buffer zones that warrant modifications to the screening requirements specified in Section 6.06.

Waiver Request 4 / Buffer Zone 1 (Sheet C5.10):

- Buffer Zone 1 is the west property line of Lot 43 (Dextech Distribution Facility). This property line is adjacent to a single family residential use and zone. The screening requirements for Buffer Zone 1 are (see sheet C5.30 for specific calculations):
 - Zone D
 - 8 high continuous wall or fence or 4 foot high planted berm
 - 16 ornamental trees
 - 16 evergreen trees
 - 76 shrubs
- The existing and proposed landscaping within Buffer Zone 1 includes:
 - 2 existing deciduous trees
 - 25 existing evergreen trees
 - 5 proposed ornamental trees
 - No existing or proposed wall, fence or berm
 - No existing or proposed shrubs
- The existing west driveway of the Distribution facility ranges from 4 to 9 feet above the west property line.
- The existing grade between the west driveway and west property line is as steep as 1 on 3 in some areas.
- The existing screening consists of a row of evergreen trees directly adjacent to the west driveway. Between the evergreen trees and the west property line is tall grass and small trees as this area is not easily accessible with mowing equipment due to the steep slopes.
- There are existing mature trees directly adjacent to the west property line. The canopies of these trees extend over the property line and shade the majority of the property between the evergreens and the west property line. These trees are the eastern edge of a heavily wooded area that extends over 500 feet west to Baker Road.
- There are two existing residential structures between the west property line of the Distribution Facility and Baker Road. Both of these structures are located over 400 feet from the west property line with a heavily wooded area in between.
- Construction of a berm, fence or wall would require removal of existing vegetation and would not provide an improvement over the existing screening conditions.
- There is no significant usable area available between the west driveway and west property line for the planting of shrubs. The existing evergreen trees are located tight to the driveway. The area between

the evergreen trees and the west property line is difficult to access due to the steep slopes and receives little sunlight due to the existing mature trees along both sides. Even if shrubs could be established and maintained in this area, they would not provide a substantial benefit or screening over the existing screening conditions.

- The requirement of 32 trees has been met through the combination of existing and proposed trees. We find that neither shrubs, a wall, a fence nor a berm is warranted for this area due to the existing site conditions.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The combination of existing and proposed trees provides the desired landscaping.
- Section 6.13 B: The existence of a steep change in topography would limit the benefits of the required wall, fence, berm and shrubs.
- Section 6.13 D & F: The proposed building addition does not create a substantial change in the western view of the Distribution Facility.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 400 feet from the west property line and are separated from the facility by a heavily wooded area.

Waiver Request 5 / Buffer Zones 2 & 3 (Sheet C5.10):

- Buffer Zones 2 & 3 are the north and south property lines of a narrow leg of property extending out to Baker Road. These property lines are adjacent to a single family residential use and zone. The screening requirements for Buffer Zones 2 & 3 are (see sheet C5.30 for specific calculations):
 - Zone D
 - 8 high continuous wall or fence or 4 foot high planted berm
 - 20 ornamental trees (Buffer Zone 2) / 15 ornamental trees (Buffer Zone 3)
 - 20 evergreen trees (Buffer Zone 2) / 15 evergreen trees (Buffer Zone 3)
 - 96 shrubs (Buffer Zone 2) / 75 shrubs (Buffer Zone 3)
- The existing vegetation within Buffer Zones 2 & 3 includes:
 - 13 existing deciduous trees in excess of 8" diameter (Buffer Zone 2)
 - 4 existing deciduous trees in excess of 8" diameter (Buffer Zone 3)
 - Numerous existing trees less than 8" diameter (Buffer Zones 2 & 3)
 - No existing or proposed wall, fence or berm
 - No additional landscaping proposed
- The existing land between these two property lines is heavily wooded.
- There are no existing or proposed buildings, driveways, parking areas or other form of site development in this area between these two property lines.
- Construction of a berm, fence or wall would require removal of existing vegetation and would not provide an improvement over the existing screening conditions.

We request that the Village of Dexter consider the existing vegetation to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing vegetation provides the desired screening.
- Section 6.13 D: There are no existing or proposed buildings or other form of site development adjacent to either of these property lines that required screening.
- Section 6.13 H: No benefit would be provided by installing screening along either of these property lines.

Waiver Request 6 / Buffer Zone 4 (Sheet C5.10):

- Buffer Zone 4 is the west property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is adjacent to a single family residential use and zone. The screening requirements for Buffer Zone 4 are (see sheet C5.30 for specific calculations):
 - Zone D
 - 8 high continuous wall or fence or 4 foot high planted berm
 - 9 ornamental trees
 - 9 evergreen trees
 - 43 shrubs
- The proposed landscaping within Buffer Zone 4 includes:
 - 9 ornamental trees
 - 18 evergreen trees
 - 4 foot high berm (along southern 2/3rd of zone)
 - No proposed shrubs
 - Numerous existing trees under 8" diameter (along the south ½ of zone)
- The existing adjacent residential structures are in excess of 300 feet from any proposed developed areas of the site.
- The finish grade of the existing and proposed site development ranges from 4 to 10 feet above the existing finish grade at the property line.
- A 4 foot high landscape berm is proposed between the detention basin and the property line.
- Neither a wall, fence, berm nor shrubs are proposed between the property line and the Distribution facility. Due to the extreme difference in elevation, none of these measures will provide significant screening of the building.
- In lieu of a wall, fence, berm or shrubs, we have proposed 9 additional evergreen trees (assuming an equivalency rate of 1 tree to 5 shrubs) to be placed at the top of the embankment near the proposed Phase 2 Distribution driveway. These additional trees placed at a higher elevation will provide substantially greater screening of the Distribution facility than can be achieved through the use of a wall, fence, berm or shrubs.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The combination of existing vegetation and proposed landscaping provides the desired screening.
- Section 6.13 B: The existence of a significant rise in elevation would limit the benefits of the required wall, fence, berm and shrubs.
- Section 6.13 F: The proposed landscaping provides a more substantial screening of the view of the building than can be achieved through the use of a wall, fence, berm or shrubs.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 300 feet from any developed areas of the site.

Waiver Request 7 / Buffer Zone 5 West (Sheet C5.10):

- Buffer Zone 5 West is the western portion of the south property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is due south of the Distribution Facility and is adjacent to an agricultural use and zone that is used for growing crops. Section 6.06 of the Zoning Ordinance does not require screening of agricultural property. However in keeping with the spirit of the ordinance to provide a buffer between non-similar land uses, we are proposing landscaping along Buffer Zone 5 West based on the Buffer Zone A planting specifications of Section 6.06 as a guideline. Based on Buffer Zone A the screening requirements for Buffer Zone 5 West would be (see sheet C5.30 for specific calculations):
 - 24 ornamental trees
 - 24 evergreen trees
 - 158 shrubs
- The proposed landscaping within Buffer Zone 5 West includes:
 - 9 ornamental trees
 - 15 deciduous trees
 - 24 evergreen trees
 - 3 to 11 foot high berm (along the west ½ of zone)
 - Flowering prairie grass between the property line and developed areas of the site
 - No proposed shrubs
- The existing adjacent residential structures are in excess of 1500 feet from the south property line.
- The finish grade of the existing and proposed site development ranges from 5 to 15 feet above the existing finish grade at the property line.
- A landscape berm ranging from 3 to 11 feet high is proposed between the detention basin and the property line. Ornamental trees are proposed along the top of the berm.
- Shrubs are not proposed. Due to the extreme difference in elevation, shrubs will not provide significant screening of the building.
- Flowering prairie grass is proposed between the property line and developed areas of the site. The prairie grass will provide an attractive transition between the agricultural field and developed portions of the site.
- Deciduous trees are proposed in lieu of ornamental trees along the property line due to the difference in elevation between the property line and the developed area. The deciduous trees will grow taller with larger canopies to provide better screening of the Distribution Facility than can be achieved with ornamental trees.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The proposed landscaping provides the desired screening and transition.
- Section 6.13 B: The existence of a significant rise in elevation would limit the benefits of shrubs. Deciduous trees along the property line will provide additional screening than can be achieved through the use of ornamental trees.
- Section 6.13 E: The adjacent property is zoned agricultural and is used for growing crops.

Ms. Allison Bishop

July 26, 2013

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- Section 6.13 F: The proposed landscaping provides a more substantial screening of the view of the building than can be achieved through the shrubs and ornamental trees.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 1500 feet from the south property line.

