

**DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, APRIL 10, 2014**

AGENDA 4-28-14
ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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	P. Cousins
D. Fisher	J. Knight
J. Semifero	R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Michelle Aniol, Community Development Manager; Carol Jones, Village Clerk; Scott Maurer, Water and Sewer Department; Blair Selover, F & V Operations; Patrick Droze, Orchard, Hiltz and McCliment; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – March 24 2014
2. Work Session – March 29, 2014

Motion Tell; support Carson to approve the minutes of the Regular Council Meeting of March 24, 2014 and the Work Session of March 29, 2014 as presented.

Unanimous voice vote for approval

D. PREARRANGED PARTICIPATION

Update from Huron River Watershed Council – Trail Town Program
Elizabeth Riggs and Anita Twardesky

Elizabeth Riggs, Deputy Director of the Huron River Watershed Council addressed Council on the River Up project to Fix Up, Clean Up and Build Up the Huron River.

Anita Twardesky who is in charge of the Trail Towns program explained the concept of the program and the five towns in the program – Dexter, Ann Arbor, Milford, Ypsilanti and Flat Rock. The question was asked as to how Dexter can help with the economic revitalization of these towns along the river and Anita's response was that Dexter could develop a team within the community to develop a strategy and stewardship activities around the river.

Ms. Twardesky also mentioned the April 24 conference meeting at Washtenaw Community College on the State of the Huron (River).

E. APPROVAL OF THE AGENDA

Motion Tell; support Semifero to approve the agenda as presented
Unanimous voice vote for approval

F. PUBLIC HEARINGS

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

None

G. NON-ARRANGED PARTICIPATION

None

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Washtenaw County Parks & Recreation Commission Notice of Public Meetings
4. Scio Township Notice of Master Plan Review

I. REPORTS

1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet. As Mr. Schlaff was absent from the meeting, Scott Maurer gave the following updates:

- Sludge Project – received a report on sealing leaks on the bolts and can now move forward. Have a test set for Thursday.
- NUBCo – things have leveled off and it appears that things are more in control. Mr. Selover spoke of procedures at NUBCo that can handle wastes.

2. Community Development Manager – Michelle Aniol

Ms. Aniol submits her report as per packet and gave the following updates:

- Spring tree planting is underway with 15 trees on Broad Street, 6 more throughout the Village, a new replacement tree in monument Park, 9 trees to replace those from 2013 that didn't survive and 10 purchased by residents. Ms. Aniol also answered Trustee Semifero's question regarding planting of trees from the tree planting program in common areas in the subs and this can be done as long as they are placed in the right-of-way.
- Evergreen seedlings will be handed out on Arbor Day, April 25, at the Dexter District Library, Monument Park and Dexter Mill.
- Real Estate updates were provided on the Bits and Pizza building and business and the old DAPCO site. Had a meeting planned for today (April

14) with DTE regarding the sub-station but the meeting was canceled due to the wind and power outages and will be rescheduled.

- Morning Star Day Care is asking for rezoning on Dexter-Ann Arbor Road to Professional Business District.
- Business visits included Doors and Drawers and Adair Printing.
- The next Business Summit will be held on April 23 at LaFontaine.
- Mentioned that there may be an opportunity for a Council member to attend the Washtenaw Economic Club luncheons.

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

Dexter Area Fire Department – February/March Minutes

Minutes included in the packet. One comment was made in regards to the note in the minutes that the regional team was no longer meeting. President Keough responded that he has been busy and will be calling a meeting in the near future.

Gateway Initiative (Big 400) – Special Tribute/Award – Paul Cousins

The Big 400 was awarded the Governor’s Award for Innovative Tourism Partner in Conservation and that Dexter will be able to display the award for a period of time.

Washtenaw County Sheriff – Written Report for February 2014

Sgt. Flores submits a written report as per packet. It was noted that they may need to do some modifications with the Red Barrel.

4. Subcommittee Reports

Facilities –The committee did meet last week and received eleven RFP’s. Will be interviewing six of the RFP’s.

5. Village Manager Report

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

- Have begun working on the 2014-2015 Budget and BSA has begun working on setting up a two year budget. We will also be looking at transitional budgeting also if Dexter becomes a city.
- Did confirm that taxes at the Dexter Wellness Center will be around \$322,000.
- The tourism program with the Ypsilanti Convention and Visitors Bureau is moving forward.
- Dexter Coney has been locked down with legal issues but the building’s owner (Loreen McCalla) has interested parties for the business and building.
- Trustee Tell thanked Ms. Nicholls for her work in securing the art display from the DIA for August.

- Trustee Carson announced that the Dexter Lions Club would like to donate up to \$9500 for a permanent piece of art for the Village.

6. President's Report

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

- Working on getting candidates for the Park and Recreation Commission and ZBA open positions.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$501,323.01
2. Consideration of: Central Street Road Closure Request from Dexter Garden Club for Saturday, May 17, 2014 from 5 am to 4 pm to conduct their Annual Plant Sale.
3. Consideration of: Request from the American Legion – Post 557 to conduct Poppy Days 2014 on the sidewalks of Dexter Friday, May 16 And Saturday, May 17, 2014.

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

Unanimous voice vote for approval

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps-Charter Commission Update

Ms. Nicholls reported the following that the Charter has been completed and mailed last Friday to the Governor, Attorney General and the Boundary Commission.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Central Street/Dexter Mill Updates:
Decision between gravel or asphalt for the public parking lot

Motion Semifero; support Fisher to go with gravel on the public parking lot at Dexter Mill at a cost of \$5,163.40 to the Village and \$1,912.80 to Dexter Mill.

Motion Cousins; support Carson to amend the original motion and asphalt the public parking lot at a cost of \$10,243.48 to the Village and \$1,912.80 to Dexter Mill.

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

Amended original motion:

Motion Semifero; support Fisher to asphalt the public parking lot at Dexter Mill at a cost of \$10,243.48 to the Village and \$1,912.80 to Dexter Mill.

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

2. Consideration of: Recommendation to approve a proposal with F&V Operations to complete a comprehensive Health and Safety Program for the Village not to exceed \$47,140

Motion Fisher; support Carson to approve the proposal with F&V Operations to complete a comprehensive Health and Safety Program for the Village not to exceed \$47,140.

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

3. Consideration of: Proposal from OHM for Construction Engineering and Inspection Services for the Ann Arbor/Central Street Project in an amount not to exceed \$181,000

Motion Tell; support Cousins to accept the proposal from OHM for construction engineering and inspection services for the Ann Arbor/Central Street Project in an amount not to exceed \$181,000.

Ayes: Tell, Carson, Cousins, Fisher and Keough
Nays: Knight and Semifero
Motion carries 5 to 2

4. Consideration of: Recommendation to award Pavement Marking work to M & M for an amount not to exceed \$10,600

Motion Tell; support Cousins to award the pavement marking work to M&M for an amount not to exceed \$10,600.

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

5. Discussion of: Wastewater Treatment Plant Underdrain Assemblies

Discussion followed on the problem and need to replace the sand filters.

M. COUNCIL COMMENTS

Carson	None
Tell	None
Knight	Reminded Council that she will gone for the next meeting.
Jones	Mentioned the strange occurrence of wildlife in her backyard. A week ago there was a dead pheasant and today a female wild turkey paraded into the yard.
Semifero	None
Knight	None
Cousins	Will be attending the Huron River Day on the 24 th . Have heard from residents concerned about too little parking downtown and may be looking at a task force on parking.

N. NON-ARRANGED PARTICIPATION

None

O. CLOSED SESSION

Motion Fisher; support Cousins to move into closed session for the purpose of discussing union negotiations in accordance with MCL 15.268 at 9:05 PM.

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

Nays: None

Motion carries

Motion Cousins; support Fisher to leave closed session at 10:01 PM.

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

Nays: None

Motion carries

P. ADJOURNMENT

Motion Cousins; support Carson to adjourn at 10:02 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: _____



the ann arbor bike share

Presentation for Dexter
April 28, 2014



Why Share Bikes?

- **FUN**
 - lets you enjoy everything you enjoy about biking
- **HEALTHY**
 - even the shortest bike trips improve fitness
- **RELIABLE**
 - bikes easy to access and hassle free
- **FLEXIBLE**
 - stations are modular and can be sited throughout town



Who is ArborBike?

- Partnership Team

- CEC: owner / operator
- AAATA: fiduciary
- City of Ann Arbor: grant match & project partner
- University of Michigan: title sponsor
- B-cycle: bike & station supplier



What's in the box?

- 14 Automated Stations

- solar powered
- modular
- removable



- 125 Durable Bikes

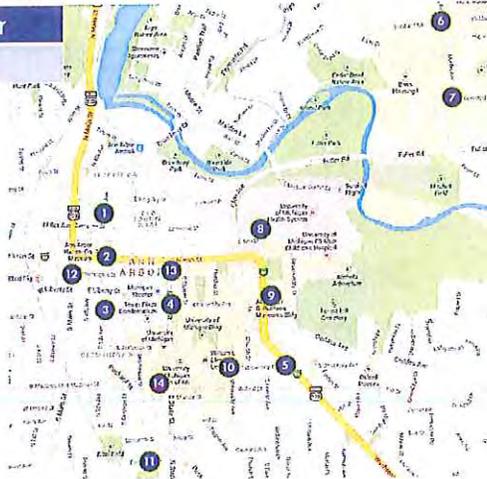
- 3 speed Treks
- adjustable seats
- baskets
- lights



Rates & Locations

1 year	7 day	24 hour
\$65	\$20	\$6

- Pricing competitive with parking and cab fare
- 14 locations
 - Downtown
 - UM Central & North Campus



arborbike 

When did this start?

- January '13
 - RFP for equipment supplier released
- August '13
 - Ann Arbor city council grants approval
- October '13
 - CMAQ funding awarded, Site selection starts
- November '13
 - Naming campaign
- January '14
 - Site engineering starts
- February '14
 - Released name and logo
- March '14
 - Sponsorship campaign starts
- April '14
 - B-cycle secured as vendor

arborbike 

What do we plan to achieve

- **First Year Ridership Targets**
 - 1,000 Annual, 4,000 Daily
 - 150,000 new bike trips / year
 - 65,000 fewer car trips / year
 - 341,000 VMT reduction
- **System Expansion**
 - Ann Arbor Parks & Neighborhoods
 - Ypsilanti & Eastern Michigan University



Who pays for this?

- Total Project Budget: **\$1.55 million** (2013-2015)
 - Capital: **\$750,000**
 - \$600,000 – federal CMAQ grant
 - \$150,000 – local match through the City of Ann Arbor
 - Operating: **\$800,000**
 - \$600,000 – committed from UM up to \$200,000 per year
 - \$200,000 – projected memberships and user fees
 - Other: additional anticipated sponsorship revenue



arborbike

Nick Helmholdt
ArborBike Operations Manager
nick@cec-mi.org
734-585-5720 x13



2014 Meeting Calendar

Board	Date	Time	Location	Website	Village Representative
Huron River Watershed Council	4/24/2014	5:30 p.m.	1100 N. Main, Suite 210, Arn	http://www.hrwc.org/	Paul Cousins
Dexter Village Council	4/28/2014	7:30 p.m.	Dexter Senior Center	http://www.dexter.mi.us/	Pat Cousins
Dexter Village Council Work Session	4/30/2014	6:00 p.m.	Copeland Board Room	http://www.dexter.mi.us/	Joe Semifero
Dexter Area Historical Society Board	5/1/2014	7:00 p.m.	Gordon Hall	http://www.dexter.mi.us/	Paul Cousins
Dexter District Library Board	5/5/2014	7:00 p.m.	Dexter District Library	http://www.dexter.mi.us/	Rhett Gronevelt
Dexter Village Planning Commission	5/5/2014	7:30 p.m.	Senior Center	http://www.dexter.mi.us/	Paul Cousins, Carol Jones
Dexter Village Arts, Culture & Heritage Committee	5/6/2014	7:00 p.m.	Dexter Senior Center	http://www.dexter.mi.us/	
Washtenaw Area Transportation Study-Technical	5/7/2014	9:30 a.m.	Road Commission Offices	http://www.miwats.org/	
Gateway Initiative (Big 400)	5/9/2014	9:30 a.m.	Waterloo Recreation Area		
Dexter Community Schools Board of Education	5/12/2014	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter Village Council	5/12/2014	7:30 p.m.	Dexter Senior Center	http://www.dexter.mi.us/	
SH - Dexter Coalition	5/13/2014	5:30 p.m.	Dexter Wellness Center		
Dexter Village Council Work Session	5/13/2014	6:00 p.m.	Copeland Board Room		
Scio Township Board	5/13/2014	7:00 p.m.	Scio Township Hall	http://www.sciotownship.org/	Paul Cousins, Donna Dentling
Chelsea Area Planning Team/Dexter Area Regional Team	5/14/2014	7:00 p.m.	City of Chelsea	http://www.ewashenaw.org/	
Dexter Area Chamber of Commerce	5/14/2014	8:15 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Jim Carson
Dexter Area Fire Board	5/15/2014	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Julie Knight
Healthy Community Steering Committee	5/15/2014	9:00 a.m.	Chelsea Hospital - White Oak Room		Ray Tell/Jim Seta
					Paul Cousins

AGENDA 4-28-14
M-K

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

2014 Sign Calendar

	Name of Group	Dates	Number Approved	Approval Date	Locations	Month	Name of Group	Dates	Number Approved	Approval Date	Locations
January	Dexter Senior Ctr-Winter Market	1/11 & 1/25	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	June	Dexter Wellness Walk-Move	6/9-6/15	5-18X24'	3/6/2014	1,2,4,5,44
	St. Andrews-ABC Blood Drive	12/28-1/6/14	2-28" X 22"	12/26/2013	8						
	Dexter High School-Crazy for You	1/25-2/9	2X4", 1-3X5	1/6/2014	1,2,4,5,44	July	St. Andrews-Blood Drive	07/10-07/21	2-28" X 22"	1/6/2014	8 & 22
	K of C-Quarter Mainia	1/15-1/23	5-18X 24"	1/15/2014			Dexter Wellness Walk-Move	7/7-7/13	45430	3/6/2014	1,2,4,5,44
February	Mill Creek-Red Cross Blood Drive	1/13-1/23	2-18" X 24"	1/15/2014	21 & 36	August	Dexter UMC-Vacation Bible	7/7-7/11	1-2' X 3'	3/27/2014	49
	St. Andrews-Monthly dinners	1/31-2/6	1-2X3"	1/6/2014	8		Dexter Wellness Walk-Move	8/4-8/10	45430	3/6/2014	1,2,4,5,44
	Dexter Senior Ctr-Winter Market	2/8 & 2/22	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	September	St. Andrews-Blood Drive	9/19-9/29	2-28" X 22"	1/6/2014	8 & 22
	Dexter Community Orchestra-Concert	2/9 & 2/23	2-4' X 3"	10/3/2013	5 & 9		St. Andrews-Monthly dinners	8/29-9/4 & 9/26-10/2	1-2X3"	1/6/2014	8
March	Dexter Senior Ctr-Winter Market	3/8 & 3/22	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	October	Dexter United Methodist Rummage	9/17-9/27	2-24"X35" and 2-18"X24"	4/4/2014	1,5,10,44
	Community Band - Concert	2/17-3/2	1-18" X	11/1/2013	1,3,5		St. Andrews-Monthly dinners	0	1-2X3"	1/6/2014	8
	St. Andrews-Monthly dinners	2/28-3/6 & 3/28-4/3	1-2X3"	1/6/2014	8	November	Dexter Wellness Walk-Move	10/6-10/12	45430	3/6/2014	1,2,4,5,44
	Dexter Historical Soc.-Artisan Fair	3/6-3/22	5-18X24	2/18/2014	1,2,4,5,44		St. Andrews-Monthly dinners	10/31-11/6	1-2X3"	1/6/2014	8
April	Dexter Wellness Walk-Move More	3/3-3/9	5-18X24'	3/6/2014	1,2,4,5,44	December	Dexter Wellness Walk-Move	11/28-12/4	45430	3/6/2014	1,2,4,5,44
	Dexter K of C-Quarter Mania	3/17-3/27	5-18X24'	3/17/2014	1,2,4,5,10		St. Andrews-Monthly dinners	11/28-12/4	1-2X3"	1/6/2014	8
	Dexter Community Schools-ArtWalk	4/21-5/5/14	5-18 X 24	12/11/2013	1,2,4,44,10	Dexter Wellness Walk-Move	11/3-11/9	45430	3/6/2014	1,2,4,5,44	
	Dexter Senior Ctr-Winter Market	4/5 & 4/19	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	St. Andrews-Monthly dinners	11/28-12/4	1-2X3"	1/6/2014	8	
May	Dexter Community Orchestra-Concert	4/27/14	2-4' X 3"	10/3/2013	5 & 9	Dexter Wellness Walk-Move	12/8-12/14	45430	3/6/2014	1,2,4,5,44	
	St. Andrews-Blood Drive	4/10-4/21	22"	1/6/2014	8 & 22						
	St. Andrews-Monthly dinners	3/28-4/3 & 4/25-5/1	1-2X3"	1/6/2014	8						
	Dexter Wellness Walk-Move More	4/7-4/13	5-18X24'	3/6/2014	1,2,4,5,44						
Location Listing:	Peace Lutheran-Easter Egg Hung	3/29-4/12	1 2X3"	3/29/2014	1						
	Connexions Church Service Times		5-18"X24"	3/29/2014	1,4,5,44,10						
	Dexter United Methodist Rummage Sale	4/16-4/28	2-24"X35" and 2-18"X24"	4/4/2014	1,5,10,44						
	Dexter Drama Club-A Midsummer Night	4/19-5/4	3-18"X24", 1-3'X4" and 1-5'X8"	3/26/2014	2,4,5,44						

E. Spaulding Clark, Supervisor
Nancy C. Hedberg, Clerk
Donna E. Palmer, Treasurer

9-28-19
ITEM H-3
Township of Scio

Trustees: Richard A. DeLong
Christine A. Green
M. Jack Knowles
David S. Read

SCIO TOWNSHIP
PLANNING COMMISSION

NOTICE IS HEREBY GIVEN that a public meeting of the Scio Township Planning Commission will be held at the Scio Township Hall, 827 N. Zeeb Road, Ann Arbor, Michigan, on **MONDAY, April 28, 2014**, at 7:00 PM. During this meeting the Planning Commission will hold a public hearing on the following matters:

Review of Preliminary PUD (Planned Unit Development) for possible rezoning of approximately 17.09 acres from OS (Office Service) and an existing PUD (Planned Unit Development) to a proposed PUD (Planned Unit Development) to establish a new 75,000 square foot medical center. The existing Alpha House family shelter will remain as a part of this proposed rezoning. (PUD OA 3418)

Property Codes: H -08-23-300-015
Owner on Tax Roll: West Washtenaw Medical

Property Codes: H -08-23-300-016
Owner on Tax Roll: Alpha House, Sister of Mercy Health Corp, St. Joseph Mercy Health Sys

Petitioner: Design Inc.

Details concerning the aforementioned matters may be examined at the Township Offices, 827 N. Zeeb Road by interested persons during office hour's weekdays, between 9:00 AM and 5:00 PM.

Any person having interest in said Township or their duly appointed representatives shall there and then be heard at the above described meetings or adjournment thereat relative to any matters that should come before the Planning Commission.

Scio Township will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 10 days notice to Scio Township. Individuals with disabilities requiring auxiliary aids or services should contact Scio Township by writing or calling the Scio Township Staff at (734) 369-9400.

Scio Township Clerk
Washtenaw Legal News
2014-04-10

827 N. Zeeb Road • Ann Arbor, MI 48103
734/369-9400 • 734/665-0825 Fax
www.ScioTownship.org

Treasurer/Finance Director's Report to Council Fiscal Year 2013/2014 Third Quarter

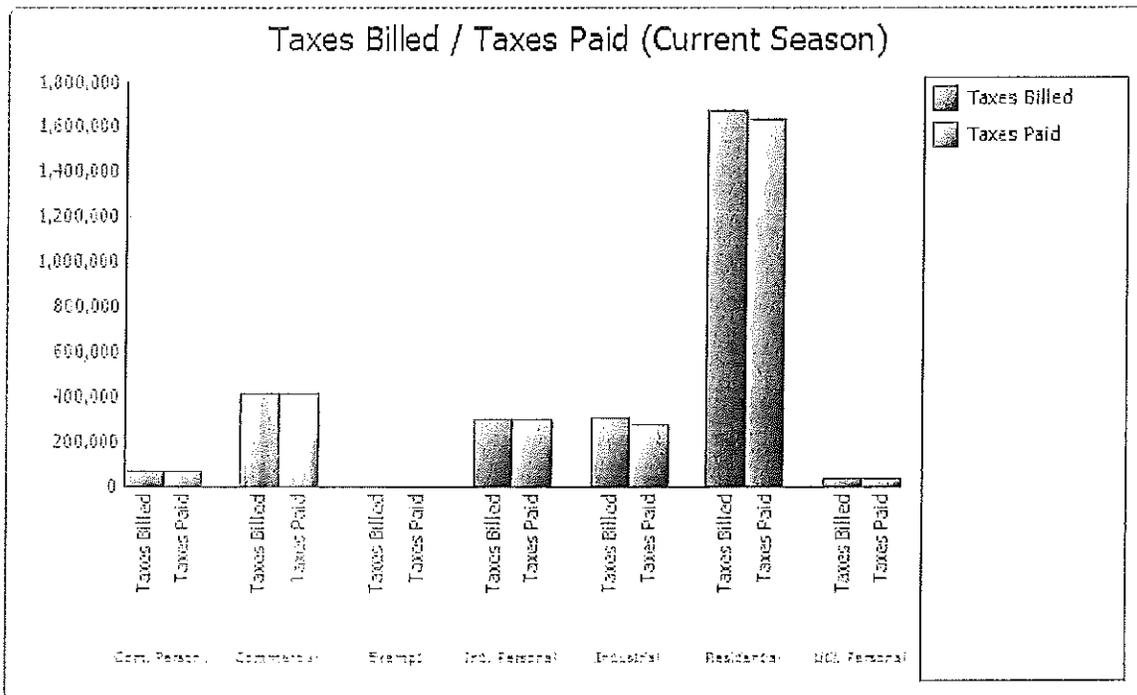
I am pleased to present the Treasurer/Finance Director's Report to Council for the Third Quarter of Fiscal Year 2013/2014.

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 Property Taxes

The 2013 tax year is complete. We have collected 96.6% of real property and 99.4% of personal property taxes billed. As usual, the majority of the delinquent real property is developer-owned.



Delinquent Personal Property Taxes

Delinquent personal property collection activities have resulted in payment by six of the twenty 2013 delinquencies, as well as one with prior year delinquencies. Several of the 2013 delinquent parcels are now out of business and uncollectable, and collection activities continue on the remaining twelve businesses. In addition, the Village is in the process of asking the Circuit Court to allow it to purge uncollectable personal property parcels from 2005-2008.

Michigan Tax Tribunal

The Village has been made aware of two recent Tax Tribunal judgments on large parcels within the Village. The first is Tri-Bro LLC (the Busch's development), which I was made aware of by Busch's, and it affects 2012 and 2013. The second is Dexter Crossings Associates, LLC (the Country Market development - see attached) and it affects 2013. Combined, the refunds are \$10,600 in operating, \$3,100 in streets and \$900 for the GO bond, plus interest. I expect that we will see bills for these refunds from Washtenaw County prior to the end of this fiscal year, so budget amendments are being presented.

The reduction in taxable value for 2013 for Tri-Bro LLC was \$159,700 and for Dexter Crossings Associates, LLC was \$729,800.

Downtown Development Authority (DDA)

I have been working on closing out the Dexter Wellness Center and LaFontaine Brownfields for the 2013 tax season. Unfortunately there have been some glitches in the process where some of the tax capture was not withheld by the township for entities that are not already being captured by the Village's DDA. I have been working with the DDA, the township, and the Brownfield Authority to get this matter resolved in a timely fashion.

In addition, during the course of closing out the 2013 tax year it was discovered that a download sent to the Village by the township back in the fall had resulted in the changing of the base amount for the updated district. What this means is that the DDA will be receiving less in tax capture than they had originally anticipated - I have included my memo to the DDA with this report.

The above information was presented by me to the DDA at their April meeting.

On a different matter, the DDA was interested in finding out what their options were in regard to their existing debt. After meeting with our finance advisor and bond council, they decided to pay down as much of the 2008 taxable bond as possible. I created a cash flow analysis showing when they would have enough liquid cash, and we will send out the notice of intent to pay down debt in May with the intention of making those payments in July 2014.

Winter Maintenance

Due to the unusual nature of this past winter's weather, State of Michigan's legislature voted to send extra funding to municipalities for winter maintenance. The Village received its share, in the amount of \$15,576.94, in early April.

Distinguished Budget Presentation Award

For the fifth year in a row, the Village has received the Distinguished Budget Presentation Award from the Government Finance Officers Association. The comment sheets are attached.

BS&A Software Programs

We met with representatives of BS&A, the makers of our current tax and financial software, to see demonstrations of their software for work orders, time sheets, payroll, fixed assets, access my government (for citizen input), and building and zoning. The purpose of the session is to see where the Village may be able to improve both internal operations and external services using available technology.

Fiscal Year 2014-215 Budget

As Council is aware, with assistance from staff and Council input, I developed a new presentation of Village Goals and Objectives with the aim of making them into a management tool that is measureable within the short term. Work on the budget document itself has been commenced.

We have devised what we feel is a better way to present items that are non-operational, including capital lines that were formerly contained within operating departments and those traditionally associated with liabilities such as vacation/sick accrual and depreciation, by moving them out of operational departments and into either existing or newly-created non-operational departments. We have also created a way to better present items in the enterprise funds (capital and bond principal) that in the past were removed from the associated expense lines as part of year-end closing. By doing this, we will be better able to both utilize existing software and present past information.

City Charter

I assisted the Assistant Village Manager and the City Charter Commission by reviewing the charter document for both technical items (in the area of finance and taxation) and for general editing input.

Education and Committee Memberships

I attended the following training sessions:

- The Michigan Government Finance Officers Association (MGFOA)/Michigan Municipal Treasurers Association (MMTA) combined Spring Seminar in Lansing;
- The Michigan Municipal League's (MML) Priority Based Budgeting session in Ann Arbor;
- The Association of Public Treasurers of the United States and Canada's (APT US&C) Advanced Investing training in Ypsilanti.

I am a current member of the following committees:

- The MMTA's Fall Educational Conference Committee;
- The MML's Municipal Finance Committee;
- Budget reviewer for the Government Finance Officers Association.

