

**DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, SEPTEMBER 22, 2014**

**Agenda:** 10/13/2014

**Item:** C1

**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: Courtney Nicholls, Village Manager; Michelle Aniol, Community Development Manager; Marie Sherry, Finance Director/Treasurer; Carol Jones, Village Clerk; Scott Maurer, Assistant Public Services Superintendent; Andrea Dorney, Water and Sewer Department; Sgt. Flores, Washtenaw County Sheriff's Department; residents and media.

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting – September 8, 2014
2. Council Work Session – September 8, 2014

Motion Tell; support Knight to approve the minutes of the Regular Council Meeting of September 8, 2014 and the Council Work Session of September 8, 2014 as presented.

Unanimous voice vote approval.

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

Motion Tell; support Fisher to approve the agenda with the addition of Item J-2, Apple Daze under the Consent Agenda.

Unanimous voice vote approval.

**F. PUBLIC HEARINGS**

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

None

## **G. NON-ARRANGED PARTICIPATION**

Nathan Miller of Troop 442, Dexter introduced himself and that he was attending the meeting in order to earn his Citizenship badge for Boy Scouts

## **H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar
3. MDOT/Amtrak Section 106 Request Letter

## **I. REPORTS**

### 1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet.

Mr. Maurer gave the following updates due to the absence of Mr. Schlaff:

- Sludge – tried to start the second methane boiler but not successful.
- 70% done in roadwork in the Industrial Park. Will be doing some more milling and waiting to see where the Village falls on Barrett’s paving schedule.
- The leaf machine was put away ready and will go into use when needed.
- Question was asked as when the Village will decide as what to do with the 6<sup>th</sup> Well (waiting for more information).

### 2. Community Development Manager – Michelle Aniol

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

- Sushi Time has opened at Dexter Plaza, Suite 100. They have nicely remodeled the interior.
- ZBA will meet on October 20<sup>th</sup> regarding a rear yard setback case.
- Oxford Co. has submitted a request to extend their area plan but not proposing any changes.
- Question asked regarding NUBCo’s request for a room addition and the use of that room (special events, tours, overflow and private parties).
- Question asked about products from NUBCo and whether all are made at the Dexter site (not all done here but all are made by NUBCo).
- Question raised regarding the large flag sign for the tasting room at the entrance to the Industrial Park (to be checked into).

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

*Washtenaw County Sheriff – Sgt. Flores*

- Sgt Flores gave the following information in addition to his report in the packet. Statistics for the Village: Runs from January through August in 2013 – 938 and in 2014 – 868. Traffic stops from January through August in 2013 – 1083 and in 2014 – 1095.

- Collected 46 pounds of controlled substances and medications to date.
- Conducted Alcohol/Tobacco stings in the Village and all establishments passed.
- LaFontaine had five vehicles broken into on September 1 with navigation devices stolen.
- Phone Scam going around recently regarding not showing up for Federal jury duty and the need to pay \$500.
- School Traffic is going well with some changes made at Bates and on Dan Hoey Road.
- The Dexter Daze and the Fireworks events went well.

#### 4. Subcommittee Reports

##### *Facilities*

- The Facilities Committee met on the 12<sup>th</sup> and has scheduled another meeting for Oct 3<sup>rd</sup>. Moving forward with everything.
- Looking to have another workshop and hope to have more public attendance at that workshop.

##### *Road Plan*

- Included in the packet was a map and treatment plan by streets. Dover has been changed from Mill and Overlay to Crush and Shape.
- Trustee Carson mentioned that the early on success of the program will depend on how much the DPW can work on the project.

#### 5. Village Manager Report

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

- Incorporation – following up on winter tax collection as to who will collect – the townships or the city, if cityhood is passed.
- Safe Routes to School – project will begin in the spring around March.
- Mill Creek Park – planning a workday on October 18.
- The Dexter District Library – thinking about changing their landscaping in the front of the building.
- President Keough thanked Ms. Nicholls for the reporting in the packet on the Village's OPEB Benefits.

#### 6. President's Report

Mr. Keough submits his report as per packet. Mr. Keough requested a report from Council members who attended the DAFD Visioning Session as he was not able to attend:

- Trustee Fisher – Costs are rising and will continue to rise. The Fire Board would like to have improvements in their communications.
- Trustee Carson – The Chief will be retiring and the equipment needs updating and overhauling. No one discussed collaboration with Scio Township.
- Trustee Tell – Also mention no discussion on the collaboration with Scio Township and issues regarding finances.

- Trustee Cousins – Felt that this meeting was billed as a visioning session but did not see any visioning. Very little opportunity for participation. Have an issue with how funds are being allocated by runs and joining back with Scio as to how things will operate and be funded.

**J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$628,640.68
2. Consideration of: Closure of Central Street for Apple Daze on October 4, 2014 from 7:00 AM to 6:00 PM

Motion Fisher; support Semifero to approve items 1 and 2 of the Consent Agenda.

Unanimous voice vote approval.

**K. OLD BUSINESS-Consideration and Discussion of:**

1. Discussion of: Incorporation as a City - Next Steps

Ms. Nicholls reported that the information for the fall newsletter will be updated and the newsletter will be scheduled to come out about the same time as the City Charter will be printed in the paper of record.

**L. NEW BUSINESS-Consideration of and Discussion of:**

1. Consideration of: Setting a Public Hearing for October 27, 2014 for an Industrial Facilities Tax Exemption Request from MC3

Motion Cousins; support Fisher to set a Public Hearing on October 27, 2014 for an Industrial Facilities Tax Exemption Request from MC3.

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

Nays: None

Motion carries

2. Consideration of: Bid Award to GM & Sons for Concrete Work in the Village for an Amount not to exceed \$30,000

Motion Knight; support Carson to approve the bid from GM & Sons for concrete work in the Village for an amount not to exceed \$30,000.

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

Nays: None

Motion carries

3. Consideration of: Increase in Crack Seal Contract with K & B Asphalt to \$30,000

Motion Semifero; support Fisher to approve the increase in the amount for the Crack Seal Contract from \$22,000 to \$30,000.

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

Nays: None

Motion carries

4. Consideration of: Resolution in Support of Countywide Road Millage

Motion Semifero; support Carson that the Dexter Village Council endorses the recommendations of the Road Funding Committee; respectfully request that the Washtenaw County Board of Commissioners exercise its statutory authority to levy a millage to raise additional money for road repairs; and pledges to use monies from such a millage to effect road repairs on local streets.

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

Nays: None

Motion carries

#### **M. COUNCIL COMMENTS**

Carson	None
Tell	None
Knight	None
Jones	I have tickets for St. Andrew's Annual Sauerkraut Supper. On October 10, the Big 400 will host a Mystery Tour of the area and invite you all to attend.
Semifero	Looking at the timing of the road projects as asphalt plants close November 15. Will be discussing as how the projects will be completed and may have to put some of them off until spring.
Fisher	None
Cousins	Also commented on the upcoming Big 400 Tour. Praise to the Dan and the DPW crew and how fast they are able to go on the project at the Industrial Park

#### **N. NON-ARRANGED PARTICIPATION**

None

#### **O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING PENDING LITIGATION IN ACCORDANCE WITH MCL 15.268**

Motion Fisher; support Carson to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 8:46 PM.

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

Nays: None

Motion carries

Motion Semifero; support Carson to leave closed session at 9:28 PM.

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

**P. ADJOURNMENT**

Motion Carson; support Knight to adjourn at 9:29 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

Approved for Filing: \_\_\_\_\_

## 2014 Meeting Calendar

<b>Board</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Website</b>	<b>Village Representative</b>
Gateway Initiative (Big 400)	10/10/2014	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Dexter Village Council	10/13/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
5H - Dexter Coalition	10/14/2014	5:30 p.m.	Dexter Wellness Center		Paul Cousins
Scio Township Board	10/14/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Dexter Downtown Development Authority	10/15/2014	7:30 a.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Washtenaw Area Transportation Study-Policy	10/15/2014	9:30 a.m.	Scio Township Hall	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Dexter Village Road Committee	10/16/2014	6:00 a.m.	Village DPW - 3600 Central	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Joe Semifero/Jim Carson
Dexter Area Fire Board	10/16/2014	6:00 p.m.	Dexter Township Hall	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Ray Tell/Jim Seta
Dexter Village Zoning Board of Appeals	10/20/2014	7:00 p.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Jim Carson
Dexter Township Board	10/21/2014	7:00 p.m.	Dexter Township Hall	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Dexter Village Parks Commission	10/21/2014	7:00 p.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Donna Fisher
Webster Township Board	10/21/2014	7:30 p.m.	Webster Township Hall	<a href="http://www.twp.webster.mi.us/">http://www.twp.webster.mi.us/</a>	
Dexter Village Road Committee	10/23/2014	6:00 a.m.	Village DPW - 3600 Central	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Joe Semifero/Jim Carson
Huron River Watershed Council	10/23/2014	6:00 p.m.	Dexter District Library	<a href="http://www.hrwc.org/">http://www.hrwc.org/</a>	Paul Cousins
Dexter Village Council Work Session on Facilities	10/27/2014	6:00 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter Village Council	10/27/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Scio Township Board	10/28/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Western Washtenaw Area Value Express	10/28/2014	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson
Dexter Village Road Committee	10/30/2014	6:00 a.m.	Village DPW - 3600 Central	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Joe Semifero/Jim Carson

**Agenda:** 10/13/2014

**Item:** H-1

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

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**Agenda: 10/13/2014**  
**Item: H2**

Month	Name of Group	Dates	Number Approved	Approval Date	Locations	June Cont.	Name of Group	Dates	Number Approved	Approval Date	Locations	
January	Dexter Senior Ctr-Winter Market	1/1 & 1/25	3-18x24 / 2-2'x4"	11/22/2013	1,2,4,5,44		Dexter Soccer-Tryouts	6/2-6/16	5-18 X 24	5/30/2014	1,2,4,5,10	
	St. Andrews-ABC Blood Drive	12/28-1/6/14	2-28" X 22"	12/26/2013	8		Dexter Well Coalition-Yoga	6/4-6/18	5-18 X 24	6/4/2014	1,2,4,5,44	
	Dexter High School-Crazy for You	1/25-2/9	3-18x24/1-2'x4"	1/6/2014	1,2,4,5,44		Amer. Cancer-Relay for Life	6/4-6/14	5-18 X 24	6/1/2014	1,2,4,10,44	
	K of C-Quarter Mainia	1/15-1/23	2'x4", 1-3x5"	1/15/2014	1,2,4,5,44		Dexter Comm. Players	6/20-6/29	5-18 X 24	6/4/2014	1,2,4,5,44	
February	Mill Creek-Red Cross Blood Drive	1/13-1/23	5-18" X 24"	1/15/2014	21 & 36		Parade of Homes	6/20-6/22	2-18 X 24	6/19/2014	1,44	
	St. Andrews-Monthly dinners	1/31-2/6	2-18" X 24"	1/6/2014	8	<b>July</b>	St. Andrews-Blood Drive	07/10-07/21	2-28" X 22"	16/2014	8 & 22	
	Dexter Senior Ctr-Winter Market	2/8 & 2/22	3-18x24 / 2-2'x4"	11/22/2013	1,2,4,5,44		Dexter Wellness Walk-Move More	7/7-7/13	45430	3/6/2014	1,2,4,5,44	
	Dexter Community Orchestra-Concert	2/8 & 2/23	2-4" X 3"	10/3/2013	5 & 9		Dexter UMC-Vacation Bible	7/7-7/11	1-2' X 3'	3/27/2014	49	
March	Dexter High School-Crazy for You	1/31-2/6 & 2/28-3/6	3-18x24/1-2'x4"	1/6/2014	1,2,4,5,44		St. Joe's Festival	7/5-7/19	1-3x3,4-18x24	4/24/2014	1,2,4,5,10	
	St. Andrews-Monthly dinners	2/28-3/6	2'x4", 1-3x5"	1/6/2014	8		Dexter Daze-Summer Fest	7/25-8/9	3-18 x 24	6/5/2014	2,5,44	
	Dexter Senior Ctr-Winter Market	3/8 & 3/22	3-18x24 / 2-2' x 4"	11/22/2013	1,2,4,5,44		Dexter Well Coalition-Yoga	7/1-7/14	5-18 X 24	5/4/2014	1,2,4,5,44	
	Community Band - Concert	2/17-3/2	1-18" x 24"	11/1/2013	1,3,5		St. James-Dex Daze Chick BBQ	7/31-8/9	2-2' X 2'	6/16/2014	1 & 4	
April	St. Andrews-Monthly dinners	3/8 & 3/22	3-18x24 / 2-2' x 4"	11/22/2013	1,2,4,5,44		St. James-Ice Cream Social	7/31-8/7	5-18 X 24	7/2/2014	1,2,4,5,44	
	Dexter Senior Ctr-Winter Market	4/5 & 4/19	2-2' x 4"	11/1/2013	1,3,5		Dexter Youth Football-Regist.	7/15-7/30	5-18 X 24	7/14/2014	1,2,4,5,10	
	Dexter Community Orchestra-Concert	4/27/14	2-4" X 3"	10/3/2013	5 & 9		Dexter Touchdown club-Golf	7/20-8/3	5-18 X 24	7/14/2014	1,2,4,5,10	
	St. Andrews-Monthly dinners	3/8-3/22	5-18x24	2/18/2014	1,2,4,5,44	<b>August</b>	Hurricanes Fast Pitch-Softball	7/25-8/7	2-18 X 24	7/25/2014	1 & 10	
May	Dexter Historical Soc.-Artisan Fair	3/3-3/9	5-18"x24"	3/6/2014	1,2,4,5,44		Dexter Wellness Walk-Move More	8/4-8/14	45430	3/6/2014	1,2,4,5,44	
	Dexter Wellness Walk-Move More	3/17-3/27	5-18"x24"	3/17/2014	1,2,4,5,10		Dexter Wellness Coalition-Yoga	8/1-8/14	5-18 X 24	6/4/2014	1,2,4,5,44	
	Dexter Drama Club-A Midsummer Night	4/19-5/4	5'x8'	3/26/2014	2,4,5,44		Dexter Daze-Summer Fest	7/25-8/9	3-18 x 24	6/5/2014	2,5,44	
	Dexter Community Schools-ArtWalk	4/21-5/5/14	5-18 X 24	12/11/2013	1,2,4,44,10		Friends of Library-booksale	8/25/9/9	5-18 X 24	6/25/2014	1 & 4	
June	Dexter Senior Ctr-Winter Market	4/5 & 4/19	2-2' x 4"	11/22/2013	1,2,4,5,44		Hurricanes Fast Pitch-Softball	7/25-8/7	2-18 X 24	7/25/2014	1 & 10	
	Dexter Community Orchestra-Concert	4/27/14	2-4" X 3"	10/3/2013	5 & 9		Humane Soc.pet adoption	8/6-8/9	2-18 X 24	8/4/2014	1 & 2	
	St. Andrews-Monthly dinners	4/10-4/21	2-28" X 22"	1/6/2014	8 & 22		Dexter Museum/Quilt Sale	8/4-8/18	1-18x24, 2,2x3	8/4/2014	1,40,44	
	Dexter Wellness Walk-Move More	3/28-4/3 & 4/25-5/1	1-2'x3"	1/6/2014	8	<b>September</b>	Dexter Touchdown club-Taste	8/16-8/29	5-18 X 24	8/13/2014	1,2,4,5,44	
July	Dexter Senior Ctr-Winter Market	4/7-4/13	5-18"x24"	3/6/2014	1,2,4,5,44		St. Andrews-Blood Dinner	9/19-9/29	2-28" X 22"	1/6/2014	8 & 22	
	Peace Lutheran-Easter Egg Hung	3/29-4/12	1 2'x3"	3/29/2014	1		St. Andrews-Monthly dinners	8/25-9/14 & 9/26-10/2	1-2'x3"	1/6/2014	8	
	Connexions Church Service Times	3/29-4/12	5-18"X24"-1-3'x4" and 1-5'x8'	3/29/2014	1,4,5,44,10		Dexter Wellness Walk-Move More	9/8-9/14	5-18 X 24	3/6/2014	1,2,4,5,44	
	Dexter Drama Club-A Midsummer Night	4/19-5/4	5'x8'	3/26/2014	2,4,5,44		Dexter United Methodist Rummak	9/17-9/27	2-24"X35" and 2-18"X24"	4/4/2014	1,5,10,44	
August	Dexter Community Schools-ArtWalk	4/21-5/5/14	5-18 X 24	12/11/2013	1,2,4,44,10		Dexter K of C-Quarter Mainia	9/16-9/25	5-18" X 24"	9/16/2014	1,2,4,5,10	
	Community Band - Concert	4/21-5/4	2-2' x 4 1 -18" x 24"	11/1/2013	1,3,5		St. Andrews-Monthly dinners	10/31-1/6 & 10/2-10/16	1-2'x3"	9/11/14	1,2,4,5,44	
	St. Andrews-Monthly dinners	4/25-5/1	1-2'x3"	1/6/2014	8		Dexter Wellness Walk-Move More	10/6-10/12	45430	3/6/2014	1,2,4,5,44	
	Dexter Wellness Walk-Move More	5/5-5/11	5-18"x24"	3/6/2014	1,2,4,5,44		Friends of Library-booksale	10/2-10/5	5-18 X 24	6/25/2014	1 & 4	
September	Dexter Lions Club/White Cane	5/23-5/24	5-2 X 3'	4/24/2014	sale locations		Dexter Lions-Apple Daze	9/29-10/4	5-18 X 24	9/8/2014	2,4,5,10,44	
	St. Joe's Plant Sale	5/5-5/18	5-18 X 24	5/5/2014	1,2,4,5,10		Dexter High School-Orchestra	10/19-10/29	1-4 X 3	9/28/2014	1	
	Dexter Lacrosse Assoc.	5/16-5/22	5-18 X 24	5/16/2014	1,2,5,10,44		Dexter K of C-Chicken Broil	10/3-10/13	5-18 X 24	10/1/2014	1,2,4,5,10	
	Red Cross Blood Drive-Loy	5/22-5/28	5-18 X 24	5/22/2014	1,2,5,44,10		Dexter Comm. Band-Concerts	10/23-11/3	2-2' X 3'	10/1/2001	5 & 10	
October	Dexter Wellness Walk-Move More	6/9-6/15	5-18"x24"	3/6/2014	1,2,4,5,44		St. Andrews-Monthly dinners	11/28-12/4	1-2'x3"	1/6/2014	8	
	St. Joe's Flea Market	6/26-7/10	3x3	4/24/2014	1,4,5,10,43		Dexter Wellness Walk-Move More	11/3-11/9	45430	3/6/2014	1,2,4,5,44	
	Annual Family Fun Day	6/8-6/22	5-18 X 24	5/12/2014	1,2,4,5,10		Friends of Library-booksale	10/30-11/2	5-18 X 24	6/25/2014	1 & 4	
	St. Andrews-Rummage sale	6/6-6/14	2x3	5/20/2014	1,2,4,5,10		American Legion-Craft Show	11/2-11/17	5-18 X 24	9/23/2014	1,2,5,44,10	
November	Dexter Senioriorice Cream Soc.	6/1-6/8	5-18 X 24	3/31/2014	1,2,4,5,44		Dexter Comm. Band-Concerts	10/23-11/3	2-2' X 3'	10/1/2001	5 & 10	
	Boy Scouts-rummage troup	6/18-6/21	2-4'x4'5"	5/30/2014	1 and 44		Dexter Wellness Walk-Move More	11/28-12/14	1-2'x3"	3/6/2014	1,2,4,5,44	
	Location Listing: 1 - Baker/Main, 3 - Central/Mill, 3 - Dexter Ann Arbor/Copeland, 4 - Main/Alpine, 5 - Baker/Cemetery, 6 - Monument Park, 7 - Creekside, 8 - 7610 Dexter Ann Arbor, 9 - Peace Park, 10 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy, 26 - Warrior Creek Park Drive, 27 - Dexter Flowers, 28 - Terry Bs, 29-7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wylie, 33-Lions Park, 35-Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor, 37 - Ryan/Dexter Ann Arbor, 38 - Fourth/Central, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Meadowview/Dexter Ann Arbor, 46 - Ice Rink, 47-Dexter Mill/RR tracks, 48-7444 Dexter-Ann Arbor, 49-Park entrance @ Farmers Mkt and Library, 50-2810 Baker/Dexter Wellness entrance											
	Dexter Farmers Market will place up to 5 signs on Friday, Saturday and Tuesday from May through October to advertise for the market											
Dexter Area Chamber will place 4 signs on Friday night to announce the summer series (1, 2, 5, 44)												