Waiver Request 8 / Buffer Zone 5 Central (Sheet C5.20):

- Buffer Zone 5 Central is the central portion of the south property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is due south of the Manufacturing Facility and is adjacent to an agricultural use and zone that is used for growing crops. Section 6.06 of the Zoning Ordinance does not require screening of agricultural property. However in keeping with the spirit of the ordinance to provide a buffer between non-similar land uses, we are proposing landscaping along Buffer Zone 5 Central based on the Buffer Zone A planting specifications of Section 6.06 as a guideline. Based on Buffer Zone A the screening requirements for Buffer Zone 5 Central would be (see sheet C5.30 for specific calculations):
 - 26 ornamental trees
 - 26 evergreen trees
 - 174 shrubs
- The existing and proposed landscaping within Buffer Zone 5 Central includes:
 - 5 existing deciduous trees
 - 23 proposed deciduous trees
 - 26 proposed evergreen trees
 - Flowering prairie grass between the property line and developed areas of the site
 - No proposed shrubs
- The existing adjacent residential structures are in excess of 1500 feet from the south property line.
- The finish grade of the existing and proposed site development ranges from 5 to 10 feet above the existing finish grade at the property line.
- Shrubs are not proposed. Due to the extreme difference in elevation, shrubs will not provide significant screening of the building.
- Flowering prairie grass is proposed between the property line and developed areas of the site. The prairie grass will provide an attractive transition between the agricultural field and developed portions of the site.
- Deciduous trees are proposed in lieu of ornamental trees along the property line due to the difference in elevation between the property line and the developed area. The deciduous trees will grow taller with larger canopies to provide better screening of the Distribution Facility than can be achieved with ornamental trees.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The proposed landscaping provides the desired screening and transition.
- Section 6.13 B: The existence of a significant rise in elevation would limit the benefits of shrubs. Deciduous trees along the property line will provide additional screening than can be achieved through the use of ornamental trees.
- Section 6.13 E: The adjacent property is zoned agricultural and is used for growing crops.
- Section 6.13 F: The proposed landscaping provides a more substantial screening of the view of the building than can be achieved through the shrubs and ornamental trees.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 1500 feet from the south property line.

Waiver Request 9 / Buffer Zone 5 East (Sheet C5.20):

- Buffer Zone 5 East is the eastern portion of the south property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is due south of the Manufacturing Facility and is adjacent to an undeveloped agricultural zone that is heavily wooded. Section 6.06 of the Zoning Ordinance does not require screening of agricultural property. No landscaping is proposed as the existing vegetation provides substantial screening.
- The existing vegetation within Buffer Zone 5 East includes:
 - 7 existing deciduous trees in excess of 8" diameter
 - Numerous additional trees under 8" diameter
- The existing adjacent residential structures are in excess of 1500 feet from the south property line.
- The finish grade of the existing and proposed site development ranges from 10 to 12 feet above the existing finish grade at the property line.
- A minimum of 50 feet of depth of the existing on-site wooded area is to be preserved.
- The adjacent land is heavily wooded undeveloped property that is zoned agricultural. The existing woodlot extends approximately 350 feet south of the property line.

We request that the Village of Dexter consider the existing screening to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing vegetation provides the desired screening.
- Section 6.13 B: The existence of a significant rise in elevation would limit the benefits of any additional landscaping.
- Section 6.13 E: The adjacent land is heavily wooded undeveloped property that is zoned agricultural.
- Section 6.13 F: The existing vegetation provides a substantial screening of the view of the building.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 1500 feet from the south property line.
- Section 6.13 H: Additional landscaping in this area would not provide a significant benefit to any adjacent land owner.

Waiver Request 10 / Buffer Zone 6 South (Sheet C5.20):

- Buffer Zone 6 South is the east property line of the 16.6 acre site to be added to the Dexter Fastener Technologies property. This property line is adjacent to an undeveloped agricultural zone that is heavily wooded. Section 6.06 of the Zoning Ordinance does not require screening of agricultural property. No landscaping is proposed as the existing vegetation provides substantial screening.
- The existing vegetation within Buffer Zone 6 South includes:
 - 2 existing deciduous trees in excess of 8" diameter
 - Numerous additional trees under 8" diameter
- The existing adjacent residential structures are in excess of 1500 feet from the east property line.
- The finish grade of the existing and proposed site development ranges from 4 to 12 feet above the existing finish grade at the property line.
- A minimum of 25 feet of depth of the existing on-site wooded area is to be preserved.
- The adjacent land is heavily wooded undeveloped property that is zoned agricultural. The existing woodlot extends approximately 600 feet east of the property line.

We request that the Village of Dexter consider the existing screening to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing vegetation provides the desired screening.
- Section 6.13 B: The existence of a significant rise in elevation would limit the benefits of any additional landscaping.
- Section 6.13 E: The adjacent land is heavily wooded undeveloped property that is zoned agricultural.
- Section 6.13 F: The existing vegetation provides a substantial screening of the view of the building.
- Section 6.13 G: The existing adjacent residential structures are located in excess of 1500 feet from the south half of the east property line.
- Section 6.13 H: Additional landscaping in this area would not provide a significant benefit to any adjacent land owner.

Waiver Request 11 / Buffer Zone 6 North (Sheet C5.20):

- Buffer Zone 6 North is the east property line of Lot 44 (Dextech Manufacturing Facility). This property line is adjacent to a single family residential use and zone. The screening requirements for Buffer Zone 6 North are (see sheet C5.30 for specific calculations):
 - Zone D
 - 8 high continuous wall or fence or 4 foot high planted berm
 - 19 ornamental trees
 - 19 evergreen trees
 - 94 shrubs
 - The existing and screening within Buffer Zone 6 North includes:
 - 1 existing deciduous trees
 - 12 - 13 foot tall existing berm
 - No additional landscaping existing or proposed
 - The existing berm was constructed at the request of the adjacent land owners to provide the desired screening.
 - The top of the existing berm approximately 12 feet above the existing east driveway of the Manufacturing facility.
 - The existing berm has a slope ranging from 1 on 1.5 to 1 on 2 on all sides. It is not practical to plant trees or shrubs on a slope this steep.
 - The top of the existing berm is only 1 to 2 feet wide. It is not practical to plant trees or shrubs on a berm with this narrow of a top.
 - There is no significant usable area available between the berm and the east property line to allow for the planting of trees or shrubs.
- We request that the Village of Dexter consider the screening to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:
- Section 6.13 A: The existing berm provides the desired landscaping as requested by the adjacent land owners.
 - Section 6.13 B: The existence of the steep side slopes and narrow top of the berm significantly impacts the ability to plant and maintain trees and shrubs.
 - Section 6.13 D & F: The proposed building addition does not create a substantial change in the eastern view of the Manufacturing Facility.

Waiver Request 12 / Buffer Zone 7 (Sheet C5.21):

- Buffer Zone 7 is the eastern portion of the north property line of Lot 44 (Dextech Manufacturing Facility). This property line is adjacent to the Village of Dexter water tower site which is zoned Research and Development. The screening requirements for Buffer Zone 7 are (see sheet C5.30 for specific calculations):
 - Zone A
 - 3 ornamental trees
 - 3 evergreen trees
 - 20 shrubs
- The existing and screening within Buffer Zone 7 includes:
 - 13 foot tall existing berm
 - No additional landscaping existing or proposed
- The existing berm was constructed at the request of the adjacent land owners to provide the desired screening.
- The top of the existing berm approximately 13 feet above the north property line and 18 feet above existing east driveway of the Manufacturing facility.
- The existing berm has a slope ranging from 1 on 1.5 to 1 on 2 on all sides. It is not practical to plant trees or shrubs on a slope this steep.
- The top of the existing berm is only 1 to 2 feet wide. It is not practical to plant trees or shrubs on a berm with this narrow of a top.
- The adjacent property is the Village of Dexter water tower. No change in the development of this property is anticipated.

We request that the Village of Dexter consider the existing screening to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The existing berm provides the desired screening between the water tower and the Manufacturing Facility.
- Section 6.13 B: The existence of the steep side slopes and narrow top of the berm significantly impacts the ability to plant and maintain trees and shrubs.
- Section 6.13 D & F: The proposed building addition does not create a substantial change in the eastern view of the Manufacturing Facility.
- Section 6.13 E: The adjacent land has been developed by the Village as a water tower. No change in the development of this property is anticipated.