I also represented the Village of Dexter as one of five alumni of Eastern Michigan University's (EMU) Master of Public Administration (MPA) program at the Network of Schools of Public Policy, Affairs, and Administration's (NASPAA) site visit for the reaccreditation of EMU's MPA program.

Thank You

I would like to thank Council, Donna and my fellow staff members for your support during my family's difficult time these past few months. The verbal support was comforting, and the ability to flex my time and work at home made everything much less stressful for me, especially during the two weeks of his hospitalization. It has been very, very much appreciated by both of us.

APR 14 2014

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN ADMINISTRATIVE HEARING SYSTEM
MICHIGAN TAX TRIBUNAL

DEXTER CROSSING ASSOCIATES, LLC,
Petitioner,

v

MTT Docket No. 450502

SCIO TWP.,
Respondent.

Steven H. Lasher

STIPULATION FOR ENTRY OF CONSENT JUDGMENT

1. The case is pending in the Entire Tribunal OR Small Claims Division.
2. Property Parcel No: HD-08-08-200-021.
3. The values for the property identified above as established by Respondent's Board of Review are:

Tax Year	True Cash Value	Assessed Value	Taxable Value
2013	\$4,059,600	\$2,029,800	\$2,029,800
2014	\$4,315,600	\$2,157,800	\$2,127,379

4. The values for the property identified above as stipulated by the parties for settlement purposes are:

Tax Year	True Cash Value	State Equalized Value	Taxable Value
2013	\$2,600,000	\$1,300,000	\$1,300,000
2014	\$2,600,000	\$1,300,000	\$1,300,000

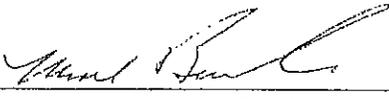
5. If stipulation addresses tax years other than the tax year originally appealed or tax years added through motions to amend that have been granted by the Tribunal, list the separate facts upon which the parties rely to invoke the Tribunal's authority over those tax year or years (attach additional page if necessary):

6. List separately any special terms or conditions being proposed by the parties that would affect the execution of this Consent Judgment including, but not limited to, the joint payment of the refund, the waiver of interest, etc.:

IT IS FURTHER ORDERED AND ADJUDGED that refunds shall be made payable jointly to Petitioner named herein and its counsel, Honigman Miller Schwartz and Cohn LLP, and sent in care of such counsel. Calculations of the refund amount shall also be sent to Petitioner's counsel at the same address.

HONIGMAN MILLER
SCHWARTZ AND COHN LLP
Attorneys for Petitioner,

READING, ETTER & LILICH
Attorneys for Respondent,

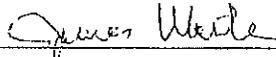
By: 
Mark A. Burstein (P27359)
660 Woodward Avenue
2290 First National Bldg.
Detroit, Michigan 48226-3506
(313) 465-7322

By: 
John Effer (P13233)
603 West Huron Street
Ann Arbor, MI 48103
(734) 769-9050

Dated: March 24, 2014

Dated: 3-26-14

SCIO TWP.

By:  ~~JH~~ by permit
James Merte, Assessor
827 N. Zeeb Road
Ann Arbor, MI 48103
(734) 369-9400

Dated: 3-26-14

CONSENT JUDGMENT

IT IS ORDERED that the parties' Stipulation for Entry of Consent Judgment including all attachments, terms and conditions is ADOPTED, unless otherwise indicated.

In this cause, Petitioner having timely filed a Motion to Amend to include the tax year 2014 and the parties have filed a proper stipulation for entry of consent judgment,

IT IS ORDERED that the Motion to Amend is GRANTED.

IT IS FURTHER ORDERED that the officer charged with maintaining the assessment rolls for the tax years at issue shall correct or cause the assessment rolls to be corrected to reflect the property's true cash and taxable values as provided in this Consent Judgment within 20 days of the entry of the Consent Judgment. See MCL 205.755.

IT IS FURTHER ORDERED that the officer charged with collecting or refunding the affected taxes shall collect taxes and any applicable interest or issue a refund as required by the Consent Judgment within 28 days of the entry of the Consent Judgment. If a refund is warranted, it shall, unless otherwise indicated, include a proportionate share of any property tax administration fees paid and of penalty and interest paid on delinquent taxes. The refund shall also, unless otherwise indicated, separately indicate the amount of the taxes, fees, penalties, and interest being refunded. A sum determined by the Tribunal to have been unlawfully paid shall, unless otherwise indicated, bear interest from the date of payment to the date of judgment and the judgment shall bear interest to the date of its payment. A sum determined by the Tribunal to have been underpaid shall not bear interest for any time period prior to 28 days after the issuance of this Final Opinion and Judgment. Pursuant to MCL 205.737, interest shall accrue (i) after December 31, 2010, at the rate of 1.12% for calendar year 2011, (ii) after December 31, 2011, at the rate of 1.09% for calendar year 2012, (iii) after June 30, 2012 and prior to January 1, 2013, at the rate of 4.25%, (iv) after December 31, 2012 and prior to July 1, 2013 at the rate of 4.25%, (v) after June 30, 2013 and prior to January 1, 2014, at the rate of 4.25% and (vi) after December 31, 2013 and prior to July 1, 2014 at the rate of 4.25%.

See attached stipulation for any possible refund paragraph.

MICHIGAN TAX TRIBUNAL

By

Tribunal Member.


Steven H. Lasher

Entered: APR 09 2014

STATE OF MICHIGAN
 DEPARTMENT OF LICENSING & REGULATORY AFFAIRS
 MICHIGAN ADMINISTRATIVE HEARING SYSTEM
 MICHIGAN TAX TRIBUNAL

APR 03 2014

TRI-BRO LLC,
 Petitioner,

v.

MTT Docket No. 441617
 Case # 3496 Amt: \$50.00
 ID: CORPORATE TAX RESOURCES LLC

TOWNSHIP of SCIO,
 Respondent,

CORPORATE TAX RESOURCES, LLC Frederick J. Mawson Representative for Petitioner 10038 East San Remo Traverse City, Michigan 49684 231-421-3787	Reading, Etter & Lillich Attorney for Respondent John L. Etter (P13233) 101 North Main Street, Suite 575 Ann Arbor, MI 48104 734-769-9050
--	--

STIPULATION FOR ENTRY OF CONSENT JUDGMENT

The parties hereto, acting by and through their respective attorneys and or representatives, hereby stipulate and agree as follows:

1. This case involves a parcel of real property located in the Township of Scio, Washtenaw County and Ann Arbor Public and Washtenaw Intermediate.
2. Property Parcel No: HD-08-05-300-062.
3. The subject real property is classified as Commercial.
4. The Tax Years covered by this appeal include: 2012 & 2013.
5. The original values for the property identified above for the tax years in question are as follows:

Tax Year	True Cash Value	Assessed Value	Taxable Value
2012	\$4,579,600	\$2,289,800	\$2,289,800
2013	\$4,644,400	\$2,322,200	\$2,322,200

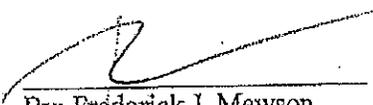
6. The values for the property identified above for the tax years in question as stipulated by the parties for settlement purposes are as follows:

Tax Year	True Cash Value	Assessed Value	Taxable Value
2012	\$4,225,000	\$2,112,500	\$2,112,500
2013	\$4,325,000	\$2,162,500	\$2,162,500

7. It is further stipulated that the refund of the taxes levied for the Tax Years in dispute for this matter shall be payable jointly to the Petitioner and to Corporate Tax Resources, LLC pursuant to the agreement between the Petitioner and Corporate Tax Resources, LLC. The refund shall be mailed to Corporate Tax Resources, LLC, 10038 East San Remo Boulevard, Traverse City, Michigan 49684.
8. The parties hereto agree and stipulate that an order or decision of this Honorable Michigan Tax Tribunal provide for the appropriate refund, including a proportionate share of collection fee and interest, from the date of payment of the tax.
9. The parties hereby stipulate to entry of a Consent Judgment to be provided by the Michigan Tax Tribunal and attached hereto as part of the final Order.

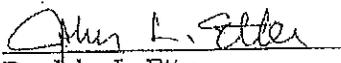
TRI-BRO LLC

Dated: 3/25/2014


By: Frederick J. Mawson
Its: Representative

TOWNSHIP of SCIO

Dated: 3-20-2014


By: John L. Etter
Its: Attorney

CONSENT JUDGMENT

IT IS ORDERED that the parties' Stipulation for Entry of Consent Judgment including all attachments, terms and conditions is ADOPTED, unless otherwise indicated.

IT IS FURTHER ORDERED that the officer charged with maintaining the assessment rolls for the tax years at issue shall correct or cause the assessment rolls to be corrected to reflect the property's true cash and taxable values as provided in this Consent Judgment within 20 days of the entry of the Consent Judgment. See MCL 205.755.

IT IS FURTHER ORDERED that the officer charged with collecting or refunding the affected taxes shall collect taxes and any applicable interest or issue a refund as required by the Consent Judgment within 28 days of the entry of the Consent Judgment. If a refund is warranted, it shall, unless otherwise indicated, include a proportionate share of any property tax administration fees paid and of penalty and interest paid on delinquent taxes. The refund shall also, unless otherwise indicated, separately indicate the amount of the taxes, fees, penalties, and interest being refunded. A sum determined by the Tribunal to have been unlawfully paid shall, unless otherwise indicated, bear interest from the date of payment to the date of judgment and the judgment shall bear interest to the date of its payment. A sum determined by the Tribunal to have been underpaid shall not bear interest for any time period prior to 28 days after the issuance of this Final Opinion and Judgment. Pursuant to MCL 205.737, interest shall accrue (i) after December 31, 2010, at the rate of 1.12% for calendar year 2011, (ii) after December 31, 2011, at the rate of 1.09% for calendar year 2012, (iii) after June 30, 2012 and prior to January 1, 2013, at the rate of 4.25%, (iv) after December 31, 2012 and prior to July 1, 2013 at the rate of 4.25%, (v) after June 30, 2013 and prior to January 1, 2014, at the rate of 4.25% and (vi) after December 31, 2013 and prior to July 1, 2014 at the rate of 4.25%.

See attached stipulation for any possible refund paragraph.

MICHIGAN TAX TRIBUNAL

By Victoria R. Enright
Tribunal Member

Entered: APR 01 2014

Memo

To: Tom Covert, DDA Treasurer
From: Marie Sherry, Village Treasurer *ms*
CC:
Date: 04/14/2014
Re: DDA Tax Capture Closing Fiscal Year 2013-2014

In March, the Village received the final check from Scio Township for the 2013 tax year. Upon processing the check, the following issues were discovered:

- The Base Value for the DDA District was changed between budget preparation and tax year close.
 - In April 2013, prior to finding out that the district boundary in the assessing system was incorrect, the captured value was estimated to be \$18,710,000.
 - Upon correcting the district boundary in the assessing system, the captured value was \$18,897,699. Because the taxable value was relatively close to the prior estimate, no changes were made to the revenue budget.
 - In September 2013, an electronic update was received from the township to "add parcels" to the DDA. As it turns out, the parcels that were added were negative capture parcels and the captured value was lowered to \$16,709,975 while the base value was raised.
 - The DDA's tax capture for 2013 will be approximately \$50,000 less than budget.
- Too much capture has been paid to the DDA.
 - The Township included in its final payment to the Village approximately \$200,000 of money for school taxes that the DDA no longer captures. This will need to be returned.
 - In addition, the township overpaid approximately \$21,000 due to Board of Review and other changes. This will also need to be returned.
 - Due to Board of Review and other changes, Village also overpaid the DDA in September and is due approximately \$1,200.

- These items have been recorded in the financial records as liabilities and are not reflected in the tax capture revenue line, however the actual cash is reflected in the cash balances report as the money has not yet been returned.
- The Township did not withhold captured funds for the Brownfields (the Village did).
 - In September, the Township paid the Village approximately \$11,000 for the Dexter Wellness Center Brownfield's summer State Education Tax capture. These funds were placed into a liability line and were not reflected in the tax capture revenue line.
 - For the Winter collection, the Township did not withhold approximately \$41,000 for the Dexter Wellness Brownfield (Dexter Schools and Washtenaw ISD), and \$4,800 for the LaFontaine Brownfield (Washtenaw ISD).
 - The Township will bill back the Dexter Community Schools and Washtenaw County ISD for these funds.
 - These amounts have been recorded as receivables from the Township, with the accompanying liability to the Brownfields. If you concur, I will pay the Brownfields their entire amount due, with reimbursement from the Township occurring prior to the end of the DDA's fiscal year.
 - The Township states that it would be improper under the property tax laws for the Village to take the funds owing for the Brownfields from the funds due to be returned to the Township.

I have attached a spreadsheet showing the flow of both the tax revenue and the cash. If you have any questions, please do not hesitate to ask.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

March 12, 2014

Ms. Marie Sherry
Treasurer/Finance Director
Village of Dexter
8140 Main Street
Dexter, MI 48130

Dear Ms. Sherry:

A Panel of independent reviewers has completed its examination of your budget document. We are pleased to inform you that the panel has voted to award your budget document the Distinguished Budget Presentation Award for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Enclosed is an application form to facilitate a timely submission. This form should be submitted with four copies of your budget accompanied by the appropriate fee.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Marie Sherry, Treasurer/Finance Director

Your award plaque will be mailed separately and should arrive within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Washington, DC Office
1301 Pennsylvania Avenue, N.W., Suite 309 • Washington, DC 20004 • 202.393.8020 • fax: 202.393.0780
www.gfoa.org

Ms. Marie Sherry

March 12, 2014

Page 2

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Village of Dexter, Michigan** for its annual budget for the fiscal year beginning **July 1, 2013**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center.

Sincerely,



Stephen J. Gauthier, Director
Technical Services Center

Enclosure



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

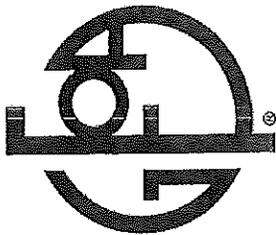
PRESENTED TO

**Village of Dexter
Michigan**

For the Fiscal Year Beginning

July 1, 2013

Executive Director



The Government Finance Officers Association
of the United States and Canada

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

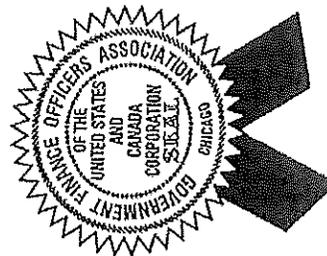
Marie Sherry, Treasurer/Finance Director
Village of Dexter, Michigan

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Date

March 12, 2014





Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

March 12, 2014

PRESS RELEASE

For Further Information Contact
Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Village of Dexter, Michigan** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Marie Sherry, Treasurer/Finance Director**.

For budgets including fiscal period 2013, over 1,340 entities are expected to receive the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a nonprofit professional association serving over 17,800 government finance professionals throughout North America. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

BUDGET REVIEW COMPOSITE RATING FORM
GFOA Distinguished Budget Presentation Awards Program

iscal period beginning July 2013

ocument number B9931649 1,526

At least two of the three reviewers must rate the document proficient or outstanding ratings on all four overall categories and all mandatory criteria in order for the document to receive the award.

Information Does Not
Not Present Satisfy Proficient Outstanding
(1) (2) (3) (4)

		✓	✓	✓	*
		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	*
		✓	✓	✓	*

Introduction and Overview

- * C1 Table of contents (mandatory)
- P1 Strategic goals & strategies
- P2 Short-term organization-wide factors influencing decisions
- * P3 Priorities and issues (mandatory)
- * C2 Budget Overview (mandatory)

		✓	✓	✓	*
		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	*
		✓	✓	✓	*

Financial Structure, Policy, and Process

- * O1 Organization chart (mandatory)
- F1 Fund descriptions and fund structure
- O2 Department/fund relationship
- F2 Basis of Budgeting
- * P4 Financial policies (mandatory)
- * P5 Budget process (mandatory)

		✓	✓	✓	*
		✓	✓	✓	*
		✓	✓	✓	*
		✓	✓	✓	*
		✓	✓	✓	

Financial Summaries

- * F3 Consolidated financial schedule (mandatory)
- * F4 Three (four) year consolidated and fund financial schedules (mandatory)
- * F5 Fund balance (mandatory)
- * F6 Revenues (mandatory)
- F7 Long-range financial plans

		✓	✓	✓	*
		✓	✓	✓	
		✓	✓	✓	*

Capital & Debt

- * F8 Capital expenditures (mandatory)
- F9 Impact of capital investments on operating budget
- * F10 Debt (mandatory)

		✓	✓	✓	*
		✓	✓	✓	*
		✓	✓	✓	
		✓	✓	✓	

Departmental Information

- * O3 Position summary schedule (mandatory)
- * O4 Department descriptions (mandatory)
- O5 Unit goals and objectives
- O6 Performance measures

		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	

Document-wide Criteria

- C3 Statistical/supplemental section
- C4 Glossary
- C5 Charts and graphs
- C6 Understandability and usability

		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	
		✓	✓	✓	

- Overall as a policy document
- Overall as a financial plan
- Overall as an operations guide
- Overall as a communications device

yes no

SPECIAL CAPITAL RECOGNITION - outstanding ratings by all three reviewers on F#8 & F#9

SPECIAL PERFORMANCE MEASURE RECOGNITION - outstanding ratings by all three reviewers on O#6

1 = Information not present, 2= Does not satisfy criterion, 3=Proficient, 4= Outstanding

Please rate each criterion and each overall category

Policy *Financial* *Operations* *Communications*

C1				3
P1	3			
P2	3			
P3	3			
C2				3

O1			3	
F1		4		
O2			3	
F2		3		
P4	3			
P5	3			

F3		3		
F4		3		
F5		3		
F6		4		
F7		3		

F8		4		
F9		3		
F10		3		

O3			3	
O4			4	
O5			4	
O6			3	

C3				4
C4				4
C5				3
C6				3
	3			
		3		
			3	
				3

Criteria Description

Introduction and Overview

- Table of contents (mandatory)**
- Strategic goals & strategies
- Short-term organization-wide factors influencing decisions
- Priorities and issues (mandatory)**
- Budget Overview (mandatory)**

Financial Structure, Policy, and Process

- Organization chart (mandatory)**
- Fund descriptions and fund structure
- Department/fund relationship
- Basis of Budgeting
- Financial policies (mandatory)**
- Budget process (mandatory)**

Financial Summaries

- Consolidated financial schedule (mandatory)**
- Three (four) year consolidated and fund financial schedules (mandatory)**
- Fund balance (mandatory)**
- Revenues (mandatory)**
- Long-range financial plans

Capital & Debt

- Capital expenditures (mandatory)**
- Impact of capital investments on operating budget
- Debt (mandatory)**

Departmental Information

- Position summary schedule (mandatory)**
- Department descriptions (mandatory)**
- Unit goals and objectives
- Performance measures

Document-wide Criteria

- Statistical/supplemental section
- Glossary
- Charts and graphs
- Understandability and usability
- Overall as a policy document**
- Overall as a financial plan**
- Overall as an operations guide**
- Overall as a communications device**

Reviewer ID: S402
Name of Entity: Village of Dexter
Record Number: 300100601

Document Number: B9931649
State/Province: MI

SCORING NARRATIVE

Introduction and Overview

P2: The budget offers a discussion of the short-term organization-wide factors that addresses the future operational and service delivery needs. There is a connection between these factors and their impacts on Village initiatives which speak to continued viability of the entity. The presentation offers an explanation of how short-term factors impact Village goals and objectives. These factors speak directly to funding limitations and resulting budget modification.

P3: The budget offers a discussion of the financial issues facing the Village. The presentation includes the immediate needs of the next budget year and how outside forces impact the decision-making process. However, the larger macro-economic view must consider the realities facing the economy. While a discussion on the impact of Detroit's bankruptcy on municipal borrowing in Michigan is provided, the overall economy continues to suffer from erratic growth. From the national perspective, the globalization of the economy suggests continued weakness for some time to come. The village's issues and priorities must consider this larger picture.

C2: The Village offers a good budget overview. Its structure is both clear and concise. The language used in the discussion is meant to effectively reach as many citizens as possible. The budget provides pertinent information on the revenue and expenditure details associated with the delivery of municipal services. The discussion of funding challenges is appropriate.

Financial Structure, Policy, and Process

F1: The budget offers an excellent overview of the Village's fund operation. The presentation offers a superior amount of information allowing a review of various structural components within each fund type. Changes are noted in the identification of fund type. The fund summaries offer an excellent bridge to other discussions.

P4: The budget presentation offers a good financial policy narrative. The discussion provides an overview of the policies and offers an interface with the Village's decision-making. As a result, the budget explains the financial parameters necessary for operational integrity. The relationship of planning functions as it relates to budget creation is developed within the narrative.

Financial Summaries

F6: The budget offers a substantive discussion of revenue sources. The narrative describes the sources and offers a historical perspective from which to project revenues to the current budget period. The methodology used in the analysis of Village revenues is comprehensively explained. The economic framework developed by the entity appears to be sufficient to avoid shortfalls that can occur with changes in economic direction. The Village offers a superior presentation of revenue trend projections.

Capital & Debt

F8: The budget document presents its capital improvement program in both a tabular and narrative format. This collective method used by the budget to explain the program allows for a good understanding of what is being done and its cost. The narrative offers a full discussion of the various items in the program. This approach is effective in explaining Village improvements to its citizens and provides an opportunity to deliver a complete picture of mission related activities.

F10: The budget offers a good discussion of the Village's debt service and the principles that govern it. The narrative gives the reader an excellent systematic review of the necessary financial information to understand the financing of the Village's Capital Improvement Program. The debt instrument tables are a critical piece to understanding the future commitment of resources.

Department Information

O4: The budget provides a comprehensive discussion of each Department and their various divisions. An excellent level of detail exists allowing the reader to understand who is responsible for delivering services within the Village. It is an excellent presentation which offers a wide range of pertinent information.

O5: The budget document provides an excellent discussion of unit goals and objectives. The linkage of these goals and objectives to the Trustee-mandated strategic directives is both clear and concise. Incorporating short-term entity-wide goals and objectives into broader long term directives demonstrates how the overall vision of the entity is carried through to the unit level. The strength of the document's performance measures can then be drawn from this association with quantifiable objectives.

Document-wide Criteria

C3: The document offers an excellent package of statistical and supplemental data necessary for the balance of the budget discussion. The information on economic development and local business operations allows a better understanding of the Village's resources offering a foundation for decision-making. The comprehensive demographic analysis of the population is helpful in understanding programmatic choices.

C4: The Village's budget presentation offers a well-conceived glossary with a large amount of relevant information for the reader to utilize. Normally, the criterion is met with the minimal amount of definitions. In this case, the presentation provides a comprehensive approach to an incredible amount of terms offering a strong foundation for budget discussions throughout the document.

C6: The budget presentation offers the reader a very good discussion on the delivery of municipal services. The document provides an understandable structure and format. Information is presented that allows the reader to make judgments on how the Village is spending its money and the issues that impact that effort. The reader looks forward to reviewing the Village's next submittal.