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**Agenda:** 10/13/2014

**Item:** I1

## **Public Services Department**

8140 Main Street Dexter, MI 48130-1092

[dschlaff@dextermi.gov](mailto:dschlaff@dextermi.gov)

Phone (734)426-4572

### **MEMO**

**To: President Keough and Council**  
**From: Dan Schlaff, Public Services Superintendent**  
**Date: October 8, 2014**  
**Re: Utility & DPW Progress Reports**

Provided for Council's review are Utility & DPW Progress Reports for the weeks of:

9/15/2014 to 9/21/2014

9/22/2014 to 9/28/2014

9/29/2014 to 10/5/2014

Please contact me, if you have any questions.

utilities progress reports	9/15/2014	9/21/2014	7/Days		
sewer maintenance	5				
water maintenance	6				
mxu's, Wire	5				
new meters	2				
Turned water on/off	2				
liftstations, Reads, Floats	12				
miss digs	16				
Hosing WWTP	2				
backwash filter building	3	30,000 gal			
final reads/beginning reads	2				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	3				
Transfer Ferric	2				
Weekend Operation & Lab	2				
Chem Cleaned sand filters	2	#1,#2			
Painting clear well W.F.P	3				
TAVA sample	2				
Pumped scum pit WWTP	2				
tank # 3	3				
Open iron pond drain	2				
Add 3lb polymer aeration tank	4				
Chem feed pumps WWTP					
NUBCO WATER READS	2	Meter # 71307627 Read 0		79	
		Meter # 71756943 Read 3		3715	
Activated sludge samples	3				
Sludge judge clarifiers	7				
screw pumps	3				
Well	4				
Primary clairifier sludge	4				
Back filled Ferric tank	2				
6 TH WELL	1	30' 6"			
Crack sealing	4	4 - days.			
5TH WELL	1	27' 0"			
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

utilities progress reports	9/15/2014	9/21/2014	7/Days	
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			
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	Settlabilty			7-Days Per Week
8	MSSS AT RAS			7-Days Per Week
9	Wasting rates			7-Days Per Week
	Daily Composite Lab:			
1	Dates: 1	Jan	9/15/2014	9/21/2014
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:			



utilities progress reports	9/22/2014	9/28/2014	7/Days		
sewer maintenance	8				
water maintenance	6				
new meters	2				
liftstations, Reads, Floats	5				
miss digs	15				
Service calls	7				
Hosing WWTP	2				
backwash filter building	3	55,000 gal			
final reads/beginning reads	12				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	3				
Weekend Operation & Lab	2				
Chem Cleaned sand filters	2	#3,#2			
Filled oiler, greased screw pumps	4				
Painting liftstation	4				
TAVA sample	3				
Maintenance ferric pumps	2				
Pumped scum pit WWTP	2				
Maintenance chlorine pump	2				
Open iron pond drain	2				
Add 3lb polymer aeration tank	3				
NUBCO WATER READS	2	Meter # 71307627 Read 0		82	
		Meter # 71756943 Read 3		3765	
Activated sludge samples	3				
Sludge judge clarifiers	7				
screw pumps	3				
Primary clarifier sludge	4				
Back filled Ferric tank	2				
6 TH WELL	1	30' 3"			
Crack sealing	5	5 - days.			
5TH WELL	1	27' 1"			
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

utilities progress reports	9/22/2014	9/28/2014	7/Days
	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		
	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	Settlabilty		7-Days Per Week
8	MSSS AT RAS		7-Days Per Week
9	Wasting rates		7-Days Per Week
	Daily Composite Lab:		
1	Dates: 1	Jan 9/22/2014	9/28/2014
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:		



utilities progress reports	9/29/2014	10/5/2014	7/Days		
sewer maintenance	4				
water maintenance	5				
mxu's, Wire	2				
new meters	2				
Turned water on/off					
liftstations, Reads, Floats	4				
miss digs	16				
Service calls	2				
Hosing WWTP					
backwash filter building	3	52,000 gal			
final reads/beginning reads	8				
arsenic samples					
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	4				
Transfer Ferric					
Replaced lights WWTP					
Weekend Operation & Lab	2				
Bisulfite delivery	1				
5th well annual grease,oil					
Flushed primary scum beaches	4				
Chem Cleaned sand filters	2	#2			
Handed out water shut off notices					
Filled oiler, greased screw pumps					
Unplugged ras pump					
Chlorine delivery					
Clear bar screen	2				
Painting liftstation	2				
Mixing primary digester for TAVA sample	4				
Maintenance ferric pumps					
Pumped scum pit WWTP	2				
Decanting secondary digester	5				
Open iron pond drain Pump, Flushed E.Q.	2				
Add 3lb polymer aeration tank	5				
Chem feed pumps WWTP	2				
NUBCO WATER READS	2	Meter #71307627 Read 0		84	
		Meter #71756943 Read 3		3805	
Quarterly water meter reading					
Mop clean WTP, 5 th well	1				
Maintenance RAS pumps					
Activated sludge samples	4				
Sludge judge clarifiers	6				
Alternate outdoor, indoor					

utilities progress reports	9/29/2014	10/5/2014	7/Days		
screw pumps	3				
Changed Cl2 Pump Hose 5TH Well					
Metro Sewer Vac-Truck					
Clarifier drives maintenance					
Primary clarifier sludge samples	4				
Back filled Ferric tank					
6 TH WELL	1	30' 1"			
Crack sealing	3	3 - days.			
5TH WELL	1	26' 2"			
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			
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	

utilities progress reports		9/29/2014	10/5/2014	7/Days	
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:	1	Jan	9/29/2014	10/5/2014
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					
2					
	ORDER CHEMICALS:				
1					
2					
	IPP:				
1	Alpha Metal				
2	Reports				
3	Other				
	IPP:				
1	NUBC				
2	Reports				
3	Other:				
	Miscellenous:				
1	Updated yearly totals.				

utilities progress reports	9/29/2014	10/5/2014	7/Days		
2	QA/QC data entry charts.				
3	Bleached BOD equipment.				
4					
5					
6					
7					
	Total Work Orders		280		

DPW Progress Report	9/15/2014	9/21/2014	5-Days
Chip Brush	2	20.5 hours.	
Trim Trees,Cut Down	1	2 hours.	
Street Sweeping	1	2 hours.	
Radar Sign	1	2 hours.	
Clean Office, Break Room	1	2 hours.	
Street committee meeting	1		
Cleaned work area	1	2 hours.	
Pre-inspection bucket truck		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	
Bucket truck Inspection		30 min	
Bills payroll	1	1.5 hours.	
Lawn mowing		21 hours.	
Working on new DPW storage area			
Trash down town	2	2 hours.	
Morning reads	1	10 hours.	
Asphalt	5	36 hours.	
Total Work Hours in the Week	127		
Total Hours Accounted For	103		
Total work orders	24		

DPW Progress Report	9/22/2014	9/28/2014	5-Days
Leaf Pick-Up			
Chip Brush	2	12.5 hours.	
Miss Diggs	15	7.5 hours.	
Parks			
Clean Office, Break Room	1	2 hours.	
Street committee meeting	1		
Cleaned work area	1	2 hours.	
Pre-inspection bucket truck		30 min	
Pre-inspection 1 ton trucks	1	30 min	
Pre-inspection GMC truck		30 min	
Pre-inspection International		30 min	
Pre-inspection front end	1	30 min	
Pre-inspection Case backhoe	1	30 min	
Pre-inspection Bobcat	1	30 min	
Bucket truck Inspection		30 min	
Bills payroll	1	1.5 hours.	
Lawn mowing	2	12 hours.	
Trash down town	4	4 hours.	
Morning reads	1	10 hours.	
Asphalt	5	66 hours.	
Salt	6	8 hours.	
Total Work Hours in the Week	159		
Total Hours Accounted For	127		
Total work orders	41		

DPW Progress Report	9/29/2014	10/5/2014	5-Days
Chip Brush	2	14 hours.	
Top soil Dexter crossing	2	2 hours.	
Street Sweeping	1	4 hours.	
Clean Downtown	2	3 hours.	
Miss Diggs	16	8 hours.	
Maintenance 1 ton truck	1	1 hour.	
Clean Office, Break Room	1	2 hours.	
Street committee meeting	1		
Maintenance chipper	2	1.5 hours	
Cleaned work area	1	2 hours.	
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	
Bucket truck Inspection		30 min	
Bills payroll	1	1.5 hours.	
Lawn mowing	2	14 hours.	
Trash down town	4	4 hours.	
Morning reads	1	10 hours.	
Asphalt	5	48.5 hours.	
Pushed up wood chips	1	1 hour.	
Salt			
Total Work Hours in the Week		159	
Total Hours Accounted For		121	
Total work orders		41	

## Memorandum

**Agenda:** 10/13/2014  
**Item:** 12

**To:** Village Council  
Courtney Nicholls, Village Manager

**From:** Michelle Aniol, Community Development Manager

**Re:** Report for October 13, 2014 Village Council Meeting

**Date:** October 7, 2014

### Legislative Updates

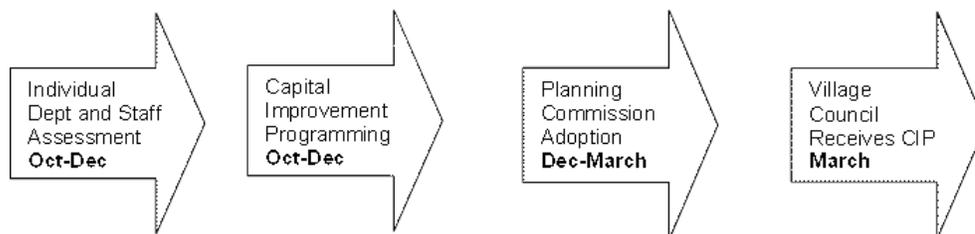
Rep Kowall (R-44<sup>th</sup> District) introduced a substitute bill to amend the DDA Act Wed, October 1<sup>st</sup> at the Commerce Committee. This substitute bill included a significant addition- gain sharing of 25% of tax increment revenue to the other taxing jurisdictions by 2035, accomplishing this by sharing back 1.25% per year, starting 2015 for those already existing or by year 5 of a new authority. The Commerce Committee took no action and with the legislature on recess until November, we will just have to adopt a 'wait and see' approach. An analysis of this proposed legislation accompanies this memo.