Waiver Request 13 / Buffer Zone 8 (Sheet C5.21):

- Buffer Zone 8 is the northern portion of the east property line of Lot 44 (Dextech Manufacturing Facility). This property line is adjacent to the Village of Dexter water tower site which is zoned Research and Development. The screening requirements for Buffer Zone 8 are (see sheet C5.30 for specific calculations):
 - Zone A
 - 3 ornamental trees
 - 3 evergreen trees
 - 15 shrubs
- The existing and proposed landscaping within Buffer Zone 8 includes:
 - 1 existing ornamental tree
 - 2 existing evergreen trees
 - 2 proposed ornamental trees
 - 1 proposed evergreen tree
- There are no shrubs existing or proposed. There are limited locations available within the buffer zone to establish and maintain shrubs. This buffer zone is between a parking lot and a driveway. Those areas available for shrubs are along the edge of pavement and back of curb. We do not recommend planting shrubs directly adjacent to the edge of pavement or back of curb as they are susceptible to snow plow damage and salt exposure.
- The adjacent property is the Village of Dexter water tower. No change in the development of this property is anticipated.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The combination of existing and proposed landscaping provides the desired screening.
- Section 6.13 E: The adjacent land has been developed by the Village as a water tower. No change in the development of this property is anticipated.

Waiver Request 14 / Buffer Zone 9 (Sheet C5.21):

- Buffer Zone 9 is the north property line of Lot 44 (Dextech Manufacturing Facility). This property line is adjacent to the Village of Dexter water tower site which is zoned Research and Development. The screening requirements for Buffer Zone 9 are (see sheet C5.30 for specific calculations):
 - Zone A
 - 11 ornamental trees
 - 11 evergreen trees
 - 70 shrubs
- The existing and proposed landscaping within Buffer Zone 9 includes:
 - 8 existing ornamental tree
 - 8 existing deciduous trees
 - 3 proposed ornamental trees
 - 3 proposed deciduous tree
- There are no shrubs existing or proposed. The existing screening consists of mature trees with large canopies. There are limited locations available within the buffer zone that provide sufficient sunlight to establish and maintain shrubs. This buffer zone is between a parking lot and a driveway. Those areas available for shrubs are along the edge of pavement and back of curb. We do not recommend planting shrubs directly adjacent to the edge of pavement or back of curb as they are susceptible to snow plow damage and salt exposure.
- The adjacent property is the Village of Dexter water tower. No change in the development of this property is anticipated.
- Additional deciduous trees are proposed in lieu of evergreen trees to fit with the existing landscape design.

We request that the Village of Dexter consider the proposed landscaping to be sufficient and to meet the intent of Section 6.06 of the Zoning Ordinance in accordance with:

- Section 6.13 A: The combination of existing and proposed landscaping provides the desired screening.
- Section 6.13 E: The adjacent land has been developed by the Village as a water tower. No change in the development of this property is anticipated.

Ms. Allison Bishop

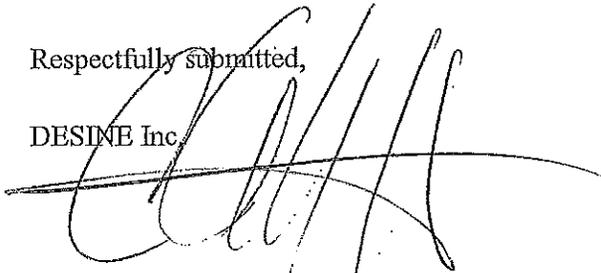
July 26, 2013

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We are submitting this waiver request for consideration at the August 5, 2013 Village of Dexter Planning Commission meeting. Please note that we have submitted copies of this Waiver Request directly to the Village Engineer and Village Planner for review. If you have any questions or should you require additional information or documentation, please contact us at your convenience.

Respectfully submitted,

DESINE Inc.



Christopher A. Grzenkiewicz, P.E.

cc: Mr. Daniel Johnston / Dexter Fastener Technologies, Inc.
Mr. Thomas Arehart / Total Capital Asset Management, LLC
Mr. Mike Kennedy / Lindhout Associates
Mr. Patrick M. Droze, P.E. / OHM Advisors
Mr. Douglas J. Lewan, PCP, AICP / Carlisle Wortman Associates, Inc.



July 26, 2013

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

Re: **Dexter Fastener Technologies, Inc**
 Lighting Waiver Request

Dear Ms. Bishop,

On behalf of Dexter Fastener Technologies, Inc., we hereby request a waiver to the light fixture mounting height requirements set forth in Section 3.19 of the Village of Dexter Zoning Ordinance to allow for a 22 foot light fixture mounting height in association with the proposed Site Plan for the Dexter Fastener Technologies proposed facility expansion. Section 3.19 E. d. of the Village of Dexter Zoning Ordinance allows a maximum fixture height of 20 feet above grade for exterior lighting within a parking area with greater than 100 parking spaces. This section of the Village of Dexter Zoning Ordinance also allows the Village Council to approve a 22 foot fixture height upon receipt of recommendation from the Planning Commission. The proposed parking areas as depicted on the proposed Site Plan for the Dexter Fastener Technologies, Inc. facility expansion are in excess of 100 parking spaces. The proposed photometric plan is based on a 22 foot light fixture mounting height. The use of the 22 foot mounting height allows us to provide a safe night time environment for the employees of the facility and a more uniform level of lighting while reducing the number of light fixtures in pursuit of the Village of Dexter's goal to minimizing light pollution.

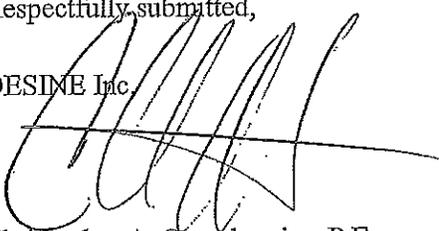
The Dexter Fastener Technologies facility operates 24 hours a day. Therefore the parking areas are in use during all hours of the night and lighting levels cannot be reduced during "non-business" hours. The parking areas must remain illuminated throughout the night for employee safety. Raising the mounting height 2 feet provides more uniform and consistent lighting levels throughout the parking area by lowering the lighting levels directly under the light fixture, thus reducing "hot spots", and increasing the lighting levels at the extreme reaches of the fixtures, thus reducing "dim spots". Limiting dim spots is necessary to provide sufficient and safe lighting within the parking areas for the employees.

The use of the 22 foot mounting height allows us to provide the desired minimum lighting levels without installing an excessive number of light fixtures. In order to maintain the same minimum lighting levels currently proposed with a 20 foot mounting height, additional fixtures would need to be installed on some or all of the proposed light poles. The additional fixtures will result in an increase in light pollution as additional light fixtures will increase the illumination levels at the pole locations, thus creating more intense "hot spots" under the light fixtures. Hot spots tend to create light pollution by reflecting off of the windows and painted surfaces of the cars parked below. Section 3.19 E. 4) a. of the Village of Dexter Zoning Ordinance states "It is the goal of the Village to minimize lighting levels to reduce off-site impacts, prevent the reflection and glare of light in a manner which creates a nuisance or safety hazard to operators of motor vehicles, pedestrians and neighboring land uses and to promote "dark skies" in keeping with the character of the Village." The proposed light fixtures are full cut off down directed light fixtures designed to control glare, offsite lighting and night sky light pollution in the spirit of this section of the Zoning Ordinance. The use of a 22 foot mounting height allows us to better achieve this goal through the use of less light fixtures. Less light fixtures results in lower lighting levels directly below the fixtures. Lower lighting levels results in a reduction of the intensity of hot spots. Less intense hot spots results in less reflective lighting, thus promoting the goal of Section 3.19 E. 4) a. while still providing the level of lighting necessary for the safety of the employees of Dexter Fastener Technologies, Inc.

We are submitting this waiver request for consideration at the August 5, 2013 Village of Dexter Planning Commission meeting. Please note that we have submitted copies of this Waiver Request directly to the Village Engineer and Village Planner for review. If you have any questions or should you require additional information or documentation, please contact us at your convenience.

Respectfully submitted,

DESINE Inc.


Christopher A. Grzenkowicz, P.E.

cc: Mr. Daniel Johnston / Dexter Fastener Technologies, Inc.
Mr. Thomas Arehart / Total Capital Asset Management, LLC
Mr. Mike Kennedy / Lindhout Associates
Mr. Patrick M. Droze, P.E. / OHM Advisors
Mr. Douglas J. Lewan, PCP, AICP / Carlisle Wortman Associates, Inc.

Dexter Fastener Technologies, Inc.

2110 Bishop Circle East

Dexter, Michigan 48130

(734) 426-5200

Fax (734) 426-5870

July 26, 2013

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

Subject: Landscaping Standards Article VI, Section 6.14
Replacement Tree Standards

Dear Ms. Bishop,

Dexter Fastener Technologies, Inc. made a concerted effort to meet the desired intent and function of the landscaping standards, while considering the topography and existing conditions on site. We are mindful of the desire to provide adequate plantings to provide buffer areas and improve the overall aesthetics of the site. In keeping with this effort, we plan to provide 97 trees consisting of hardwoods and evergreens to establish screening for the agricultural property south of the new property line.