1 = Information not present, 2= Does not satisfy criterion, 3=Proficient, 4= Outstanding

Please rate each criterion and each overall category

Policy
Financial
Operations
Communications

Criteria Description

Introduction and Overview

Table of contents (mandatory)

Strategic goals & strategies
 Short-term organization-wide factors influencing decisions

Priorities and issues (mandatory)

Budget Overview (mandatory)

Financial Structure, Policy, and Process

Organization chart (mandatory)

Fund descriptions and fund structure

Department/fund relationship

Basis of Budgeting

Financial policies (mandatory)

Budget process (mandatory)

Financial Summaries

Consolidated financial schedule (mandatory)

Three (four) year consolidated and fund financial schedules (mandatory)

Fund balance (mandatory)

Revenues (mandatory)

Long-range financial plans

Capital & Debt

Capital expenditures (mandatory)

Impact of capital investments on operating budget

Debt (mandatory)

Departmental Information

Position summary schedule (mandatory)

Department descriptions (mandatory)

Unit goals and objectives

Performance measures

Document-wide Criteria

Statistical/supplemental section

Glossary

Charts and graphs

Understandability and usability

Overall as a policy document

Overall as a financial plan

Overall as an operations guide

Overall as a communications device

	<i>Policy</i>	<i>Financial</i>	<i>Operations</i>	<i>Communications</i>
C1				4
P1	3			
P2	3			
P3	3			
C2				3
O1			3	
F1		3		
O2			3	
F2		3		
P4	3			
P5	3			
F3		3		
F4		3		
F5		3		
F6		3		
F7		3		
F8		3		
F9		3		
F10		3		
O3			3	
O4			3	
O5			3	
O6			3	
C3				3
C4				4
C5				3
C6				3
	3			
		3		
			3	
				3

Name of Entity:
Village of Dexter
Reviewer ID
254
Fiscal Year: 2013-2014

State/Province:
Michigan
Document Number:

Record Number

Introduction and Overview

- C1. **Mandatory:** The document shall include a table of contents that makes it easier to locate information in the document. **4 - Comments:** *The table of contents is good; nice and clear.*
- P1. The document should include a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues. **3 - Comments:** *Good discussion of long-term plans, goals, and strategies, as part of a master plan, that guide the budget development of the government; however, it would be useful to present the discussion in strategic terms.*
- P2. The document should describe the entity's short-term factors that influence the decisions made in the development of the budget for the upcoming year. **3 - Comments:** *Good discussion of factors that influence the budget decisions of the government, much of which is contained in the budget message.*
- P3. **Mandatory:** The document shall include a budget message that articulates priorities and issues for the upcoming year. The message should describe significant changes in priorities from the current year and explain the factors that led to those changes. The message may take one of several forms (e.g., transmittal letter, budget summary section). **3 - Comments:** *The budget message is good and clear, highlighting the issues and concerns for the upcoming budget year.*
- C2. **Mandatory:** The document should provide an overview of significant budgetary items and trends. An overview should be presented within the budget document either in a separate section (e.g., executive summary) or integrated within the transmittal letter or as a separate budget-in-brief document. **3 - Comments:** *Good overview of significant budgetary items and trends.*

Financial Structure, Policy, and Process

- O1. **Mandatory:** The document shall include an organization chart(s) for the entire entity. **3 - Comments:** *The organizational chart is good.*
- F1. The document should include and describe all funds that are subject to appropriation. **3 - Comments:** *The document includes all funds that are subject to appropriation.*
- O2. The document should provide narrative, tables, schedules, or matrices to show the relationship between functional units, major funds, and non-major funds in the aggregate. **3 - Comments:** *Good presentation of narratives, tables, and schedules.*
- F2. The document shall explain the basis of budgeting for all funds, whether cash, modified accrual, or some other statutory basis. **3 - Comments:** *Good discussion of basis of budgeting.*
- P4. **Mandatory:** The document should include a coherent statement of entity-wide long-term

- P4. **Mandatory:** The document should include a coherent statement of entity-wide long-term financial policies. **3 - Comments:** *Good discussion of entity-wide long-term financial policies.*
- P5. **Mandatory:** The document shall describe the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also should describe the procedures for amending the budget after adoption. **3 - Comments:** *Good discussion of the budget process, including the calendar.*

Financial Summaries

- F3. **Mandatory:** The document shall present a summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization. **3 - Comments:** *Good summary of revenues and expenditures.*
- F4. **Mandatory:** The document must include summaries of revenues and other financing sources, and of expenditures and other financing uses for the prior year actual, the current year budget and/or estimated current year actual, and the proposed budget year. **3 - Comments:** *Good summary; covers the requisite years.*
- F5. **Mandatory:** The document shall include projected changes in fund balances, as defined by the entity in the document, for appropriated governmental funds included in the budget presentation (fund equity if no governmental funds are included in the document). **3 - Comments:** *Good discussion of changes in fund balances; covers the requisite years.*
- F6. **Mandatory:** The document shall describe major revenue sources, explain the underlying assumptions for the revenue estimates, and discuss significant revenue trends. **3 - Comments:** *Good discussion of major revenues and their underlying trends.*
- F7. The document should explain long-range financial plan and its effect upon the budget and the budget process. **3 - Comments:** *Although no formal discussion of any long-range financial plan and/or its effects on the budget, the document includes a five-year financial forecast through 2018, which was good.*

Capital & Debt

- F8. **Mandatory:** The document should include budgeted capital expenditures, whether authorized in the operating budget or in a separate capital budget. **3 - Comments:** *Good discussion of capital improvement projects, their projected costs, and sources of funding.*
- F9. The document should describe if and to what extent significant nonrecurring capital expenditures will affect the entity's current and future operating budget and the services that the entity provides. **3 - Comments:** *Good discussion of the impact the capital expenditures will have on current and future operations of the government, although brief.*
- F10. **Mandatory:** The document shall include financial data on current debt obligations, describe

the relationship between current debt levels and legal debt limits, and explain the effects of existing debt levels on current operations. **3 – Comments:** *Good discussion of debt policy, debt schedule, payment structure, and legal debt limit; would be useful to add a little on the effect the existing debt levels have on current operations of the government.*

Departmental Information

- O3. **Mandatory:** A schedule or summary table of personnel or position counts for prior, current and budgeted years shall be provided. **3 - Comments:** *Good summary of position counts; covers the requisite years.*
- O4. **Mandatory:** The document shall describe activities, services or functions carried out by organizational units. **3 - Comments:** *Good summary of activities, services, and functions, as carried out by various units of the government.*
- O5. The document should include clearly stated goals and objectives of organizational units (e.g., departments, divisions, offices or programs). **3 - Comments:** *Good discussion of goals and objectives.*
- O6. The document should provide objective measures of progress toward accomplishing the government's mission as well as goals and objectives for specific units and programs. **3 - Comments:** *Good discussion of performance measures; covers the requisite years.*

Document-wide Criteria

- C3. The document should include statistical and supplemental data that describe the organization, its community, and population. It should also furnish other pertinent background information related to the services provided. **3 - Comments:** *Good supplementary information about the government and the community it serves.*
- C4. A glossary should be included for any terminology (including abbreviations and acronyms) that is not readily understandable to a reasonably informed lay reader. **4 - Comments:** *The glossary of terms is good; nice and clear; I would place it at the very end of the document.*
- C5. Charts and graphs should be used, where appropriate, to highlight financial and statistical information. Narrative interpretation should be provided when the messages conveyed by the graphs are not self-evident. **3 - Comments:** *Good mixture of graphs and charts.*
- C6. The document should be produced and formatted in such a way as to enhance its understanding by the average reader. It should be attractive, consistent, and oriented to the reader's needs. **3 - Comments:** *Good document, overall; simple and easy to follow.*

Please rate each criterion and each overall category

Policy, Financial, Operations, Communications

Criteria Description

Introduction and Overview

Table of contents (mandatory)

Strategic goals & strategies

Short-term organization-wide factors influencing decisions

Priorities and issues (mandatory)

Budget Overview (mandatory)

Financial Structure, Policy, and Process

Organization chart (mandatory)

Fund descriptions and fund structure

Department/fund relationship

Basis of Budgeting

Financial policies (mandatory)

Budget process (mandatory)

Financial Summaries

Consolidated financial schedule (mandatory)

Three (four) year consolidated and fund financial schedules (mandatory)

Fund balance (mandatory)

Revenues (mandatory)

Long-range financial plans

Capital & Debt

Capital expenditures (mandatory)

Impact of capital investments on operating budget

Debt (mandatory)

Departmental Information

Position summary schedule (mandatory)

Department descriptions (mandatory)

Unit goals and objectives

Performance measures

Document-wide Criteria

Statistical/supplemental section

Glossary

Charts and graphs

Understandability and usability

Overall as a policy document

Overall as a financial plan

Overall as an operations guide

Overall as a communications device

**GFOA
Budget Awards Program
Budget Reviewer Comments**

Applicant: Village of Dexter, MI
Fiscal Year: 2013-2014
Reviewer ID#: T112
Document #: B9931649

The Budget as a Policy Document (PD)

- ✓ Proficient overall.
- ✓ The transmittal letter was concise in explaining the financial challenges facing the Village including not only FY 2014 but for the short-term (3-5 years out).

The Budget as a Financial Plan (FP)

- ✓ Proficient overall.
- ✓ The financial schedules were well done and comprehensive.

The Budget as an Operations Guide (OG)

- ✓ Proficient overall.
- ✓ I thought the description of the departments/divisions was very well done and would be of interest to your citizenry; and
- ✓ Performance measures consist of both metrics (input/output, etc.) as well as effectiveness/efficiency measures.

The Budget as a Communications Device (CD)

- ✓ Proficient overall.
- ✓ The use of graphs, charts, tables was good and should enable the effective communication of financial information to your citizenry. However, please pay attention to headings on cut-paste spreadsheets and make sure they are present on each page (General Fund Expenditure section on page 240-forward did not have headings).

Overall Comments

- ✓ Great job on the document. It was a pleasure to read and very informative. I genuinely appreciate the extent you listen to reviewer comments and seek to improve your budget document.

Fiscal Year 2013/2014 Third 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 is at 90.24%. We are at or exceeding total budget for property taxes, liquor licenses, site plan review fees, ZBA application fees, miscellaneous fees, IFT application fees, district court fees, other revenue, contributions - Arts Committee, miscellaneous grants and transfers in. Enterprise administration fees have been booked through the end of March 2014.
- The Village Council and Village Clerk departments are slightly below benchmark due to the most recent Council payroll being done in April instead of March (because of payroll timing). For April, these departments are at 74% and 62%, respectively.
- The Finance Department is higher than benchmark because the audit has been paid in its entirety. AN amendment is being presented for bank fees due to the fact that the continuing low interest rate environment is not covering all of the necessary banking and internet fees.
- An amendment is being presented for the Attorney department, due to work being performed for the Charter Commission, the Blackhawk settlement, and the Dexter Wellness Board of Review.
- An amendment is being presented for Buildings and Grounds due to repairs associated with a water line break.
- Law Enforcement is above benchmark because the entire bill for the Dexter Community Schools crossing guards has been paid.
- The Insurance and Bonds and the Contributions departments are higher than benchmark because a majority of the obligations are paid in full at this time.
- A budget amendment is being presented for property tax refunds that encompass the current Board of Review and Tax Tribunal changes as well as the Tri-Bro and Dexter Crossings decisions mentioned previously.

User: marie
 By: Dexter

PERIOD ENDING 03/31/2014
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2013-14		2013-14		YTD BALANCE		AVAILABLE	
		BUDGET	AMENDED	BUDGET	AMENDED	NORMAL (ABNORMAL)	03/31/2014	NORMAL (ABNORMAL)	% BDDT USED
Fund 101 - GENERAL FUND									
Revenues									
000.000-ASSETS, LIABILITIES & REVENUE		3,068,200.00	3,073,700.00	3,073,700.00	2,773,769.05	2,773,769.05	299,930.95	90.24	
TOTAL Revenues		3,068,200.00	3,073,700.00	3,073,700.00	2,773,769.05	2,773,769.05	299,930.95	90.24	
Expenditures									
101.000-VILLAGE COUNCIL		49,600.00	52,200.00	52,200.00	33,498.45	33,498.45	18,701.55	64.17	
172.000-VILLAGE MANAGER		302,700.00	302,700.00	302,700.00	212,289.19	212,289.19	90,410.81	70.13	
201.000-FINANCE DEPARTMENT		10,000.00	10,000.00	10,000.00	9,146.22	9,146.22	853.78	91.46	
210.000-ATTORNEY		25,000.00	25,000.00	25,000.00	23,763.58	23,763.58	1,236.42	95.05	
215.000-VILLAGE CLERK		12,300.00	12,300.00	12,300.00	6,543.46	6,543.46	5,756.54	53.20	
253.000-TREASURER		104,400.00	104,400.00	104,400.00	75,870.49	75,870.49	28,529.51	72.67	
265.000-BUILDINGS & GROUNDS		62,600.00	62,600.00	62,600.00	55,537.34	55,537.34	7,062.66	88.72	
285.000-VILLAGE TREE PROGRAM		24,000.00	24,000.00	24,000.00	3,733.00	3,733.00	20,267.00	15.55	
301.000-LAW ENFORCEMENT		564,000.00	564,000.00	564,000.00	434,016.77	434,016.77	129,983.23	76.95	
336.000-FIRE DEPARTMENT		460,000.00	474,000.00	474,000.00	351,408.79	351,408.79	122,591.21	74.14	
400.000-PLANNING DEPARTMENT		100,900.00	100,900.00	100,900.00	63,702.97	63,702.97	37,197.03	63.13	
410.000-ZONING BOARD OF APPEALS		1,100.00	1,100.00	1,100.00	48.61	48.61	1,051.39	4.42	
441.000-DEPARTMENT OF PUBLIC WORKS		169,500.00	169,500.00	169,500.00	111,564.36	111,564.36	57,935.64	65.82	
442.000-DOWNTOWN PUBLIC WORKS		73,300.00	76,200.00	76,200.00	53,787.73	53,787.73	22,412.27	70.59	
447.000-ENGINEERING		11,000.00	11,000.00	11,000.00	5,825.25	5,825.25	5,174.75	52.96	
448.000-MUNICIPAL STREET LIGHTS		75,000.00	75,000.00	75,000.00	54,771.79	54,771.79	20,228.21	73.03	
528.000-ECONOMIC DEVELOPMENT		536,400.00	536,400.00	536,400.00	371,395.31	371,395.31	165,004.69	69.24	
728.000-PARKS & RECREATION		1,000.00	1,000.00	1,000.00	945.00	945.00	55.00	94.50	
751.000-LONG-TERM DEBT		94,300.00	99,300.00	99,300.00	72,175.97	72,175.97	27,124.03	72.68	
850.000-INSURANCE & BONDS		127,800.00	127,800.00	127,800.00	28,903.75	28,903.75	98,896.25	22.62	
851.000-CONTRIBUTIONS		116,100.00	116,100.00	116,100.00	109,446.41	109,446.41	6,653.59	94.27	
875.000-CONTINGENCIES		23,300.00	33,300.00	33,300.00	32,000.00	32,000.00	1,300.00	96.10	
890.000-REQUIRED ACCOUNTING ENTRIES		12,000.00	2,000.00	2,000.00	2,880.97	2,880.97	(880.97)	144.05	
895.000-CAPITAL IMPROVEMENTS		1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
901.000-CAPITAL IMPROVEMENTS		31,500.00	31,500.00	31,500.00	12,460.00	12,460.00	19,040.00	39.56	
TOTAL Expenditures		2,988,800.00	3,013,300.00	3,013,300.00	2,125,715.41	2,125,715.41	887,584.59	70.54	
Fund 101 - GENERAL FUND:									
TOTAL REVENUES		3,068,200.00	3,073,700.00	3,073,700.00	2,773,769.05	2,773,769.05	299,930.95	90.24	
TOTAL EXPENDITURES		2,988,800.00	3,013,300.00	3,013,300.00	2,125,715.41	2,125,715.41	887,584.59	70.54	
NET OF REVENUES & EXPENDITURES		79,400.00	60,400.00	60,400.00	648,053.64	648,053.64	(587,653.64)	1,072.94	

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

- Revenue for Municipal Streets is at 100% due to tax collections being finished. Major Streets is lower than benchmark because it has not yet been necessary to transfer all of the budgeted funds from Fund 204, however Local Streets is close to 100% because a majority of the budgeted transfer has been made.

Major Streets (Fund 202) Expenditures

- Administration is close to 100% because the OPEB payment has been made. Stormwater, Contracted Road Construction, Routine Maintenance and Traffic Maintenance are near or below benchmark. Amendments are being presented for Winter Maintenance due to the higher than usual snowfall.

Local Streets (Fund 203) Expenditures

- Administration is close to 100% because the OPEB payment has been made. Stormwater and Contracted Road Construction are near 100%, and staff will monitor them through the rest of the fiscal year. Amendments are being presented for Winter Maintenance due to the higher than usual snowfall.

Municipal Streets (Fund 204) Expenditures

- Transfers have been made to the Major and Local Streets Funds as needed.
- A budget amendment is being presented for property tax refunds that encompass the current Board of Review and Tax Tribunal changes as well as the Tri-Bro and Dexter Crossings decisions mentioned previously.

User: marie
 ID: Dexter

PERIOD ENDING 03/31/2014
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2013-14		2013-14		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL	ABNORMAL	NORMAL	ABNORMAL	BALANCE	% BDT USED
Fund 202 - MAJOR STREETS FUND									
Revenues									
000.000-ASSETS, LIABILITIES & REVENUE		505,900.00	505,900.00	278,565.44		227,334.56		55.06	
TOTAL Revenues		505,900.00	505,900.00	278,565.44		227,334.56		55.06	
Expenditures									
248.000-ADMINISTRATION		4,700.00	4,700.00	4,542.54		157.46		96.65	
445.000-STORMWATER		19,100.00	19,100.00	8,513.44		10,586.56		44.57	
451.000-CONTRACTED ROAD CONSTRUCTION		296,500.00	296,500.00	123,108.50		173,391.50		41.52	
463.000-ROUTINE MAINTENANCE		73,000.00	73,000.00	55,743.81		17,256.19		76.36	
474.000-TRAFFIC SERVICES		39,400.00	39,400.00	23,199.79		16,200.21		58.88	
478.000-WINTER MAINTENANCE		63,800.00	63,800.00	74,166.14		(10,366.14)		116.25	
890.000-CONTINGENCIES		10,000.00	10,000.00	0.00		10,000.00		0.00	
TOTAL Expenditures		506,500.00	506,500.00	289,274.22		217,225.78		57.11	
Fund 202 - MAJOR STREETS FUND:									
TOTAL REVENUES		505,900.00	505,900.00	278,565.44		227,334.56		55.06	
TOTAL EXPENDITURES		506,500.00	506,500.00	289,274.22		217,225.78		57.11	
NET OF REVENUES & EXPENDITURES		(600.00)	(600.00)	(10,708.78)		10,108.78		1,784.80	

PERIOD ENDING 03/31/2014
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2013-14 ORIGINAL BUDGET		2013-14 AMENDED BUDGET		YTD BALANCE 03/31/2014		AVAILABLE BALANCE		% BDTG USED
		BUDGET	BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREETS FUND										
Revenues										
000.000-ASSETS, LIABILITIES & REVENUE		314,000.00	409,000.00	378,709.72	30,290.28	92.59				
TOTAL Revenues		314,000.00	409,000.00	378,709.72	30,290.28	92.59				
Expenditures										
248.000-ADMINISTRATION		4,600.00	4,600.00	4,549.73	50.27	98.91				
445.000-STORMWATER		16,700.00	20,700.00	18,981.19	1,718.81	91.70				
451.000-CONTRACTED ROAD CONSTRUCTION		137,500.00	238,500.00	219,888.82	18,611.18	92.20				
463.000-ROUTINE MAINTENANCE		59,100.00	59,100.00	35,850.94	23,249.06	60.66				
474.000-TRAFFIC SERVICES		31,300.00	31,300.00	16,126.36	15,173.64	51.52				
478.000-WINTER MAINTENANCE		55,400.00	55,400.00	67,140.30	(11,740.30)	121.19				
890.000-CONTINGENCIES		10,000.00	0.00	0.00	0.00	0.00				
TOTAL Expenditures		314,600.00	409,600.00	362,537.34	47,062.66	88.51				
Fund 203 - LOCAL STREETS FUND:										
TOTAL REVENUES		314,000.00	409,000.00	378,709.72	30,290.28	92.59				
TOTAL EXPENDITURES		314,600.00	409,600.00	362,537.34	47,062.66	88.51				
NET OF REVENUES & EXPENDITURES		(600.00)	(600.00)	16,172.38	(16,772.38)	2,695.40				

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF DEXTER

User: marie
 % Fiscal Year Completed: 75.07
 PERIOD ENDING 03/31/2014
 2013-14 ORIGINAL BUDGET 2013-14 AMENDED BUDGET YTD BALANCE 03/31/2014 AVAILABLE BALANCE % BDCGT USED

GL NUMBER	DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 03/31/2014	AVAILABLE BALANCE	% BDCGT USED
Fund 204 - MUNICIPAL STREETS						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		549,900.00	549,900.00	551,058.58	(1,158.58)	100.21
TOTAL Revenues		549,900.00	549,900.00	551,058.58	(1,158.58)	100.21
Expenditures						
249.000-ADMINISTRATION		41,000.00	41,000.00	31,401.19	9,598.81	76.59
965.000-TRANSFERS OUT - CONTROL		560,700.00	655,700.00	455,000.00	200,700.00	69.39
TOTAL Expenditures		601,700.00	696,700.00	486,401.19	210,298.81	69.82
Fund 204 - MUNICIPAL STREETS:						
TOTAL REVENUES		549,900.00	549,900.00	551,058.58	(1,158.58)	100.21
TOTAL EXPENDITURES		601,700.00	696,700.00	486,401.19	210,298.81	69.82
NET OF REVENUES & EXPENDITURES		(51,800.00)	(146,800.00)	64,657.39	(211,457.39)	44.04

Enterprise Funds (Fund 590 and Fund 591)

Sewer Fund (Fund 590) Revenue and Expenditures

- Revenues are at benchmark, and tap fees are \$100,000 over budget.
- Administration is higher than benchmark because both the OPEB and audit fees have been paid in entirety. We will monitor this department for the remainder of the fiscal year for administrative and attorney fees.
- The Utilities Department is slightly higher than benchmark, and we will continue to monitor this department over the remainder of the fiscal year.
- A budget amendment is being presented for the SRF # 2 bond interest, which was an estimated number at budget time.

Water Fund (Fund 591) Revenue and Expenditures

- Revenues are at benchmark, and tap fees are \$60,000 over budget.
- Administration is higher than benchmark because both the OPEB and audit fees have been paid in entirety. We will monitor this department for the remainder of the fiscal year for administrative and bank fees.
- The Utilities Department is slightly higher than benchmark, and we will continue to monitor this department over the remainder of the fiscal year. Amendments for equipment (meters) and road repairs are being presented at this meeting.

User: Marie
 PB: Dexter

PERIOD ENDING 03/31/2014
 % Fiscal Year Completed: 75.07

54

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 03/31/2014	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE (ABNORMAL)
Fund 590 - SEWER ENTERPRISE FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		1,156,500.00	1,201,500.00	920,661.40	280,838.60	76.63
TOTAL Revenues		1,156,500.00	1,201,500.00	920,661.40	280,838.60	76.63
Expenditures						
248.000-ADMINISTRATION		85,300.00	93,800.00	80,451.98	13,348.02	85.77
548.000-SEWER UTILITIES DEPARTMENT		661,400.00	676,400.00	539,712.76	136,687.24	79.79
850.000-LONG-TERM DEBT		305,300.00	305,300.00	315,152.56	(9,852.56)	103.23
890.000-CONTINGENCIES		15,000.00	15,000.00	0.00	15,000.00	0.00
901.000-CAPITAL IMPROVEMENTS		391,300.00	411,300.00	25,769.45	385,530.55	6.27
TOTAL Expenditures		1,458,300.00	1,501,800.00	961,086.75	540,713.25	64.00
Fund 590 - SEWER ENTERPRISE FUND:						
TOTAL REVENUES		1,156,500.00	1,201,500.00	920,661.40	280,838.60	76.63
TOTAL EXPENDITURES		1,458,300.00	1,501,800.00	961,086.75	540,713.25	64.00
NET OF REVENUES & EXPENDITURES		(301,800.00)	(300,300.00)	(40,425.35)	(259,874.65)	13.46

User: marie
DB: Dexter

PERIOD ENDING 03/31/2014
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2013-14		2013-14		YTD BALANCE 03/31/2014	AVAILABLE		% BDTG USED	
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL	ABNORMAL		NORMAL (ABNORMAL)	BALANCE		
Fund 591 - WATER ENTERPRISE FUND										
Revenues										
000.000-ASSETS, LIABILITIES & REVENUE		791,200.00	791,200.00	791,200.00		591,224.04	199,975.96		74.72	
TOTAL Revenues		791,200.00	791,200.00	791,200.00		591,224.04	199,975.96		74.72	
Expenditures										
248.000-ADMINISTRATION		76,100.00	76,100.00	76,100.00		60,345.56	15,754.44		79.30	
556.000-WATER UTILITIES DEPARTMENT		423,100.00	438,100.00	438,100.00		355,202.80	82,897.20		81.08	
850.000-LONG-TERM DEBT		249,800.00	249,800.00	249,800.00		249,111.53	688.47		99.72	
890.000-CONTINGENCIES		15,000.00	0.00	0.00		0.00	0.00		0.00	
901.000-CAPITAL IMPROVEMENTS		398,000.00	398,000.00	398,000.00		25,149.00	372,851.00		6.32	
TOTAL Expenditures		1,162,000.00	1,162,000.00	1,162,000.00		689,808.89	472,191.11		59.36	
Fund 591 - WATER ENTERPRISE FUND:										
TOTAL REVENUES		791,200.00	791,200.00	791,200.00		591,224.04	199,975.96		74.72	
TOTAL EXPENDITURES		1,162,000.00	1,162,000.00	1,162,000.00		689,808.89	472,191.11		59.36	
NET OF REVENUES & EXPENDITURES		(370,800.00)	(370,800.00)	(370,800.00)		(98,584.85)	(272,215.15)		26.59	

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

Tree Fund (Fund 275) Revenue and Expenditures

- The budgeted transfer out to the General Fund has been made, and interest income is higher than anticipated.

Streetscape Debt Service Fund (Fund 303) Revenue and Expenditures

- Revenue is near 100% due to tax collections being complete.
- A budget amendment is being presented for property tax refunds that encompass the current Board of Review and Tax Tribunal changes as well as the Tri-Bro and Dexter Crossings decisions mentioned previously. Bank fees will be monitored through the rest of the fiscal year.

Equipment Replacement Fund (Fund 402) Revenue and Expenditures

- An amendment is being presented for Administration because of bank fees, and we will monitor the vehicle maintenance and repairs during the rest of the fiscal year.