### Business Development News

- Red Brick Kitchen has put the Bits-N-Pizza building is under contract. Owners, Peter and Megan are going through the due diligence process and are excited by the opportunity this acquisition will afford them and their business.
- A new restaurant will be opening soon in the former Coney Island located at 8128 Main Street. The restaurant is aligned with Senate Coney Island, a family owned restaurant chain, known for quality and friendly service throughout southeast Michigan. Breakfast and lunch will be served seven days a week. Watch for grand opening!
- The Mill Creek Sports property will be coming up for sale now that the former owner's estate has been settled in probate. While the property is not located within the Village, staff has received a number of inquiries regarding planning, zoning, and utilities. The property measures less than an acre (0.83 ac), with the front half located half within Scio Township and the back half located in Webster Township. According to the Planners from both communities, if someone wanted to open the same type of business, without any changes to the existing buildings (inside and out) the Planners would grant zoning compliance. However, if someone wanted to establish a use other than the previous use then full site plan review would be required by both communities, and improvements, such as, but not limited to paved parking lot, stormwater management, landscaping, ingress/egress would be required.

### Planning Commission Updates

- It's that time of year when we begin the process of updating the projects in the CIP. Sections of the CIP have been distributed for individual department and staff assessment. The following graphic illustrates the process and timeline for the 2015-2020 CIP:



- The Commission will conduct a 'walking audit' of the Baker Road Corridor in regards to pedestrian crossings, lighting and street trees, in anticipation of its review of the Capital Improvements Plan (CIP). The intersections of Forest/Baker and Grand/Baker are the key focus areas.
- The Commission discussed the next steps in the process to amend and reformat sign regulations in the zoning ordinance. Staff will present a draft scope of work for the Commission to review and discuss at its meeting in November.
- The Commission will conduct a public hearing at its November meeting to consider revised regulations to allow group day care homes in the Village Residential District.

#### **ZBA Update**

- The ZBA is scheduled to conduct a public hearing On October 20, 2014, to consider a request for a 5-foot 6-inch variance from the 15-foot rear yard required in Section 20.01, Schedule of Regulations, for properties in the R1B district. The applicant desires to construct a 10-foot x 20-foot deck on the rear of his home, located at 3677 South Downs Dr, resulting in a 9-foot-4-inch rear yard setback. The applicant is requesting the variance due to practical difficulties associated with the property.

#### **3045 Broad Street Redevelopment Update**

- As part of the process to decommission and relocate the Broad Street sub-station, staff was informed that DTE is considering an upgrade of existing 40KV lines on Dan Hoey, and will have more firm cost estimates to present to the Village in mid-November. Staff also received confirmation from MEDC that Community Development Block Grant (CDBG) funding will not pay to relocate the sub-station, but CDBG funding can be used to assist with the redevelopment of the site.

#### **Miscellaneous Updates**

- Horseshoe Park – Staff received an email from DTE indicating it has initiated an internal inquiry to address our request for DTE to quit claim its half of the First Street ROW to the Village. Until that inquiry is complete, DTE has indicated a desire to claim ownership rights of the ROW. Staff has asked DTE what its timeline is for making a decision.
- Staff received training the week of Sept 29-Oct 3 on newly installed BS&A project tracking and reporting software.
- SEMCOG is hosting a membership meeting at Michigan Stadium on November 13, 2014. SEMCOG has invited its Washtenaw members to bring a display or materials highlighting a community project. Staff is coordinating with the Huron Watershed Council's Trail Towns Coordinator to put together a display.
- Staff consulted the Village Attorney, Steve Estey and his colleague, Mike Vogt regarding the proposed medical marijuana legislation and if the Village should establish a moratorium to study the issue. Based on our conversation until more is known about 1) when the legislation will pass and 2) how it will be interpreted, a moratorium would be premature.

As the legislation is currently written, regulation of a "medical marijuana provisioning center" (i.e. commercial dispensary) would be up to local units of government. However, the Governor is concerned that the current legislation would set up a regulatory spectrum where some municipalities would not regulate a commercial dispensary while others would hyper-regulate them. The Governor wants the state to play a larger role in regulation, which could take any regulation of commercial MM dispensaries out of the hands of the locals. If that happens, there would be no reason to establish a moratorium. The proposed legislation and analyses can be reviewed online at:

For House Bill (HB 5104):

[http://www.legislature.mi.gov/\(S\(uIn4a455upyadvr44zk4tt45\)\)/mileg.aspx?page=getObject&objectName=2013-HB-5104](http://www.legislature.mi.gov/(S(uIn4a455upyadvr44zk4tt45))/mileg.aspx?page=getObject&objectName=2013-HB-5104)

For Senate Bill (SB 4271):

[http://www.legislature.mi.gov/\(S\(uIn4a455upyadvr44zk4tt45\)\)/mileg.aspx?page=getObject&objectName=2013-HB-4271](http://www.legislature.mi.gov/(S(uIn4a455upyadvr44zk4tt45))/mileg.aspx?page=getObject&objectName=2013-HB-4271)

Brief analysis of Draft 1 TIF legislation:

1. The bill amends the DDA act and essentially folds in all TIF capture acts into one (minus Brownfields and Nonprofit Railway Act – M1- which will remain on their own) to create a Municipal Development Authority. This is intended, from the perspective of those drafting the legislation, to make it more flexible for communities to use.
  - a. TIFAs, LDFAs, CIAs, DDAs, and Water Resource all rolled into this new act.
  - b. Eliminates Neighborhood TIFs, Historic Neighborhood TIFs and PIFAs because there is no evidence that there is any use of these happening currently.
  - c. Brownfield Act and Nonprofit Railway Act remain separate, although there are some aspects of brownfield remediation abilities added into this new act.
  - d. Also not touching the Next Michigan Act.
2. It also incorporates an element of gain sharing (sharing of 25% of tax increment revenues to the other taxing jurisdictions by 2035, accomplishing this by sharing back 1.25% per year starting in 2015 for those already existing or by year 5 of a new authority).
3. This would allow each of these Municipal Development Authorities to levy up to 2 mills and also puts in special assessment language similar to what is in the Principal Shopping District act.
4. TIF capture is limited to millages in place the day the authority is created. If you want to capture any future ones, you must amend your plan.
5. Allows TIF revenue to be saved for 5 years to allow for saving for projects but if not used after that timeframe then the money would flow back to the taxing jurisdictions, unless your TIF plan specifies what it is being saved for and for how long, up to 15 years.
6. Increase in transparency by putting information on websites and providing reports to other taxing jurisdictions. If these transparency pieces are not followed, PPT reimbursement for those TIF districts can be withheld. We have already been in contact with the administration to tell them this is not acceptable because it puts us on a slippery slope in the future if the legislature is looking for other ways to make communities comply with something.
7. Cap the amount of land that can be under a TIF to 50% of the land in the muni and also cap the amount of TV under a TIF to 35% of TV. The problem with this is that there is no mechanism statewide that we know of that can be used to even generate a list of communities that would be affected by this change.
8. Restricts use of TIF revenue to infrastructure projects only (no operational/Mgmt costs, marketing, etc). This is another big problem for us. Marketing and management are big components to the successful operation of these districts.
9. Changes valuation from assessed value to taxable value.

**MEMORANDUM**

**Agenda:** 10/13/2014

**Item:** I3

**TO:** President Keough and Council Members

**FROM:** Jim Carson, Village of Dexter Trustee &  
President, Western-Washtenaw Area Value Express

**DATE:** October 13, 2014

**RE:** Annual Report for the Western-Washtenaw Area Value Express

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The Western-Washtenaw Area Value Express held its' Annual Board of Directors Meeting on Tuesday, September 23, 2014 at 8:15 AM in the Catherine Crippen Building, Chelsea Retirement Community Campus. Important action items included Consideration of FY2015 Budget and Consideration of FY2015 Board membership and Board officers.

Included for your review is a copy of the FY2015 Budget and FY2014 Ridership numbers. I will provide a verbal explanation of both documents at the meeting and answer questions during my report.

Addition report items:

**MDOT Section 5310 Capital Grant** – WAVE received an MDOT Award Letter for a grant that will allow for the purchase of:

Revenue Vehicles

Replacement van with ramp - \$34,949

2 – 30ft replacement buses with lifts (replaces Lifeline & Dexter vans) - \$124,909

Terminal/Office Equipment

Computers - \$3,000 (not Dispatch computers)

Office Equipment - \$7,500

Vehicle Equipment

Bike Racks - \$2,925

TOTAL 5310 GRANT: \$173,283

**MDOT Dispatch Phones & Computer Grant** – WAVE has been awarded a \$10,000 office equipment grant to update and expand our Dispatcher Department. WAVE will be hiring an additional dispatcher to fill a new 30 hour per week position as soon as the office has been updated. The additional dispatcher can also provide additional office support on an as needed basis.

**Fare Increase** – WAVE Board approved a \$ .50 fare increase to take effect January 1, 2015. The \$ .50 increase will apply only to the Chelsea and Dexter demand service routes. The new rates should provide approximately \$6,700 per year additional revenue.

**WAVE FLEET** – our fleet presently consists of 10 vehicles (buses & vans)

**WAVE Employees** – our present staffing is 17 total employees, 15 drivers and 2 support staff.

## Performance Measures Topic Summary – Transit



Fixed Route Ridership



Percent of County Population within Walking Distance of Fixed Route Service



Percent of County Population Covered by Demand Response Service



Transit Modeshare



Fixed Route System Efficiency



10% of WATS Federal Funding to Transit

## Effective Transit Matters for Everyone

### *Transit as Driving Alternative*

Each year, more than 6.8 million trips are made using fixed route transit in Washtenaw County. For many riders, using transit is their preferred choice. Leaving the car at home can be an affordable and low hassle alternative, especially when visiting campus or downtown.

### *Transit as Mobility Service*

For others, transit might be their only option to access jobs, health care, or daily errands. Health conditions might limit their ability to drive, yet not prevent them from working. For the thousands of Washtenaw residents this applies to, transit is a necessity.

### *Transit as a Congestion Response*

Downtown Ann Arbor, Washtenaw Avenue, and areas around the University of Michigan are already congested. Due to numerous negative consequences and limited space, widening roadways is both unrealistic and undesirable in these areas. In addition, any new parking space in high land value areas has the opportunity cost of new development and uncaptured tax base. Under these constraints, increasing modeshare of alternative transportation is the most effective policy to both increase the number of

21,800

daily car trips to  
accommodate  
Washtenaw County  
transit users

people who access Washtenaw County's most congested areas, while improving or at least maintaining the existing level of congestion.

### Transit for GHG Reduction

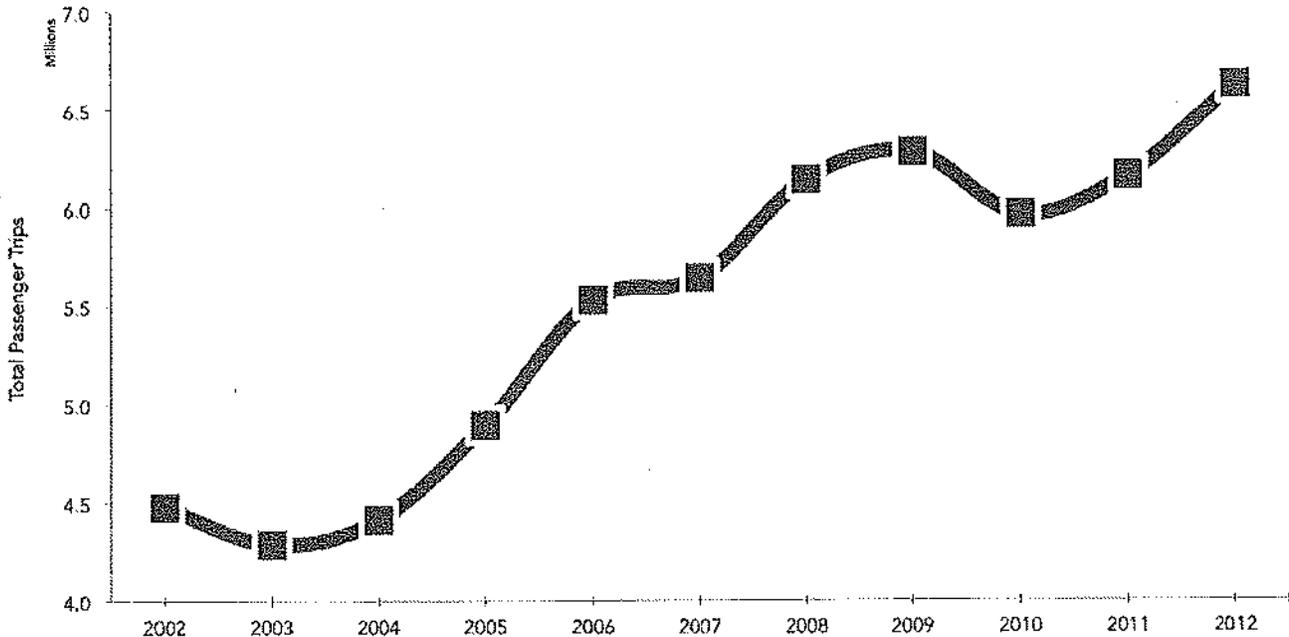
Transportation accounts for 29% of greenhouse gas emissions in the United States. By moving more people with fewer vehicles, public transportation can reduce emissions. On average, bus transit systems produce 33% less greenhouse emissions per passenger mile compared to the average single occupancy vehicle (FTA). Also, transit can facilitate compact development, which conserves land and decreases the distances people need to travel to reach destinations.

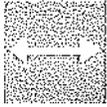
## Measuring System Performance



### Fixed Route Ridership

Since 2002, Washtenaw County's transit ridership has grown **40%**, outpacing the national 12% growth rate. These gains continued despite fare increases in 2009 and 2010.