After review and consideration of the replacement standards for the removal of mature trees required for the proposed area of expansion in the Dexter Industrial Park; we have determined that 232 trees of 8 inch diameter or greater will need to be removed. Additionally, 47 trees of 4 inches to 7.9 inches will be removed, resulting a total of 279 established trees to be removed. The tree size information provided by the land survey was obtained based on 2 inch increments, so we verified the actual tree measurements. The verification process resulted in a reduction of the actual number of tree replacements required by the ordinance.

With the current information on the existing 232 mature trees required to be removed for the expansion, the calculated replacement factors results in 636 replacement trees. We find this to be unpractical to replace this quantity of trees in site for the following reasons:

1. Property in the Industrial Park is intended and designed for industrial commercial development, established prior to the current standards. Purchase of property in the Industrial park comes with an expectation the land is developable and would accommodate expansion. Current tree replacement requirements present a disproportionate obstacle to the business owner's expansion.
2. Planting replacement trees that may at a later date need to be removed for additional expansion is not a practice we consider reasonable.

3. Providing and placing a large quantity of trees for placement on public land does not seem to be a project that the Village ready to take on at this time.
4. We understand that past arrangements with organizations have resulted in contributions being made to the Village's Tree Replacement Program. For larger tree counts, the negotiated value of a replacement tree was in the range of \$120 per replacement tree. While this is a viable opportunity for consideration, Dextech would prefer to provide actual replacement trees to the community where they may continue to grow and appreciate from planting.

Proposal:

1. Dextech offers to the Village of Dexter the ability to remove any tree in the identified clearing area for relocation within the Village limits. Spacing and transporting the trees for relocation would be at the Village's expense.
2. Using the total number of trees above 4 inches in diameter identified in the clearing areas, [current count at 279] we suggest a one for one replacement:
 - a. Dextech requests credit for the 97 trees planned for the south property line as replacement trees provided on site.
 - b. The remaining count of 182 trees to be provided for placement within the Village of Dexter.
 - c. Should the Village be unable to place the full 182 trees count we would look to provide payment to the tree fund in the amount of \$120 per un-planted tree, up to a maximum contribution of \$22,080.

We hope this proposal is received as a good faith effort to meet the intent of the standards while addressing the practical consideration identified above. I remain available to discuss this proposal, provide clarification, or receive your comments.

Best Regards,



Thomas C. Arehart
Owner Representative
(517) 262-3285

cc: Mr. Daniel Johnston / Dexter Fastener Technologies, Inc.
Mr. Mike Kennedy / Lindhout Associates
Mr. Christopher Grzenkowiec, P.E. / Design Inc.
Mr. Patrick M. Droze, P.E. / OHM Advisors
Mr. Douglas J. Lewan, PCP, AICP / Carlisle Wortman Associates, Inc.

Dexter Fastener Technologies, Inc.

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

July 29, 2013

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

Subject: Industrial Development District Boundary Extension Request

Dear Ms. Dettling:

Dexter Fastener Technologies, Inc. is in the process of consolidating properties within the Dexter Industrial Park. Dextech currently owns Lot 43 and Lot 44 within the plotted Industrial Park, and wishes to consolidate these properties with an additional 16.6 acre parcel directly south of the current Industrial Park southern boundaries. With the current annexation of the 16.6 acre parcel in to the Village of Dexter boundary, we understand that the Dexter Industrial Park has been extended to include the annexed parcel.

Dexter Fastener Technologies, Inc. is requesting the 16.6 acre parcel be designated as part of the current Industrial Development District (I D D), shared with the Dexter Industrial Park. This extension of the IDD will allow the planned additions to be eligible for programs available only to companies operating with Industrial Development Districts.

Please contact me at your earliest convenience, should additional information be needed.

Best Regards,



Thomas C. Arehart
Owner Representative
(517) 262-3285

cc: ✓ MS. Allison Bishop / Community Development Manager

Mr. Dan Johnston / Dexter Fastener Technologies, Inc.

cc: Donna Dettling / Manager, Village of Dexter
Dan Johnston / Dexter Fastener Technologies, Inc.
Chris Grzenkowicz / Desine Inc., Civil Engineers
Michael Kennedy / Lindhout Associates, Architects

VILLAGE OF DEXTER TREE REPLACEMENT RESTRICTED ACCOUNT

POLICY STATEMENT

2008

Amended August 9, 2010

The Village of Dexter, by resolution of the Village Council and pursuant to Article VI, Section 6.14 (Tree Replacement Standards), shall establish a restricted account for the purpose of accepting contributions for the sole purpose of funding planting and preservation of trees within the Village of Dexter. Planting and preservation shall include the purchase and planting of trees and the purchase of materials to assure the success of the planting including, but not limited to, water bags, mulch and stakes. The restricted account shall be entitled "Tree Replacement Restricted Account".

Any individual, corporation, agency or entity, public or private, may make unrestricted contributions to the account pursuant to Section 6.14 of the Village of Dexter Zoning Ordinance.

The Tree Replacement Restricted Account shall be administered and audited through the normal administrative structure of the Village of Dexter. The Village Manager or designee shall be responsible for the ultimate administration and accounting of all funds held in the account.

Funds in the Tree Replacement Restricted Account may be used to produce informational materials about tree planting and care. Such materials shall be approved by the Tree Board.

It is not the intent that funds in the Tree Replacement Restricted Account be used for routine or long-term tree maintenance, such as tree trimming or general storm damage clean-up, except where a tree is removed for the purpose of planting a new tree. Maintenance activities shall be funded and administered through the Village of Dexter's general operating fund. In the event of a natural disaster, epidemic disease, or insect infestation, funds in the restricted account may be used to remove and replace trees, provided use of the funds is recommended by the Tree Board and approved by the Village Council.

Contributors shall receive a copy of this policy statement. Additionally, contributors shall be given a standardized certificate of appreciation. Funds deposited in the Tree Replacement Restricted Account become the property of the Village of Dexter. Contributors shall be required to sign a release acknowledging their non-refundable contribution. The release shall also serve as a receipt for tax purposes.

APPEALS – Special project appeals are permitted when recommended by the Tree Board AND Parks and Recreation Commission AND approved by the Village Council. Appeals shall only be permitted for the following: tree removal and landscaping plantings that enhances the quality of parks and natural areas in the Village that is consistent with the goals and objectives of the Village of Dexter Tree Management Plan AND Parks and Recreation Master Plan. Engineering and design of such projects is not a permitted

appeal. When considering appeals all boards and commissions shall consider the remaining account balance for continued tree planting activities as intended by the creation of the account.

The Village of Dexter may from time to time amend the "Tree Replacement Account Policy Statement" by resolution of the Dexter Village Council.

Motion: Semifero

Support: Smith

Ayes: Carson, Cousins, Fisher, Smith, Keough

Nays: Semifero, Tell

Absent: None

Resolution recommended by the Tree Board on the 22nd day, January 2008.

Resolution declared adopted by the Village Council this 28th day, January 2008.

Resolution amended by the Village Council this 9th day, August 2010.

Shawn Keough, Village President

Carol Jones, Village Clerk

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: President Keough and Council Members
From: Courtney Nicholls, Assistant Village Manager
Date: August 6, 2013
Re: Industrial Development District Expansion

On July 10, 2013 the Washtenaw County Board of Commissioners approved the annexation 16.66 acres of land, adjacent to the existing Dexter Business and Research Park, into the Village. This land is in the process of being purchased by Dexter Fastener as part of a large expansion plan for their facilities. Dexter Fastener has requested that the Village expand the Industrial Development District that exists over the Dexter Business and Research Park to include this property. Inclusion of this land in the Industrial Development District is necessary for Dexter Fastener to be able to apply for an Industrial Facilities Tax Exemption.

State law does not provide specific guidance for enlarging an existing district. State of Michigan Department of Treasury staff stated that we must follow the same procedure to expand the district as we did to establish it. The first step in this process is setting a public hearing on September 9, 2013.

Letters are required to be mailed to all property owners within the district. We will also mail the notices to the taxing jurisdictions, however they only have the ability to comment at the public hearing, not opt out of the district.

A draft of the resolution that Council will be asked to consider following the public hearing is included for your review; along with a copy of the new legal description and map of the Industrial Development District.

If it is necessary to officially adopt updated boundaries for the Dexter Business and Research Park for our State of Michigan Industrial Park certification we will do that at a later date.