GL NUMBER	DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 03/31/2014 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDCI USED
Fund 275 - TREE REPLACEMENT FUND						
Revenues						
000.000-ASSETS, LIABILITIES & REVENUE		800.00	800.00	1,267.98	(467.98)	158.50
TOTAL Revenues		800.00	800.00	1,267.98	(467.98)	158.50
Expenditures						
965.000-TRANSFERS OUT - CONTROL		8,000.00	8,000.00	8,000.00	0.00	100.00
TOTAL Expenditures		8,000.00	8,000.00	8,000.00	0.00	100.00
Fund 275 - TREE REPLACEMENT FUND:						
TOTAL REVENUES		800.00	800.00	1,267.98	(467.98)	158.50
TOTAL EXPENDITURES		8,000.00	8,000.00	8,000.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(7,200.00)	(7,200.00)	(6,732.02)	(467.98)	93.50

User: marie
 DG: Dexter

PERIOD ENDING 03/31/2014
 % Fiscal Year Completed: 75.07

5100

GL NUMBER	DESCRIPTION	2013-14		2013-14		YTD BALANCE 03/31/2014	AVAILABLE		
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL	(ABNORMAL)		NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 303 - STREETSCAPE DEBT SERVICE FUND									
Revenues									
000.000-ASSETS, LIABILITIES & REVENUE		166,800.00	166,800.00	166,521.36		166,521.36	278.64	99.83	
TOTAL Revenues		166,800.00	166,800.00	166,521.36		166,521.36	278.64	99.83	
Expenditures									
248.000-ADMINISTRATION		100.00	600.00	345.32		345.32	254.68	57.55	
570.000-STREETSCAPE		162,800.00	162,800.00	162,540.00		162,540.00	260.00	99.84	
TOTAL Expenditures		162,900.00	163,400.00	162,885.32		162,885.32	514.68	99.69	
Fund 303 - STREETSCAPE DEBT SERVICE FUND:									
TOTAL REVENUES		166,800.00	166,800.00	166,521.36		166,521.36	278.64	99.83	
TOTAL EXPENDITURES		162,900.00	163,400.00	162,885.32		162,885.32	514.68	99.69	
NET OF REVENUES & EXPENDITURES		3,900.00	3,400.00	3,636.04		3,636.04	(236.04)	106.94	

PERIOD ENDING 03/31/2014
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	2013-14 ORIGINAL BUDGET		2013-14 AMENDED BUDGET		YTD BALANCE 03/31/2014		AVAILABLE BALANCE		% B DGT USED
						NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 402 -- EQUIPMENT REPLACEMENT FUND										
Revenues										
000.000-ASSETS, LIABILITIES & REVENUE		63,200.00		63,200.00		82,147.79		(18,947.79)		129.98
TOTAL Revenues		63,200.00		63,200.00		82,147.79		(18,947.79)		129.98
Expenditures										
248.000-ADMINISTRATION		200.00		200.00		210.97		(10.97)		105.49
441.000-DEPARTMENT OF PUBLIC WORKS		37,000.00		37,000.00		29,265.15		7,734.85		79.10
903.000-CAPITAL IMPROVEMENTS-VEHICLES		40,000.00		40,000.00		30,237.52		9,762.48		75.59
TOTAL Expenditures		77,200.00		77,200.00		59,713.64		17,486.36		77.35
Fund 402 - EQUIPMENT REPLACEMENT FUND:										
TOTAL REVENUES		63,200.00		63,200.00		82,147.79		(18,947.79)		129.98
TOTAL EXPENDITURES		77,200.00		77,200.00		59,713.64		17,486.36		77.35
NET OF REVENUES & EXPENDITURES		(14,000.00)		(14,000.00)		22,434.15		(36,434.15)		160.24

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/14	Status of Cash
General Fund				
Cash	TCF & PNC Pooled	General operating	\$ 552,751.76	Unrestricted
Cash Savings	TCF Bank	General operating	\$ 100,954.55	Unrestricted
Chelsea Bank CD	Chelsea Bank	General operating	\$ 206,907.13	Unrestricted
MBIA Class	MBIA Class	General operating	\$ 100,499.30	Unrestricted
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 13,692.59	Restricted
Isabella Bank of Mt. Pleasant 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
Traverse City State Bank CD	Multi-Bank Securities	General Operating	\$ 249,000.00	Unrestricted
Petty Cash	Office	Small cash purchases	\$ 100.00	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Clearing account for undistributed tax collections	\$ 126,704.40	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	\$ 10,031.59	Restricted
Arts, Culture & Heritage	TCF Pooled	Reserved for Arts, Culture & Heritage	\$ 4,473.42	Restricted
Subtotal Unrestricted			\$ 1,441,917.14	
Subtotal Restricted			\$ 263,197.60	
Total General Fund			\$ 1,705,114.74	

Major Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 12,041.98	Unrestricted*
Subtotal Unrestricted			\$ 12,041.98	
Total Major Streets Fund			\$ 12,041.98	

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

Local Streets Fund

Cash	TCF Pooled	General operating for major streets activities	\$ 11,981.26	Unrestricted*
Metro Act Account (Pooled)	TCF Pooled	Reserved for right of way activities	\$ 23,359.65	Restricted
Subtotal Unrestricted			\$ 11,981.26	
Subtotal Restricted			\$ 23,359.65	
Total Local Streets Fund			\$ 35,340.91	

*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	\$ 407,976.84	Unrestricted
Property Tax Savings	TCF Property Tax Savings	Available for transfer to Major & Local Streets	\$ 18,726.64	Unrestricted
Subtotal Unrestricted			\$ 426,703.48	
Subtotal Restricted			\$ -	
Total Municipal Streets Fund			\$ 426,703.48	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/14	Status of Cash
Tree Replacement Fund				
Cash	TCF Pooled	Restricted for trees	\$ 1,248.53	Restricted
Commercial Bank of Alma CD	Multi-Bank Securities	Restricted for trees	\$ 125,000.00	Restricted
Restricted Tree Replacement	PNC Bank	Restricted for trees	\$ 23,527.87	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 149,776.40	
Total Tree Replacement Fund			\$ 149,776.40	
Streetscape Debt Service Fund				
Cash	TCF Pooled	Restricted for GO Bond payments	\$ 148,698.68	Restricted
Property Tax Savings	TCF Property Tax Savings	Tax collections for GO Bond payments	\$ 5,203.22	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 153,901.90	
Total Streetscape Debt Service Fund			\$ 153,901.90	
Equipment Replacement Fund				
Cash	TCF Pooled	Reserved for vehicle expenses including capital pur	\$ 118,306.03	Restricted
Subtotal Restricted			\$ 118,306.03	
Total Equipment Replacement Fund			\$ 118,306.03	
Sewer Enterprise Fund				
Cash	TCF Pooled	Sewer operating	\$ 10,266.13	Unrestricted
University Bank CD	University Bank Ann Arbor	Account closed - moved to TCF tap fees	\$ -	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	\$ 499,848.93	Unrestricted
Sewer Tap Fees Account	Michigan Class Sewer/Water	Sewer tap-in fees	\$ 324,146.23	Unrestricted
Subtotal Unrestricted			\$ 834,261.29	
Subtotal Restricted			\$ -	
Total Sewer Enterprise Fund			\$ 834,261.29	
Water Enterprise Fund				
Cash	TCF Pooled	Water operating	\$ 9,067.18	Unrestricted
Bank of Ann Arbor CD	Bank of Ann Arbor	Water tap-in fees	\$ 258,622.11	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	\$ 114,687.03	Unrestricted
Water Tap Fees Account	Michigan Class Sewer/Water	Water tap-in fees	\$ 276,124.57	Unrestricted
Subtotal Unrestricted			\$ 658,500.89	
Subtotal Restricted			\$ -	
Total Water Enterprise Fund			\$ 658,500.89	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 03/31/14	Status of Cash
Trust & Agency Fund				
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 13,671.95	Restricted
Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds	\$ 252,769.00	Restricted
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ 1,070.00	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 267,510.95	
Total Trust & Agency Fund			\$ 267,510.95	
Retiree Health Care Fund				
Retiree Health Care Funding Vehicle	Mers of Michigan	Funds reserved for OPEB	\$ 587,301.33	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 587,301.33	
Total Trust & Agency Fund			\$ 587,301.33	
*Balance as of December 2013				
Payroll Fund				
Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 28,761.27	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 28,761.27	
Total Trust & Agency Fund			\$ 28,761.27	
Total Unrestricted			\$ 3,385,406.04	
Total Restricted			\$ 1,592,115.13	
Funds spent on captial projects (SRF, DWRF and Park), awaiting reimbursement from outside sources			\$ -	
Grand Total Cash			\$ 4,977,521.17	

Summary of General Funds Available for Non-Operational Use

General Fund Unrestricted	\$ 1,441,917.14
15% Fundbalance (based on revenue budget)	\$ (460,230.00)
Expected revenue (based on budget)	\$ 299,930.95
Expected expenditures (based on budget)	\$ (887,584.59)
Available Unrestricted	\$ 394,033.50
Restricted for Streets	\$ 474,086.37
Restricted for Equipment	\$ 118,306.03
Restricted for Facilities	\$ 248,692.59
Restricted for Public Parking	\$ 10,031.59
Restricted for Arts, Culture & Heritage	\$ 4,473.42
Restricted for Trees	\$ 149,776.40

AGENDA 4-28-14

ITEM I-3

Public Services Department

dschlaff@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

Phone (734)426- Fax (734)426-

MEMO

To: President Keough and Council
From: Dan Schlaff, Public Services Superintendent
Date: April 28, 2014
Re: Utility Progress & DPW Progress Reports

Provided for Council review are progress reports for the following period:

Utility Progress Report and DPW Progress Report weeks of:

4/07/2014 to 4/13/2014

4/14/2014 to 4/20/2014

Please contact me, if you have any questions.

	4/14/2014	4/20/2014	7/Days			
sewer maintenance	13					
water maintenance	7					
mxu's, Wire	1					
new meters	1					
water shut offs turn on	6	8385 Parkridge water service leak. Working with home owner, builder.				
liftstations, Reads, Floats	4	Reset pump 1 Dexter crossing. Added coolant Industrial park gen.				
miss digs	19					
Working AZS, OHM secondary lid						
Hosing WWTP						
backwash filter building	3	51,000 gal				
final reads/beginning reads						
arsonic samples	1					
Morning Rounds WTP	5					
Morning Rounds WWTP	5					
Activated sludge settling test						
Replace, repair lighting						
TA VA sludge test	1					
Weekend Operation & Lab	2					
Bisulfite delivery	1					
5th well annual grease,oil						
Flushed primary scum beaches						
Chem Cleaned sand filters	1	#2. Repair chem clean flushing line.				

	4/14/2014	4/20/2014	7/Days			
Worked with UIS on scada						
Filled oiler, greased screw pumps	4					
Unplugged ras pump	1					
Chlorine delivery						
Clear bar screen	2					
Pumped down disinfection chamber.						
Mixing primary digester for TAVA sample	1					
Cleaned sludge sink WWTP						
Pumped scum pit WWTP	2					
Pumped down ferric man hole						
Open iron pond drain	2					
Replaced blower bearings	1	Blower #2				
Add 3lb polymer aeration tank	6					
Chem feed pumps WWTP						
NUBCO WATER READS	1	Meter # 71756943 Read 2892				
	1	Meter # 71307627 Read 0053				
Locate water shut offs	1	Truned water on Walkabout pool.				
Mop clean WTP, 5 th well	2					
Service chem pumps WTP						
Activated sludge samples	3					
Sludge judge clarifiers	7					
Alternate outdoor, indoor screw pumps	5					
Changed C12 Pump Hose 5TH						

	4/14/2014	4/20/2014	7/Days			
Well						
Metro Sewer Vac-Truck						
Doug painting still lab WWTP	1					
Primary clarifier sludge samples	4					
Rebuild sand filter WWTP						
Cleaned filter building	1					
Investigate sewer backup						
5TH WELL	1	24' 6"				
DO reads activated sludge tank	5					
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.					
	1	Daily grab lab:				
	2	PH		7-Days Per Week		
	3	Iron		7-Days Per Week		
	4	Flouride		7-Days Per Week		
	5	Orthoposphate		7-Days Per Week		
	6	Free Chlorine		7-Days Per Week		
		WEEKLY LAB				
	1	Raw Flouride		One Per Week		
	2	Arsenic		One Per Week		
	3	Raw iron Ryan drive wells		One Per Week		
		WEEKLY NPDES WFP				
	1	PH		One Per Week		
	2	Iron		One Per Week		
	3	Suspended solids		One Per Week		
		DRINKING WATER REPORTING				
	1	Data entry for MORs		State Every Month.		
		DRINKING WATER OTHER:				
	1	Montly bacteriological testing				

	4/14/2014	4/20/2014	7/Days			
WASTE WATER DUTY SHEETS	WASTE WATER LAB 7 DAYS PER WEEK.					
1	Daily grab lab		7-Days Per Week			
2	PH		7-Days Per Week			
3	Temp		7-Days Per Week			
4	DO		7-Days Per Week			
5	Fecal Coliform		7-Days Per Week			
6	Total Chlorine		7-Days Per Week			
7	Settlability		7-Days Per Week			
8	MSSS AT RAS		7-Days Per Week			
9	Wasting rates		7-Days Per Week			
	Daily Composite Lab:					
1	Dates:		4/14/2014-4/20/2014			
2	BOD		7-Days Per Week			
3	Suspended Solids		7-Days Per Week			
4	Phosphorous		7-Days Per Week			
5	Ammonia		7-Days Per Week			
	Sludge Lab:					
1	PH		7-Days Per Week			
2	Total Solids %		7-Days Per Week			
3	Alkalinity		7-Days Per Week			
	Paragon Sampling:					
1	Copper		1-Day Per Week			
2						
	WASTE WATER REPORTING:					
1	EDMR Submitted		State Every Month.			
	QA/QC:					
1	Log Sheets		One Per Week			
	ORDER SUPPLIES:					
1						
	ORDER CHEMICALS:					
1	Bisulfate		1			
2	Bleach					
	IPP:					
1	Alpha Metal	received report				
2	Reports	Input data.				
3	Other					

Utilities Project Report	4/7/2014	4/13/2014	7/Days		
sewer maintenance	5				
water maintenance	3				
mxu's, Wire					
new meters	1				
water shut offs turn on					
liftstations, Reads, Floats	4				
miss digs	11				
Working AZS, OHM secondary lid					
Hosing WWTP	1				
backwash filter building	3	54,000 gal			
final reads/beginning reads	3				
arsonic samples	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	3				
Replace, repair lighting					
TA VA sludge test	1				
Weekend Operation & Lab	2				
Bisulfite delivery					
5th well annual grease,oil					
Flushed primary scum beaches					
Chem Cleaned sand filters	1				

WORKS DONE	4/7/2014	4/13/2014	7/Days		
Worked with UIS on scada	1				
Filled oiler, greased screw pumps	2				
Unplugged ras pump					
Chlorine delivery					
Clear bar screen					
Pumped down disinfection chamber.					
Mixing primary digester for TAVA sample	1				
Cleaned sludge sink WWTP					
Pumped scum pit WWTP					
Pumped down ferric man hole					
Open iron pond drain	2				
Replaced blower bearings	4	#2 Blower replaced bearings Eric.			
Add 3lb polymer aeration tank	7				
Chem feed pumps WWTP					
NUBCO WATER READS	1	Meter # 71756943 Read 2892			
	1	Meter # 71307627 Read 0053			
Locate water shut offs					
Mop clean WTP, 5 th well					
Service chem pumps WTP					
Activated sludge samples	3				
Sludge judge clarifiers	7				
Alternate outdoor, indoor screw pumps	5				
Changed Cl2 Pump Hose 5TH					

	4/7/2014	4/13/2014	7/Days		
Well					
Metro Sewer Vac-Truck					
Doug painting all cabinets in lab WWTP					
Primary clarifier sludge samples	4				
Rebuild sand filter WWTP	5				
Cleaned filter building	1				
Investigate sewer backup	6	3245 Eastridge. T.V sewer main.			
5TH WELL	1	22'			
DO reads activated sludge tank	5				
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.				
1	Daily grab lab:				
2	PH		7-Days Per Week		
3	Iron		7-Days Per Week		
4	Flouride		7-Days Per Week		
5	Orthoposphate		7-Days Per Week		
6	Free Chlorine		7-Days Per Week		
	WEEKLY LAB				
1	Raw Flouride			One Per Week	
2	Arsenic			One Per Week	
3	Raw iron Ryan drive wells			One Per Week	
	WEEKLY NPDES WFP				
1	PH		One Per Week		
2	Iron		One Per Week		
3	Suspended solids		One Per Week		
	DRINKING WATER REPORTING				
1	Data entry for MORs			State Every Month.	
	DRINKING WATER OTHER:				
1	Montly bacteriological testing				

	4/7/2014	4/13/2014	7/Days		
WASTE WATER DUTY SHEETS	WASTE WATER LAB 7 DAYS PER WEEK.				
1	Daily grab lab			7-Days Per Week	
2	PH			7-Days Per Week	
3	Temp			7-Days Per Week	
4	DO			7-Days Per Week	
5	Fecal Coliform			7-Days Per Week	
6	Total Chlorine			7-Days Per Week	
7	Settlability			7-Days Per Week	
8	MSSS AT RAS			7-Days Per Week	
9	Wasting rates			7-Days Per Week	
	Daily Composite Lab:				
1	Dates:			4/7/2014-4/13/2014	
2	BOD			7-Days Per Week	
3	Suspended Solids			7-Days Per Week	
4	Phosphorous			7-Days Per Week	
5	Ammonia			7-Days Per Week	
	Sludge Lab:				
1	PH			7-Days Per Week	
2	Total Solids %			7-Days Per Week	
3	Alkalinity			7-Days Per Week	
	Paragon Sampling:				
1	Copper			1-Day Per Week	
2					
	WASTE WATER REPORTING:				
1	EDMR Submitted			State Every Month.	
	QA/QC:				
1	Log Sheets			One Per Week	
	ORDER SUPPLIES:				
1					
	ORDER CHEMICALS:				
1	Bisulfate				
2	Bleach				
	IPP:	received report			
1	Alpha Metal				
2	Reports				
3	Other				

	4/7/2014	4/13/2014	7/Days		
	IPP:				
	1 NUBC				
	2 Reports				
	3 Other:				
	Miscellaneous:				
	1				
	2				
	3				
	4				
	5				
	6				
	7				
Andrea Off Vacation All Week					
Doug In Lab.					
	Total Work Orders		263		

	4/14/2014	4/20/2014	7-Days		
Leaf Pick-Up		2 3 hours each			
Chip Brush		2 4 hours each			
Patch Roads					
Repair Shoulders					
Grade Shoulder					
Storm Sewer Repair					
Street Sign					
Road Repair					
Trim Trees,Cut Down					
Clean Ditch					
Repair manhole					
Plow Roads					
Maintain/Inspect Playgrounds					
Lawn Mowing					
Street Sweeping		1 8 hours			
Clean Downtown					
Farmers Market					
Monthly Engine Hours					
Apple Daze Prep					
Storm Water Inspection					
Sprinkler System Maintenance					
Crack Seal					

	4/14/2014	4/20/2014	7-Days		
Cleaned 5 yard truck					
Emptying Street Sweeper into Dumpster					
Monthly Crane Inspection					
Ryan Drive Park asphalt trail		4 2-days. Saw cut, removal, replace with asphalt millings. 19 hours total.			
Miss Diggs	10	5 hours			
Stand Pipe Westridge					
Parks					
Closed ice rink season		2 2 hours each. Fence, fold liner.			
Maintenance on sweeper					
Working On Leaf Machine					
Traffic Signals					
Clock Downtown					
Put up, Take Down Banners					
Radar Sign					
Yearly rental rates					
Maintenace GMC Truck					
Compost Bags					
Cleaned Drains					
Fuel in Bobcat, plow					
Office Towels, T.P					
Salted Bricks, Parks, Down-town, Sidewalks.		2 2 hours each			

	4/14/2014	4/20/2014	7-Days		
Plowing, Removal Of Snow					
Parking Lots					
Trash down town		2 2 hours each			
Push Back Intersections					
Cleaned Crosswalks					
Push Back Shoulders					
Maintenance International		2 2 hours each. Salter, plow off.			
Dump Truck					
Salted streets		1 2 hours			
Bobcat maintenance					
Greased 1 ton truck box, front end.					
Clean Office, Break Room		2 3 hours each			
Cleaned trucks					
Caution tape 8060 4 th storm drain		1 1 hour. Made new catch basin lid. 2 hours.			
SWPP reports					
PIPP reports					
Changed oil chipper, filters, greased					
Swept snow down town, Ryan					
Painted second coat chipper box					
Easter egg hunt stuff		2 3 hours			
Health care meeting					
Emptied used oil barrels					

	4/14/2014	4/20/2014	7-Days		
Pre-inspection bucket truck		1 30 min			
Pre-inspection 1 ton trucks		1 30 min			
Pre-inspection GMC truck		30 min			
Pre-inspection International truck		30 min			
Pre-inspection front end loader		1 30 min			
Pre-inspection Case backhoe		1 30 min			
Pre-inspection Bobcat		1 30 min			
Contacted are soil erosion officer, sent pictures.					
Frozen storm lines behind Dexter Pub					
Snow removal in town					
Alley inspection					
Lumber from lowes					
Shoveled salt out of truck salter chain broken.					
Working with LED contractor					
Contract negotiation					
Called M & M pavement marking company.					
Bills payroll					
Replaced sweeper dumpster		1 2 hours			
Change photo cell					

	4/14/2014	4/20/2014	7-Days		
Finished compost report					
Quarterly engine hours					
Street painting template					
Washed pick up truck					
ATV removed salter		1 2 hours			
Washed 1 ton truck					
Turned compost pile					
Worked on alley's					
Changed out bad light bulbs bucket truck					
Cleaned work area					
Order salt Mi Deal					
Meeting DPW, WWTP, WTP on Victoria Condo's.					
Worked on update storm water maps.					
Inspection retention ponds					
Total work orders		40			
Total work hours		92			
Total hours worked		84.5			
4 DPW workers with hour for lunch 28 hours x 5 days 140 hours. Kurk off - 40 hours. Todd off - 8 hours. 92 total work hours.					

	4/7/2014	4/13/2014	7-Days		
Leaf Pick-Up					
Chip Brush		2	7 hours each.		
Patch Roads					
Repair Shoulders					
Grade Shoulder					
Storm Sewer Repair					
Street Sign					
Road Repair					
Trim Trees,Cut Down					
Clean Ditch					
Repair manhole					
Plow Roads					
Maintain/Inspect Playgrounds					
Lawn Mowing		2	Maintenance 3 hours each.		
Street Sweeping		1	4 hours change broom, adjusted sweeper, 20 hours total sweeping streets.		
Clean Downtown		2	3 hours each		
Farmers Market					
Monthly Engine Hours					
Apple Daze Prep					
Storm Water Inspection					
Sprinkler System Maintenance					
Crack Seal					

	4/7/2014	4/13/2014	7-Days		
Cleaned 5 yard truck					
Emptying Street Sweeper into Dumpster					
Monthly Crane Inspection					
Weed Killer Application					
Miss Diggs		15 10 hours			
Stand Pipe Westridge					
Parks					
Closed ice rink season		3 8 hours each			
Maintenance on sweeper					
Working On Leaf Machine					
Traffic Signals		2 Walking sing at Main, Baker light out. 1 hour each.			
Clock Downtown					
Put up, Take Down Banners		2 1.5 hours each			
Radar Sign					
Yearly rental rates					
Maintenace GMC Truck					
Compost Bags		1 1 hour			
Cleaned Drains					
Fuel in Bobcat, plow					
Office Towels, T.P					
Salted Bricks, Parks, Down- town, Sidewalks.					

	4/7/2014	4/13/2014	7-Days		
Plowing, Removal Of Snow					
Parking Lots					
Trash down town					
Push Back Intersections					
Cleaned Crosswalks					
Push Back Shoulders					
Maintenance International					
Dump Truck					
Salted streets					
Bobcat maintenance					
Greased 1 ton truck box, front end.					
Clean Office, Break Room					
Cleaned trucks					
Installed chipper box in truck					
SWPP reports					
PIPP reports					
Changed oil chipper, filters, greased					
Swept snow down town, Ryan					
Painted second coat chipper box					
Pre-con Ann Arbor, Central					
Health care meeting					
Emptied used oil barrels					

4/7/2014	4/13/2014	7-Days		
Pre-inspection bucket truck	1 30 min			
Pre-inspection 1 ton trucks	1 30 min			
Pre-inspection GMC truck	1 30 min			
Pre-inspection International truck	1 30 min			
Pre-inspection front end loader	1 30 min			
Pre-inspection Case backhoe	30 min			
Pre-inspection Bobcat	30 min			
Contacted are soil erosion officer, sent pictures.				
Frozen storm lines behind Dexter Pub				
Snow removal in town				
Alley inspection				
Lumber from lowes				
Shoveled salt out of truck salter chain broken.				
Working with LED contractor				
Contract negotiation	2 2 hours each			
Called M & M pavement marking company.				
Bills payroll	1 1.5 hours			
Trash on Samuel Drive				
Change photo cell				

DPW/Generator Work	4/7/2014	4/13/2014	7-Days		
Finished compost report					
Quarterly engine hours					
Street painting template		1 1 hour			
Washed pick up truck		1 1 hour			
Worked on easter egg hunt		1 1 hour			
Washed 1 ton truck		1 1 hour			
Turned compost pile		1 2.5 hours			
Worked on alley's					
Changed out bad light bulbs bucket truck					
Cleaned work area					
Order salt Mi Deal		1 30 min			
Meeting DPW, WWTP, WTP on Victoria Condo's.		1 1 hour			
Worked on update storm water maps.		1 1 hour			
Inspection retention ponds		1 2 hours			
Total work orders		46			
Total work hours		114			
Total hours worked		105			
4 DPW workers with hour for lunch 28 hours x 5 days 140 hours. Butch off 2 days -16 hours. Bruce off -10 hours. 114 total work hours.					



VILLAGE OF DEXTER – COMMUNITY DEVELOPMENT OFFICE

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

AGENDA 4-28-14
ITEM I-4

Memorandum

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Michelle Aniol, Community Development Manager
Re: REPORT
Date: April 24, 2014

Business Summit – Our second Business Summit with Ann Arbor Spark was held on April 23, 2014 at La Fontaine Chevrolet. Approximately 17 attended this Summit. After a solid round of networking, Anifa Twardeski kicked things off by briefly talking about the Huron River Watershed Council and its Trail Towns initiative. She invited the businesses owners/representatives to participate.

We then heard from businesses that access to high speed internet and power quality are their key concerns.

Dextech Phase 2 Notification – Dextech has submitted site plans for their 1st stage of Phase 2 improvements. This review does not require Planning Commission approval and will be done administratively.

Planning & Zoning:

- A front yard setback variance request was submitted by John Coffey for 7690 Grand Street.
- Staff received an inquiry regarding the ability to combine two adjacent, vacant units in West Ridge. Article V, sub-section (3) of the Master Deed for the Westridge of Dexter Subdivision states that a combination of adjacent units is "subject to the approval of the Developer/Builder and the Village of Dexter, the Developer/Builder is the Westridge HOA. Basically this means if co-owners of adjacent units submit a written request to the Association to combine adjacent units, **and if the Association approves the request**, then an amendment to the Master Deed would need to be prepared. Village approval, as cited in sub-section (3), doesn't come into play until the Association submits an amendment to the Master Deed, in conjunction with the Village's Application for Land Division/Combination.

**NOTICE OF PUBLIC HEARING
VILLAGE OF DEXTER
ZONING BOARD OF APPEALS**

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, May 19, 2014 at the Dexter Senior Center, 7720 Ann Arbor Street, Dexter, Michigan, for the purpose of hearing public comment regarding the following variance application:

The applicant, Jonathon Coffey, is requesting a variance from the following section of the Village of Dexter Zoning Ordinance for 7690 Grand Street, HD-08-06-425-001:

Section 20.01 Schedule of Regulations for Principal Buildings-Residential; the minimum front yard setback for a principal structure in the R-1B One Family Residential District is 15 feet. The applicant proposes a reduced setback of 5.6 feet due to practical difficulties associated with the property.

Legal description of 7690 Grand Street:

LOT 23 AND THE NWLY 3 FT OF LOT 22 BLK 36 PLAT OF THE ADDITION TO THE VILLAGE OF DEXTER BY THE DEXTER ESTATE.

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 project should be submitted to the Village Zoning Office, and must be received no later than 5:00 p.m., Wednesday, May 1, 2014. 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 website, www.villageofdexter.org.



**Please post in the Sun Times on April 29, 2014
Please send affidavit**

**Village of Dexter
3rd Quarter Update 2013-14
January 1, 2014 – March 31, 2014**

****Updates in Italics***

Redevelopment Ready Communities

- Village accepted into MEDC Redevelopment Ready Communities Program in March, 2014.
- *Next steps include scheduling a kick off presentation at a village council meeting to briefly go over the process, expectations and best practices. MEDC anticipates they will start scheduling these presentations for mid-June. A chart that gives an overview of next steps is attached to this update.*

Downtown Development Authority

3045 BROAD STREET

- Bird-Houk/OHM completed an analysis of physical structures, site capacity, market conditions and estimated redevelopment costs, an initial economic feasibility analysis of redevelopment potential, and design guidelines to help Village/DDA determine the "highest and best" use and the redevelopment potential of the property.
- DDA authorized Bird-Houk/OHM to conduct additional study including infrastructure funding needs, revising conceptual site plan to include the adjacent Dunlavy/Blossom property, and facilitating a public input process before pulling the trigger on an RFP to engage a developer.