## Fixed Route System Efficiency

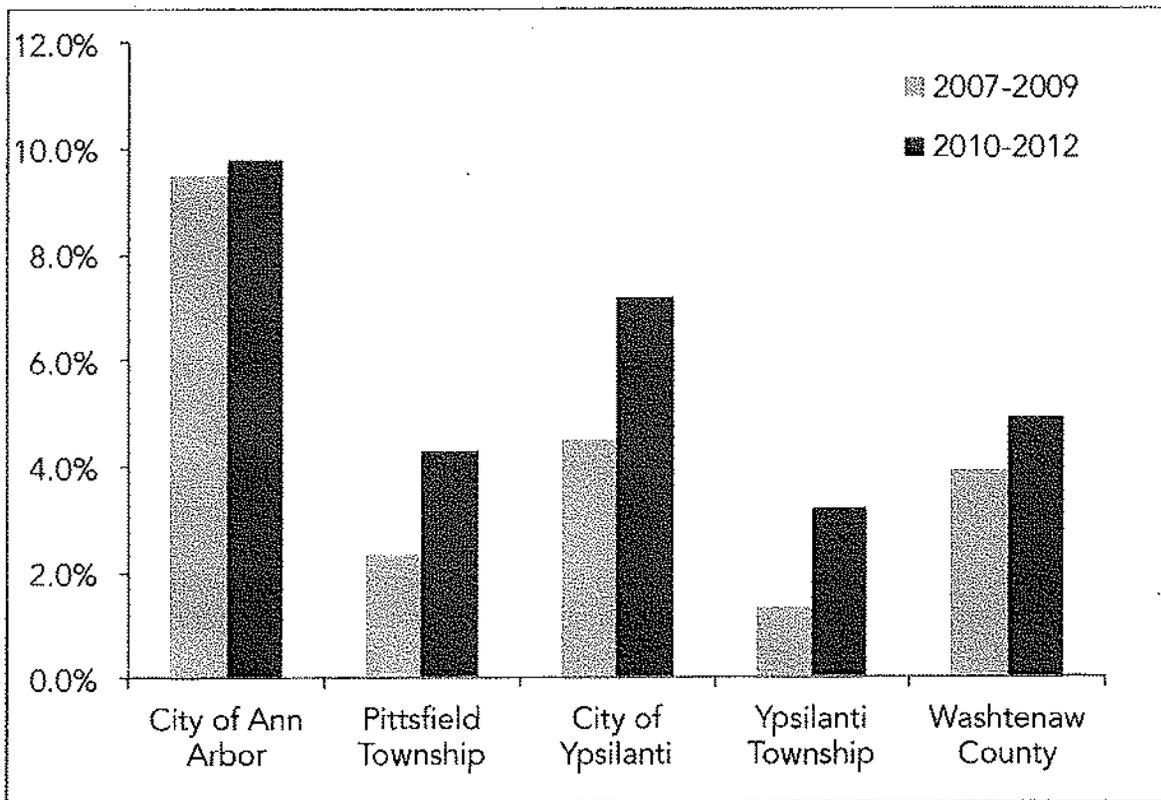
TheRide's operating expenses are very competitive with comparable transit providers around the nation. There are multiple possible measures of service efficiency, however expenses make the most sense when compared to the number of trips provided, rather than by vehicle or vehicle revenue hour. TheRides operating expense per passenger trip in 2012 was \$3.52, according to TheRide, this is 17% better than peer providers.

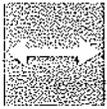
$$\frac{\$}{\text{Person}} = \$3.52$$



## Transit Modeshare

Washtenaw County's transit modeshare is growing. From 2009-2012, Washtenaw County's transit modeshare was 4.9%. Nationally, 5.0% of commuters use transit, however this includes cities with much larger populations, intense congestion, where demand for transit is much greater. Statewide, the average is 1.3%.

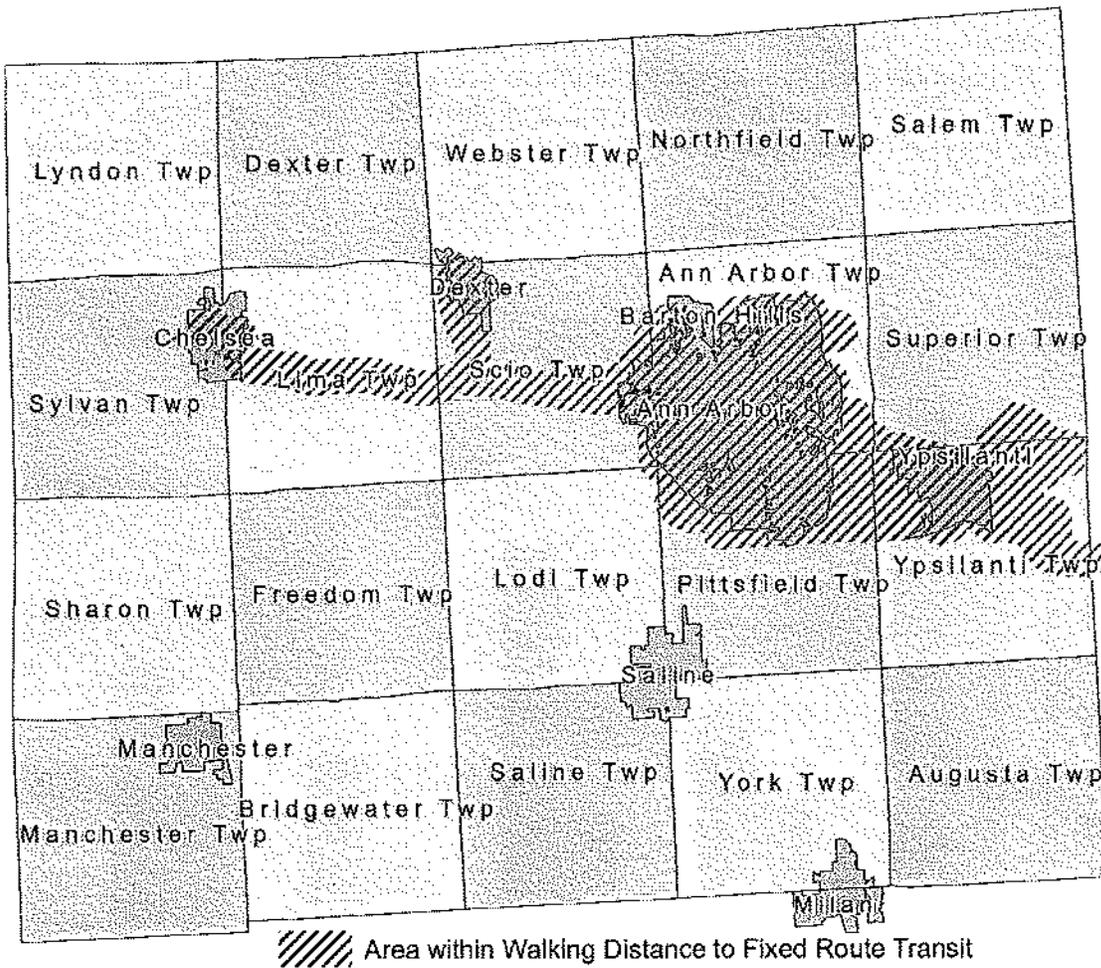


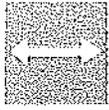


## Percent of County Population within walking distance of fixed route service

Approximately 59% of Washtenaw County's residents live within walking distance of transit. Walking distance is defined as one half mile from a transit route, rather than a transit stop. The map below shows areas within walking distance throughout the county.

**59%**



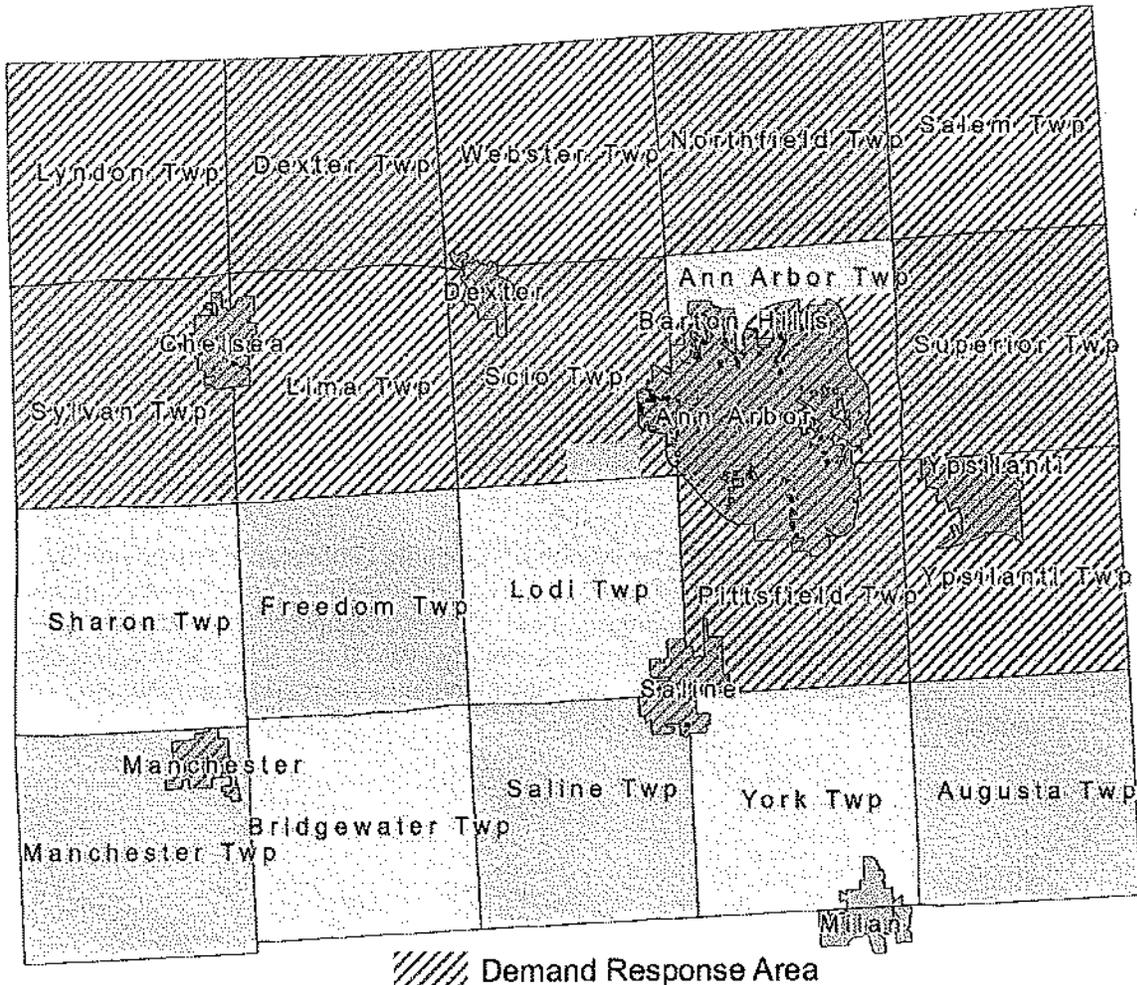


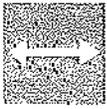
## Percent of County Population covered by Demand Response Service

Door-to-door service provides transit service for those unable to board to walk to a bus stop. Also known as Demand Response, this service is important for allowing seniors, individuals with physical or cognitive disabilities to live independently and reach important destinations. Approximately 89% of Washtenaw County's citizens have access to door-to-door transit service. Major providers include Western Washtenaw Value Express (WAVE), Manchester Senior Services, Peoples Express, and TheRide. The maps below shows locations covered by paratransit.

89%

### Washtenaw County Demand Response Coverage





## Invest 10% of Federal Funds in Transit

WATS' Policy Committee set a target to invest 10% of federal funds in transit. This target includes all WATS funds obligated to transit providers for vehicles, stops, and 50% of any non-motorized improvements leading up to transit stops. With three full years of investment data as of 2013, WATS can accurately track its investment. The table below highlights the those three years.

	Transit Investment	Total Federal Investment	Percent Transit
2011	\$520,082	\$5,141,972	10.1%
2012	\$358,617	\$5,180,924	6.9%
2013	\$401,450	\$7,621,263	5.3%
<b>Total</b>	<b>\$1,280,149</b>	<b>\$17,944,159</b>	<b>7.1%</b>

While WATS did not meet its 10% target, current tracking methods do not include road surface investments on roads with transit service. This should be considered as WATS continues to improve its tracking methods and performance measures.

## Strategies for Improving County Transit

Washtenaw County's communities are leaders in providing efficient and well used transit service for small to mid sized urban areas. Fixed route ridership is growing, on-demand service is widespread, and the community demonstrated its interest in improving transit services in TheRide's recent millage campaign.

However, American transit ridership has room to grow. Current trends, while promising, may not fully address environmental goals of slowing Vehicle Miles Travelled (VMT) growth or greenhouse gas emissions. Additionally, affordable on demand service remains out of reach for much of the county.

In 2007, WATS published its Transit Plan for Washtenaw County. This plan was followed by TheRide's Transit Master Plan for Washtenaw County, which created a comprehensive vision for the county's transit system. In the countywide plan, TheRide identified 10 strategies for improving services and growing ridership around the county. WATS has adapted that list below. Many of these strategies have already or are currently being implemented by communities and service providers.

<b>Essential Services</b>	Essential services include door-to-door and flex-ride style service. These allow those with disabilities or households outside of the fixed route service area to access their destinations directly or at least access the transit network.
<b>Countywide Connections</b>	Building on the existing fixed-route and Interurban services in the County, countywide connections can link all of Washtenaw's cities and villages and support local transit trips in the larger communities
<b>Urban Bus Network Improvements</b>	Frequency improvements, expanded service hours, and bus signal priority improve travel times and reliability, and make transit an attractive alternative to single occupancy vehicles
<b>High Capacity Transit</b>	High capacity transit, such as light rail and bus rapid transit, can promote investment, attract choice riders, focus land use development, promote economic development, support Transit Oriented Development (TOD), and increase property values.
<b>Regional Connections</b>	Regional connections, such as airport service, commuter rail, and car/van-pooling, help stimulate economic growth locally and across the region by connecting communities with regional destinations
<b>Local Connections</b>	Improving waiting areas and creating attractive, safe and convenient access points to the transit network can help change public perceptions about transit and improve passengers' experiences. Transit centers can shape land use development by creating focus points for Transit Oriented Development.
<b>Integrating Transit into Community</b>	Walking and biking access to transit are essential parts of the transit system, as most transit trips begin as walking or biking trips. Transit stops should be well connected to non-motorized infrastructure.
<b>Integrated Ticketing</b>	Integrated Ticketing is a form of ticketing that can be accepted across different services, irrespective of who operates them and simplifies passenger experience.
<b>Integrated Information</b>	Integrated travel planning, travel training, and information services are important for a user first system that minimizes the knowledge based barriers to accessing transit.
<b>Vehicle Enhancements</b>	Introducing attractive, comfortable, safe, accessible, efficient and environmentally friendly vehicles with modern conveniences like WiFi can draw choice riders, youth, people with disabilities and seniors.

## WATS' Role

WATS, as a source of transportation funds, primarily impacts one aspect of transit planning—funding. While WATS is responsible for shaping the long term vision for transportation countywide, in essence, the goal of that vision is identifying and planning for the projects in need of federal funding. Moving forward, WATS should focus on two areas within funding policy:

- Tracking funding targets
- Prioritizing projects for funding

## Tracking Funding Targets

In late 2009, the WATS Policy Committee approved federal funding policies originally recommended as part of the Non-Motorized Plan and approved a process to prioritize and track the federal funding expenditures of non-motorized and transit investments.

The policy created total funding targets of 10% each to Transit and Non-motorized improvements. With three years of data available, WATS can accurately track this goal, and only dedicated 7.1% to transit improvements between 2011 and 2013.

Current tracking methods only account for funding spent directly on transit projects. While fixed route service presence is an item on WATS' federal funding application, the tracking scheme does not account for improvements to roads with transit service. Additionally, the targets do not provide flexibility for rural funding, where the targets may not be feasible.

WATS and its committees should discuss appropriate responses to missing the 10% target. Possible responses could include reevaluating the targets and tracking schemes or working with agencies to identify additional projects.

## Prioritizing Projects for Funding

In its Long Range Plans, WATS identified six broad agency goals that address both local needs and federal planning guidance

- Security and Safety
- Accessibility and Mobility
- Invest Strategically
- Protect the Environment
- Engage the Public
- Link Transportation and Land Use

In the 2040 Long Range Plan, WATS identified needs to improve how progress on these goals was measured. This document is part of that effort.