Dexter Fastener Technologies, Inc.

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

July 29, 2013

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

Subject: Industrial Development District Boundary Extension Request

Dear Ms. Dettling:

Dexter Fastener Technologies, Inc. is in the process of consolidating properties within the Dexter Industrial Park. Dextech currently owns Lot 43 and Lot 44 within the plotted Industrial Park, and wishes to consolidate these properties with an additional 16.66 acre parcel directly south of the current Industrial Park southern boundaries. With the recent annexation of the 16.66 acre parcel in to the Village of Dexter; we believe the Dexter Industrial Park should be extended to include the same area.

Dexter Fastener Technologies, Inc. is requesting the 16.66 acre parcel be designated as part of the Industrial Development District (I D D) active within the Dexter Industrial Park today. An extension of the IDD boundary, will allow the company to request access to regional programs and funding resources.

Please contact me at your earliest convenience, so we may discuss this opportunity in greater detail.

Best Regards,

A handwritten signature in black ink, appearing to read "Thomas C. Arehart".

Thomas C. Arehart
Owner Representative
(517) 262-3285

cc: MS. Allison Bishop / Community Development Manager
Mr. Dan Johnston / Dexter Fastener Technologies, Inc.

A RESOLUTION TO EXPAND THE BOUNDARY OF AN INDUSTRIAL DEVELOPMENT
DISTRICT IN THE VILLAGE OF DEXTER

The following resolution was offered by member _____ and seconded by member _____.

WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended, this Council has the authority to establish "Industrial Development Districts" within the Village of Dexter; and

WHEREAS, on May 26, 1987, Village Council established an Industrial Development District over the Dexter Business and Research Park, and

WHEREAS, 16.66 acres of land adjacent to the Dexter Business and Research Park has been annexed into the Village of Dexter at the request of Dexter Fastener, and

WHEREAS, to incorporate this land into the Industrial Development District a new public hearing and resolution is required, and

WHEREAS, construction, acquisitions, alterations, or installation of proposed facility improvements had not commenced at the time of filing the request to expand the boundaries of the district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Sun Times; and

WHEREAS, on _____ a public hearing was held at which all of the owners of real property within the Industrial Development District and all residents and taxpayers of the Village of Dexter were afforded an opportunity to be heard thereon; and

WHEREAS, the Dexter Village Council deems it to be in the public interest of the Village of Dexter to expand the boundaries of the Industrial Development District over the Dexter Business and Research Park to incorporate the additional land, as proposed;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Dexter, Washtenaw County and State of Michigan that:

The Dexter Business and Research Park described as follows:

A parcel of land being a part of the NE 1/4 and SE 1/4 of Section 7 and NW 1/4 and NE 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan, described as follows: Beginning at the NW corner of said Section 8 and proceeding thence N 88°12'33" E 815.92 feet along the North line of said Section 8; thence S 00°44'40" E 3007.11 feet along the East line of "Dexter Business and Research Park No. 2", a subdivision of part of the NE 1/4 of said Section 7 and part of the NW 1/4 of said Section 8 according to the plat thereof as recorded in Liber 30 of Plats, Pages 48-54, Washtenaw County Records and the East line of "Dexter Business and Research Park", a subdivision of part of the NE 1/4 of said Section 7 and part of the NW 1/4 of said Section 8 according to the plat thereof as recorded in Liber 26 of Plats, Pages 29-39, Washtenaw County Records; thence S 89°24'42" W 2197.18 feet; thence N 11°39'30" W 253.02 feet; thence S 88°35'27" W 445.02 feet to the Centerline of Baker Road as monumented; thence N 11°39'30" W 50.81 feet along said Centerline to the E-W 1/4 line of said Section 7; thence N 88°35'27" E 571.11 feet along said E-W 1/4 line; thence N 01°06'18" W 2340.68 feet along the West line of said "Dexter Business and Research Park No. 2" and

the West line of said "Dexter Business and Research Park; thence N 88°51'00" E 518.0 feet; thence N 01°06'18" W 336.37 feet to the North line of said Section 7; thence along said North line N 88°51'00" E 811.71 feet to the Point of Beginning.

Containing 143.77 acres of land, more or less. Subject to the rights of the public in Baker Road and Dan Hoey Road (66 ft. wide).

As shown on the attached map.

be and here is established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974.

Ayes:

Nays:

RESOLUTION DECLARED ADOPTED THIS _____

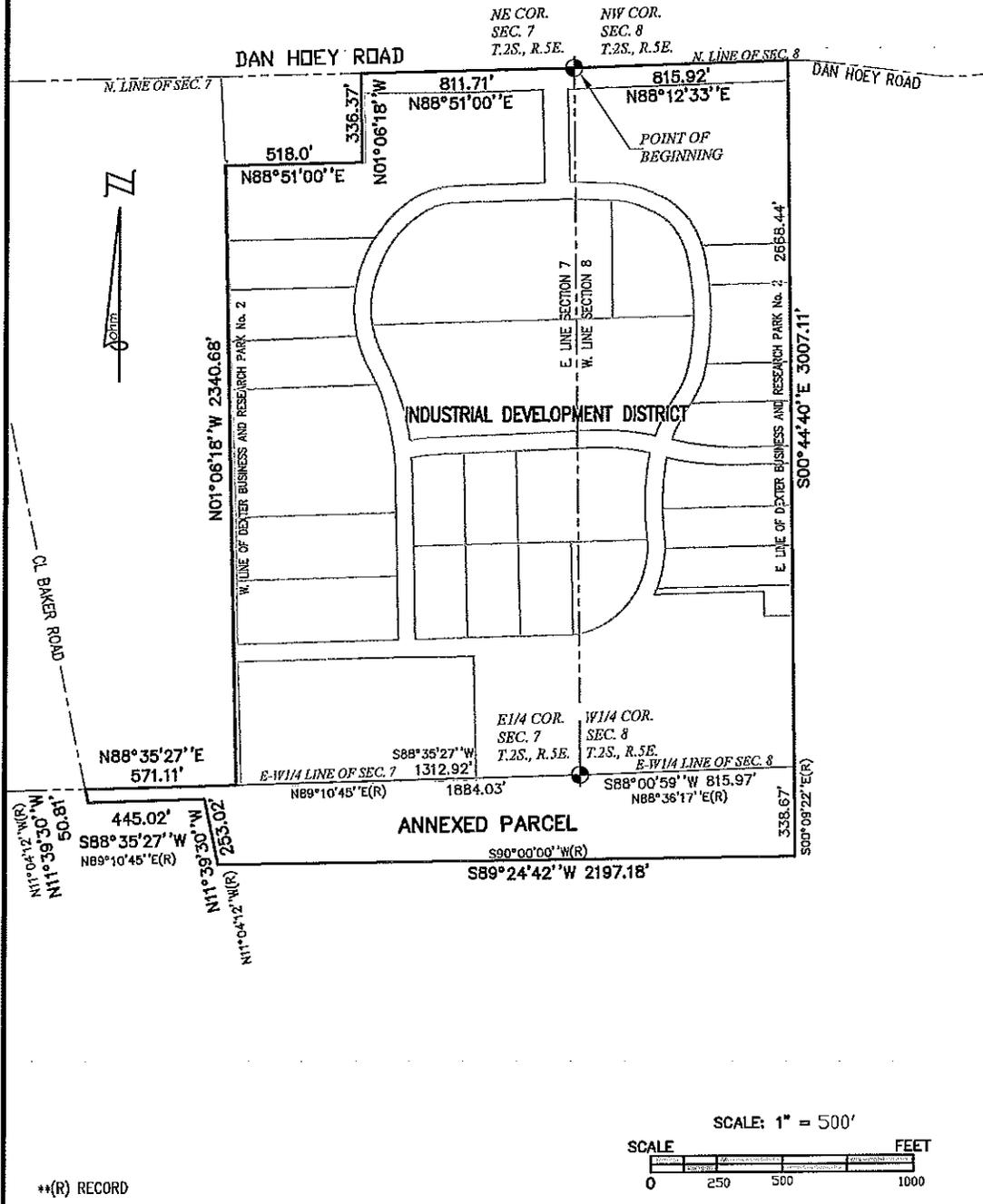
Village President – Shawn W. Keough

CERTIFICATION

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Village Council of the Village of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the _____.