Dexter Crossing – Blackhawk Development/Signature Home Traditions/Deputy Homes

VICTORIA CONDOMINIUMS

Preliminary Zoning Compliance	0
Final Zoning Compliance	1
Units Not Sold (Total Units)	44 (44)
Single Family Homes Final Zoning Compliance	0

CONDOS

- *Village Council approved the modified Area Plan for Victoria Condominiums at Dexter Crossing, submitted by Deputy Homes, in March, 2014. The number of units was reduced to 44.*
- *Planning Commission will consider the combined preliminary and final site plan at its May 5, 2014 meeting.*

SINGLE FAMILY

- *5 units (lots) remaining.*

COMMERCIAL

- *7093 Dexter-Ann Arbor Rd (the end unit) - Chelsea Community Clinic received Preliminary Zoning Compliance approval for 8,668 sq. ft.*

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

Preliminary Zoning Compliance	0
Final Zoning Compliance	1
Vacant Lots (Total Lots Phases 6-8 = 76)	33

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

Preliminary Zoning Compliance; Iconolast, Norfolk, Peters and others	10
Final Zoning Compliance	10
Units Remaining (sales house)	1
Vacant Lots	17

- *HCMA Trail to Hudson Mills completion fall 2013.*

Dexter Town Center (Dexter Pharmacy and Wellness Center)

- *Project closed out 5/9/13. Tap fees paid off December 2013.*

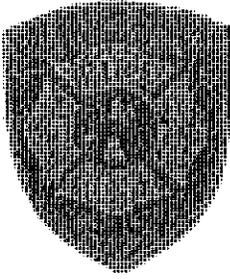
Plan Reviews/Approved

- *Victoria Condominium- Deputy Homes submitted application for combined preliminary and final site plan review.*
- *7093 Dexter-Ann Arbor Road, Chelsea Community Clinic – Preliminary Zoning Compliance Application approved March 11, 2014.*
- *Keller Williams – 7050 Dexter-Ann Arbor Road – Application for Interior Remodel approved March 10, 2014.*
- *Northern United Brewing Company – 2319 Bishop Cr – Application for Interior Remodel approved February 19, 2014.*
- *8070 Main Street (formerly Verizon) – Application for Interior Remodel approved February 28, 2014.*
- *Bailiwicks Outdoors – 7940 Ann Arbor Street – Application for Change in Tenant or Use approved February 19, 2014.*
- *Beer Grotto – 8059 Main Street – Application for Interior Remodel approved February 10, 2014.*

Village of Dexter 3rd Quarter Activity Jan 1 - Mar 31					13-14 YTD	12-13 YTD	11-12 YTD	10-11 YTD	09-10 YTD	08-09 YTD	07-08 YTD	06-07 YTD	05-06 YTD	04-05 YTD	03-04 YTD
1st Qtr. July-Sept	2nd Qtr. Oct-Dec	3rd Qtr. Jan-March	4th Qtr. April-June	TOTAL	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Prelim. Zoning Compl. Permits	27	18	14		59	80	49	41	65	32	32	98	67	211	161
(New Construction)*	20	6	9		35	38	17	6	8	2	2	11	12	107	75
Condominium Units	0	0	0		0	0	0	18	39	0	2	0	1	21	2
(Commercial/Office)	0	0	2		2	2	6	8	8	5	5	30	8	3	
(Additions/Remodels/Build outs)	2	1	0		3	15	2	9	20	13	10	21	5	5	3
(Accessory structure)	1	1	2		4	2	9	2	1	2	1	4	1	5	3
(Decks)	4	10	1		15	23	15	11	9	8	10	24	38	65	65
Final Zoning Compl. Permits	13	16	11		40	35	24	46	36	29	44	58	188	157	122
(New Construction)	5	11	10		26	23	11	7	8	2	10	9	38	85	78
(Additions/Remodels/Build Outs)	1	0	0		1	6	5	9	7	9	10	4	19	6	1
(Decks)	0	0	0		0	1	1	3	7	0	13	25	121	58	43
(Accessory structure)	0	1	0		1	3	0	1	0	0	2	0	2	1	0
(Commercial/Office)	1	3	0		4	2	2	11	6	18	6	19			
(Condominium Units)	6	1	1		8	0	14	18	15	0	3	0	8	7	0
INTERIOR REMODEL (Prelim./Final)	10	12	6		28	29	31								
FENCE PERMITS	0	1	0		1	9	12								
PERMITS/OTHER	71	54	18												
Temporary Uses/Structures	1	0	1		2	3	3	4	7	0	6	7	11	7	0
Land Division / Combination	1	0	0		1	1	1	0	2	3	4	2	0	3	2
Ordinance Amendments	0	0	0		0	2	8	9	9	4	15	11	9	11	6
Rezoning or Conditional Rezoning	0	0	0		0	0	0	0	1	2	0	1	0	1	0
Special Use Permits	0	2	0		2	2	0	0	1	1	0	8	6	1	3
Preliminary Site Plan Approvals	0	0	0		0	0	1	0	0	0	1	4	3	0	1
Final Site Plan Approvals	0	0	0		0	0	1	1	0	0	2	4	3	0	2
Combined Site Plan Approvals	1	0	0		1	2	1	2	2	1	3	1	2	0	1
PUD Area Plan	0	0	1		1	1	0	0	0	0	0	1	0	0	2
PUD Amendment	0	0	1		1	1									
Sign Permits	2	9	2		13	16	13	11	9	10	12	21	13	11	14
Temporary Signs/Sandwich/Use	10	12	11		33	41	36	37	32	13	21	37	21	14	
Outdoor Seating Permits	0	0	0		0	4	4	11	10	6	2	5	6		
(ZBA Cases) Non-Residential	1	0	1		2	4	1	2	2	1	1	2	3	5	3
(ZBA Cases) Residential	0	0	0		0	1	1	1	0	2	2	4	4	3	2
Variances Granted	0	0	0		0	5	2	2	2	2	2	5	7	7	5
Demolition Permits	1	1	0		2	1	6	2	6	2	2	6	5	2	4
Right-of-way permits	22	7	0		29	5	10	2	7	1	2	0	4	3	
Park Use	2	0	0		2	13	19	8	15	14	6	7	4		
Home Occupation Permits	0	0	0		0	0	0	0	0	0	2	3	2	2	1
Freedom of Information Requests	0	0	0		0	0	2	0	0	1	1	1	1	8	4
Hawkers & Peddlers Permits	2	0	1		3	9	7	6	12	9	9	12	10	7	4
Requests for service/Correspondence	0	10	0		10	2	11	0	1	14	9	28	15	33	
Resident/Merchant/Business Communic.	28	13	0		41	25	24	36	92	6	24	48	38		
Enforcement	9	35	17		61	0	0		0	116	200	0			
Initial Notice	7	32	17		56	95	166	287	156	108	181	123	83	155	113
Second Notice	2	3	0		5	2	15	17	9	11	11	8	10	11	20

- * General Code Amendment : None
- * Zoning Ordinance Amendment Pending: None
- * Zoning Ordinance Amendments: None
- * Site Plans : None
- * Sign Permits: None
- * Rezoning: None
- * Special Use Permits: None
- * Communication - None
- * Resolutions/Support : Arbor Day
- * Enforcement : 12 Snow removal, 1 Outdoor storage, Junk and rubbish; 2 Dogs; 1 Temporary Sign; 1 Non-conforming use and dog waste
- * ZBA : Dextech (2014-01)
- * PUD Amendment/Modification requests: Victoria Condominiums at Dexter Crossing (unreported 2nd Qtr activity)

Revenue -																
Through September 30, 2013	Zoning Compliance Permits:		\$3,080						101,000,000,477,000							
	Site Plan Review Fees:		\$3,875						101,000,000,608,000							
Through December 31, 2013	Zoning Compliance Permits:		\$5,290						101,000,000,477,000							
	Site Plan Review Fees:		\$3,525						101,000,000,608,000							
Through March 31, 2014	Zoning Compliance Permits:		\$865						101,000,000,477,000							
	Site Plan Review Fees:		\$0						101,000,000,608,000							
Through June 30, 2014	Zoning Compliance Permits:															
	Site Plan Review Fees:															



**Dexter Area Fire Department
Fire Administration Board**

Regular Meeting Agenda

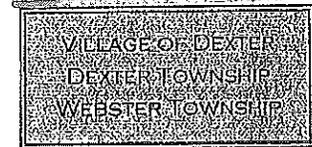
April 17, 2014 – 6:00 p.m.

Dexter Township Hall

6880 Dexter-Pinckney Rd, Dexter, MI 48130

AGENDA 4-28-14

ITEM F-5



A. Call to Order

B. Roll Call

Chairperson: Jim Seta

Board Members: Libby Brushaber, Pat Kelly (Secretary), Dan Munzel (Treasurer), Harley Rider, Ray Tell, John Westman (Vice-Chair)

C. Approval of Meeting Minutes

1. March 20, 2014 Regular Meeting

D. Pre-arranged Citizen Participation

E. Approval of the Agenda

F. Non-Arranged Citizen Participation

G. Communications

H. Approval of the Bills and Payroll

Check Register and Direct Deposits from 3/18/2014 through 4/15/2014 in the amount of \$ 234,618.10

I. Reports

1. Chief's Report
2. Dexter Firefighter's Association Report

J. Old Business

K. New Business

1. Discussion on Lima Township Revenue
2. Dexter Township Fire Hall Long Term Expense Projection
3. Full Time Position Hire
4. C.I.P.

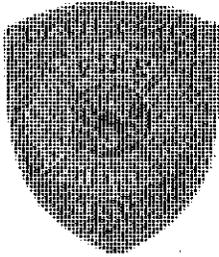
L. Non-Arranged Citizen Participation

M. Concerns of Fire Board Members

N. Future Agenda Items

Next Meeting May 15, 2014, 6:00 p.m. at the Dexter Township Hall

O. Adjournment



**Dexter Area Fire Department
Fire Administration Board
Board Meeting Minutes
March 20, 2014 – 6:00 p.m.
Dexter Township Hall**



Members Present: Chair Jim Seta, Ray Tell (Dexter Village); Libby Brushaber (Dexter Township); Dan Munzel, Vice-Chair John Westman (Webster Township); Secretary/Treasurer Pat Kelly (Member at Large)

Members Absent: Harley Rider (Dexter Township)

Also Present: Chief Loren Yates, Rod Anderson (CAFA Board Chair and Chelsea City Council member), Lt. Michael Grissom, and Firefighter Jason Hilberer

A. Call to Order:

Chair Seta called the meeting to order at 6:00 p.m.

B. Roll Call:

Roll was called (as indicated above) - a quorum was present.

C. Approval of Meeting Minutes:

Motion Munzel; second Westman to approve the February 20, 2014 regular meeting minutes as presented. Carried by voice vote.

D. Pre-arranged Citizen Participation:

None.

E. Approval of the Agenda:

Motion Brushaber; second Tell to approve the agenda as presented. Carried by voice vote.

F. Non-Arranged Citizen Participation:

None.

G. Communications:

None.

H. Approval of the Bills and Payroll:

Motion Brushaber; second Tell to approve the check register bills and direct deposits from February 20, 2014 through March 17, 2014, totaling \$ 94,418.36.

Westman inquired about overtime expenses to date. Chief Yates replied that they are high but should be in line for the year after the approved new position of firefighter is filled.

Roll call vote: Ayes: Westman, Brushaber, Tell, Seta, Kelly, Munzel; Nays: None; Absent: Rider; Abstain: None. Carried 6-0.

I. Reports

1. Chief's Report

Chief Yates presented his written report including information on the following items: 2014 runs-to-date are comparable to 2013; no major apparatus repairs; reimbursement for Station 1 alarm

system requested from Village; all turn-out gear cleaning/inspection is complete; MERS paperwork has been filed and previous employee contributions have now been credited properly to employee accounts.

Munzel commented that the months notated for runs in the Chief's report do not match the months of the data distributed to Board members.

Kelly inquired about the high number (over 30%) of "good intent" calls to Dexter Township for the month of February.

2. Dexter Firefighter's Association Report

No report.

3. Regional Fire Update

No report.

Kelly commented that this item should be removed from the agenda since the regional committee is no longer meeting and neither the Dexter nor Webster Township Board has voted to approve the agreement or even placed consideration of the agreement on their agenda. There was no objection from the Board to remove the regional fire update from future agendas.

J. Old Business

1. CAFA Update

Seta thanked CAFA Board Chair Rod Anderson for his assistance in drafting the proposed DAFD contract with CAFA for service to Lima Township; the proposed contract was distributed to Board members via email.

Seta reported that the proposed contract is the same as previous contracts with CAFA; differences include that the term of the new contract is automatically renewing on a month-to-month basis rather than an annual expiration; the contract will be terminated upon 30 days written notice from either party. Services will be invoiced and due on a monthly basis at \$4,893.75 per month.

Seta reminded Board members that revenue from the CAFA contract was not included in the approved 2014 DAFD budget; he requested that Board poll their respective municipalities to see if they would rather utilize the proceeds to lower the overall budget or to fund potential capital purchases. Discussion of how to handle the CAFA contract revenue will be on the April agenda.

Motion Kelly; **second** Munzel to approve the proposed contract as presented and to authorize Chair Seta to sign the agreement (*copy of approved contract attached and made a part of these minutes*). **Carried** by voice vote.

2. Mileage Reimbursement Policy

Motion Kelly; **second** Munzel to defer action on the mileage reimbursement policy until the April meeting, pending review by representatives of Local 4090 and the Firefighters Association. **Carried** by voice.

3. Response to Village Letter

Seta informed the Board that he had put together a presentation in response to the letter received from the Village (*copy of presentation attached and made a part of these minutes*). The material will be presented to the Village Council on Monday, March 24th at 7:30 p.m. at the Senior Center; DAFD Board members are invited to attend.

Seta presented the document to the Board and invited members to provide comments prior to presentation to the Village Council.

Several members of the Board commented on the age of DAFD's major apparatus and that the budget comparisons from 2006 to 2014 would not look as favorable if the age of the equipment was comparable. Members of the Board agreed that completing a capital improvement plan is a high priority.

The Board thanked Seta for his excellent analysis and work on the presentation.

K. New Business

1. Interlocal Agreement Discussion

Retirement System (MERS) "Defined Benefit Plan Adoption Agreement" as discussed and agreed by the Board (*copy of approved agreement attached and made a part of these minutes*).

L. Non-Arranged Citizen Participation

Firefighter Hilberer commended Chair Seta and those who assisted for their work on the response to the Village's letter.

M. Concerns of Fire Board Members

Westman stated that Webster Township has appointed a committee to look into construction of a fire substation; if constructed, Webster would want the station to be manned.

N. Future Agenda Items – Thursday, April 17, 2014 at 6:00 p.m. at the Dexter Township Hall

1. Review Mileage Reimbursement Policy
2. Budget Amendment for CAFA Contract Revenue
3. Training Officer Report
4. Financial Audit Report (if completed)

O. Adjournment

Motion Kellys second Brushaber to adjourn. Carried by voice vote.

Chair Seta declared the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Pat A. Kelly
Pat A DAFD. Kelly, Secretary

These minutes were approved by majority vote at the _____ Dexter Area Fire Department Fire Administration Board meeting.



AGENDA 4-28-14
ITEM I-5

Date: March 2, 2014
To: James Carson
Village of Dexter Representative
402 Cambridge Drive
Dexter, MI 48130

(734) 475-9494
Ride reservations
& informaton

From: Michaelene Pawlak, Executive Director
Western-Washtenaw Area Value Express (WAVE)
PO Box 272
Chelsea, Michigan 48118

(734) 433-1338
Administration

Re: Local WAVE Transportation Programs

Dear Mr. Carson,

This month we discussed the local costs of WAVE programming at our Board of Directors meeting. It was suggested that an abbreviated version of the allocations workbook be presented to WAVE Directors to present at respective budget sessions in planning this year's funding. Attached is the Village of Dexter's worksheet.

WAVE uses PC Trans Dispatching software to enter ride information when reservations are made and gather other ride data from daily data sheets provided by drivers on fixed route services. PC Trans Dispatching software sorts data by riders' minor civil divisions (MCD's) and by bus stops on fixed routes. This data provides an accurate accounting of rides provided in MCD's we serve.

There are two outlined data boxes on the attachment. The first box offers FY 13 local programmatic expenses before and after fares. The second data box uses these expenses as its' base and then adds one FTE Dispatcher expenses and the Village of Manchester to WAVE programming.

Please review the second data box entitled 'With Manchester & Second WAVE Dispatcher'. WAVE has been operating with one dispatcher for 38 years. Rides reservations have increased more than five-fold since 1976 creating a burden of work for one dispatcher. We must add one FTE to Central Dispatch to assist with that workload. WAVE is also in discussion with the Village of Manchester concerning providing transportation in their community. All direct costs of a program in Manchester will be funded locally within the Manchester area but other

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© P.O. Box 272
© Chelsea, MI 48118-0272
©

programs will benefit by sharing existing overhead costs with Manchester as reflected in the data in Program #3.

Village of Dexter residents are eligible for additional programming not attributed to Dexter on the attached worksheet (Chelsea Community Ride free shuttle and Senior Enrichment Programs and weekend services on the Community Connector) because they are funded in full.

WAVE is asking that the Village of Dexter consider the current level of funding \$32,000 in local transportation program expenses this year. Maintaining the current contract amount will ensure funding this year's additional expenses associated with fuel, bus maintenance and insurance.

Thank you for considering this request. Supporting WAVE supports Dexter area residents!

Sincerely,

A handwritten signature in black ink that reads "Michaelene Pawlak". The signature is written in a cursive style with a horizontal line above the first few letters.

Michaelene Pawlak
Executive Director

Att.

FY 13 Data, Expenses & Revenue

	# of Rides	% of Rides	Fares	Current Local Portion of Expenses		Local Funding Needed	
				Current Expenses	Expenses After Fares	With Manchestor & Second WAVE Dispatcher	Anticipated Expenses
Dexter - Village of							
Program #2: Community Enrichment <i>(Total Program: \$124,050 & Total Rides: 868)</i>	41	5%	\$193.75 \$212.50	Funded	Funded	Funded	Funded
Program #3: Community Connector <i>(Total Program: \$160,100 & Total Rides: 12,644)</i>	2576	20%	\$3,807.38	\$16,010.00	\$12,202.62	\$15,712.50	\$11,905.12
Program #4: Dexter Demand Response Within the Village Limits:	1441	30%		\$13,125.00		\$13,762.50	
Local outside the Village Limits:	1083	22%		\$9,625.00		\$10,092.50	
<i>(Total Program: \$87,500 & Total Rides: 4862)</i>	2524	52	\$5,436.86	\$22,750.00	\$17,313.14	\$23,855.00	\$18,418.37
Program #5: Lifeline Countywide Van <i>(Total Program: \$32,050 & Total Rides: 436)</i>	26	6%	\$212.34	\$961.50	\$680.16	\$966.00	\$753.66
Total Local Funding Needed to Operate Programs:				Before Fares \$39,915.25	After Fares \$30,195.92	Before Fares \$40,746.00	After Fares \$31,077.15

Suggested Village of Dexter Contract: Remain at \$32,000

Rationale: Maintaining the current contract amount will fund anticipated expenses associated with fuel, bus maintenance and insurance.

WAVE Ridership - FY's 13 14 Comparisons

Chelsea Com Ride Shuttle M-S (#6)		
	2012/13	2013/14
Oct	528	714
Nov	522	581
Dec	511	585
Jan	532	530
Feb	530	514
Mar	507	520
Apr	593	
May	636	
Jun	599	
Jul	597	
Aug	547	
Sept	605	
Total	6707	3444

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

Chelsea Com Ride Shuttle Sunday (#7)		
	2012/13	2013/14
Oct	122	134
Nov	129	126
Dec	169	132
Jan	146	89
Feb	139	107
Mar	116	125
Apr	137	
May	123	
Jun	157	
Jul	87	
Aug	102	
Sept	159	
Total	1586	713

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

Senior Enrichment (#8)		
	2012/13	2013/14
Oct	567	646
Nov	501	446
Dec	539	303
Jan	228	144
Feb	242	120
Mar	170	205
Apr	421	
May	480	
Jun	556	
Jul	308	
Aug	582	
Sept	512	
Total	5106	1864

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

Community Connector Weekends		
	2012/13	2013/14
Oct	145	161
Nov	192	188
Dec	202	210
Jan	152	152
Feb	205	170
Mar	193	183
Apr	199	
May	173	
Jun	200	
Jul	172	
Aug	203	
Sept	178	
Total	2214	1064

Total of weekend ridership for the Community Connector route.

All Programs		
	2012/13	2013/14
Oct	3,969	4,655
Nov	3,650	3,838
Dec	3,411	3,684
Jan	3,635	3,336
Feb	3,497	3,426
Mar	3,842	3,915
Apr	4,049	
May	4,201	
Jun	3,558	
Jul	3,547	
Aug	3,702	
Sept	3,910	
Total	44,971	22,854

The sum of all program ridership.

February		
	FY13	FY14
March	3,842	3,915
Oct-Mar	22,004	22,854

↑ 1.86%
↑ 3.72%

**FY 2014 Budget
For WAVE Board Consideration**

		FY 13 Actual	Approved FY 14 Budget				
	Income:						
4110	Fares - Chelsea	14,134.09	14,000.00				
4120	Fares - Community Enrichment	5,945.00	8,800.00				
4130	Fares - CC	19,036.90	18,320.00				
4135	Fares - CC Wknds	1,693.55	1,750.00				
4138	Fares - UM Subsidy	0.00	0.00				
4140	Fares - Dexter	10,455.50	9,750.00				
4150	Fares - LifeLine	3,539.00	3,500.00				
4160	Urban Rte. Support	28,211.21	30,000.00	667,899	Current Est. Expenses		
4170	Contracts	57,038.75	58,760.00	-141,860	Ineligible Expenses		
4200	Municipal Support	91,250.00	95,000.00	525,239	AAATA Contract Exp's		
4210	Organizational Support	30,100.00	30,100.00	x52.06%	Latest Pass Thru %		
4220	Pass Through	263,028.00	273,440.00	273,440	Approved Pass Thru		
4220.1	Pass Through - AAATA Prior Year Adjustment	9,428.43	0.00				
4230	Specialized Services	9,644.25	12,860.00				
4240	Mobility Management Income	45,000.00	60,000.00	12,860	Specialized Services		
4245	JARC Operating Assistance	21,466.00	35,000.00	60,000	Mobility Management		
4300	Donation Envelopes	4,415.00	5,000.00	4,000	RTAP - Education		
4320	Grants & Foundations	0.00	1,000.00	30,000	Urban Route - Scio Twp.		
4330	Government Capital Grants	132,864.69	0.00	35,000	JARC - Weekend Services		
4400	RTAP (Education)	3,119.37	4,000.00	141,860	Ineligible for Pass Through		
4410	Miscellaneous Income	18.00	100.00				
4420	Interest	97.34	100.00				
4430	Gain on Sale of Assets	0.00	15,000.00				
	Total Income:	750,485.08	676,480.00				
	FY13 Expense:						
5100	Wages	309,245.55	324,925.00				
5110	Payroll Taxes	25,935.53	28,133.00				
5120	Workers' Comp Insurance	17,550.30	17,676.00				
5130	Employee Benefits	9,678.71	10,000.00				
5200	Gas & Oil	75,338.52	76,850.00				
5210	Bus Maintenance	73,852.96	75,000.00				
5212	Bus Maintenance - Tires	12,023.28	12,000.00				
5220	Bus Supplies	1,281.28	1,300.00				
5230	Bus Washing	50.00	50.00				
5300	Telephone	7,899.03	7,500.00				
5310	Utilities	859.54	900.00				
5320	Office Supplies	1,749.21	2,000.00				
5322	PC Trans Software Maintenance	2,250.00	2,250.00				
5330	Miscellaneous Expense	6.23	100.00				
5340	Mobility Management Expense	45,000.00	60,000.00				
5345	Capital Grant Expense	132,237.09	0.00				
5400	Bus Insurance Policies	26,706.17	26,700.00				
5410	Office Insurance Policies	1,614.26	1,700.00				
5430	Audit	7,730.00	7,500.00				
5440	Fees, Subscriptions & Licenses	6,045.16	7,000.00				
5502	Mileage	83.23	83.00				
5510	RTAP (Education)	3,117.36	4,000.00				
5520	Staff Recognition	500.00	500.00				
5530	Promotion - Agency	1,528.95	2,600.00				
5540	Recruitment - Staff	0.00	200.00				
5550	Drug Testing	384.00	600.00				
5600	Interest Expense	185.00	200.00				
	Total Expense:	762,851.36	669,767.00				

Hourly Personnel:	Wage History		Fiscal Year 14
	<u>FY 12</u>	<u>FY 13</u>	<u>Proposed 2.5% Hourly Increase</u>
Dispatcher:	13.97	14.25	\$14.60
Scheduler:	13.97	14.25	\$14.60
Drivers:	13.37	13.64	\$13.98

Salaried:	Wage History		Fiscal Year 14
	<u>FY 12</u>	<u>FY13</u>	<u>Board Proposed Salary Adjustment</u>
Executive Director:	61,400	69,400	To be determined

ABSTRACT 4-28-14
ITEM I-6

FACILITY COMMITTEE

THE VILLAGE OF DEXTER

Wednesday, April 23rd and Friday, April 25th, 2014

9:00 a.m. to Noon

At Dexter District Library- 3255 Alpine Street

Attendance:

Shawn Keough, Paul Cousins, Julie Knight, Fred Schmid, Courtney Nicholls, and Donna Dettling.

Why we're meeting: The Facility Committee is meeting monthly every 1st Friday of the month starting in February 2014. The Committee will be working toward solutions to the village's facility needs.