As WATS considers funding projects throughout the region, it should use the goals laid out in the Long Range Plan to guide decisions. Fleshing out the relationship between funding decisions and the goals is the most direct means for WATS to accomplish those goals. For example, as a transportation planning agency, WATS has a limited ability to impact land use policy throughout the county apart from best practice recommendations. However, numerous locally initiated projects, many with enhanced transit as a centerpiece to the vision, are already

addressing this balance and identifying projects that advance Linking Transportation and Land Use.

Moving forward, the WATS and its committees should:

- Evaluate the Transit Funding Tracking Scheme, specifically addressing rural transit funding targets, and how road surface improvements on fixed route lines factor in target accounting
- Evaluate WATS Federal Funding Application, with particular focus on WATS' Long Range Plan Goals





<b>Hourly Personnel:</b>	<b>Wage History</b>			<b>Fiscal Year 14</b>
	<b><u>FY 12</u></b>	<b><u>FY 13</u></b>	<b><u>FY14</u></b>	<b><u>Proposed 3% Increase</u></b>
Dispatcher:	13.97	14.25	14.60	\$14.60
Scheduler:	13.97	14.25	14.60	\$14.60
Drivers:	13.37	13.64	13.98	\$13.98

<b>Salaried:</b>	<b>Wage History</b>			<b>Fiscal Year 15</b>
	<b><u>FY 12</u></b>	<b><u>FY13</u></b>	<b><u>FY 14</u></b>	<b><u>Proposed 3% Salary Increase</u></b>
Executive Director:	61,400	69,400	71,135.00	73,269

WAVE Ridership - Monthly Comparison

Chelsea City Bus (#1)			
	2012/13	2013/14	
Oct	742	878	15.5%
Nov	729	679	-7.4%
Dec	595	649	8.3%
Jan	768	700	-9.7%
Feb	733	686	-6.9%
Mar	813	733	-10.9%
Apr	805	728	-10.6%
May	702	710	1.1%
June	609	682	10.7%
July	671	833	19.4%
Aug	665	631	-5.4%
Sept	705	734	4.0%
<b>Totals</b>	<b>8,537</b>	<b>8,643</b>	<b>1.2%</b>
<b>% of Total Rides</b>	<b>19.0%</b>	<b>19.5%</b>	

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

Community Enrichment (#2)			
	2012/13	2013/14	
Oct	120	104	-15.4%
Nov	95	96	1.0%
Dec	71	56	-26.8%
Jan	54	46	-17.4%
Feb	48	50	4.0%
Mar	132	110	-20.0%
Apr	64	56	-14.3%
May	94	53	-77.4%
June	25	87	71.3%
July	0	255	100.0%
Aug	41	46	10.9%
Sept	124	43	-188.4%
<b>Totals</b>	<b>868</b>	<b>1,002</b>	<b>13.4%</b>
<b>% of Total Rides</b>	<b>1.9%</b>	<b>2.3%</b>	

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

Community Connector (#3)			
	2012/13	2013/14	
Oct	1,138	1,320	13.8%
Nov	915	1,152	20.6%
Dec	815	1,195	31.8%
Jan	1,102	1,148	4.0%
Feb	1,080	1,184	8.8%
Mar	1,202	1,321	9.0%
Apr	1,129	1,272	11.2%
May	1,278	1,109	-15.2%
June	965	1,092	11.6%
July	1,122	1,147	2.2%
Aug	1,165	1,047	-11.3%
Sept	1,136	1,184	4.1%
<b>Totals</b>	<b>13,047</b>	<b>14,171</b>	<b>7.9%</b>
<b>% of Total Rides</b>	<b>29.0%</b>	<b>31.9%</b>	

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

Scio Urban Route M-S (#3U & 3UW)			
	2012/13	2013/14	
Oct	88	84	-4.8%
Nov	93	81	-14.8%
Dec	114	80	-42.5%
Jan	178	77	-131.2%
Feb	168	99	-69.7%
Mar	144	125	-15.2%
Apr	140	131	-6.9%
May	130	114	-14.0%
June	120	117	-2.6%
July	129	95	-35.8%
Aug	107	120	10.8%
Sept	91	144	36.8%
<b>Totals</b>	<b>1,502</b>	<b>1,267</b>	<b>-18.5%</b>
<b>% of Total Rides</b>	<b>3.3%</b>	<b>2.9%</b>	

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

Dexter School District Bus (#4)			
	2012/13	2013/14	
Oct	471	531	11.3%
Nov	429	425	-0.9%
Dec	345	431	20.0%
Jan	435	416	-4.6%
Feb	316	446	29.1%
Mar	513	535	4.1%
Apr	514	461	-11.5%
May	545	494	-10.3%
June	314	326	3.7%
July	401	206	-94.7%
Aug	241	142	-69.7%
Sept	338	375	9.9%
<b>Totals</b>	<b>4,862</b>	<b>4,788</b>	<b>-1.5%</b>
<b>% of Total Rides</b>	<b>10.8%</b>	<b>10.8%</b>	

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

Lifeline Svc (#5)			
	2012/13	2013/14	
Oct	40	83	51.8%
Nov	37	59	37.3%
Dec	39	40	2.5%
Jan	32	34	5.9%
Feb	13	50	74.0%
Mar	36	58	37.9%
Apr	34	68	50.0%
May	23	72	68.1%
June	13	76	82.9%
July	43	78	44.9%
Aug	49	54	9.3%
Sept	62	111	44.1%
<b>Totals</b>	<b>421</b>	<b>783</b>	<b>46.2%</b>
<b>% of Total Rides</b>	<b>0.9%</b>	<b>1.8%</b>	

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

WAVE Ridership - Monthly Comparison

Chelsea Com Ride Shuttle M-S (#6)			
	2012/13	2013/14	
Oct	528	714	26.1%
Nov	522	581	10.2%
Dec	511	585	12.6%
Jan	532	530	-0.4%
Feb	530	514	-3.1%
Mar	507	520	2.5%
Apr	593	526	-12.7%
May	636	626	-1.6%
June	599	596	-0.5%
July	587	596	1.5%
Aug	547	597	8.4%
Sept	605	513	-15.4%
<b>Totals</b>	<b>4,359</b>	<b>4,596</b>	<b>5.2%</b>
<b>% of Total Rides</b>	<b>9.7%</b>	<b>10.4%</b>	

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

Chelsea Com Ride Shuttle Sunday (#7)			
	2012/13	2013/14	
Oct	122	134	9.0%
Nov	129	126	-2.4%
Dec	169	132	-28.0%
Jan	146	89	-64.0%
Feb	139	107	-29.9%
Mar	116	125	7.2%
Apr	137	96	-42.7%
May	123	86	-43.0%
June	157	133	-18.0%
July	87	95	8.4%
Aug	102	101	-1.0%
Sept	159	142	-12.0%
<b>Totals</b>	<b>1,586</b>	<b>1,366</b>	<b>-16.1%</b>
<b>% of Total Rides</b>	<b>3.5%</b>	<b>3.1%</b>	

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

Senior Enrichment (#8)			
	2012/13	2013/14	
Oct	567	646	12.2%
Nov	501	446	-12.3%
Dec	539	303	-77.9%
Jan	228	144	-58.3%
Feb	242	120	-101.7%
Mar	170	205	17.1%
Apr	421	387	-8.8%
May	480	260	-84.6%
June	556	236	-135.6%
July	308	280	-10.0%
Aug	582	252	-131.0%
Sept	512	214	-139.3%
<b>Totals</b>	<b>5,106</b>	<b>3,493</b>	<b>-46.2%</b>
<b>% of Total Rides</b>	<b>11.4%</b>	<b>7.9%</b>	

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

Community Connector Weekends			
	2012/13	2013/14	
Oct	145	161	9.9%
Nov	192	188	-2.1%
Dec	202	210	3.8%
Jan	152	152	0.0%
Feb	205	170	-20.6%
Mar	193	183	-5.5%
Apr	199	148	-34.5%
May	173	172	-0.6%
June	200	170	-17.6%
July	189	135	-40.0%
Aug	203	200	-1.5%
Sept	1,136	1,184	4.1%
<b>Totals</b>	<b>3,189</b>	<b>3,073</b>	<b>-3.8%</b>
<b>% of Total Rides</b>	<b>7.1%</b>	<b>6.9%</b>	

Total of weekend ridership for the JARC funded CC Route

Sept		
FY13	FY14	
3,910	3,595	-8.8%



October - Sept		
FY13	FY14	
44,976	44,373	-1.4%



All Programs			
	2012/13	2013/14	
Oct	3,969	4,655	14.7%
Nov	3,650	3,838	4.9%
Dec	3,411	3,684	7.4%
Jan	3,635	3,336	-9.0%
Feb	3,497	3,426	-2.1%
Mar	3,842	3,915	1.9%
Apr	4,049	3,873	-4.5%
May	4,206	3,696	-13.8%
June	3,558	3,445	-3.3%
July	3,547	3,720	4.7%
Aug	3,702	3,190	-16.1%
Sept	3,910	3,595	-8.8%
<b>Totals</b>	<b>44,976</b>	<b>44,373</b>	<b>-1.4%</b>

**The sum of all program ridership.**

**VILLAGE OF DEXTER**

**[cnicholls@dextermi.gov](mailto:cnicholls@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: Courtney Nicholls, Village Manager**

**Date: October 8, 2014**

**Re: Village Manager Report - Meeting of October 13, 2014**

1. Meeting Review:
  - September 22<sup>nd</sup> – Village Council Meeting
  - September 23<sup>rd</sup> – Fire Department/Village Staff User Group Meetings with Architect
  - Week of September 29<sup>th</sup> – Audit Field Work
  - October 3<sup>rd</sup> – Facility Committee
  - October 3<sup>rd</sup> – Settlement Meeting with Chelsea Area Wellness Foundation
  - October 7<sup>th</sup> – Arts, Culture & Heritage Committee
  
2. Upcoming Meetings:
  - October 13<sup>th</sup> - Village Council Meeting
  - October 21<sup>st</sup> – Parks & Recreation Commission
  
3. **Road Funding.** The County Board of Commissioners passed the -.5 mill increase for roads. We also received a letter that the State (through our Act 51 revenue) is giving us an additional \$22,000 in four installments of \$5,500 (November, February, May, August). It's one-time funding of \$144.5 million from the State's general fund. More information about that disbursement is attached.
  
4. **TMDL Case.** Oral arguments have been scheduled for Friday, November 21, 2014 at 9 am in our joint appeal of the ruling in the TMDL case. The Michigan Department of Environmental Quality has not yet submitted a brief in response to the appeal.
  
5. **New Full Time Hire.** Attached for Council's review is the draft position description for a full time person for the Village Offices. The position title has been changed to Assistant to the Village Manager. Finance Director/Treasurer Marie Sherry has expressed an interest in taking on more responsibility and being the person in charge in the Manager's absence. She will also be taking on more of the human resource duties that were previously handled by the Assistant Village Manager (AVM). The new person will remain an essential part of the Administrative Team and will be the liaison to the Parks & Recreation Commission and Farmers Market/Community Garden Oversight Committee. The position will be posted October 14 to November 4 on the MML website and sent to the political science departments at Wayne State, Eastern Michigan and the University of Michigan. The pay range will be \$45,000 to

\$60,000 which is a reduction from the AVM range of \$55,000 - \$70,000 due to the change in responsibilities.

6. **Central Street Update.** Central Street will reopen on Friday, October 10, 2014. The punch list for the Ann Arbor Street and Central Street projects is being completed. The project is expected to come in within the budget estimates.
7. **Road Project Update.** Attached for Council's review is the project schedule from Barrett Paving for the remainder of the road project. It is anticipated that all of the road work planned for 2014 will be completed by November 15, 2014. The work in the Industrial Park was completed on October 8. The resident letter for the residential streets was mailed on October 8 and is also attached.
8. **Arts, Culture & Heritage Committee.** The ACH Committee met on October 7. The main focus of the discussion was moving forward with the temporary art display. This will be accomplished by partnering with the team that runs the Chelsea Sculpture Walk who will handle the recruitment of artists for participation and put together the publicity materials. The funding for the temporary art display, which will cover both the artist stipends and recruitment/publicity, will come from the \$4500 in Plein Air revenue, along with \$3,000 from the ACH budget. One idea to make the display unique to Dexter is to incorporate a small flower garden with each sculpture. The Committee is working with the Garden Club on this idea. The proposed locations are the Dexter District Library, in front of Huron Camera, Lafontaine, Mill Creek Park and the wall of Encore Theatre. The Committee also discussed working with local artist David Zinn to create small permanent 3d wall art in the community. This would be geared towards children and encourage people to come downtown to find the small drawings. The Committee has requested a proposal with his ideas and a project cost.
9. **Sludge Project.** All components relating to the sludge project at the Wastewater Treatment Plant are operational, including the methane gas boiler. OHM has recommended releasing all but \$25,000 of the current retainage we are holding on the AZ Shmina contract. That payment is included in the October 13 bill and payroll.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

KIRK T. STEUDLE  
DIRECTOR

September 30, 2014

Street Administrators  
Board of County Road Commissioners

The fiscal year 2015 budget (Public Act 252 of 2014 article XVII section 120), included one-time funding of \$144.5 million of General Fund for the state and local road and bridge program. This act specifies that these General Funds shall be distributed to the Counties, Cities/Villages and the State Trunkline Fund based on Public Act 51 of 1951 distribution formula.

These General Funds will be made available to MDOT for distribution in four equal quarterly allotments. The Financial Operations Division will distribute these funds each quarter along with the regular monthly MTF distribution.

On approximately November 5<sup>th</sup>, February 4<sup>th</sup>, May 5<sup>th</sup>, and August 5<sup>th</sup>, one quarter of each local road agency's share will be distributed. Enclosed is a spreadsheet showing an estimate of the total General Fund each local road agency will receive in fiscal year 2015. MDOT's share will also be distributed to the State Trunkline Fund each quarter on the same dates. In addition, we have enclosed a Frequently Asked Questions document to assist with some inquiries you may have.

If you have any questions or need further information, please contact me at [TimpfE@michigan.gov](mailto:TimpfE@michigan.gov) or Lori Cole at 517-335-2556 or Mary Cumberworth at 517-241-3178.

Sincerely,

Edward A. Timpf, Administrator  
Financial Operations Division  
Bureau of Finance and Administration

Enclosures

## Public Act 252 of 2014 – Frequently Asked Questions

### What is the Funding?

Public Act 252 of 2014 appropriated an additional \$144,500,000 of State of Michigan General Fund monies to be distributed to Act 51 eligible road agencies.

### When will I get the funds?

The funds will be received in four installments on approximately November 5, 2014; February 4, 2015; May 5, 2015 and August 5, 2015 and will be included with the monthly Act 51 Michigan Transportation Fund (MTF) payments on those dates.

### Are these distributions part of my Michigan Transportation Fund?

No, however these funds are restricted for transportation purposes and should be deposited into your major or primary, and/or local street funds. The source of these funds is the State of Michigan's General Fund and is therefore not Act 51 MTF.

These funds need to be reported as "Other" under the category of State Grants/State Sources on the Revenue page of your Annual Financial Report of Act 51 Funds.

### Do I have to put these funds into my road funds in the same percentage as MTF funds?

No, these funds are not restricted to primary or local; or major or local; they can be expended as needed between the road classifications.