Village Clerk – Carol J. Jones

IDD SKETCH



***(R)* RECORD

<p style="font-size: 1.2em; font-weight: bold; margin: 0;"><u>IDD SKETCH</u></p> <p style="margin: 0;">THE BOUNDARIES OF THE INDUSTRIAL DEVELOPMENT DISTRICT AND THE ANNEXED PARCEL VILLAGE OF DEXTER, WASHTENAW COUNTY, MICH.</p>		<p style="margin: 0; font-size: 0.8em;">34000 Plymouth Road Livonia, MI 48150 p (734) 522-6711 f (734) 522-6427</p> <p style="margin: 0; font-style: italic; font-size: 0.8em;">Advancing Communities</p>	
<p style="margin: 0;">CLIENT: VILLAGE OF DEXTER</p>	<p style="margin: 0;">DATE: 08-05-13</p> <p style="margin: 0;">DRAWN BY: SH</p> <p style="margin: 0;">DWG: IDD SKETCH</p>	<p style="margin: 0;">SHEET</p> <p style="margin: 0; font-size: 1.2em; font-weight: bold;">1 OF 2</p>	<p style="margin: 0;">JOB NO.</p> <p style="margin: 0; font-size: 1.2em; font-weight: bold;">0130-13-0011</p>

IDD DESCRIPTION

INDUSTRIAL DEVELOPMENT DISTRICT

A parcel of land being a part of the NE 1/4 of Section 7 and NW 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan, described as follows:
Beginning at the NW corner of said Section 8 and proceeding thence N 88°12'33" E 815.92 feet along the North line of said Section 8; thence S 00°44'40" E 2668.44 feet to the E-W 1/4 line of said Section 8; thence along said line S 88°00'59" W 815.97 feet to the W 1/4 corner of said Section 8; thence S 88°35'27" W 1312.92 feet along the E-W 1/4 line of said Section 7; thence N 01°06'18" W 2340.68 feet; thence N 88°51'00" E 518.0 feet; thence N 01°06'18" W 336.37 feet to the North line of said Section 7; thence along said North line N 88°51'00" E 811.71 feet to the Point of Beginning.
Containing 127.11 acres of land, more or less. Subject to the rights of the public in Dan Hoey Road (66 ft. wide).

ANNEXED PARCEL TO THE VILLAGE OF DEXTER

A parcel of land being a part of the SE 1/4 of Section 7 and SW 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan, described as follows:
Commencing at the East 1/4 of said Section 7, said corner also being the West 1/4 corner of said Section 8; thence N 88°36'17" E 815.97 feet along the E-W 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 NE 1/4 of said Section 7 and part of the NW 1/4 of said Section 8 according to the plat thereof as recorded in Liber 30 of Plats, Pages 48-54, Washtenaw County Records; thence S 00°09'22" E 338.67 feet; thence S 90°00'00" W 2197.18 feet; thence N 11°04'12" W 253.02 feet; thence S 89°10'45" W 445.02 feet to the Centerline of Baker Road as monumented; thence N 11°04'12" W 50.81 feet along said Centerline to the E-W 1/4 line of said Section 7; thence N 89°10'45" E 1884.03 feet along said E-W 1/4 line to the Point of Beginning.
Containing 16.66 acres of land, more or less.

INDUSTRIAL DEVELOPMENT DISTRICT (COMBINED)

A parcel of land being a part of the NE 1/4 and SE 1/4 of Section 7 and NW 1/4 and NE 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan, described as follows:
Beginning at the NW corner of said Section 8 and proceeding thence N 88°12'33" E 815.92 feet along the North line of said Section 8; thence S 00°44'40" E 3007.11 feet along the East line of "Dexter Business and Research Park No. 2", a subdivision of part of the NE 1/4 of said Section 7 and part of the NW 1/4 of said Section 8 according to the plat thereof as recorded in Liber 30 of Plats, Pages 48-54, Washtenaw County Records and the East line of "Dexter Business and Research Park", a subdivision of part of the NE 1/4 of said Section 7 and part of the NW 1/4 of said Section 8 according to the plat thereof as recorded in Liber 26 of Plats, Pages 29-39, Washtenaw County Records; thence S 89°24'42" W 2197.18 feet; thence N 11°39'30" W 253.02 feet; thence S 88°35'27" W 445.02 feet to the Centerline of Baker Road as monumented; thence N 11°39'30" W 50.81 feet along said Centerline to the E-W 1/4 line of said Section 7; thence N 88°35'27" E 571.11 feet along said E-W 1/4 line; thence N 01°06'18" W 2340.68 feet along the West line of said "Dexter Business and Research Park No. 2" and the West line of said "Dexter Business and Research Park"; thence N 88°51'00" E 518.0 feet; thence N 01°06'18" W 336.37 feet to the North line of said Section 7; thence along said North line N 88°51'00" E 811.71 feet to the Point of Beginning.
Containing 143.77 acres of land, more or less. Subject to the rights of the public in Baker Road and Dan Hoey Road (66 ft. wide)

IDD DESCRIPTION

THE BOUNDARIES OF THE INDUSTRIAL DEVELOPMENT DISTRICT
AND THE ANNEXED PARCEL
VILLAGE OF DEXTER, WASHTENAW COUNTY, MICH.

CLIENT: VILLAGE OF DEXTER



34000 Plymouth Road | Livonia, MI 48150
p (734) 522-6711 | f (734) 522-6427

Advancing Communities

DATE: 08-05-13
DRAWN BY: SH
DWC: IDD SKETCH

SHEET
2 OF 2

JOB NO.
0130-13-0011

AGENDA 8-12-13ITEM L-4**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303

ddettling@dextermi.gov

Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: August 12, 2013
Re: Recommendation to hire Aaron Desentz for the Part-time Administrative Support Staff Position

Marie Sherry, Allison Bishop, Courtney Nicholls and I reviewed 30 applications for the part-time Administrative Support Staff position. The applications were evaluated and narrowed down to 6 for interviews and interviews were held on July 29th and 30th. The evaluation criteria for narrowing the applications included looking for skill sets that matched the position description. Our primary target was anyone with municipal government experience, or administrative experience. We were also predisposed to individuals with customer service experience and zoning or planning experience.

Marie, Courtney and I interviewed 6 excellent candidates that matched many of the primary criteria. We were able to narrow the interview group to our top two. References were contacted and both candidates remained front runners. We were fortunate to have a great group to choose from and it was difficult to break the tie between the top two candidates.

Kristen Delaney and Aaron Desentz both have local government experience and both have completed a Master's Degree in Public Administration. We felt that Aaron's experience and personality would make him a practical fit for this entry level role. Because of his internship with the village, Aaron gained an understanding of the Village's budget, which also gave him a slight edge over the competition.

Aaron Desentz works for the Ann Arbor District Library as a security assistant and receptionist. He also serves as an Emergency Management Fellow for the Veterans Affairs office. He interned with the Village in 2012 as well as the County Administrators office while completing his Master's Degree in Public Administration. Aaron has customer service experience and he is currently serving as a Planning Commissioner in the Village of Pinckney.

Aaron's references reinforced that Aaron is skilled at juggling multiple priorities while still focusing on the critical path to bring closure to tasks. One reference said that you could set your watch by him.

Aaron has agreed to start on August 19, 2013, pending Council support of this recommendation. He will work 24 hours per week on a flexible schedule, except that Fridays will be a consistent work day. His starting pay will be \$17.00 hour. Aaron's resume, cover letter and application form are attached for your review.

An initial goal for Aaron is to audit and document all the routine and recurring activities of the office that will be incorporated into an office procedures manual. While the audit is being completed, staff will further develop the manual during weekly staff meetings. The manual will include "things to know" to capture staff knowledge and lessons learned over the years. Our goal is to provide a written record that can be used for training and cross training of job duties. Another immediate goal for this position is to have him work with Utility Billing and Tax application modules of our BS&A software on a project that links utility accounts to their tax identification number.

Please contact me if you have any questions about this recommendation or the hiring process.

Application for Employment

Village of Dexter

Equal Opportunity Employer

(Please Print)

DATE 06/29/2013			SOCIAL SECURITY NUMBER :		
NAME- LAST Desentz		FIRST Aaron	MIDDLE Matthew		DRIVER'S LICENSE NUMBER :
HOME ADDRESS-STREET 349 W. Hamburg		CITY Pinckney	STATE MI	ZIP CODE 48169	TELEPHONE NO. OF APPLICANT :
TEMPORARY ADDRESS-STREET		CITY	STATE	ZIP CODE	TELEPHONE NO. FOR MESSAGES
POSITION APPLYING FOR 1. Administrative Liaison		POSITION APPLYING FOR 2.		SALARY EXPECTED \$17 per hour	
WHO REFERRED YOU TO US FOR EMPLOYMENT?		DATE AVAILABLE 7/15/2013		ARE YOU A U.S. CITIZEN? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAVE YOU BEEN CITED FOR ANY TRAFFIC VIOLATIONS IN THE PAST TWO YEARS? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		IF YES, REASON		DO YOU SPEAK ANY FOREIGN LANGUAGES? (VOLUNTARY) No	
HAVE YOU EVER BEEN CONVICTED FOR OTHER THAN MINOR TRAFFIC VIOLATIONS? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		IF YES, WHEN?	WHERE?	REASON	

EDUCATION	NAME & ADDRESS OF SCHOOL	GRADUATED		TYPE OF DEGREE	MAJOR	ACCUM AVG
		YES	NO			
HIGH SCHOOL	Pinckney High School 2130 E M 36 Pinckney, MI 48169	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Diploma	Gen. Education	3.0
COLLEGE	Eastern Michigan University 900 Oakwood St Ypsilanti, MI 48197	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Master's Degree	Public Administration	3.73
HOBBIES ACTIVITIES	Fishing, mountain biking, hiking, camping.					