Proposed Committee Agenda

1. Interview Consultants for Architectural Services for Facilities Assessment

Wednesday, April 23, 2014

- 9:00 a.m. John D. Kohler, Architect
- 10:00 a.m. Sidock Architects
- 11:00 a.m. Bergmann Associates

Friday, April 25, 2014

- 9:00 a.m. Partners in Architecture
- 10:00 a.m. CHMP, Inc.
- 11:00 a.m. Redstone Architects

2. Review, evaluate and choose a Consulting Firm to recommend entering into a contract for services to Village Council.

AGENDA 4-28-14
ITEM # 7

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: April 23, 2014
Re: Assistant Village Manager & Village Manager Report - Meeting of April 28, 2014

1. Meeting Review:

- April 14th - DTE Broad Street Redevelopment Meeting, see below
- April 15th – Parks & Recreation Commission
- April 17th – Site Visit to Recertify the Dexter Business & Research Park
- April 17th – Negotiations
- April 19th – Easter Eggstravaganza
- April 21st – OHM, AZS re: Sludge Project
- April 22nd – DTE Representatives –Dexter Substation on Broad Street
- April 23rd- Business Summit
- April 23rd – Architect Interviews

2. Upcoming Meetings:

- April 24th - Negotiations
- April 25th –Architect Interviews
- April 25th – Arbor Day Celebration
- April 30th – Budget Work session
- May 1st – Ypsilanti Convention and Visitor’s Bureau Grant Interview
- May 2nd – Facility Committee

3. **Safe Routes to School Update.** Attached is an update on the SR2S Project after the MDOT Grading Inspection meeting held on April 4, 2014. This project is planned to go out to bid in July and constructed in September.
4. **Library Lighting Update.** Work is complete that moved the Decorative Streetlights off the Dexter District Library circuit and onto a new village metered account. Paul McCann was notified and he was very appreciative of the effort by the village. The village budgeted \$5,000 for this work and the final cost was \$4,900.00.
5. **Dexter Wellness Coalition.** Included with my report are the notes from the 5H meeting held on April 8, 2014.
6. **Detroit Institute of Art Pop Up Display.** We have received a listing of the paintings that the DIA will put on display in the Village from August 4-18. Pictures and their proposed locations are attached. The Village is outside of the tri-county area, so we will need to pay \$300 per painting for installation. We are going to include that in the grant request to the Ypsilanti Convention and Tourism Bureau (see item #7).

7. **Tourism Meeting.** The grant request to the Ypsilanti Convention and Tourism Bureau is due on April , 2014. Due to the short time from, the group that has been meeting with the Bureau has decided to focus on advertising for the Plein Air Festival, since it was already a project in the works. We will also be able to use our current planned expenditures as the required \$2,000 match. The request will also include the \$900 for the installation of the DIA paintings mentioned above. Courtney and Trustee Cousins will be presenting the grant ideas to the Bureau on May 1.

memorandum

Date: April 22, 2014

To: Donna Dettling, Village Manager
From: Patrick M. Droze, P.E. *PM*

Re: Village of Dexter – Safe Routes to School Update

On Thursday, April 4, 2014, the Village of Dexter hosted a Grade Inspection (GI) Meeting at the DPW Building. GI meetings are required as part of MDOT's local agency program procedures. This meeting includes MDOT as well as all affected utilities and agencies such as the Dexter Community Schools, Dexter Area Fire Department and WAVE. While the majority of the meeting focuses on details related to the plans, specifications and bidding documents, there were a few items of note that are worthy of discussion.

Signal Work

As part of the proposed work, portions of the project were set-up to be constructed by the Village Traffic Signal Contractor, Dapprich Enterprises. This practice was used during previous projects such as Main Street in 2012. At the GI Meeting, we were informed by the MDOT representative that the use of federal funds requires that the Village include this work in the bid instead of setting this up under a "force account". As a result, the work will be detailed within the plans and specifications for bidding purposes.

Baker Road -- Pedestrian Refuge Island

During the GI meeting, Don Dettling with the Dexter Area Fire Department indicated that the proposed refuge island within Baker Road would result in a complication for fire vehicles. Currently, fire vehicles will often times make use of the center turn lane of Baker Road for fire runs. The installation of a refuge island would briefly prohibit this movement. Mr. Dettling requested that OHM consider eliminating the island or look at ways to have vehicles stop far enough back from the island so that a fire vehicle can drive around the island.

We have since reviewed the request with our traffic engineering experts. In addition, we contacted the Fire Chief for the City Rochester Hills, Michigan. Rochester Hills is a community that OHM works with that has four refuge islands in-place including one within 2,000 feet of their main fire station. Based on our conversations and review of the concern, we recommend that the island remain within the project plans. Research has shown that these islands provide significant safety benefits to pedestrian and vehicles. The major safety benefit to pedestrians will likely outweigh the minor impact to response times. Further, the opportunity to construct this at cents on the dollar thanks to the federal grant should not be missed.

DAFD also requested that if the island was to remain that OHM would review whether additional traffic control measures could be implemented to guide vehicles to stop clear the island. As you know, OHM is required to follow the Michigan Manual of Uniform Traffic Control Devices (Manual) for design of pavement markings and signs. The Manual and supplemental MDOT guidance states that mid-block crossings such as that proposed on Baker are to include pavement markings on either side of the crosswalk and crosswalk signs to alert drivers of the potential for pedestrians to cross the road. Larger (more than 3 lanes) roads can also include yield pavement markings. However, the use of stop bars is not permitted under any of these circumstances. This is

a result of the Michigan's vehicle code which states that motorists are to Yield at crosswalks, but only when pedestrians are present. By placing a stop bar, we would imply that motorists are to stop at all times, regardless of whether a pedestrian was present.

While we are not able and do not recommend supplemental stop bar markings, it is our general opinion that lights, sirens and horns present on fire vehicles will override any traffic control. While the center lane will not be available for 100 feet at this location, the opposite northbound lane should be made available to fire vehicles if necessary through use of these warning devices with minimal delay.

Franchise Utility Impacts

As part of the project, only minor impacts are expected for franchise utilities. The most significant impact includes modifying a guy wire along the north side of Dan Hoey Road. This guy wire conflicts with a proposed sidewalk crossing near the intersection of existing sidewalk and asphalt pathways. OHM initiated conversations with DTE about this conflict in January and DTE confirmed that it would be moved at the GI meeting.

Easements

As part of the project, two easements are required. The first easement is located on the northeast corner of Dan Hoey and Baker Road. The easement is required to construct sidewalk ramps and pedestrian signal upgrades. During the application stage, a draft easement was prepared and provided to the property owners, St. Joseph's Catholic Church. At that time, the easement was reviewed and tentatively approved with a stipulation that winter maintenance is conducted by others. In an earlier meeting, we had requested that Dexter Community Schools consider adding this to their maintenance as the walk would be installed largely for benefit of the schools.

A second easement is also necessary for the construction of sidewalk from Bates to an existing HMA pathway east of the Cemeteries. Similar to the easement noted above, this was started during the application stage but requires updating due to the schools request to utilize switch backs to limit the grade of the sidewalk to less than 5%. This has resulted in a much larger area of land being utilized.

While there is work to be done on the easements between now and bidding, we anticipate this occurring over the next few weeks. MDOT will require the Village to supply evidence of easement recording prior to bidding the project.

State Historic Preservation Office

Due to the presence of federal funds on the project, the Village is required to comply with specific federal requirements during the design process. Included in this is Section 106 of the National Historic Preservation Act of 1966, as amended which requires federal agencies to take into account the effects of their undertakings on historic properties.

This process was initiated in March by submitting plans and an application to the State Historic Preservation Office. While the majority of the work is located in areas with minimal anticipated impacts to historic properties, the work adjacent to the Cemetery may pose some complications that will be unknown until a response is provide from the SHPO. We would anticipate a response from SHPO within the next few weeks.



Dexter Wellness Coalition

Meeting: Tuesday, April 8, 2014 at 5:30 pm at the Dexter Wellness Center

Attendees: Janice Weber, Gloria Leininger, Becky Murillo, Mark Olexa, Jason Willard, Amy Heydlauff, Lori Kintz, Donna Dettling, Paul Cousins, Jeff Hardcastle, Larry Cobler, Ruth VanBogelen

Summary

1. Introductions

2. Amy Heydlauff - Dexter Wellness Center (DWC) Challenges

- Amy provided a handout with the DWC Timeline and integration of the DWC into the CWF Mission (see attached).
- Amy cited two reasons the CWF Board of Directors pursued purchasing the building that houses the DWC; 1) as a non-profit CWF could get tax exempt financing which would decrease the cost per month compared to the rent paid to DWC Investments, and 2) as a non-profit CWF would not be required to pay property taxes.
- Amy provide information on why non-profits do not pay property tax; 1) because of the mission related value nonprofits provide to the community and 2) overall positive impact on quality of community life and 3) increase in property values
- Amy shared that CWF and the Village of Dexter have overlapping mission about increasing wellness of residents (she cited the Village of Dexter's Master Plan which is on their website)
- Amy provided information about concessions made around the purchase of the property including in an effort to mitigate lost property tax revenue: 1) DWC Investments forgave the Village repayment of \$202,500 for cleanup of the brown field and 2) an \$85,000 grant CWF awarded to the Village of Dexter for Mill Creek Park ADA ramp.
- Amy provided a few examples of free or low cost programs offered at the DWC including the Next Steps Programs and the Community Programs (see the CWF website for more details or ask for flyers at the DWC desk.)
- Q& A
 - Does CWF pay property tax on the Wellness Centers in Chelsea, Stockbridge and Manchester? *No, CWF is 13 years old & has never paid property tax to the city of Chelsea. In Manchester, the property is owned by the school so no property taxes are paid and the school does not require CWF to pay rent. In Stockbridge, the building is owned by an individual who does not require CWF to reimburse him for the property taxes he pays.*
 - Does the Dexter Wellness Coalition need to be concerned that CWF will divert funds from the coalition to pay the property taxes? *CWF BOD approved Dexter Wellness Coalition funding of \$100,000 for their Year 3 plan. No decision has been made for future years.*



Dexter Wellness Coalition

- How much will CWF have to pay in property taxes? *CWF has not received official notification, but estimates taxes will be over \$300,000 per year. CWF will contest the Scio Townships Board of Review decision at the Michigan Tax Tribunal, but will be required to pay taxes in 2014. Should the decision be overturned the funds will be repaid to CWF.*
 - What tax revenue was generated from this property in prior years? *Donna Dettling answered "a small amount" and provided information that the prior building at that location was in poor shape and was torn down when the new building was constructed in 2012/13 for the DWC.*
 - Is anyone eligible for the Next Steps and Community Programs? *Yes*
 - What about people who can't afford the monthly membership fee at DWC? *There are scholarships available. CWF created the 5H project to provide wellness opportunities for all residents.*
 - Comments
 - It is sad that a wellness resource in Dexter is the cause of stress in the community.
 - The Village Council and DDA with their lawyers feel they are on solid ground.
 - Scio Township taxes have not increased in several years and in fact have decreased. Village Council is working on a ballot issue for Dexter to become a City. This will reduce the property taxes because City residents will not have to pay Scio Township taxes. If this is a ballot issue, all elected officials are required to run for office.
 - Paul Cousins listed his years of service as an elected official of the Village, stated his opinion that State and US laws were being followed and that legal advice had been obtained that he did not have to be recused from the Scio Township Board of Review for the issue regarding CWF tax exempt status.
 - The Scio Township Board of Review voted 0-3 to reverse the decisions made by the Scio Township Assessor in September 2013 and February 2014 that CWF had tax exempt status.
 - One attendee expressed disappointment that the Scio Township Board of Review deemed the DWC a 'recreational facility' as part of their decision. This person's current use of the DWC is for recovery from surgery and that the use of pain killers are required to enable the work out three times a week as part of recovery, stating it certainly was not personally viewed as a recreational facility.
3. Review rough draft of 5 year plan for the coalition (see page 4 and 5 for outputs from the February and March Coalition meetings).
- Change to the draft plan. Under 1. Partner with the Village and Dexter Community Schools to increase the student engagement to walk, bike and roll to school. Remove the 2nd sentence in the 1st bullet – We know that school policy to have a Village Bus Route may need to be altered
 - Change to draft plan. Under 3. Develop and enhance non-motor vehicle paths. Under the first bullet, add Railroads, MetroParks, and County Parks
 - There were questions about the March output from the coalition:



Dexter Wellness Coalition

1. 50% or more of budget going toward infrastructure. Response to the question was that attendees of the March meeting generated the ideas and that all individuals at that meeting were given stickers and could vote for their preferences – as per how the Coalition operates. That the March discussion had included the acknowledgement that in Year 1 and 2, most of the funds were used for behavior interventions and that a better balance needed to be reached in future years. Thus the idea of 50% or more going toward infrastructure.
 2. Decrease the use of alcohol, marijuana and drugs by 2016 MiPHY – why did this get so few votes. Responses were that all individuals at the meeting were given stickers and the votes represented their preferences.
4. Announcements and other items
- Friday April 11th. K of C Last Fish Fry 4:30-7:30
 - Friday, Saturday, and Sunday April 11, 12, and 13th K of C Tootsie Roll Sale
 - April 12 – Wellness Walk starting at 9 am at the Library, look for the new yellow flyers about the walking program. More Walking Maps have been ordered, contact Gloria Leininger if you can put a sign up in your yard about the Wellness Walks on the 2nd Saturdays of each month
 - Saturday, April 19th, Last Dexter Winter MarketPlace Day for Winter
 - Friday April 25th and Saturday April 26th DUMC Rummage Sale
 - April 26, 6 pm at Dexter Bike & Sport, there is a meeting for the Dexter Youth Mountain Biking Team, contact Jason Willard for more information Jasonwillard@gmail.com or 734-474-6137
 - Saturday May 3, Dexter Farmers Market Opens
 - Saturday May 10th, Chelsea Run Walk and Bike - Youth Volunteers needed
 - May 13 from 1:30 – 2:15 pm at Cedars of Dexter, in the Community Room, Topic: Memory Loss Issues – How to Help Your Loved One!. Speaker: Dr. Jennifer Jenks, MD, SJMH Adolescent & Adult Psychiatry This is a free event sponsored by the Dexter Wellness Coalition.
 - May 15 at 7:00 – 7:45 pm at the Dexter Wellness Center Conference Room, Topic: Signs and Symptoms of Isolation and Depression in Older Adults – How to Help Your Loved One?, Speaker: Dr. Jennifer Jenks, MD, SJMH Adolescent & Adult Psychiatry. This is a free event sponsored by the Dexter Wellness Coalition.

	Dexter Wellness Coalition
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Summary of Coalition meeting topics

1Q – November, December, January	2Q – February, March, April
Change in Leadership roles Celebrate last's years accomplishments Initiate new Interventions Identify volunteers for interventions	Review new health date Set 1 & 5 Year Goals, Objectives Seek out new intervention ideas
3Q – May, June, July	4Q – August, September, October
Discuss how to review & evaluate interventions Review Interventions Evaluate interventions Prepare reports, storyboards, videos of interventions	Generate list of lessons learned Generate intervention tables Prioritize Interventions Write Comprehensive Wellness Plan Finalize Plan Nominate individuals for leadership roles

February output from coalition – prioritization of health indicators

1. Neither adults or youth get the recommended amount of physical activity (11 votes)
2. Mixed news on substance abuse (11 votes)
3. Increasing trend in overweight and obese adults and youth (7 votes)
4. Mental Health concerns for teens and adults (5 votes)
5. 9% don't have enough to eat (3 votes)
6. School community not supportive of health programs and parental involvement in nutrition education (3 votes)
7. Bullying 37% of students get threatening emails (MiPHY data from 2010) (2 votes)
8. Decreasing trend in adult consumption of fruits and vegetables (2 votes)
9. Promoting Active Communities – strive for gold not silver (1 vote)

March output from coalition – ideas and prioritization of ideas

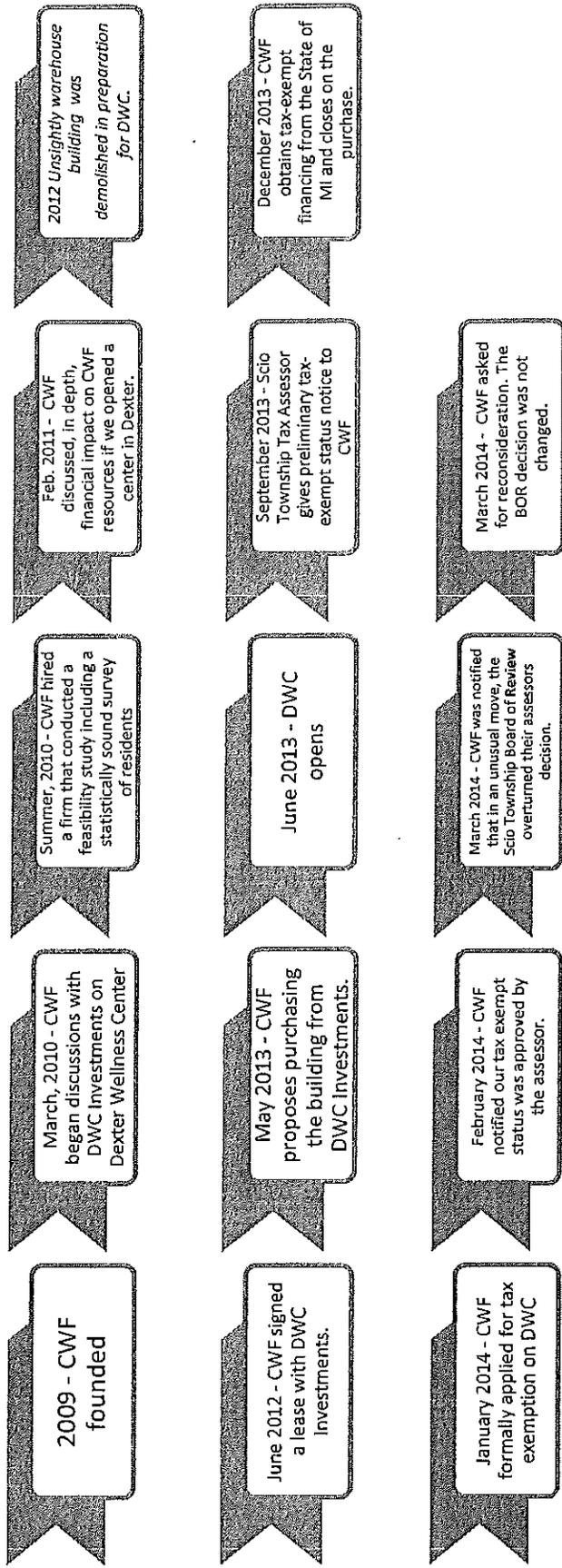
Stickers	Ideas	Relates to Health indicator
10	Increase students walking, rolling, biking to school (start with the village population, might require a policy change no buses within village limits or a certain distance from school, kids won't know how to cross streets if they are not given the opportunity)	#1, 3, 9
7	50% or more of budget going toward infrastructure (bricks and mortar)	#1, 3, 5, 7, 9
7	A place for teens to go	#2, 4, 8
6	Develop infrastructure to get from rural areas to the Village not by car (biking, walking, etc.)	#1, 3, 9
6	Develop "Friends of the Path between Hudson Mills and the	#1, 3, 9

	Dexter Wellness Coalition
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	Village” to have it maintain during winter months for walkers, cross country skiing, snowshoeing	
5	Continue to be more Ecofriendly (trash, recyclable items, bags for picking up dog waste)	
5	Decrease the use of alcohol, marijuana, drugs by 2016 MiPHY	#2
5	Activities for Senior Population	#1, 3
4	Increase Education on Red Barrel to decrease prescription drug abuse	#2
4	Vision – thriving gardens at all schools	#7
1	Sustainability plan to maintain infrastructure	#1, 3, 5, 7, 9
2	Need to advertise and educate what we fund	
2	Monitor BMI data and other measurements to look for decreases in BMI	#3
1	Library “check out” equipment like skiis, snowshoes, etc.	#1, 3
1	Cooking classes – healthy food preparation	#3, 7
1	More programs at DWC and other places providing physical activity opportunities. Programs would be provided at low cost for non-members	#1, 3, 9
0	Increase awareness of walking program sponsored by Chelsea Community Hospital	#1, 3, 9

Chelsea-Area Wellness Foundation

Dexter Wellness Center Timeline and Integration of Dexter Wellness Center into the CWF Mission



Chelsea-Area Wellness Foundation has two primary strategies to impact health and wellness in our service area. The first is Wellness Centers. CWF has 4 wellness centers. Chelsea is the flagship, established by Chelsea Community Hospital in 2001 and given to CWF at the time of the merger with St. Joseph Mercy Health System in 2009. The grateful Board of Directors of CWF quickly realized what a gem a wellness center could be in our efforts to improve the health and wellness of the service area.

Since 2011 we've opened wellness centers in three additional communities. Although folks in Grass Lake have been clamoring for a Wellness Center, we have yet to land on a model to appropriately serve their community. Stockbridge and Manchester have Wellness Centers fully 1/10th the size of Dexter's, with no pool, small locker rooms, fewer hours, less equipment and fewer classes. In spite of these limited services,

Chelsea-Area Wellness Foundation

Dexter Wellness Center Timeline and Integration of Dexter Wellness Center into the CWF Mission

Stockbridge was so certain a wellness center would positively impact their community's health and wellness their Wellness Coalition invested all their available first year 5H funds to get it started and in fact, conducted additional fund raising.

Dexter's Wellness Center was conceived several years before CWF was even founded. However, investors were not willing to take a risk to bring a full service center to your community because it is difficult to find a business model in which profit can be made. Budding plans fell through in 2008 when most investors were skittish about future earnings on nearly all investments. That's *why* DWC Investment representatives approached CWF.

Before making a decision to invest in DWC, we hired a firm (Meritage) with experience in medically integrated wellness centers to do a feasibility study in Dexter. They helped us determine the community's interest in services, amenities, price point and other important information necessary to build our mission-model. From the outset it was clear Dexter was interested in a center that catered to families.

Only after two years of careful study and deliberation did the BOD of CWF decide the necessary sunk costs of DWC (\$1,500,000 unrecoverable, initial investment) would be a good investment in our mission. While others may refer to these dollars as lost, we prefer to think of them as invested in the health of the community of Dexter. We actually calculated the per person dollars spent on each person in the Dexter school district, spread over 10 years and decided you were worth it.

While this group (Dexter's Wellness Coalition) needs no reminder what our second strategy is, it is important to consider our approach as a whole, not as two separate parts (wellness centers and 5H) since both strategies together allow us to serve the entire community.

At the same time we were working to expand our Wellness Center footprint, we made the decision we wanted local community members who really care about the health & wellness of the community to join us in long-term planning around wellness. That decision culminated with the 5 Healthy Towns initiative (5H). Our BOD approved another \$500,000 for 5H just two weeks ago, for a total of \$2,000,000 in 5H spending since the program's inception just a few years ago. We thank you for your continued commitment to 5H and the wellness of your family and others.

If you or anyone you know ever has a question about CWF, 5H or Wellness Centers, please contact us. We are proud of the work we've done, the work you've done, the aggressive approach we've taken to improve health and wellness and the engagement of so many in our service area. When you ask us questions it gives us a chance to share accurate information and promote the things in which we believe.

Please contact us (Amy Heydlauff, Sheila Gillman, Matt Pegouskie, Ruth VanBogelen) at our office (734-433-34599) or at info@5healthytowns.org; Sheila@5healthytowns.org; Matt@5healthytowns.org and Ruth@5healthytowns.org.

Detroit Institute of Art – Pop Up Display – August 4-18



Café Scene in Paris – Henri Gervex

Will be hung on the outside of the
Dexter District Library



Gladioli – Claude Monet

Will be free standing in Monument Park



Portrait of Sophie, Princess Palatine – Gerrit van
Honthorst

Will be free standing in Mill Creek Park

Village President Report by Shawn Keough
April 28, 2014

AGENDA 4-28-14
ITEM I-8

Hello Residents and Fellow Council Members - here is a summary of my recent activities and some of my planned activities for the future:

Recent Meetings and Activities

April 9, 2014 - I attended an MML seminar titled "Priority Based Budgeting". The topic interested me because of the significant time that the Village puts into identifying goals (similar to priorities) prior to developing our budget. I was happy to learn that more and more communities are doing this ahead of the budget planning. The Village is definitely on the right path, as we have been doing a version of Priority Based Budgeting for years. The seminar focused on ranking your priorities and the services you provide or things you do to support those priorities. The seminar also focused on understanding the true cost of each of your priorities as well as the true cost of things that are not necessarily a priority. While budgets will probably always be summarized in a line-item by line-item approach, the idea that you can organize the revenues and expenses associated with your priorities was interesting. For the 10 years that I have been lucky to be a part of Village government, we have typically been able to fit all of our priorities into our annual budgets and maintain a balance. I found the seminar to be very beneficial.

April 11, 2014 – Review of Computerized Maintenance Management Software (Big Foot) at the Milan WWTP – the company I work for (Wade Trim) uses Big Foot as a CMMS tool as part of our operations management at the Milan WWTP. I arranged a tour of their plant for Donna, Dan and Scott and had our WWTP plant operator (Jason Karmol) introduce them to the Big Foot software. I believe this was a beneficial opportunity for Donna, Dan and Scott as they evaluate different CMMS software. Mr. Karmol also showed them some spreadsheet and Microsoft office tools that we have developed to help make monthly reporting easier on the plant operators. As a follow-up, I am planning to provide our Village Manager and our Superintendent a planning level estimate of hours (and consultant cost) associated with what it would take to set up a similar type of system for the Village. This estimate is only intended to help in their budgeting for this type of tool and provided as information as they evaluate different systems.

April 15, 2014 – I attended a seminar titled "Solving the local fiscal crisis" at UM Dearborn. The 90 minute seminar was put on by the American Society of Public Administrators and the Institute for Local Government. I went to listen to a student lead presentation on local options for generating more revenue. When I arrived, the professor asked me if I would assist them by sitting on a 4 person panel for the last 40 minutes of the seminar to allow the students in the audience to ask questions. Apparently one of their panel members had canceled last minute. It was fun to do and to listen to the student ideas on how to generate more revenue (many of their ideas would require changes to our Michigan laws).

April 16, 2014 – West River Trail (Border to Border trail from Village to Hudson Mills) 10K Run/Walk – I was invited by the Huron Clinton Metropolitan Authority to attend a planning meeting for a 10K Run/Walk to highlight the newly opened trail to Hudson Mills Metropark. HCMA and County Parks are planning to have an event on the morning of June 7th. It will start at the Metropark and finish in the Village's Mill Creek Park. Trustee Carson has helped arrange for WAVE transportation to take runners/walkers back to HCMA after the event.

April 17, 2014 – Village of Dexter Downtown Development Authority meeting – we did not have a quorum, so the DDA budget will get adopted at the May meeting.

April 17, 2014 – Union Negotiation meeting

April 22, 2014 – Westridge Home Owner's Association meeting – While this meeting is not considered a Village function in my current role as Village President, I wanted to share that I did mention to the HOA about the opportunity to purchase trees in the right-of-way using the Village program as Trustee Semifero had inquired about. I also wanted to proudly share the many "very positive" compliments that were mentioned to me about the Village's excellent snow plowing and snow removal this past winter. Residents in Westridge also appreciate that our DPW is working with the County to address soil erosion and sedimentation control issues in the areas where new homes are being constructed.

April 23, 2014 – Facility Committee Meeting – the facility committee interviewed 3 architects at the library as part of our search for a consultant.