### When do I report these funds?

These funds are not accrued or earned like MTF funds. They should be reported as income on the date received. If these funds cross your fiscal years, be sure the General Fund portion is reported in the correct year.

### How much does each local agency receive?

Attached is the report of estimated amounts for each local agency.

Distribution Schedule for \$144.5 Million of General Fund Monies by City / Village

<u>City/Village</u>	<u>Estimated Distribution</u>
Climax	5,258.40
Clinton	13,180.57
Clio	14,382.88
Coldwater	71,678.28
Coleman	10,200.41
Coloma	10,648.37
Colon	8,795.98
Columbiaville	5,962.01
Concord	8,428.34
Constantine	14,476.46
Coopersville	25,834.54
Copemish	3,229.00
Copper City	1,616.17
Corunna	21,620.42
Croswell	17,860.40
Crystal Falls	14,227.73
Custer	2,898.28
Daggett	3,589.99
Dansville	3,494.33
Davison	27,197.12
DeWitt	25,636.41
Dearborn	581,762.24
Dearborn Heights	300,366.33
Decatur	12,841.79
Deckerville	7,529.12
Deerfield	6,401.19
Detour	5,883.35
Detroit	4,832,635.79
★ Dexter	22,818.78
Dimondale	7,505.28
Douglas	11,308.37
Dowagiac	39,564.86
Dryden	5,944.00
Dundee	26,049.37
Durand	20,324.88
Eagle	1,165.82
Eastpointe	167,479.40
East Grand Rapids	61,057.21
East Jordan	17,650.45
Eastlake	5,201.38
East Lansing	243,878.16
East Tawas	21,951.80
Eaton Rapids	32,217.40
Eau Claire	4,787.45
Ecorse	49,077.92
Edmore	9,092.64
Edwardsburg	7,257.99
Elberta	3,542.08
Elk Rapids	13,627.13
Elkton	5,287.43
Ellsworth	5,051.12

Job Title: **Assistant to the Village Manager**  
Department: Administration  
Reports To: Village Manager

#### TYPICAL DUTIES AND RESPONSIBILITIES

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not necessarily include all of the duties which the employee may be expected to perform.)

1. Work as part of the Village's Administrative Team which includes the Treasurer/Finance Director, Public Services Superintendent/Assistant Superintendent and Community Development Manager.
2. Act as staff liaison to the Parks & Recreation Commission (3<sup>rd</sup> Tuesday at 7 pm) and Farmers Market/Community Garden Oversight Committee (varying monthly meeting generally at 5:30 pm). Duties include preparation of monthly meeting packets and implementation of Commission/Committee direction including seeking grant opportunities.
3. Performs duties of Freedom of Information Act Officer and Records Management Coordinator. Provides support to village staff on records management requirements.
4. Attend Village Council meetings (2<sup>nd</sup> and 4<sup>th</sup> Mondays at 7:30 pm) and special meetings, may take minutes in absence of Clerk. Provide support, research and follow-up for Village Council and agenda items. Assist with preparation of the bi-monthly Council packet.
5. Provide assistance and back-up on the Village Website maintenance activities.
6. Assist with procurement of goods and services, including bid creation.
7. Attend professional development workshops and conferences, as approved by the Village Manager.
8. Make presentations to officials, boards, Councils, civic groups and the general public.
9. Work effectively with volunteers and others involved in village projects. Understand the importance of volunteer involvement and plays an active role in coordinating and utilizing this important resource.
10. Position could include additional Clerk related duties depending on the outcome of the November 4, 2014 vote on possible incorporation as a City.

## **QUALIFICATIONS**

### **EXPERIENCE, TRAINING, KNOWLEDGES, SKILLS & ABILITIES**

#### **A. Required Minimum Qualifications**

1. Possess a Bachelor's Degree from an accredited college or university with a major in Business Administration, Marketing, Economics, Finance, Public Administration, Urban Planning, Regional Planning, or a closely related field. Master's Degree preferred.
2. Have had at least three (3) years of full-time work experience in Local Government. This requirement could be waived if the applicant has an outstanding collegiate transcript and a relevant internship.
3. Demonstrated continuing professional development as evidenced by completion of seminars, certification, workshops and training programs.
4. Possess and maintain a valid Michigan motor vehicle operator or chauffeur's license.

#### **B. Additional Desirable Qualifications**

1. Demonstrated ability to establish and maintain effective working relationships with Managers, employees, public agencies, private organizations, business clients, contractors, and the general public.
2. Considerable ability to synthesize, present and make recommendations on complex and technical reports, studies and financial packages, as they relate to programs and clients.
3. Considerable ability to exercise equitable and mature judgment in analyzing problems and recommending solutions.
4. Possesses a vision that embraces a willingness to take the risk of doing things differently, as well as the ability to see and articulate connections not readily apparent to others.
5. Demonstrates the energy and commitment to work effectively with a diverse array of individuals and organizations representing all sectors of the community, both public and private, to accomplish a shared vision.
6. Possesses an understanding of the importance of positive public relations, including communications with the news media and the public at large.
7. Dedicated to becoming an active member of the Village of Dexter community, with respect for its values, history, assets and potential. Desire to be seen and actively participate in community affairs, to join

groups of his or her interest and to establish rapport with businesses, property owners, financial institutions and residents.

8. Skilled in the use of word processing, spreadsheets, database and presentation software.
9. A person of unquestionable integrity and ethics; one who can be trusted.

### **PERFORMANCE STANDARDS**

The Assistant to the Village Manager can anticipate the establishment of mutually agreed upon performance standards with the Village Manager.

### **WORK ENVIRONMENT**

Work is performed mostly in office settings. Hand eye coordination is necessary to operate computers and various pieces of office equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.





# VILLAGE OF DEXTER

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

**Village Council**

Shawn Keough  
*President*

Ray Tell  
*President Pro-Tem*

Jim Carson  
*Trustee*

Paul Cousins  
*Trustee*

Donna Fisher  
*Trustee*

Julie Knight  
*Trustee*

Joe Semifero  
*Trustee*

**Administration**

Courtney Nicholls  
*Village Manager*

Carol Jones  
*Clerk*

Marie Sherry, CPFA  
*Treasurer/Finance Director*

Dan Schlaff  
*Public Services Superintendent*

Michelle Aniol  
*Community Development Manager*

THE VILLAGE OF  
DEXTER IS AN EQUAL  
OPPORTUNITY  
PROVIDER AND  
EMPLOYER

[www.dextermi.gov](http://www.dextermi.gov)

October 7, 2014

Re: 2014 Local Road Improvement Project

Dear Resident/Property Owner:

The Village of Dexter is pleased to announce that the work on paving improvements in your area is scheduled to begin the week of October 13, 2014. The work will be performed by both the Village Department of Public Works (DPW) and Barrett Paving Materials from Ann Arbor, MI.

**LOCATION OF WORK**

Streets with work planned are shown on the attached map. Improvements will be completed through use of a combination of methods that include crushing and shaping as well as milling. A summary of the proposed work for each street is shown in the table below.

Street	Start	End	Type of Rehabilitation	Anticipated Start Date
Huron	Broad	Central	Mill and Overlay	October 13, 2014
Dover	Main	2 <sup>nd</sup>	Crush and Shape	October 17, 2014
Edison	5 <sup>th</sup>	2 <sup>nd</sup>		
Inverness	4 <sup>th</sup>	2 <sup>nd</sup>		
Inverness	2 <sup>nd</sup>	End	Mill and Overlay	October 21, 2014
Central	Main	5 <sup>th</sup>		
Hudson	Ann Arbor	4 <sup>th</sup>		
Second	Central	Cushing Court		
Cushing Court	Second	Cul-de-sac		
Fifth Street	Edison	Dover		

**CRUSHING AND SHAPING WITH OVERLAY**

The crushing and shaping work will include a technique that pulverizes and compacts the existing asphalt in place. This work will allow for the existing material to be recycled for the new road base. After completing the compaction work, new asphalt will be placed over the base. Once completed, the roadway surface will typically be a few inches higher than the current elevation. This will require some driveways to be replaced as well as grass restoration where necessary. Grass restoration will be performed using seed and mulch due to the anticipated small areas of work and seasonal constraints. It is anticipated that the roadwork will be completed within three weeks. Driveway and lawn restoration will extend into the middle of November.

*Traffic Impacts and Driveway Access*

Under the crush and shaping work, it may become necessary for driveway access to be interrupted to allow for either partial driveway replacement or preparation of the roadway base. The contractor will provide at least one day of advance warning before driveway closures become necessary. During these closures, parking on adjacent streets will be made available to impacted residents. Immediately after shaping of the crushed roadway surface has been



## VILLAGE OF DEXTER

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compacted, the road surfaces may be driven upon. Only brief traffic interruptions will occur for the placement of the two layers of new asphalt. These may be driven on the same day that they are placed.

### **MILLING WITH OVERLAY**

Streets slated for milling will have the edges of the existing pavement milled to create a solid base for the placement of a new asphalt surface. In addition to milling, some pavement cracks and failures will be removed and replaced with new asphalt base by the Village DPW. The nature of the milling work will not require any driveway closures. It is anticipated that the milling work and placement of new asphalt will be performed while maintaining local traffic and driveway access. The anticipated duration between the start of the milling work and the placement of asphalt overlay is anticipated to be approximately 1 week.

#### *Traffic Impacts and Driveway Access*

The milling and overlay work will not require any significant impacts to driveway access and through traffic. It is anticipated that short term interruptions to traffic will occur during the milling and asphalt placement. The milled surface as well as the new asphalt pavements may be driven on throughout construction.

### **STAY INFORMED**

During construction, additional project updates will be distributed via the Village's e-mail list. If you wish to join the mailing list, send an email to [cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov) and your e-mail will be added.

### **PROJECT CONTACT**

If you have any questions regarding the project please contact Public Services Superintendent Dan Schlaff at 734-216-3810 or Assistant Superintendent Scott Maurer at 734-216-3813.

Thank you for your cooperation as we improve the roads and aesthetics in our community.

Sincerely,

A handwritten signature in cursive script that reads "Courtney Nicholls".

Courtney Nicholls  
Village Manager



**Village President Report by Shawn Keough  
October 13, 2014**

**Agenda:** 10/13/2014

**Item:** I6

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

September 23, 2014 – Facility Committee User Group meeting – I attended a user group meeting with the Fire Department representatives (Chief Yates, Captain Dettling and Asst. Chief Wagner) and our project architect.

September 25, 2014 – Lucy Ann Lance Show – As a Candidate for Mayor of Dexter, I was invited to be a guest of the Dexter Area Chamber of Commerce on the Lucy Ann Lance show. Paula Palmer attended with me on behalf of the Chamber. I spoke about our great business community, about the many benefits of becoming a City and the high quality of life that we enjoy here in Dexter. It was a very fun half hour with Paula and Lucy. Lucy Ann does a great job of helping get information onto the radio waves ☺

September 30, 2014 – Cityhood Citizen Update meeting - I attended and spoke from the audience about the benefits of becoming a City at a Cityhood presentation at Dexter United Methodist Church. There were about 35 people (unofficial count) in attendance at the meeting. Due to work obligations, I was only able to attend for the last third of this meeting, but I was able to help answer a couple of questions and explain why I think becoming a City is a good thing.

October 2, 2014 – Road Committee meeting – I attended the Road Committee meeting at the Village DPW building to discuss the future road improvements. I continued to encourage early notification of the intended projects to our residents in the areas of the projects.

October 3, 2014 - Facility Committee meeting –The facility committee met to review updated drawings and sketches for the redevelopment/reuse of the Firestation property. Our project architect continues to share innovative and creative ways to reuse the existing firestation building to house our police, fire and possibly our village office functions.

October 3, 2014 – Dexter Wellness Center Tax Appeal – Village DDA representatives met with Scio Township Representatives Chelsea Wellness Foundation Representatives to discuss a possible settlement to the CWF Tax Appeal. The discussion was helpful and some progress was made. Another meeting will be scheduled after I am able to meet in closed session with the Village Council and DDA the week of October 13<sup>th</sup>.

I spoke with Planning Commission applicant Alison Heatley and Planning Commission Chair Matt Kowalski. A recommendation to appoint Ms. Heatley to the Commission is on the October 13, 2014 Consent Agenda.

Future Activities

Our City Charter is officially on the November 4, 2014 ballot to be voted on by our residents. I want all of our residents to know that I am supportive of the City Charter, running for Mayor and would be happy to try to answer any questions that they may have. I want to encourage all residents to vote on this very important issue, but furthermore to feel comfortable asking questions about the charter that has been drafted and what it means.

October 16, 2014 – Village of Dexter Downtown Development Authority meeting – the DDA will be meeting at its regularly scheduled time – 7:30 a.m. at the Senior Center.

October 27, 2014 – Village Council meeting and 2<sup>nd</sup> presentation (Council Workshop) from our Facilities Architect related to possible improvements at the Fire Station. Members of the Public are welcome and encouraged to attend. The presentation will start at 6 pm at the Senior Center.

I look forward to seeing you around our town and hope everyone has a great October!

Shawn Keough  
Village President  
Candidate for Mayor of Dexter

skeough@DexterMI.gov

(313) 363-1434 (cell)



BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. A.Z.SHMINA	134,803.39		
2. ALEXANDER CHEMICAL CORPORATION	1,755.38		
3. ANN DWYER	100.00		
4. ARBOR CARE TREE SURGEONS	4,300.00		
5. ARBOR SPRINGS WATER CO.INC	6.00		
6. BARRETT PAVING MATERIALS INC	5,384.50		
7. BOULLION SALES	67.11		
8. CHEMCO PRODUCTS INC	2,671.56		
9. CIESA DESIGN	198.00		
10. COMCAST	394.38		
11. CONTRACTOR CONNECTION	140.00		
12. CORRIGAN OIL COMPANY	5,326.89		
13. CRIBLEY WELL DRILLING CO INC	19.00		
14. DAN DAPPRICH	150.00		
15. DEXTER MILL	643.67		
16. DIVERSIFIED INSPECTION INDEPEN	811.20		
17. DON DARNELL	233.25		
18. DTE ENERGY	10,811.19		
19. DTE ENERGY-STREET LIGHTING	5,838.31		
20. DYKEMA GOSSETT PLLC	4,484.80		
21. ECONO	62.45		
22. EJ USA, INC.	607.45		
23. ERIN M. AIKEN	148.96		
24. ETNA SUPPLY CO	4,612.67		
25. FAITH IN ACTION	40.00		
26. FALCON	30,696.00		
27. GOOGLE INC	104.16		
28. GRAINGER	1,429.54		
29. GREEN GUYS LAWN AND LANDSCAPE	574.00		
30. GRISSOM JANITORIAL	320.00		
31. H.J. UMBAUGH & ASSOCIATES	8,150.00		
32. HACKNEY HARDWARE	1,072.83		
33. HOPP ELECTRIC, INC.	350.00		
34. I.T. RIGHT INC.	89.00		
35. JENNY'S MARKET	260.00		
36. JOHN'S SANITATION	585.00		
37. K & B ASPHALT SEALCOATING, INC	22,000.00		
38. KEMIRA WATER SOLUTIONS INC	4,348.39		
39. KENNEDY INDUSTRIES, INC.	8,043.10		
40. LESSORS WELDING SUPPLY	84.15		
41. LOWE'S BUSINESS ACCOUNT	412.18		
42. MADISON ELECTRIC	48.31		
43. MARK'S AUTO SERVICE, INC.	277.52		
44. MCNAUGHTON-MCKAY	131.23		
45. METRO ENVIROMENTAL SERVICES	1,635.00		
46. MICHIGAN MUNICIPAL LEAGUE	80.22		
47. MICHIGAN PIPE & VALVE	973.68		
48. MICHIGAN RURAL WATER ASSOC	490.00		
49. MID STATES BOLT & SCREW CO	40.67		
50. MILLER, CANFIELD, PADDOCK &	10,000.00		