PREVIOUS EMPLOYMENT (MOST RECENT FIRST)

DATES		EMPLOYER NAME, ADDRESS & PHONE	NATURE OF DUTIES	RATE OF PAY	MAY WE CONTACT THIS EMPLOYER?	
FROM MO/YR	TO MO/YR				YES	NO
05/12	Present	VA Healthcare Center 2215 Fuller Rd. Ann Arbor, MI (734) 845 - 5737 <small>REASON FOR LEAVING:</small>	Project management, grant writing, employee training.	0.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
07/08	Present	Ann Arbor District Library 343 S. Fifth Ave. Ann Arbor, MI (734) 327 - 4200 <small>REASON FOR LEAVING:</small>	Security, reception duties, updating databases, checking invoices.	12.79	<input checked="" type="checkbox"/>	<input type="checkbox"/>
08/12	01/13	Washtenaw County Administration 220 N. Main St. Ann Arbor, MI (734) 222 - 6850 <small>REASON FOR LEAVING:</small>	Policy research, scheduling for commissioners,	10.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

MILITARY

BRANCH	LENGTH OF SERVICE:
--------	--------------------

1. Are you presently working? Yes No
If yes, give reason for the desire to change I would like to work in the public sector and to utilize my Master's degree.

2. Why are you interested in employment with the Village of Dexter?
I have interned with the village before in early 2012 and found it to be very enjoyable.

3. Have you ever worked for the Village of Dexter before?
Department Finance Department Intern Date: from 01/12 to 05/12

4. Do you have any relatives working for the Village of Dexter? Please list:
Name Relationship

5. Are there any areas of the application that you would like to explain more fully?

6. Please list the names of two professional references.

Name: <u>Marie Sherry</u>	Name: <u>Lisa Moutinho</u>
Title: <u>Finance Director</u>	Title: <u>Managerial Analyst</u>
Company: <u>Village of Dexter</u>	Company: <u>Washtenaw County</u>
Address: <u>8123 Main Street, 2nd Floor Dexter, Michigan 48130</u>	Address: <u>220 N. Main Ann Arbor, MI 48104</u>
Telephone: <u>(734) 426-8303 x 14</u>	Telephone: <u>(734) 222 - 6850</u>
Relationship to you: <u>Former Intern director</u>	Relationship to you: <u>Former Intern director</u>

I hereby certify that all the information given is true and complete, and agree that any false information given during the hiring process, or after employment, may be grounds for denial of employment or immediate discharge if employed. AD (Initials)

The companies, schools and persons listed may give information concerning me, and are released from all liability on my part. AD (Initials)

I understand that my employment can be terminated at will by me or the company with or without notice for any reason, with or without cause.

Signature  Date 6/29/2013

Aaron Desentz
349 W. Hamburg
Pinckney, MI 48169
(810) 923-7842
desentz@gmail.com

July 1, 2013,

To Whom It May Concern:

My name is Aaron Desentz and I am writing to you with great interest in seeking the position of Administrative Liaison for the Village of Dexter, Michigan.

My interest in this position stems from my desire to succeed in the public sector and to work in a local government setting. Now that I have graduated from Eastern Michigan University with a Master's Degree in Public Administration, I am eager to begin a career with a municipality who will use my skills in an exciting and challenging career.

As of now I am working as a fellow for the Department of Veterans Affairs in the Office of Emergency Management. There I work a number of department business related issues such as managing a \$100,000 grant funded project. Much of my time was also spent working with community stake holders in creating and implementing collaborative agreements. Our department is very proactive in staying ahead of issues and our efforts have awarded us with over \$1 million in federal grant money.

I have also completed an internship with the Village of Dexter in the Finance Department. There I became more familiar with public finance and was able to apply what I learned in the classroom to the real world. I reviewed financial documents for compliance with GFOA standards and created a Comprehensive Annual Financial Report.

Finally, I worked as an intern at Washtenaw County directly under the County Administrator Verna McDaniel. I learned what it was like to work for a board responsible to the voters and began to understand a lot of the politics that are involved. I led several projects including introducing a flood mitigation plan in collaboration with the federal government. I also undertook many day-to-day office activities such as answering phones, preparing correspondence for County Commissioners, and scheduled appointments for county officials.

If this experience sounds like the candidate you are looking for then please feel free to contact me at any time at the above phone number regarding the Administrative Liaison position. Thank you in advance for your time and the opportunity.

Sincerely,
Aaron Desentz

Aaron Desentz

349 W. Hamburg • Pinckney, MI 48169 • (810) 923-7842 • desentz@gmail.com

Professional Work Experience

Emergency Management Fellow

United States Department of Veterans Affairs, Ann Arbor, MI. May 2012-Present

- Of 191 applicants, was selected as one of three fellows for prestigious Office of Emergency Management Fellowship program.
- Assisted Emergency Management Department and made key suggestions for change in maintaining compliance with Joint Commission and Occupational Safety and Health Administration standards and practices. Directed implementation of new practices as needed by the Department.
- Delegated authority by the Department Manager to attend community meetings with multiple jurisdictions to strengthen relationships as well as community emergency response systems.
- Managed the requisition and implementation oversight of grant-funded acquisitions exceeding \$100,000 for the procurement of critical emergency response equipment.
- As senior member of the Emergency Management cohort, actively mentored other cohort members on technical skills development and interpersonal communications.
- Led research team to develop quantitative and qualitative measures for the uses of new GIS technology for departmental needs.
- Recommended key evidence-based improvements to emergency notification process resulting in \$10,000 annual savings to the organization. Created an exercise program to test the new system which showed a boost in program ability by 50% over previous program.

Security Assistant/Receptionist

Ann Arbor District Library, Ann Arbor, MI. Jul. 2008 - Present

- Greet vendors at shipping and receiving door. Maintain database and physical records of all visitors and vendors. Answer incoming phone calls and sort incoming mail.
- Direct essential maintenance functions as part of the facilities department; coordinate activities of various departments to address emergency needs.
- Assisted in the development and construction of new persons of interest database which made organization of files and searching for offenders more efficient.
- Provide technical guidance for new security personnel, conduct training, and evaluate performance of new employee.

Administrative Intern

Washtenaw County Administration, Ann Arbor, MI. Sept. 2012 – Jan. 2013

- Answer incoming calls and corresponding emails regarding county business. Assist in the drafting of agenda items for consideration of County Commissioners. Conduct and relay research to management and County Commissioners.
- Undertake research projects as assigned by County Administrator. Evaluate policy proposals and seek out supplemental funding and grants for proposed projects.

- Conduct quantitative and qualitative analysis of e-filing models for court documents and generate a cost-benefit analysis for said project. Report detailed my recommendation to court administration regarding how best to implement the planned changes.
- Introduced a flood-risk awareness policy in coordination between Washtenaw County and the Federal Emergency Management Agency to elicit federal and state mitigation funds that will reduce the cost of flood insurance in the county.

Finance Department Intern

Village of Dexter Administration Office, Dexter, MI. Jan. 2012 – May 2012

- Prepared a comprehensive annual financial report for the Village of Dexter to comply with state reporting regulations.
- Review financial documents of other municipalities to ensure compliance with official government standards.

Professional Appointments

Planning Commissioner

Village of Pinckney Administration Office, Pinckney, MI. Jun. 2011 – Present

- Engage in planning discussions related to the Village Master Plan and make recommendations for the continued growth and prosperity as it relates to land use and development.
- Use various research methods to introduce land use policy in compliance with multiple jurisdiction's laws and regulations.