April 24, 2014 – Union Negotiation meeting – we are trying to wrap up our negotiations with our bargaining employees. Residents should know that we have 11 employees that are all a part of one union. These employees consist of a combination of our Department of Public Works employees, our utility workers and some office clerical staff. Typically, we enter into a 3 year agreement. With the recent changes in healthcare due to the Affordable Care Act, the negotiations have been somewhat challenging as the Village and the employees learn about the new healthcare packages available.

Future Activities

April 25, 2014 – Facility Committee Meeting – the facility committee will be interviewing 3 more architects at the library as part of our search for a consultant.

April 28, 2014 – Village Council meeting with Streets Workshop at 6 pm.

April 30, 2014 – Budget Review Workshop #1 – this is our first budget review workshop as plan the budget for the 2014/2015 fiscal year which begins on July 1, 2014.

Additional Goals/Activities for April 2014 (completed in italics)

1. Schedule a Website Committee meeting
2. Interview potential Parks Commissioner Candidates – recommendation will be on the May 12th Agenda
3. Interview potential Zoning Board of Appeals Candidates – see recommendation on Consent Agenda (J-2)
4. Complete letter to Detroit Edison

Spring appears to finally be here. I would like to remind everyone to be aware of the increased pedestrian and bicycle traffic within the Village. Please take your time and enjoy a slow ride through town. I look forward to seeing you around our town!

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

AGENDA 4-28-14
 ITEM I-1

SUMMARY OF BILLS AND PAYROLL

28-Apr-14

Payroll Check Register	04/16/14	\$38,228.26	
Employer Retirement Contributions (paid via electronic transfer)	04/16/14	\$3,478.51	
Account Payable Check Register	04/28/14	\$87,313.14	
		\$98,675.75	US Bank paid 4-21-14 due May 1, 2014
		\$227,695.66	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS
Summary Items from Bills & Payroll		Amount	Comments

The due date column on the accounts payable worksheets represents the date of the Council meeting

**ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS
 DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED**

"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."



Debt Service Invoice

Corporate Trust Services

VILLAGE OF DEXTER
8140 MAIN STREET

DEXTER MI 48130

Name of Issue:
VILLAGE OF DEXTER
LIMITED TAX GENERAL OBLIGATION BOND
DTD 11-1-2006 BI # 5230

Facilities

Account Number: 5230_5
Debt Service Date: 05/01/2014
Payment Due Date: 05/01/2014
Page: 1 of 1

Maturity Date	Rate	Principal Outstanding	Accrual Start Date	Accrual End Date	Interest Due	Principal Due	Call Premium
05/01/2014	4.00%	70,000.00	11/01/2013	04/30/2014	1,400.00	70,000.00	0.00
05/01/2015	4.00%	75,000.00	11/01/2013	04/30/2014	1,500.00	0.00	0.00
05/01/2016	4.00%	75,000.00	11/01/2013	04/30/2014	1,500.00	0.00	0.00
05/01/2020	4.25%	345,000.00	11/01/2013	04/30/2014	7,331.25	0.00	0.00
05/01/2024	4.35%	410,000.00	11/01/2013	04/30/2014	8,917.50	0.00	0.00
05/01/2027	4.40%	365,000.00	11/01/2013	04/30/2014	8,030.00	0.00	0.00
Totals		1,340,000.00			28,678.75	70,000.00	0.00

Total Amount Due: \$98,678.75

Wire Instruction:
(must be received by 11:30am central time on due date)
BBK: U.S. Bank N.A. (091000022)
BNF: U.S. Bank Trust N.A.
AC: 170225065979
OBI: TFM
REF: 5230_5
For questions contact: SOTTA SEM 651-466-6106

101-850,000-990.005: 70,000.00
101-850,000-996.004: 28,678.75

paid 4-21-14
shown on Bills & payroll
4-29-14

Please Remit with Payment

Name of Issue:
VILLAGE OF DEXTER
LIMITED TAX GENERAL OBLIGATION BOND
DTD 11-1-2006 BI # 5230

Account #	5230_5
Debt Service Date:	05/01/2014
Payment Due On:	05/01/2014
Net Amount Due:	\$98,678.75
Amount Enclosed:	

Remit check to: (must be received 5 business days prior to due date)
US Bank
CM-9705
PO Box 70870
St. Paul, MN 55170-9705

Change of Address:

User: erin

EXP CHECK RUN DATES 04/10/2014 - 04/23/2014

DB: Dexter

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALRO STEEL CORP	245.49		
2. ARBOR SPRINGS WATER CO.INC	11.00		
3. AT&T	454.92		
4. BIOTECH	11,470.00		
5. COMCAST - DPW	297.80		
6. COMCAST	312.15		
7. COMPLETE ELECTRIC LLC	759.69		
8. CORRIGAN OIL COMPANY	2,139.80		
9. CRIBLEY WELL DRILLING CO INC	23.75		
10. DAPPRICH ENTERPRISES INC.	960.00		
11. DEXTER HISTORICAL SOCIETY	250.00		
12. DEXTER SENIOR CITIZENS CENTER	1,000.00		
13. DONNA DETTLING	37.99		
14. DTE ENERGY	371.85		
15. ETNA SUPPLY CO	1,500.00		
16. LESSORS WELDING SUPPLY	60.65		
17. METRO ENVIROMENTAL SERVICES	2,707.50		
18. MICHIGAN PIPE & VALVE	1,656.47		
19. MWEA	62.00		
20. PETTY CASH REIMBURSEMENT	80.00		
21. PNC	701.14		
22. RICOH AMERICAS CORPORATION	765.00		
23. SMALL BUSINESS ASSOC OF MICH	17,212.63		
24. STAPLES BUSINESS ADVANTAGE	1,976.60		
25. THE SUN TIMES	51.64		
26. TRACTOR SUPPLY CREDIT PLAN	199.98		
27. UNIQUE PAVING MATERIALS	528.00		
28. UNUM LIFE INSURANCE	433.32		
29. UTILITIES INSTRUMENTATION SERV	1,397.50		
30. VERIZON WIRELESS	456.13		
31. WASTE MANAGEMENT OF MICHIGAN	39,190.14		
TOTAL ALL CLAIMS	87,313.14		

INVOICE GI DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 04/10/2014 - 04/23/2014
 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							
PRINTING & PUBLISHING							
101-101.000-901.000		PNC	POST CARDS	171	04/28/14	400.00	
Total For Dept 101.000 VILLAGE COUNCIL						400.00	
Dept 172.000 VILLAGE MANAGER							
HEALTH & DENTAL INSURANC							
101-172.000-721.000		SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	2,934.04	
101-172.000-722.000		UNDM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	109.30	
101-172.000-727.000		DONNA DETTLING	REIMBURSE	04-21-14	04/28/14	37.99	
Total For Dept 172.000 VILLAGE MANAGER						3,081.33	
Dept 215.000 VILLAGE CLERK							
PRINTING & PUBLISHING							
101-215.000-901.000		THE SUN TIMES	PUBLIC NOTICE	41041	04/28/14	51.64	
Total For Dept 215.000 VILLAGE CLERK						51.64	
Dept 253.000 TREASURER							
HEALTH & DENTAL INSURANC							
101-253.000-721.000		SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	1,224.54	
101-253.000-722.000		UNDM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	32.50	
101-253.000-727.000		STAPLES BUSINESS ADVA	SUPPLIES	04/22/14	04/28/14	463.19	
Total For Dept 253.000 TREASURER						1,720.23	
Dept 265.000 BUILDINGS & GROUNDS							
OFFICE SUPPLIES							
101-265.000-727.000		ARBOR SPRINGS WATER C	OFFICE POSTAGE	1479935	04/22/14	04/28/14	11.00
101-265.000-727.000		PNC	POSTAGE	04/22/14	04/28/14	16.80	
101-265.000-727.000		STAPLES BUSINESS ADVA	SUPPLIES	04/22/14	04/28/14	490.14	
101-265.000-920.000		COMCAST	OFFICE	04/22/14	04/28/14	312.15	
101-265.000-920.000		DTE ENERGY	MARCH SERVICE	04/23/14	04/28/14	127.85	
101-265.000-920.001		AT&T	424 1790	04/21/14	04/28/14	58.40	
101-265.000-936.000		RICOH AMERICAS CORPOR	COPIER	9218549	04/28/14	765.00	
Total For Dept 265.000 BUILDINGS & GROUNDS						1,781.34	
Dept 285.000 VILLAGE TREE PROGRAM							
LANDSCAPE SUPPLIES							
101-285.000-731.000		PNC	SUPPLIES		04/22/14	04/28/14	10.99
Total For Dept 285.000 VILLAGE TREE PROGRAM						10.99	
Dept 400.000 PLANNING DEPARTMENT							
LIFE & DISABILITY INSURA							
101-400.000-722.000		UNDM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	26.96	
101-400.000-727.000		STAPLES BUSINESS ADVA	SUPPLIES	04/22/14	04/28/14	616.35	
Total For Dept 400.000 PLANNING DEPARTMENT						643.31	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS							
HEALTH & DENTAL INSURANC							
101-441.000-721.000		SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	1,670.27	
101-441.000-722.000		UNDM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	32.85	
101-441.000-740.000		STAPLES BUSINESS ADVA	SUPPLIES	04/22/14	04/28/14	43.69	
101-441.000-745.000		TRACTOR SUPPLY CREDIT	DPW	158404	04/28/14	199.98	
101-441.000-751.000		CORRIGAN OIL COMPANY	DPW	5886762	04/28/14	696.26	
101-441.000-920.000		COMCAST - DPW	DPW	04/21/14	04/28/14	297.80	
101-441.000-920.001		VERIZON WIRELESS	CELLULAR	9723308387	04/28/14	166.42	
101-441.000-955.000		PETTY CASH REIMBURSEM	PETTY CASH RECONCILIATION	04/23/14	04/23/14	40.00	40847
101-441.000-955.000		PETTY CASH REIMBURSEM	PETTY CASH RECONCILIATION	04/23/14	04/23/14	20.00	40847
Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK						3,167.27	
Dept 442.000 DOWNTOWN PUBLIC WORKS							
FARMERS MARKET SUPPLIES							
101-442.000-730.000		PNC	PNC		04/23/14	04/28/14	211.35
101-442.000-920.000		UTILITIES	DTE ENERGY		04/23/14	04/28/14	156.00

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 GENERAL FUND						
Dept 442.000 DOWNTOWN	PUBLIC WORKS					
			Total For Dept 442.000 DOWNTOWN PUBLIC WORKS	367.35		
Dept 528.000 SOLID WASTE						
101-528.000-805.000	CONTRACTED SOLID WASTE S	WASTE MANAGEMENT OF M	RESIDENTIAL-COMMERCIAL SERVICE	8337781	04/28/14	39,190.14
			Total For Dept 528.000 SOLID WASTE	39,190.14		
Dept 751.000 PARKS & RECREATION						
101-751.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	269.40
101-751.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	5.30
			Total For Dept 751.000 PARKS & RECREATION	274.70		
Dept 851.000 INSURANCE & BONDS						
101-851.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	616.42
			Total For Dept 851.000 INSURANCE & BONDS	616.42		
Dept 875.000 CONTRIBUTIONS						
101-875.000-965.002	CONTRIBUTION TO COMMUNIT	DEXTER HISTORICAL SOC	ANNUAL DONATION	04/21/14	04/28/14	250.00
101-875.000-965.003	CONTRIBUTION TO SENIOR C	DEXTER SENIOR CITIZEN	DONATION	04/22/14	04/28/14	1,000.00
			Total For Dept 875.000 CONTRIBUTIONS	1,250.00		
Fund 202 MAJOR STREETS FUND						
Dept 463.000 ROUTINE MAINTENANCE						
202-463.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	1,400.87
202-463.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	27.55
202-463.000-740.000	OPERATING SUPPLIES	UNIQUE PAVING MATERIA	DPW	234270	04/28/14	250.00
			Total For Dept 463.000 ROUTINE MAINTENANCE	1,678.42		
Dept 474.000 TRAFFIC SERVICES						
202-474.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	431.04
202-474.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	8.48
202-474.000-802.000	PROFESSIONAL SERVICES	DARRICH ENTERPRISES	LIGHT SIGNALS	2014-1	04/28/14	960.00
			Total For Dept 474.000 TRAFFIC SERVICES	1,399.52		
Dept 478.000 WINTER MAINTENANCE						
202-478.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	862.08
202-478.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	16.96
			Total For Dept 478.000 WINTER MAINTENANCE	879.04		
Fund 203 LOCAL STREETS FUND						
Dept 463.000 ROUTINE MAINTENANCE						
203-463.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	431.03
203-463.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	8.48
203-463.000-803.002	PAVEMENT MANAGEMENT	UNIQUE PAVING MATERIA		234271	04/28/14	278.00
			Total For Dept 463.000 ROUTINE MAINTENANCE	717.51		
Dept 474.000 TRAFFIC SERVICES						
203-474.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	107.76
203-474.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	2.12
			Total For Dept 474.000 TRAFFIC SERVICES	109.88		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 203 LOCAL STREETS FUND							
Dept 478.000	WINTER MAINTENANCE						
203-478.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	215.52	
203-478.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	4.24	
			Total For Dept 478.000 WINTER MAINTENANCE			219.76	
			Total For Fund 203 LOCAL STREETS FUND			1,047.15	
Fund 204 MUNICIPAL STREETS							
Dept 248.000	ADMINISTRATION						
204-248.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	660.89	
			Total For Dept 248.000 ADMINISTRATION			660.89	
			Total For Fund 204 MUNICIPAL STREETS			660.89	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548.000	SEWER UTILITIES DEPARTMENT						
590-548.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	3,321.22	
590-548.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	845.53	
590-548.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	95.15	
590-548.000-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	STAPLES BUSINESS ADVA SUPPLIES	04/22/14	04/28/14	23.75	
590-548.000-751.000	GASOLINE & OIL	CORRIGAN OIL COMPANY	DEW	04/28/14	04/28/14	181.62	
590-548.000-751.000	GASOLINE & OIL	CORRIGAN OIL COMPANY	DPW	04/28/14	04/28/14	447.36	
590-548.000-802.000	PROFESSIONAL SERVICES	METRO ENVIRONMENTAL SE	WMTWP	50659	04/28/14	596.96	
590-548.000-802.000	PROFESSIONAL SERVICES	WMTWP	530342905	04/28/14	04/28/14	2,707.50	
590-548.000-803.003	SLUDGE HAULING	BIOTECH	WMTWP	1100	04/28/14	11,470.00	
590-548.000-920.000	UTILITIES	DTE ENERGY	MARCH SERVICE	04/23/14	04/28/14	50.00	
590-548.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	426 4572	04/23/14	04/28/14	198.26	
590-548.000-937.000	EQUIPMENT MAINTENANCE &	COMPLETE ELECTRIC LLC	WMTWP	9723308387	04/28/14	159.85	
590-548.000-937.000	EQUIPMENT MAINTENANCE &	COMPLETE ELECTRIC LLC	WMTWP	85964	04/28/14	432.72	
590-548.000-937.000	EQUIPMENT MAINTENANCE &	LESSORS WELDING SUPPL	WMTWP	556644	04/28/14	326.97	
			Total For Dept 548.000 SEWER UTILITIES DEPARTMENT			22,714.26	
			Total For Fund 590 SEWER ENTERPRISE FUND			22,714.26	
Fund 591 WATER ENTERPRISE FUND							
Dept 556.000	WATER UTILITIES DEPARTMENT						
591-556.000-721.000	HEALTH & DENTAL INSURANC	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	1,790.24	
591-556.000-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	COVERAGE PERIOD MAY 2014	04/23/14	04/28/14	431.78	
591-556.000-722.000	LIFE & DISABILITY INSURA	UNUM LIFE INSURANCE	COVERAGE PERIOD MAY 14'	04/32/14	04/28/14	63.43	
591-556.000-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVA	SUPPLIES	04/22/14	04/28/14	181.61	
591-556.000-920.000	UTILITIES	DTE ENERGY	MARCH SERVICE	04/23/14	04/28/14	38.00	
591-556.000-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	426 4572	04/23/14	04/28/14	198.26	
591-556.000-935.000	BUILDING MAINTENANCE & R	ALRO STEEL CORP	CELLULAR	9723308387	04/28/14	129.86	
591-556.000-955.000	MISCELLANEOUS	PETTY CASH REIMBURSEM	WMTWP	ED16187AA	04/28/14	245.49	
591-556.000-958.000	MEMBERSHIPS & DUES	PETTY CASH RECONCILIATION	MEMBERSHIP DUES	04/23/14	04/28/14	20.00	
591-556.000-960.000	EDUCATION & TRAINING	PNC	BOOKS FOR ERIC	9038	04/28/14	62.00	
591-556.000-977.000	EQUIPMENT	ETNA SUPPLY CO	WMTWP	04/22/14	04/28/14	62.00	
591-556.000-977.000	EQUIPMENT	MICHIGAN PIPE & VALVE	WMTWP	S101018826.001	04/28/14	1,500.00	
			Total For Dept 556.000 WATER UTILITIES DEPARTMENT			1,656.47	
			Total For Fund 591 WATER ENTERPRISE FUND			6,379.14	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
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Fund 591 WATER ENTERPRISE FUND

Total For Fund 591 WATER ENTERPRISE FUND

6,379.14

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER
 EXP CHECK RUN DATES 04/10/2014 - 04/23/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
	Fund 101 GENERAL FUND					52,554.72
	Fund 202 MAJOR STREETS FUND					3,956.98
	Fund 203 LOCAL STREETS FUND					1,047.15
	Fund 204 MUNICIPAL STREETS					660.89
	Fund 590 SEWER ENTERPRISE FUND					22,714.26
	Fund 591 WATER ENTERPRISE FUND					6,379.14
Total For All Funds:						<u>87,313.14</u>

AGENDA 4-28-14
ITEM 5-2

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Council
From: President Keough
Date: April 24, 2014
Re: Appointments

I would like to recommend the following appointments:

Zoning Board of Appeals

- Phillip Mekas with a term extending from June 1, 2014 to May 31, 2017. Mr. Mekas will fill the position vacated by Eric Bombery
- Brian Gray as an Alternate Member with a term extending from May 1, 2014 to May 31, 2015



VILLAGE OF DEXTER

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

AGENDA 4-28-14
ITEM 5.2

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Phillip Mekas Date: 3/7/14

Address: 7203 Ulrich, Dexter, MI 48130

Email: philmekas@gmail.com

Phone: 734-476-7788 Best time to call: daytime

Which Commission/Committee are you applying for?

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

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? I have enjoyed being a part of the Charter Commission and I would like to get more

involved in Dexter.

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

I have lived in Dexter since 2002, I care about the future of Dexter, & I have dealt with a ZBA before.

Please list/attach any other information that you would like to have considered. I believe that I am able to approach an issue without prejudice and analyze the facts while being objective.



VILLAGE OF DEXTER

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

AGENDA 4-28-14

ITEM 5-3

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Brian Gray Date: 3/4/2014

Address: 3712 Ubrick Ct, Dexter MI 48130

Email: mr.brian.gray@gmail.com

Phone: (248) 662.6538 Best time to call: DAY

Which Commission/Committee are you applying for?

- | | |
|---|---|
| <input checked="" type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Downtown Development Authority |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks Commission |
| <input type="checkbox"/> Arts, Culture & Heritage Committee | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Farmers Market Oversight Committee | |
| <input type="checkbox"/> Other (Specify) _____ | |

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? Our family has recently relocated to

Dexter and purchased a home. We have a vested interest in the growth and prosperity of the village.

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

degree in business and eight years of project management experience. My skills in conflict resolution and negotiation could be of great benefit.
Please list/attach any other information that you would like to have considered. _____

Date: Thursday, March 6, 2014

Village of Dexter
8140 Main Street
Dexter, MI 48130-1092

To Whom It May Concern:

I would like to submit the attached application for appointment of committee member to the Dexter zoning board of appeals.

After relocating from Chicago, purchasing a home, and starting a family, I have significant interest in ensuring the village remains the great community we have come to love.

I have been a project manager at United Parcel Service for eight years after completing my Master's in Business Administration. My conflict resolution and negotiation skills as well as business acumen will be an asset to this board.

I thank you for your consideration.

Sincerely,


Brian Gray



STATE OF MICHIGAN
EXECUTIVE OFFICE
LANSING

AGENDA 4-28-14
ITEM K-1

RICK SNYDER
GOVERNOR

BRIAN CALLEY
LT. GOVERNOR

April 15, 2014

Mr. John Hansen, Chair
City Charter Commission
Village of Dexter
8140 Main Street
Dexter, MI 48130-1092

Re: Village of Dexter Proposed Charter

Dear Mr. Hansen:

On behalf of Governor Snyder I am responding to your letter dated April 11, 2014. I am forwarding your information to the Attorney General's Office for legal review of the proposed Charter of the Village of Dexter. Our office will respond upon completion of that review and recommendation.

Please contact me if you have any questions or concerns.

Sincerely,

Cheri Arwood
Executive Administrator
Legal Division
(517) 241-5630

c: Attorney General's Office, State Operations Division

AGENDA 4-28-14
ITEM 6-1

OHM

Advancing Communities™

ARCHITECTS. ENGINEERS. PLANNERS.

memorandum

Date: April 22, 2014

To: Donna Dettling, Village Manager
cc: Dan Schlaff, Superintendent of Public Services
From: Rhett Gronevelt, PE

Re: Sludge Handling Improvement – Project Update

Donna-

With the Sludge project drawing to a close, we believe it is the right opportunity to provide the Village Council with an update on the project. The following is a brief summary of the status. The last update similar to this was provided to the Village Council on October 21, 2013. I will also be available on 4/28 to answer any additional questions.

Project Schedule

At this time all major elements of the project construction are complete. It was agreed with the Contractor that Substantial Completion on the project was achieved as of April 18, 2014. The Commissioning of all systems has occurred with the exception of the methane gas system (gas dryer, burner, dual-fuel boiler, etc.). The Village WWTP staff and consultants have finalized a plan for starting-up the Anaerobic Digester, and we anticipate that process to begin the week of April 28. It is expected that the full start-up of the Digester will take several months. Once sufficient methane gas is produced (approx. 30 days), the gas system will be commissioned.

The Contractor has been presented with a preliminary punchlist and we are reviewing all outstanding items with the Village Staff and Contractor. The Contractor has committed to achieving Final Completion by May 30, 2014.

As Council is likely aware from verbal updates provided over the past several months, the Contractor did face a number of challenges that continued to delay the completion of the project. A brief summary of those are as follows:

- Winter protection of work and weather delays.
- Additional work added to project
- Revisions to the work (Primarily of the methane gas system)
- Secondary tank cover required corrective repairs
- Equipment manufacturer bankruptcy

The Contract completion dates are currently 12/4/2013 (Substantial Completion), and 1/4/2014 (Final Completion). The Contract has Liquidated Damages of \$1,500 per Calendar Day for failing to meet either date. Since our last update in October, several written communications and meetings with the Contractor have discussed the Contract Time and Liquidated Damages. Most recently, on April 21, 2014, Village staff

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

and OHM met with AZ Shmina in an attempt to negotiate resolution to this matter. We have tentatively agreed to assess 40 days of Liquidated Damages. (\$60,000), presuming the May 30 Final Completion date is met.

Beyond the construction closeout, OHM has begun compiling the documentation for updating the O&M Manual for the WWTP and completing as-built (record) drawings for the project. It is expected that these will be completed in the next 6 – 8 weeks.

Sludge Handling/Hauling

While the Village and OHM worked to compel completion of the contract and resolve any issues that were impacting completion, one main focus of all communication with the Contractor was the continued safe operation of the WWTP; particularly the disposing of Sludge. Since the project was not available for use by the Village, two different sludge disposal arrangements were made through BioTech (one in December, and one in March) to dispose of Sludge. The Contractor bore all costs associated with the interim disposal of sludge.

Project Costs

Please see the attached worksheet summarizing the status of the project costs. The worksheet shows the approved funding, estimated costs, and costs incurred to date. As you are aware, a number of changes to the project have been made during construction. The Village Council previously approved funding to accommodate the changes. We currently estimate that the approved funding leaves approximately \$10k - \$15k of remaining funds.

The Engineering costs on the project have significantly exceeded the approved budgets. OHM has discussed with staff that the final Liquidated Damages be used to cover the additional on-site inspection costs, to the extent they can be. The additional Contract Administration & Construction Engineering Costs would be covered by the Consultant team (OHM & Tetra-Tech).



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
Change Order 5		\$	81,498.00
Change Order 6		\$	18,540.00
Change Order 7		\$	18,784.46
Change Order 8		\$	63,600.00
Current Total		\$	3,187,667.66
Earned Amount	95%	\$	3,043,580.57
(through Pay App #16)	Proposed Liquidated Damages (offset additional inspection)	\$	(60,000.00)

Project Cost Summary

	Original Approved Budget	Current Approved Budget	Current Estimate	Actual to date
Planning, Design, Bonding, Misc (from Part III)	\$ 286,164.00	\$ 286,164.00	\$ 286,164.00	\$ 286,164.00
Construction Engineering				
Staking		\$ 10,000.00	\$ 1,000.00	\$ 823.00
CA/CE		\$ 180,000.00	\$ 193,000.00	\$ 193,000.00
Inspection		\$ 207,000.00	\$ 207,000.00	\$ 206,981.50
As-Built / O&M		\$ 22,000.00	\$ 22,000.00	\$ -
Subtotal	\$ 330,000.00	\$ 419,000.00	\$ 423,000.00	\$ 400,804.50
Construction				
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			\$ 320,667.66	
Subtotal	\$ 2,953,666.00	\$ 3,203,666.00	\$ 3,187,667.66	\$ 3,043,580.57
Total	\$ 3,569,830.00	\$ 3,908,830.00	\$ 3,896,831.66	\$ 3,730,549.07
Funding				
SRF	\$ 3,300,000.00	\$ 3,300,000.00	\$ 3,300,000.00	
S2	\$ 233,607.00	\$ 233,607.00	\$ 233,607.00	
Use of Village Reserves	\$ 36,223.00	\$ 375,223.00	\$ 363,224.66	
Estimated Contingency Remaining			\$ 11,998.34	

AGENDA 4-28-14
ITEM 6-2

VILLAGE OF DEXTER

ddettling@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303

Fax (734)426-5614

MEMO

To: President Keough and Council
From: Donna Dettling, Village Manager
Date: March 28, 2014
**Re: (1) Recommendation to approve Material Testing Contractor for the
2014 Road Improvement Projects.
(2) Detailed Breakdown of Project Costs
(3) Construction Schedule**

Attached for your review is an OHM Materials Testing memo and two quotes for the Material Testing Services needed for the 2014 Road Improvement Projects. Soil and Material Engineers, Inc. (SME) quoted \$21,300 and Geotechnical and Geoenvironmental Engineers (G2) quoted \$18,197.