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. MWEA	187.00		
52. NORTH CENTRAL LABORATORIES	855.40		
53. PARTS PEDDLER AUTO SUPPLY	206.32		
54. PAUL DONAJKOWSKI	165.99		
55. PNC	365.85		
56. POST COMMUNICATION LLC	240.00		
57. QUALITY ASSURANCE SERVICE	350.00		
58. SAFEWAY TRANSPORT	4,470.00		
59. SMALL BUSINESS ASSOC OF MICH	19,566.47		
60. STATE OF MICHIGAN-MDOT	98,551.97		
61. THE SUN TIMES	48.60		
62. THOMAS J RYAN P.C	3,468.44		
63. TRACTOR SUPPLY CREDIT PLAN	462.93		
64. TRI CLOR	2,920.00		
65. US BANK CORPORATE TRUST	8,610.00		
66. USA BLUE BOOK	1,519.90		
67. UTILITIES INSTRUMENTATION SERV	1,979.00		
68. VARNUM, RIDDERING, SCHMIDT	163.20		
69. VERIZON WIRELESS	555.41		
70. WASHTENAW AREA TRANSPORTATION	1,000.00		
71. WASHTENAW COUNTY SOIL EROSION	23.75		
72. WASHTENAW COUNTY TREASURER	38,405.25		
73. WASTE MANAGEMENT OF MICHIGAN	41,096.07		
74. WESERN WASH. AREA VALUE EXP.	8,000.00		
***TOTAL ALL CLAIMS***	509,016.69		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 VILLAGE COUNCIL							
101-101-959.000	ARTS, CULTURE & HERITAGE	ANN DWYER	PAINT DEXTER	10-02-14	10/13/14	100.00	41613
101-101-959.000	ARTS, CULTURE & HERITAGE	USA BLUE BOOK	WWTP	457260	10/13/14	1,036.62	41676
101-101-960.000	EDUCATION & TRAINING	PNC	MICS	10-02-14	10/13/14	25.00	41665
Total For Dept 101 VILLAGE COUNCIL						1,161.62	
Dept 172 VILLAGE MANAGER							
101-172-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	4,752.02	41669
101-172-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS COURTNEY	54320	10/13/14	62.45	41631
101-172-861.000	TRAVEL & MILEAGE	ERIN M. AIKEN	TRAINING	10-02-14	10/13/14	148.96	41633
Total For Dept 172 VILLAGE MANAGER						4,963.43	
Dept 201 FINANCE DEPARTMENT							
101-201-802.000	PROFESSIONAL SERVICES	PNC	MICS	10-02-14	10/13/14	249.00	41665
Total For Dept 201 FINANCE DEPARTMENT						249.00	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	DYKEMA GOSSETT PLLC	LEGAL FEES	1592026	10/13/14	2,095.80	41630
101-210-810.000	ATTORNEY FEES	THOMAS J RYAN P.C	VILLAGE CHARTER	10583	10/13/14	3,468.44	41672
Total For Dept 210 ATTORNEY						5,564.24	
Dept 215 VILLAGE CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	COUNCIL MEETING	42676	10/13/14	48.60	41671
Total For Dept 215 VILLAGE CLERK						48.60	
Dept 253 TREASURER							
101-253-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	1,369.37	41669
Total For Dept 253 TREASURER						1,369.37	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000		ARBOR SPRINGS WATER CO	OFFICE	1510293	10/13/14	6.00	41615
101-265-727.000		HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	48.98	41642
101-265-728.000	POSTAGE	PNC	MAILING	10-03-14	10/13/14	19.15	41665
101-265-728.000	POSTAGE	PNC	MAILING	10-02-14	10/13/14	5.75	41665
101-265-728.000	POSTAGE	PNC	MICS	10-02-14	10/13/14	16.95	41665
101-265-803.000	CONTRACTED SERVICES	CIESA DESIGN	OCT-NOV 2014	11772	10/13/14	198.00	41619
101-265-803.000	CONTRACTED SERVICES	GOOGLE INC	DEXTERMI.GOV	21420893449	10/13/14	104.16	41637
101-265-803.000	CONTRACTED SERVICES	POST COMMUNICATION LLC		10-02-14	10/13/14	240.00	41666
101-265-920.000	UTILITIES	COMCAST	OFFICE	10-02-14	10/13/14	305.65	41620
101-265-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	566.32	41628
101-265-935.001		GRISSOM JANITORIAL	SEPTEMBER SERVICIE	294	10/13/14	320.00	41640
101-265-937.000	EQUIPMENT MAINTENANCE & RE	HOPP ELECTRIC, INC.	DAN HOEY	86217	10/13/14	350.00	41643
101-265-977.000	EQUIPMENT	I.T. RIGHT INC.	SERVER PROJECT	20142851	10/13/14	89.00	41644
Total For Dept 265 BUILDINGS & GROUNDS						2,269.96	
Dept 285 VILLAGE TREE PROGRAM							
101-285-803.000	CONTRACTED SERVICES	ARBOR CARE TREE SURGEO	TREES	10-02-14	10/13/14	3,100.00	41614
101-285-803.000	CONTRACTED SERVICES	ARBOR CARE TREE SURGEO	7813 THIRD-TREES	10-7-14	10/13/14	1,200.00	41614
Total For Dept 285 VILLAGE TREE PROGRAM						4,300.00	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	ENFORCEMENT	25048	10/13/14	38,405.25	41682
101-301-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	407.75	41628
Total For Dept 301 LAW ENFORCEMENT							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 336 FIRE DEPARTMENT							
101-336-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	407.75	41628
Total For Dept 336 FIRE DEPARTMENT						407.75	
Dept 400 PLANNING DEPARTMENT							
101-400-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	1,360.81	41669
101-400-960.000	EDUCATION & TRAINING	PNC	MICS	10-02-14	10/13/14	25.00	41665
101-400-960.000	EDUCATION & TRAINING	PNC	MICS	10-02-14	10/13/14	25.00	41665
Total For Dept 400 PLANNING DEPARTMENT						1,410.81	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	1,822.93	41669
101-441-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	DPW	10-02-14	10/13/14	9.50	41623
101-441-740.000		HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	16.29	41642
101-441-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPLY	DPW	263331	10/13/14	34.65	41650
101-441-745.000	UNIFORM ALLOWANCE	TRACTOR SUPPLY CREDIT	DPW	184204	10/13/14	19.99	41673
101-441-751.000		CORRIGAN OIL COMPANY	GAS	5969237	10/13/14	618.24	41622
101-441-751.000		CORRIGAN OIL COMPANY	WWTP & DPW	10-02-14	10/13/14	1,204.73	41622
101-441-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	349.50	41628
101-441-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	10-02-14	10/13/14	247.53	41679
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						4,323.36	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-731.000	LANDSCAPE SUPPLIES	DEXTER MILL	SEPT STATEMENT	10-7-14	10/13/14	520.00	41625
101-442-731.000	LANDSCAPE SUPPLIES	JENNY'S MARKET	CORN STALKS AND PUMPKINS	740027	10/13/14	260.00	41645
101-442-740.000		HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	35.98	41642
101-442-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	663.39	41628
Total For Dept 442 DOWNTOWN PUBLIC WORKS						1,479.37	
Dept 448 MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	DTE ENERGY-STREET LIGH	STREETLIGHTS	10-02-14	10/13/14	5,838.31	41629
Total For Dept 448 MUNICIPAL STREET LIGHTS						5,838.31	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	294.02	41669
101-751-731.000	LANDSCAPE SUPPLIES	GREEN GUYS LAWN AND LA	FERTILIZED PARKS	10-02-14	10/13/14	574.00	41639
101-751-731.000	LANDSCAPE SUPPLIES	HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	19.35	41642
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	10-02-14	10/13/14	585.00	41646
Total For Dept 751 PARKS & RECREATION						1,472.37	
Dept 851 INSURANCE & BONDS							
101-851-719.000	UNEMPLOYMENT COMPENSATION	MICHIGAN MUNICIPAL LEA	QUARTERLY COMPENSATION	10-03-14	10/13/14	80.22	41656
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	674.27	41669
Total For Dept 851 INSURANCE & BONDS						754.49	
Dept 875 CONTRIBUTIONS							
101-875-965.001	CONTRIBUTION TO WAVE	WESERN WASH. AREA VALU	OCT - DEC 2014	10-02-14	10/13/14	4,250.00	41684
101-875-965.004	CONT TO WAVE DOOR TO DOOR	WESERN WASH. AREA VALU	OCT - DEC 2014	10-02-14	10/13/14	3,750.00	41684
Total For Dept 875 CONTRIBUTIONS						8,000.00	
Total For Fund 101 GENERAL FUND						82,425.68	
Fund 202 MAJOR STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-974.009	CENTRAL STREET PROJECT	STATE OF MICHIGAN-MDOT	LOCAL PROGRESS	369622	10/13/14	9,669.47	41670

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 202 MAJOR STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-975.015	ANN ARBOR STREET PROJECT	STATE OF MICHIGAN-MDOT	LOCAL PROGRESS BILLINGS	369621	10/13/14	42,727.35	41670
202-451-975.015	ANN ARBOR STREET PROJECT	STATE OF MICHIGAN-MDOT	LOCAL PROGRESS BILLINGS	369621	10/13/14	13,580.00	41670
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						61,976.82	
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	1,528.91	41669
202-463-740.000	OPERATING SUPPLIES	PAUL DONAJKOWSKI	REIMBURSEMENT FOR TIRE DAMAGE	10-7-14	10/13/14	165.99	41664
202-463-802.000	PROFESSIONAL SERVICES	WASHTENAW AREA TRANSP	MEMBERSHIP DUES	10-8-14	10/13/14	1,000.00	41680
Total For Dept 463 ROUTINE MAINTENANCE						2,694.90	
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	470.43	41669
202-474-740.000	OPERATING SUPPLIES	DAN DAPPRICH	SCHOOL TIME CLOCK	2014-14	10/13/14	150.00	41624
Total For Dept 474 TRAFFIC SERVICES						620.43	
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	940.87	41669
Total For Dept 478 WINTER MAINTENANCE						940.87	
Total For Fund 202 MAJOR STREETS FUND						66,233.02	
Fund 203 LOCAL STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
203-451-970.000	CAPITAL IMPROVEMENTS	K & B ASPHALT SEALCOAT	CRACK SEALING	4074	10/13/14	22,000.00	41647
203-451-974.001	OTHER CAPITAL IMPROVEMENTS	WASHTENAW COUNTY SOIL	8180 HURON	1400234-92614	10/13/14	23.75	41681
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						22,023.75	
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	470.41	41669
203-463-802.000	PROFESSIONAL SERVICES	SAFEWAY TRANSPORT	SERVICES	10-8-14	10/13/14	1,045.00	41668
203-463-803.002	PAVEMENT MANAGEMENT	BARRETT PAVING MATERIA	STREETS	350537	10/13/14	2,113.76	41616
203-463-803.002	PAVEMENT MANAGEMENT	BARRETT PAVING MATERIA	STREETS	355916	10/13/14	3,270.74	41616
203-463-803.002	PAVEMENT MANAGEMENT	CONTRACTOR CONNECTION	PARTS	7079867	10/13/14	140.00	41621
203-463-803.002	PAVEMENT MANAGEMENT	METRO ENVIROMENTAL SER	VACTOR SERVICE	51638	10/13/14	1,635.00	41655
203-463-803.002	PAVEMENT MANAGEMENT	SAFEWAY TRANSPORT	SERVICES	10-8-14	10/13/14	3,425.00	41668
Total For Dept 463 ROUTINE MAINTENANCE						12,099.91	
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	117.61	41669
203-474-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUN	SEPT BILLS	10-8-14	10/13/14	25.60	41651
Total For Dept 474 TRAFFIC SERVICES						143.21	
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	235.22	41669
Total For Dept 478 WINTER MAINTENANCE						235.22	
Total For Fund 203 LOCAL STREETS FUND						34,502.09	
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	711.09	41669
Total For Dept 248 ADMINISTRATION						711.09	
Total For Fund 204 MUNICIPAL STREETS						711.09	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-805.000	CONTRACTED SOLID WASTE SEFWASTE MANAGEMENT OF MI ROLL OFFS			10-03-14	10/13/14	355.73	41683
226-528-805.000	CONTRACTED SOLID WASTE SEFWASTE MANAGEMENT OF MI COMMERCIAL & RESIDENTIAL			8367504	10/13/14	40,740.34	41683
Total For Dept 528 SOLID WASTE						41,096.07	
Total For Fund 226 SOLID WASTE COLLECTION FUND						41,096.07	
Fund 303 GENERAL DEBT SERVICE FUND (VOTED BONDS)							
Dept 570 STREETSCAPE							
303-570-991.003	02 GO BOND REFUNDING INTEFUS BANK CORPORATE TRUS GO BOND			10-03-14	10/13/14	8,610.00	41675
Total For Dept 570 STREETSCAPE						8,610.00	
Total For Fund 303 GENERAL DEBT SERVICE FUND (VOT)						8,610.00	
Fund 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)							
Dept 248 ADMINISTRATION							
351-248-842.001	BOND ISSUANCE COSTS	H.J. UMBAUGH & ASSOCIA PROF SERVICES		137606	10/13/14	8,150.00	41641
351-248-842.001	BOND ISSUANCE COSTS	MILLER, CANFIELD, PADD BOND COUNSEL		10-03-14	10/13/14	10,000.00	41660
Total For Dept 248 ADMINISTRATION						18,150.00	
Total For Fund 351 GENERAL DEBT SERVICE ( NON-VOT)						18,150.00	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REPAIR BOULLION SALES		MAINTENANCE	257227	10/13/14	32.83	41617
402-441-939.000	VEHICLE MAINTENANCE & REPAIR BOULLION SALES		PARTS	257892	10/13/14	34.28	41617
402-441-939.000			PARTS PEDDLER AUTO SUP SEPT BILLS	10-8-14	10/13/14	204.13	41663
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						271.24	
Dept 903 CAPITAL IMPROVEMENTS-VEHICLES							
402-903-981.000	VEHICLES	FALCON	VEHICLES	6551	10/13/14	30,696.00	41636
Total For Dept 903 CAPITAL IMPROVEMENTS-VEHICLES						30,696.00	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						30,967.24	
Fund 590 SEWER ENTERPRISE FUND							
Dept 248 ADMINISTRATION							
590-248-811.000	ATTORNEY FEES - MISCELLANE DYKEMA GOSSETT PLLC		LEGAL FEES	1592026	10/13/14	870.50	41630
590-248-811.000	ATTORNEY FEES - MISCELLANE VARNUM, RIDDERING, SCH PROF SERVICES			933168	10/13/14	163.20	41678
Total For Dept 248 ADMINISTRATION						1,033.70	
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	2,022.27	41669
590-548-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	OCT 14'	10-02-14	10/13/14	1,117.22	41669
590-548-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	WWTP	10-02-14	10/13/14	9.50	41623
590-548-740.000	OPERATING SUPPLIES	GRAINGER	WWTP	9538783516	10/13/14	57.27	41638
590-548-740.000		HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	126.88	41642
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10023198	10/13/14	464.80	41612
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10023191	10/13/14	670.29	41612
590-548-742.000	CHEMICAL SUPPLIES - PLANT	CHEMCO PRODUCTS INC	WWTP	101403	10/13/14	2,671.56	41618
590-548-742.000	CHEMICAL SUPPLIES - PLANT	KEMIRA WATER SOLUTIONS	WWTP	9017412936	10/13/14	4,348.39	41648
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	343726	10/13/14	217.80	41662
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	344512	10/13/14	197.60	41662
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	344316	10/13/14	273.10	41662
590-548-745.000	UNIFORM ALLOWANCE	DEXTER MILL	SEPT STATEMENT	10-7-14	10/13/14	105.17	41625