Education and Credentials

Masters of Public Administration

Eastern Michigan University – Ypsilanti, MI

Awarded April 2013

Bachelor of Science – Criminology

Eastern Michigan University

Awarded August 2009

Professional Organization Memberships

American Society of Public Administration

Michigan Local Government Management Association

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: August 7, 2013
Re: Contracts with Western-Washtenaw Area Value Express

Provided for your approval are the Village's annual contracts with Western-Washtenaw Area Value Express for both door to door and inter-urban connector bus service. The contract runs from July 1 to June 30.

The contracts include the \$10,000 cost increase requested by WAVE; \$12,000 to \$17,000 for door to door service and \$10,000 to \$15,000 for inter-urban connector service.

As follow-up to the meeting that was held with Village President Shawn Keough, Trustee/WAVE President Jim Carson, WAVE Administrator Michaelene Pawlak and Assistant Village Manager Courtney Nicholls WAVE did provide an updated spreadsheet showing their estimated revenue for their next fiscal year. WAVE did request that the information not be provided in the public packet or placed on the website, so the information was provided separately to Council.

These amounts were not budgeted so a budget amendment will be proposed with the Finance Director/Treasurer's 1st Quarter report in October.

AGREEMENT

WESTERN-WASHTENAW AREA VALUE EXPRESS, P.O. Box 272, Chelsea, MMI 48118

(hereinafter "WAVE") and the VILLAGE OF DEXTER (hereinafter "DEXTER"), in consideration of the mutual promises contained herein, do hereby agree as follows this _____ day of _____ 2013.

1. **Background:** WAVE, a Michigan Non-Profit Corporation, formed under state statute, receives 5311 funding through operating funds from the Michigan Department of Transportation (MDOT) pursuant to Public Act 51 of 1951 for the purpose of providing transportation according to its Articles and Bylaws within portions of the ANN ARBOR TRANSPORTATION AUTHORITY (hereinafter "AATA") service area, within Washtenaw County. DEXTER desires to contract with WAVE for WAVE to provide a portion of said public transportation within the AATA service area, and specifically to provide door-to-door services for the Village of Dexter and Dexter School District area.
2. **Term:** The term of this Agreement shall be from July 1, 2013 through June 30, 2014.
3. **Public transportation service to be provided:** This agreement does not impose any duty or obligation upon WAVE to provide any specific public transportation service beyond what is stated expressly herein. WAVE hereby agrees to extend door-to-door service to DEXTER, five days per week, eight hours per day, Monday through Friday. It is mutually understood that WAVE is solely responsible for determining all aspects of the service to be provided including the hours of service, routes, and vehicle scheduling, and for determining all aspects of the quality and safety of

operation without oversight by DEXTER or consultation with DEXTER. Aspects of quality and safety of operation may include (as an example), eliminating part or all of a shift due to weather or other safety related issues.

4. **Ridership reporting:** WAVE agrees to maintain ridership data by demographics and to provide the same on a yearly basis to DEXTER.
5. **Payment:** DEXTER agrees to pay WAVE the sum of SEVENTEEN THOUSAND DOLLARS and NO/DOLLARS (\$17,000) for the services described herein in equal installments due on the first day of each quarter of the Agreement. The quarterly installments amount shall be FOUR THOUSAND TWO HUNDRED FIFTY DOLLARS (\$4,250). The first installment shall be due on July 1, 2013. DEXTER will be notified of any state or federal funding formulas changes as they occur. DEXTER understands that payments noted above do not fully cover operational expenses of a five-day-per-week door-to-door service. If state, federal or local funding needed to subsidize door-to-door service is not achieved, service days may be reduced accordingly during the agreement period.
6. **Indemnification:** WAVE agrees to indemnify and hold DEXTER harmless from all claims of any sorts, including but not limited to claims for personal injury or property damages which arise from any action or failure to act by WAVE in relation to its obligations under this Agreement. DEXTER agrees to indemnify and hold WAVE harmless for any and all claims of any sort arising out of a breach of this agreement by DEXTER.

7. **Insurance:** WAVE will provide such insurance as may be required by MDOT relating to the obligations of WAVE under this Agreement, and will name DEXTER as an additional insured under any policy of insurance which may be required.
8. **Termination:** Either party may terminate this Agreement for cause at any time in the event that the other party fails to perform its obligations hereunder. Unless non-performance results in immediate threat to public health or safety, DEXTER will provide WAVE with written notice of non-compliance and a 30-day period to cure such non-compliance before termination of services. Further, either party may terminate this Agreement for its convenience or state, federal or local funding deficits upon 60 days written notice, provided that the parties shall continue their obligations to each other under the terms of this agreement until it is terminated.
9. **Assignment:** WAVE may not assign its obligations under this Agreement without the prior written consent of DEXTER.
10. **Governing law:** This agreement shall be governed by the law of Michigan.
11. **Severability:** In the event any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall remain in full force and effect.

VILLAGE OF DEXTER

WAVE

Sign: _____

Sign: _____

Print: _____

Print: _____

Date: _____

Date: _____

AGREEMENT

WESTERN-WASHTENAW AREA VALUE EXPRESS, P.O. Box 272, Chelsea, MI 48118 (hereinafter "WAVE") and the **VILLAGE OF DEXTER** (hereinafter "DEXTER"), in consideration of the mutual promises contained herein, do hereby agree as follows this _____ day of _____ 2013.

1. **Background:** WAVE, a Michigan Non-Profit Corporation, formed under state statute, receives 5311 funding through operating funds from the Michigan Department of Transportation (MDOT) pursuant to Public Act 51 of 1951 for the purpose of providing transportation according to its Articles and Bylaws within portions of the ANN ARBOR TRANSPORTATION AUTHORITY (hereinafter "AATA") service area, within Washtenaw County. DEXTER desires to contract with WAVE for WAVE to provide a portion of said public transportation within the AATA service area, and specifically to provide an inter-urban express connector service to an AATA transfer point that is located on Jackson Road, near Wagner Road with the City of Ann Arbor, and WAVE desires to provide public transportation on those terms.
2. **Term:** The Term of this Agreement shall be from July 1, 2013 to June 30, 2014.
3. **Public transportation service to be provided:** This agreement does not impose any duty or obligation upon WAVE to provide any specific public transportation service beyond what is stated expressly herein. WAVE hereby agrees to extend its current service to DEXTER to provide pick-up locations within DEXTER, and provide inter-urban express service (Community Connector service) from DEXTER to the AATA transfer point referenced above. It is

mutually understood that WAVE is solely responsible for determining all aspects of the service to be provided including the hours of service, routes, and vehicle scheduling, and for determining all aspects of the quality and safety of operation without oversight by DEXTER or consultation with DEXTER. Aspects of quality and safety of operation may include (as an example), eliminating part or all of a shift due to weather or other safety related issues.

4. **Ridership reporting:** WAVE agrees to maintain ridership data by pick up location and to provide the same on a quarterly basis to DEXTER.
5. **Payment:** DEXTER agrees to pay WAVE the sum of FIFTEEN THOUSAND and NO/100 DOLLARS (\$15,000) for the services described in this in equal installments due on the first day of each quarter of the Agreement. The quarterly installment amount shall be THREE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$3,750). The first installment shall be due on July 1, 2013. DEXTER will be notified of any state or federal funding formulas changes as they occur. DEXTER understands that payments noted above do not fully cover operational expenses of a five-day-per-week door-to-door service. If state, federal or local funding needed to subsidize door-to-door service is not achieved, service days may be reduced accordingly during the agreement period
6. **Indemnification:** WAVE agrees to indemnify and hold DEXTER harmless from all claims of any sorts, including but not limited to claims for personal injury or property damages which arise from any action or failure to act by WAVE in relation to its obligations under this Agreement. DEXTER agrees to indemnify

and hold WAVE harmless for any and all claims of any sort arising out of a breach of this agreement by DEXTER.

7. **Insurance:** WAVE will provide such insurance as may be required by MDOT relating to the obligations of WAVE under this Agreement, and will name DEXTER as an additional insured under any policy of insurance which may be required.
8. **Termination:** Either party may terminate this Agreement for cause at any time in the event that the other party fails to perform its obligations hereunder. Unless non-performance results in immediate threat to public health or safety, DEXTER will provide WAVE with written notice of non-compliance and a 30-day period to cure such non-compliance before termination of services. Further, either party may terminate this Agreement for its convenience or state, federal or local funding deficits upon 60 days written notice, provided that the parties shall continue their obligations to each other under the terms of this agreement until it is terminated.
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10. **Governing law:** This agreement shall be governed by the law of Michigan.
11. **Severability:** In the event any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall remain in full force and effect.

VILLAGE OF DEXTER Sign _____

Print _____

Date _____

WESTERN-WASHTENAW AREA VALUE EXPRESS

Sign _____

Print _____

Date _____