Staff is recommending that we enter into a contract with G2 Engineering Services for Material Testing in the amount of \$18,197.00

Attached is a worksheet that provides a breakdown of all project costs, included funding sources and estimated fiscal year expenses.

To address Trustee Semifero's request to compare inspection rates, I'm scheduling a meeting with OHM to review Inspector costs. We will evaluate the use of a Technician IV at \$108 per hour versus a Tech III at \$98, or a Tech II at \$84 or a Tech I at \$64. If there's a qualified Tech III, II, or I we'll revise the Construction Observation Fee.

I requested from Blair Selover of F&V what a typical percent of construction costs the inspection services would be on an MDOT project that F&V has inspected.

Donna Detling 4-23-14													
		Total	Ann Arbor Street Resurfacing Project	Ann Arbor Water Main Project	Central Street Reconstruction Project	Dexter Mill Area							
Engineering Design Services		\$110,865	\$35,100	\$23,100	\$39,100	\$13,565							
Engineering Construction Services		\$181,000	\$68,000	\$45,300	\$67,700	\$0							
Material Testing		\$18,197	\$7,279	\$3,639	\$7,279								
Construction Costs-Per Bid		\$1,416,402	\$744,783	\$283,170	\$388,449	\$7,037							
TOTALS		\$1,733,501	\$855,162	\$355,209	\$502,528	\$20,602							
			-\$498,144 STP-U		-\$200,000 TED-F								
			-\$109,177 DDA										
Total Cost to Village			\$247,841 202 Major	\$355,209 591 Water	\$302,528 202 Major	\$20,602 202 Major							
Funds FY 2013/14- Estimate expenses through 6-30-14			\$50,000	\$23,100	\$40,000	\$13,565							
Funds FY 2014/2015 - Expenses after 7-1-14			\$200,562	\$333,470	\$265,249	\$7,037							
Engineers Construction Estimate		\$1,296,800	\$625,375	\$300,000	\$371,425								

PROGRESS SCHEDULE

Information required by MDOT in order to establish a construction schedule.
Distribution: Original - Finance/Contracts, copy - Region, copy - Project files

CONTROL SECTION STU 81475	JOB NUMBER 122275A	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> UPDATE
PROPOSAL ITEM NUMBER 1403007	LETTING DATE 03/14/14		

OUTLINE OF PROPOSED ORDER OF WORK FOR CONTROLLING WORK ITEMS - when approved, this outline will become part of the contract.

CONTROLLING WORK ITEM	DURATION OF CONTROLLING OPERATION	
	START (Date/Work Day)	COMPLETE (Date/Work Day)
<input type="checkbox"/> CALENDAR DAY <input type="checkbox"/> WORK DAY <input checked="" type="checkbox"/> CALENDAR DATE		
ATTACHMENT		
<input type="checkbox"/> CRITICAL PATH		
<input type="checkbox"/> BAR CHART		
<input type="checkbox"/> LINEAR SCHEDULE		
Temporary Signing	*June 9, 2014	June 10, 2014
Removals	June 11, 2014	June 15, 2014
Watermain	June 16, 2014	July 4, 2014
Grading & Drainage	July 5, 2014	July 9, 2014
Electrical Underground	July 10, 2014	July 11, 2014
Concrete Curb, Sidewalk & Drives	July 12, 2014	July 16, 2014
Electrical Work	July 17, 2014	July 18, 2014
Pavement Milling & Joint Repair	July 19, 2014	July 20, 2014
Bituminous Paving	July 21, 2014	July 22, 2014
Concrete Cross Walks	July 23, 2014	August 1, 2014
Restoration	August 2, 2014	August 4, 2014
Permanent Pavement Marking & Signing	August 5, 2014	August 7, 2014
Project Complete		October 15, 2014

REMARKS

*Start date per progress clause.

CONTRACT COMPLETION WORKDAYS	October 15, 2014	Conformance with progress clause and proposal (Maintain traffic requirements) <input checked="" type="checkbox"/> Yes	
OPEN TO TRAFFIC DATE(S) WORKDAYS	August 7, 2014	Overlapping dates? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, attach justification.	
A + B bid? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, enter date(s):		If A + B bid or rental (lane/bridge/ramp), is schedule in accordance with contract? <input type="checkbox"/> Yes	
Lane/Bridge/Ramp rental <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Incentive/ Disincentive? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
CONTRACTOR NAME (PRINT)	Zito Construction Co.	If yes, enter maximum total incentive amount: \$	
CONTRACTOR SIGNATURE Daniel L. Zito	DATE 04/17/14	LOCAL AGENCY Patrick M. Droze, P.E.	DATE 4/21/2014
<small>Digitally signed by Daniel L. Zito DN: cn=Daniel L. Zito, o=Zito Construction Co., ou,email=mailbox@zitoconstruction.com, c=US Date: 2014.04.17 09:53:50 -0400</small>		APPROVAL - MDOT'S ENGINEER FOR REGION (Signature)	DATE

PROGRESS SCHEDULE

Information required by MDOT in order to establish a construction schedule.
Distribution: Original - Finance/Contracts, copy - Region, copy - Project files

CONTROL SECTION EDF 81566	JOB NUMBER 122275A	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> UPDATE
PROPOSAL ITEM NUMBER 1403007	LETTING DATE 03/14/14		

OUTLINE OF PROPOSED ORDER OF WORK FOR CONTROLLING WORK ITEMS - when approved, this outline will become part of the contract.

CONTROLLING WORK ITEM	DURATION OF CONTROLLING OPERATION	
	START (Date/Work Day)	COMPLETE (Date/Work Day)
<input type="checkbox"/> CALENDAR DAY <input type="checkbox"/> WORK DAY <input checked="" type="checkbox"/> CALENDAR DATE		
ATTACHMENT		
<input type="checkbox"/> CRITICAL PATH		
<input type="checkbox"/> BAR CHART		
<input type="checkbox"/> LINEAR SCHEDULE		
Temporary Signing	*July 28, 2014	July 29, 2014
Removals	August 1, 2014	August 4, 2014
Grading & Drainage	August 5, 2014	August 15, 2014
Aggregate Base	August 16, 2014	August 17, 2014
Electrical Underground	August 18, 2014	August 19, 2014
Concrete Curb, Sidewalk & Drives	August 20, 2014	August 26, 2014
Electrical Work	August 27, 2014	Sept. 3, 2014
Bituminous Paving	Sept. 4, 2014	Sept. 7, 2014
Concrete Cross Walks	Sept. 8, 2014	Sept. 11, 2014
Permanent Pavement Marking & Signing	Sept. 12, 2014	Sept. 13, 2014
Project Cleanup and Restoration	Sept. 14, 2014	Sept. 15, 2014
Project Complete		October 15, 2014

REMARKS

*Start date per progress clause.

CONTRACT COMPLETION WORKDAYS		Conformance with progress clause and proposal (Maintain traffic requirements) <input checked="" type="checkbox"/> Yes	
OPEN TO TRAFFIC DATE(S) WORKDAYS		Overlapping dates? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, attach justification.	
September 15, 2014		If A + B bid or rental (lane/bridge/ramp), is schedule in accordance with contract? <input type="checkbox"/> Yes	
A + B bid? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, If yes, enter date(s): _____		Incentive/ Disincentive? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Lane/Bridge/Ramp rental <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		If yes, enter maximum total incentive amount: \$ _____	
CONTRACTOR NAME (PRINT) Zito Construction Co.		LOCAL AGENCY Patrick M. Droze, P.E.	DATE 4/21/2014
CONTRACTOR SIGNATURE Daniel L. Zito		APPROVAL - MDOT'S ENGINEER FOR REGION (Signature)	DATE
Digitally signed by Daniel L. Zito DN: cn=Daniel L. Zito, o=Zito Construction Co., e=mail@mailbox@zitoconstruction.com, c=US Date: 2014.04.17 09:53:08 -0400		04/17/14	

memorandum

Date: April 22, 2014

To: Donna Dettling, Village Manager

From: Patrick Droze, P.E. *PD*

Re: Materials Testing – Central Street and Ann Arbor Street Projects

As part of the upcoming road projects in the Village this summer, geotechnical and materials testing services are required to ensure that the proper density of materials is obtained and that materials comply with project and MDOT specifications.

In anticipation of this work and per your request, we prepared a request for proposals to geotechnical firms based off the provided schedule and conversations with Zito Construction about their intended plans for earthwork, concrete and asphalt paving work. Within our document, we provided assumed number of days for testing each particular material so that the Village can easily compare prices with the understanding that the scope of services is equal between the firms.

OHM issued this document on April 15, 2014 to two firms that we have worked with in the past and felt would perform quality work in conformance with MDOT's requirements. These firms were Soils and Materials Engineers, Inc. (SME) of Plymouth Michigan and Geotechnical and Geoenvironmental Engineers Services (G2) of Ann Arbor, Michigan.

Both quotations were received by Tuesday, April 22, 2014 and are summarized in Table 1.

TABLE 1: CONSTRUCTION MATERIALS TESTING & GEOTECHNICAL ENGINEERING QUOTES

FIRM	TOTAL ESTIMATED FEE
Soil and Materials Engineers, Inc.	\$21,300.00
Geotechnical and Geoenvironmental Engineers Services	\$18,197.00



April 18, 2014

Mr. Pat Droze, P.E.
OHM Advisors
3400 Plymouth Road
Livonia, Michigan 48150

RE: Proposal for Construction Engineering Services
Proposed Dexter Roads Project
Ann Arbor Street and Central Street
Village of Dexter, Michigan
G2 Project No. 143046r

Dear Mr. Droze:

In accordance with your request, we are pleased to present our revised Proposal for Construction Engineering Services for the proposed roadway projects in the Village of Dexter, Michigan. We understand the project will consist cold milling and resurfacing Ann Arbor Street. In addition, new driveway approaches, watermain utilities, sidewalks, and concrete curb and gutter will also be constructed. For the Central Street portion, the project will consist of removing the existing pavement section and constructing a new bituminous concrete and aggregate base pavement section. In addition, new approaches, sidewalks, concrete curb and gutter, and some utility improvements will also be performed. In general, we anticipate the scope of our services shall include observing earthwork operations and subgrade undercuts, utility installation, concrete inspection for flatwork, and evaluating bituminous pavement construction.

QUALIFICATIONS

G2 has provided similar construction quality control and materials testing services for roads, pathways, and utility projects for over a dozen communities, exclusively, within the last two years. A list of the communities are as follows:

- City of Ferndale
- Lathrup Village
- City of Clawson
- Commerce Township
- Lyon Township
- City of Grosse Pointe
- Grosse Pointe Woods
- St. Clair Shores
- City of Eastpointe
- City of Fraser
- City of Roseville
- Washington Township
- Clinton Township

Geotechnical & Geoenvironmental
Engineering Services
1595 Eisenhower Place
Ann Arbor, Michigan 48408
248.680.0400
FAX 248.680.9745



A sampling of applicable work experience is as follows:

9 Mile Road Streetscape and Reconstruction Project

G2 recently provided geotechnical services and materials testing services for the reconstruction of 9 Mile Road, from Pinecrest to Planavon in Ferndale, Michigan. The project consisting of milling and overlaying a portion of the roadway, new Portland cement concrete and pervious asphalt pavement parking areas, new light pole foundations, and new watermain. G2 provided the soil borings and pavement cores for determining the existing pavement, soil, and groundwater conditions, determined if the existing soils could be re-used as backfill as Class II sand, provided design pavement cross-sections for new bituminous concrete, and provided infiltration recommendations for pervious pavements. During construction, G2 provided proof-roll evaluation, density testing for utility backfill and aggregate base, concrete testing for roadways, sidewalks, curb and gutter, density testing for bituminous concrete, lab evaluation of bituminous pavements (asphalt extraction/sieve analyses), lane tie pull-out testing, light pole foundations, and pervious asphalt evaluation. The project was a local agency MDOT project and G2 staff provided quality control services utilizing proper MDOT documentation. The geotechnical investigation was performed in 2012 and construction occurred from April 2013 to Oct 2013.

Jason Stoops oversaw the geotechnical investigation and materials testing. All work for 9 Mile Road was performed for

Mr. Scott Ringler, P.E.
Giffels Webster
1025 E. Maple Road, Suite 100
Birmingham, MI 48009
P: (248) 852.3100 M: (248) 821.5552
sringler@giffelswebster.com

9 Mile Reconstruction and Watermain Improvements

In addition, G2 provided geotechnical pavement coring and soil borings for the reconstruction of 9 Mile Road from I-94 to Harper Avenue in St. Clair Shores, Michigan. The project consisted of reconstructing the existing bituminous concrete overlying Portland cement concrete with new Portland cement concrete and aggregate base pavements. Also, a new 12-inch diameter watermain was constructed. G2 utilized AASHTO design procedures to design the major collector roadway and provided subgrade stabilization recommendations. G2 also provided material testing services, consisting of proof-roll evaluation, density testing for aggregate base and utility backfill, concrete testing, and lane-tie pullout testing. Geotechnical design work was performed in 2012 and construction occurred from July 2013 to November 2013.



All work for 9 Mile Road pavement reconstruction and watermain improvements were performed for

Mr. Kevin C. Hendricks
Team Leader
Anderson, Eckstein, and Westrick, Inc.
51301 Schoenherr Road, Shelby Twp., MI 48315
Phone: 586-726-1234 Fax No: 586-726-8780
E-mail: khendricks@aewinc.com

PROPOSED SCOPE OF SERVICES

Our construction engineering services shall consist of observing construction activities and advising the contractor as to their conformance with project specifications. The documentation shall be performed in accordance with Michigan Department of Transportation (MDOT) protocol for concrete, asphalt, and soils testing, including MDOT forms. In accordance with project specifications, we anticipate the scope of our services shall include, as appropriate, the following items:

Earthwork Operations/Underground Utilities

- Our field representative will observe the undercutting of the unsuitable soils (organic, soft, yielding) within the site work areas. If additional undercuts are required, G2 will provide stabilization recommendations within those areas, as well document the dimensions of the additional undercut excavations.
- Our field representative will observe subgrade preparation, including placement and compaction of engineered fill, subbase, and aggregate base materials, as appropriate. We will observe proof roll operations and make recommendations for stabilizing unsuitable subgrade soils. We will observe trench excavation operations, preparation of the trench bottom, placement of bedding layers, and placement and compaction of trench backfill, as necessary.
- Our field representative will sample and evaluate fill soils, and determine the moisture content and in-place dry density of engineered fill and backfill materials. We will obtain representative samples of fill and backfill materials for laboratory testing. Retained samples will be evaluated for grain size distribution, maximum dry density, and optimum moisture content, as necessary for use in compaction control.
- In order to expedite testing operations and to minimize delays to the contractor, our field engineer will use a nuclear moisture-density gauge to observe compliance of fill materials with compaction specifications.

Cast-In-Place Concrete and Site Concrete Work

- Our field representative will observe concrete placement operations, perform appropriate field testing (temperature, slump, air content, unit weight, and yield), mold compression test cylinders, and observe concrete finishing and curing operations.
- Laboratory testing is expected to consist principally of testing concrete cylinders for compressive strength.



Bituminous Paving Operations

- At your request, we will review bituminous mix designs submitted by the contractor and make recommendations for approval or modification as appropriate.
- During paving operations, we will check surface preparation and observe bituminous mixture placement and compaction operations. These services will include visual evaluation of the bituminous mixture delivered to the site, observing the pavement layer thickness, mix temperature, rolling procedures, and density of finished pavement.

PROFESSIONAL FEES

G2 staff has extensive experience providing construction observation and quality control testing services for similar local agency paving projects. In general, we charge fees for our services as outlined above based on a *daily rate of \$565.00 (up to 8 hours portal-to-portal) or half day rate of \$350.00 (up to 4 hours portal-to-portal)*. Overtime hours would be charged at a rate of \$75 per hour. Weekend and holidays will be charged at a 50% premium. Field personal will be mobilized out of our Ann Arbor office. Our daily rate includes the costs for the project as follows:

- On site observation and testing services by our field engineer
- Project management time (excluding special meetings)
- Administrative fees for processing written observation and test reports
- Engineering review of test reports
- Equipment and materials charges

We charge for laboratory tests in addition to the daily rates in accordance with the rate schedule provided below:

- Compressive Strength of Concrete Cylinders (ASTM C 39) \$ 12.00 per test
- Bituminous Extraction / Sieve Analyses \$ 250.00 per test
- Modified Proctor Compaction Test (ASTM D 1557) \$ 175.00 per test
- Grain Size Analysis (ASTM D 422) \$ 75.00 per test

Based on the estimated scope of services provided in the request for proposal, we offer the following estimate of our fees for construction observation and testing services:

▪ Density Testing	12 Full Days	\$565 ea.	\$ 6,780
	3 Sieve Analyses	\$ 75 ea.	\$ 225
▪ Site Concrete	12 Full Days	\$565 ea.	\$ 6,780
	96 Concrete Cylinders	\$ 12 ea.	\$ 1,152
▪ Asphalt Paving	4 Full Days	\$565 ea.	\$ 2,260
	4 Extractions/Sieve Analysis	\$250 ea.	\$ 1,000
Estimate of Fees			\$18,197

G2's field time is governed by the contractor and their progress. Should the scope of our services change or construction operations require additional or less time on-site by G2 due to delays, slow operations, or less required testing services, fees will be charged accordingly.



GENERAL CONDITIONS

All work will be performed in accordance with our General Conditions, a copy of which is enclosed. We trust this signed proposal is sufficient for your present needs. If you have any questions regarding the scope of our Construction Engineering Services, or any other matter pertaining to this project, do not hesitate to call us.

We appreciate the opportunity to provide engineering services to OHM Advisors and the Village of Dexter and look forward to working with you on this project.

Sincerely,

G2 Consulting Group, LLC

A handwritten signature in blue ink that reads "Jason B. Stoops".

Jason B. Stoops, P.E.
Project Manager

A handwritten signature in blue ink that reads "Noel J. Hargrave-Thomas".

Noel J. Hargrave-Thomas, P.E.
Project Consultant

JBS/NJHT/aftr

Encl: General Conditions

ACCEPTED FOR OHM ADVISORS:

BY: _____

DATE: _____

2013-2014 Budget Amendments

General Fund 101

Line Number	Line Description	New Line #?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
101-000-000-574-000	State Shared Revenue	No	Revenue	\$ 360,000	\$ -	\$ 5,000	\$ 365,000
Reason for Amendments Based on State sales tax revenues							
101-000-000-628-000	Solid Waste Collection Fee	No	Revenue	\$ 535,000	\$ -	\$ 8,000	\$ 543,000
Reason for Amendments Increased commercial usage /housing units							
101-172-000-703-001	Village Manager - Part Time	No	Revenue	\$ 20,800	\$ -	(\$ 13,100)	\$ 7,700
Reason for Amendments Did not hire part time employee							
101-201-000-840-000	Finance - Bank Service Fees	No	Expenditure	\$ 1,000	\$ -	\$ 600	\$ 1,600
Reason for Amendments Interest rates not covering bank fees							
101-210-000-810-000	Attorney Fees	No	Expenditure	\$ 25,000	\$ -	\$ 12,000	\$ 37,000
Reason for Amendments City Charter Commission, Blackhawk Settlement, Dexter Wellness Board of Review							
101-253-000-721-000	Treasurer - Health & Dental Insurance	No	Expenditure	\$ 15,500	\$ -	\$ 1,000	\$ 16,500
Reason for Amendments Higher than Budgeted Use of Deductible							
101-265-000-935-000	Buildings & Grounds	No	Expenditure	\$ 3,000	\$ -	\$ 10,000	\$ 13,000
Reason for Amendments Repair of water line at 8140 Main							
101-400-000-721-000	Planning - Health & Dental Insurance	No	Expenditure	\$ 17,000	\$ -	(\$ 10,000)	\$ 7,000
Reason for Amendments Unused funds due to employee transition							
101-441-000-704-000	DPW - Union Salary	No	Expenditure	\$ 53,000	\$ -	(\$ 5,000)	\$ 48,000
Reason for Amendments Reduced DPW salary attributed to general DPW line							
101-528-000-704-000	Solid Waste - Union Salary	No	Expenditure	\$ 30,000	\$ -	\$ 5,000	\$ 35,000
Reason for Amendments Increased DPW salary attributed to Solid Waste							
101-890-000-957-001	Contingency - Property Tax Refunds	No	Expenditure	\$ 2,000	\$ -	\$ 12,500	\$ 14,500
Reason for Amendments Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details							
				Total change in Revenue - increase / (decrease):	\$ 13,000		
				Total change in Expenditures - increase / (decrease):	\$ 13,000		
				Change to Overall Budget's revenue minus expenditures:	\$ -		

AGENDA 4-28-19
ITEM 8-3

2013-2014 Budget Amendments

Source of Reserves, if applicable: N/A

Major Streets 202

Line Number	Line Description	New Line #?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
202-000-000-671-000	Other Revenue	No	Revenue	\$ -	\$ -	\$ 17,000	\$ 17,000
Reason for Amendment	Additional ARRA funding for 2010 Ann Arbor Street project; additional road funding from state for winter maintenance						
202-478-000-704-000	Winter Maintenance - Union Salary	No	Expenditure	\$ 10,000	\$ -	\$ 4,000	\$ 14,000
Reason for Amendment	Record Snowfall						
202-478-000-705-000	Winter Maintenance - Overtime	No	Expenditure	\$ 5,500	\$ -	\$ 6,000	\$ 11,500
Reason for Amendment	Record Snowfall						
202-478-000-941-000	Winter Maintenance - Equipment Rentals	No	Expenditure	\$ 12,000	\$ -	\$ 9,000	\$ 21,000
Reason for Amendment	Increased use of equipment - transferred to fund 402						

Total change in Revenue - increase/(decrease): \$ 17,000
 Total change in Expenditures - increase/(decrease): \$ 19,000
 Change to Overall Budget's revenue minus expenditures: \$ (2,000)

If necessary a budget amendment for additional funds from Municipal Streets will be made with the 4th Source of Reserves, if applicable: quarter amendments

2013-2014 Budget Amendments

Local Streets 203

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
203-000-000-671-000	Other Revenue	No	Revenue	\$ -	\$ -	\$ 7,000	\$ 7,000
Reason for Amendment	Additional ARRA funding for 2010 Ann Arbor Street project; additional road funding from state for winter maintenance						
203-478-000-704-000	Winter Maintenance - Union Salary	No	Expenditure	\$ 10,000	\$ -	\$ 4,000	\$ 14,000
Reason for Amendment	Record Snowfall						
203-478-000-705-000	Winter Maintenance - Overtime	No	Expenditure	\$ 5,000	\$ -	\$ 5,000	\$ 10,000
Reason for Amendment	Record Snowfall						
203-478-000-941-000	Winter Maintenance - Equipment Rentals	No	Expenditure	\$ 12,000	\$ -	\$ 11,000	\$ 23,000
Reason for Amendment	Increased use of equipment - transferred to fund 402						

Total change in Revenue - increase/(decrease): \$ 7,000
 Total change in Expenditures - increase/(decrease): \$ 20,000
 Change to Overall Budget's revenue minus expenditures: \$ (13,000)

If necessary a budget amendment for additional funds from Municipal Streets will be made with the 4th Source of Reserves, if applicable: quarter amendments

Municipal Streets 204

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
204-248-000-957-001	Property Tax Refunds	No	Expenditure	\$ 2,000	\$ -	\$ 3,000	\$ 5,000
Reason for Amendment	Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details						

Total change in Revenue - increase/(decrease): \$ -
 Total change in Expenditures - increase/(decrease): \$ 3,000
 Change to Overall Budget's revenue minus expenditures: \$ (3,000)

Source of Reserves, if applicable: Municipal Street Funds

2013-2014 Budget Amendments

Streetscape Debt Service 303

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
303-248.000-957.001	Property Tax Refunds	No	Expenditure	\$ 500	\$	\$ 2,000	\$ 2,500
	Reason for Amendment			Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details			

Total change in Revenue - increase/(decrease): \$ -
 Total change in Expenditures - increase/(decrease): \$ 2,000
 Change to Overall Budget's revenue minus expenditures: \$ (2,000)

Source of Reserves, if applicable: Fund Balance in the Streetscape Debt Service Fund

Equipment Replacement Fund 402

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
402-248.000-840.000	Bank Fees	No	Expenditure	\$ 200	\$	\$ 100	\$ 300
	Reason for Amendment			Interest rates not covering bank fees			

Total change in Revenue - increase/(decrease): \$ -
 Total change in Expenditures - increase/(decrease): \$ 100
 Change to Overall Budget's revenue minus expenditures: \$ (100)

Source of Reserves, if applicable: Equipment Replacement Fund Balance

2013-2014 Budget Amendments

Sewer Fund 590

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
590-850-000-996-006	SRF #2 Bond Interest	No	Expenditure	\$ 50,000	\$ -	\$ 10,000	\$ 60,000
Reason for Amendment Higher interest payment than budgeted							
590-890-000-955-000	Contingency	No	Expenditure	\$ 15,000	\$ -	\$ (10,000)	\$ 5,000
Reason for Amendment Use of contingency to cover increased bond payment							
				Total change in Revenue - increase / (decrease):		\$ -	
				Total change in Expenditures - increase / (decrease):		\$ -	
				Change to Overall Budget's revenue over expenditures:		\$0.0	

Source of Reserves, if applicable: N/A

Water Fund 591

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
591-000-000-646-000	Second Water Meter Sales	No	Revenue	\$ 3,000	\$ -	\$ 5,000	\$ 8,000
Reason for Amendment Increased new home construction							
591-556-000-741-000	Road Repair - Water	No	Expenditure	\$ 4,000	\$ -	\$ 15,000	\$ 19,000
Reason for Amendment Frozen water lines							
591-556-000-950-000	Equipment	No	Expenditure	\$ 33,000	\$ 48,000	\$ 8,000	\$ 56,000
Reason for Amendment Increased meter/MXU replacement, plus purchase of meters/MXUs for 35 single family homes and 15 second meters							
591-901-000-975-015	Ann Arbor Street Project	No	Expenditure	\$ 346,700	\$ -	\$ (18,000)	\$ 328,700
Reason for Amendment Majority of project to be completed in FY 14-15							
				Total change in Revenue - increase / (decrease):		\$ 5,000	
				Total change in Expenditures - increase / (decrease):		\$ 5,000	
				Change to Overall Budget's revenue over expenditures:		\$ -	

2013-2014 Budget Amendments

Source of Reserves, if applicable: N/A

Approved by Council on April 28, 2014

Carol J. Jones, Village of Dexter Clerk