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-751.000		CORRIGAN OIL COMPANY	WWTP & DPW	10-02-14	10/13/14	2,831.35	41622
590-548-802.000	PROFESSIONAL SERVICES	DIVERSIFIED INSPECTION	INSPECTIONS	241843	10/13/14	811.20	41626
590-548-920.000	UTILITIES	COMCAST	WWTP	10-02-14	10/13/14	44.36	41620
590-548-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	5,759.48	41628
590-548-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	10-02-14	10/13/14	175.73	41679
590-548-935.000	BUILDING MAINTENANCE & REPAIR	DEXTER MILL	SEPT STATEMENT	10-7-14	10/13/14	18.50	41625
590-548-935.000	BUILDING MAINTENANCE & REPAIR	GRAINGER	SUPPLIES	9553772295	10/13/14	907.80	41638
590-548-935.000	BUILDING MAINTENANCE & REPAIR	HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	45.54	41642
590-548-935.000	BUILDING MAINTENANCE & REPAIR	LOWE'S BUSINESS ACCOUNT	SEPT BILLS	10-8-14	10/13/14	386.58	41651
590-548-935.000	BUILDING MAINTENANCE & REPAIR	MADISON ELECTRIC	WWTP	679255-01	10/13/14	16.10	41652
590-548-935.000	BUILDING MAINTENANCE & REPAIR	MICHIGAN RURAL WATER AUTHORITY	WWTP	T14-0332	10/13/14	245.00	41658
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	GRAINGER	WWTP	9539285511	10/13/14	317.67	41638
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	GRAINGER	SUPPLIES	9549898527	10/13/14	146.80	41638
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	316.04	41642
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	LESSORS WELDING SUPPLY		564712	10/13/14	49.50	41650
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	MADISON ELECTRIC	WWTP	679255-00	10/13/14	32.21	41652
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	MCNAUGHTON-MCKAY	SUPPLIES	1352512200	10/13/14	131.23	41654
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	MID STATES BOLT & SCREW	SUPPLIES	30419062	10/13/14	40.67	41659
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	QUALITY ASSURANCE SERVICE	WWTP	9131401	10/13/14	350.00	41667
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	TRACTOR SUPPLY CREDIT	WWTP	185545	10/13/14	442.94	41673
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	TRI CLOR	WWTP	2066-2F	10/13/14	2,920.00	41674
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	USA BLUE BOOK	SUPPLIES	460805	10/13/14	272.72	41676
590-548-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, INC	WWTP	44380	10/13/14	50.00	41653
590-548-960.000	EDUCATION & TRAINING	MWEA	ERIC HARTMAN	13560	10/13/14	187.00	41661
590-548-977.000	EQUIPMENT	KENNEDY INDUSTRIES, INC	FIELD SERVICES	557001	10/13/14	3,047.10	41649
590-548-977.000	EQUIPMENT	KENNEDY INDUSTRIES, INC	FIELD SERVICE	556993	10/13/14	4,996.00	41649
Total For Dept 548 SEWER UTILITIES DEPARTMENT						36,823.37	
Dept 901 CAPITAL IMPROVEMENTS							
590-901-970.005	CAPITAL IMPROVEMENTS - SLU	A.Z.SHMINA	PAYMENT # 18	10-02-14	10/13/14	134,803.39	41611
Total For Dept 901 CAPITAL IMPROVEMENTS						134,803.39	
Total For Fund 590 SEWER ENTERPRISE FUND						172,660.46	
Fund 591 WATER ENTERPRISE FUND							
Dept 248 ADMINISTRATION							
591-248-811.000	ATTORNEY FEES - MISCELLANEOUS	DYKEMA GOSSETT PLLC	LEGAL FEES	1592026	10/13/14	870.50	41630
Total For Dept 248 ADMINISTRATION						870.50	
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOCIATION	OCT 14'	10-02-14	10/13/14	1,212.88	41669
591-556-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOCIATION	OCT 14'	10-02-14	10/13/14	466.14	41669
591-556-740.000		HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	371.69	41642
591-556-740.000	OPERATING SUPPLIES	USA BLUE BOOK	WWTP	439917	10/13/14	210.56	41676
591-556-743.000	CHEMICAL SUPPLIES - LAB	ALEXANDER CHEMICAL CORPORATION	WWTP	10023203	10/13/14	620.29	41612
591-556-743.000	CHEMICAL SUPPLIES - LAB	NORTH CENTRAL LABORATORY	WWTP	343824	10/13/14	166.90	41662
591-556-751.000		CORRIGAN OIL COMPANY	WWTP & DPW	10-02-14	10/13/14	672.57	41622
591-556-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTATION	WWTP	10-02-14	10/13/14	1,979.00	41677
591-556-920.000	UTILITIES	COMCAST	WWTP	10-02-14	10/13/14	44.37	41620
591-556-920.000	UTILITIES	DTE ENERGY	SEPTEMBER BILLS	10-8-14	10/13/14	2,657.00	41628
591-556-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	10-02-14	10/13/14	132.15	41679
591-556-935.000	BUILDING MAINTENANCE & REPAIR	HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	18.97	41642
591-556-937.000	EQUIPMENT MAINTENANCE & REPAIR	HACKNEY HARDWARE	SEPT BILLS	10-8-14	10/13/14	18.11	41642

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
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Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, I	WWTP	44454	10/13/14	227.52	41653
591-556-939.000	VEHICLE MAINTENANCE & REPAIR	MICHIGAN PIPE & VALVE	WWTP	J95979	10/13/14	973.68	41657
591-556-939.000	VEHICLE MAINTENANCE & REPAIR	PARTS PEDDLER AUTO SUP	SEPT BILLS	10-8-14	10/13/14	2.19	41663
591-556-960.000	EDUCATION & TRAINING	MICHIGAN RURAL WATER A	WWTP	T14-0331	10/13/14	245.00	41658
591-556-977.000	EQUIPMENT	EJ USA, INC.	WWTP	3753915	10/13/14	607.45	41632
591-556-977.000	EQUIPMENT	ETNA SUPPLY CO	MXU X 27	S10106109001	10/13/14	4,612.67	41634
Total For Dept 556 WATER UTILITIES DEPARTMENT						15,294.14	
Dept 901 CAPITAL IMPROVEMENTS							
591-901-975.015	ANN ARBOR STREET PROJECT	STATE OF MICHIGAN-MDOT	LOCAL PROGRESS BILLINGS	369621	10/13/14	36,575.15	41670
Total For Dept 901 CAPITAL IMPROVEMENTS						36,575.15	
Total For Fund 591 WATER ENTERPRISE FUND						52,739.79	
Fund 701 TRUST & AGENCY FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
701-000-254.000-DARNEL SPR - DARNELL LAW	DON DARNELL		REFUND OF PROJECT BALANCE 7926 ANN	10-7-14	10/13/14	233.25	41627
701-000-254.000-VICTOR SPR - VICTORIA CONDOS	DYKEMA GOSSETT PLLC		VICTORIA CONDOS	1592026	10/13/14	648.00	41630
701-000-255.008	COOKBOOK SALES FOR FAITH	FAITH IN ACTION	FARMERS MARKET DONATION	10-02-14	10/13/14	40.00	41635
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						921.25	
Total For Fund 701 TRUST & AGENCY FUND						921.25	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			82,425.68	
			Fund 202 MAJOR STREETS FUND			66,233.02	
			Fund 203 LOCAL STREETS FUND			34,502.09	
			Fund 204 MUNICIPAL STREETS			711.09	
			Fund 226 SOLID WASTE COLLECTION FUND			41,096.07	
			Fund 303 GENERAL DEBT SERVICE FUND (V			8,610.00	
			Fund 351 GENERAL DEBT SERVICE ( NON-V			18,150.00	
			Fund 402 EQUIPMENT REPLACEMENT FUND			30,967.24	
			Fund 590 SEWER ENTERPRISE FUND			172,660.46	
			Fund 591 WATER ENTERPRISE FUND			52,739.79	
			Fund 701 TRUST & AGENCY FUND			921.25	
Total For All Funds:						<u>509,016.69</u>	

# 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: October 8, 2014**  
**Re: Appointments**

**Agenda:** 10/13/2014

**Item:** J2

I would like to recommend the following appointment:

## Planning Commission

- Appointment of Alison Heatley with a term ending June 2015



# VILLAGE OF DEXTER

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

## APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Best time to call: \_\_\_\_\_

Which Commission/Committee are you applying for?

Zoning Board of Appeals

Downtown Development Authority

Planning Commission

Parks Commission

Arts, Culture & Heritage Committee

Tree Board

Farmers Market Oversight Committee

Other (Specify) \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_



## OFFICE OF COMMUNITY DEVELOPMENT

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

### MEMORANDUM

**Agenda:** 10/13/2014

**Item:** L1

**To:** Village Council  
Courtney Nicholls, Village Manager

**From:** Michelle Aniol, Community Development Manager

**Re:** Planning Commission Action regarding Area Plan Approval Extension for Dexter Crossing Commercial Shopping Center; Plan dated September 17, 2014, received by Village on September 18, 2014

**Applicant:** Midwestern Consulting, representing Oxford Companies, LLC.

**Date:** October 7, 2014

Oxford Companies, LLC presented its request for an extension of the approved Area Plan for Dexter Crossing Commercial Shopping Center, to the Planning Commission on October 6, 2014. The site is located at 7061 Dexter-Ann Arbor Road near the southeast corner of Dexter-Ann Arbor and Dan Hoey Road. The overall site is 9.49 acres and is zoned PUD within the Dexter-Ann Arbor Road Corridor Overlay district. The underlying zoning of the subject property is C-1, General Business.

Minutes from the December 3, 2012 Planning Commission and December 10, 2012 Village Council meetings are enclosed with this memo, along with the Planning and Engineering consultant letters, dated November 27, 2012 and November 15, 2012, respectively, for your convenience.

Following presentations by staff and the applicant, the Planning Commission discussed the requested extension and the Commission's desire for consistency with surrounding site design and layout, especially in regards to green space between the sidewalk on Dexter-Ann Arbor Road and the proposed drive aisle.

Based upon the information presented by the applicant at the October 6, 2014 Planning Commission meeting, reflected in minutes of this meeting, and in conformance with Section 19.15 of the Village of Dexter Zoning Ordinance, the Planning Commission recommends the Area Plan for Dexter Crossing Commercial Shopping Center, dated September 17, 2014 and submitted to the Village on September 18, 2014, be extended for two years (until December 10, 2016), subject to the following conditions:

1. A modification in the layout and design of green space adjacent to the ROW to be consistent with the Busch's development across Dexter-Ann Arbor Road.
2. Recommendations by OHM regarding essential services, facilities and utilities, as cited in the November 15, 2012 review letter.
3. Resolution of specific items during the site plan review process, as cited in the CWA review letter dated, November 27, 2012, including the following:
  - a. General concept of the pedestrian element.
  - b. Sidewalk ramps on the southeast corner of the intersection updated to current ADA standards.
  - c. Demonstrate need for additional parking.
  - d. Detailed parking calculations.
  - e. Complete landscape plan.
  - f. Photometric plan and lighting details.

- g. Location, placement and dimension of signage.
  - h. Floor plans and elevations.
4. Approval of building location and site arrangement by the Village Engineer.

**Review Comments**

No changes or additions to the approved area plan are proposed. The approved area plan calls for the construction of a 15,500 square foot single-story retail building on an outlot, along with approximately thirty (30) additional parking spaces. The proposed building will be a lease/build-to-suit. A portion of the existing parking lot and landscape islands will be reconfigured to accommodate the proposed building. All existing buildings on site and the remainder of the existing parking spaces and landscaping will remain. Additional site landscaping and additional pedestrian connections are also proposed as part of the project.

The site is currently served by existing public and franchise utilities. A portion of the existing on-site utilities will be removed and/or relocated to accommodate the proposed building. Access to the site will be provided by existing curb cuts onto Dexter-Ann Arbor and Dan Hoey Road. No improvements to the existing curb cuts are proposed as part of this project.

**Extension of Plan Approval**

According to Section 19.14A, an area plan expires two (2) years after approval unless a final site plan is submitted to the Planning Commission for approval. As of now, the final site plan has not been submitted. However, Section 19.15 allows the Village Council to approve an extension of an approved area plan (in this case for Dexter Crossing Commercial Shopping Center), based on a recommendation of the Planning Commission and by written agreement with Oxford Companies, LLC.

**Suggested Motions**

Based upon the information presented by the applicant, the provisions set forth in Section 19.15 of the Village of Dexter Zoning Ordinance, and the Planning Commission's recommendation, Village Council moves to **(APPROVE/DENY)** an extension of the Area Plan for Dexter Crossing Commercial Shopping Center, dated September 17, 2014 and submitted to the Village on September 18, 2014, too December 10, 2016, subject to the following conditions:

- 1. The layout and design of green space adjacent to the ROW be consistent with the Busch's development across Dexter-Ann Arbor Road.
- 2. Recommendations by OHM regarding essential services, facilities and utilities, as cited in the November 15, 2012 review letter.
- 3. Resolution of specific items during the site plan review process, as cited in the CWA review letter dated, November 27, 2012, including the following:
  - a. General concept of the pedestrian element.
  - b. Sidewalk ramps on the southeast corner of the intersection updated to current ADA standards.
  - c. Demonstrate need for additional parking.
  - d. Detailed parking calculations.
  - e. Complete landscape plan.
  - f. Photometric plan and lighting details.
  - g. Location, placement and dimension of signage.
  - h. Floor plans and elevations.
- 4. Approval of building location and site arrangement by the Village Engineer.

OR

Move to **postpone** the action on the extension of approval of the Area Plan for Dexter Crossing Commercial Shopping Center, 7061 Dexter-Ann Arbor Road, plan dated September 17, 2014 until \_\_\_\_\_ **(date)** \_\_\_\_\_, to allow the applicant time to address the following items:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please contact me prior to the meeting with questions. Thank you.



September 12, 2014

Ms. Michelle Aniol  
Village of Dexter  
8140 Main Street  
Dexter, MI 48130-1092

RE: Dexter Crossings Commercial Area Plan – Request for Extension

Dear Ms. Aniol

On behalf of our client, Oxford Companies, we are requesting an extension to the approved Area Plan for Dexter Crossing – Commercial Center. We understand that this letter request is the first step in the process of requesting an extension and that we would need to review the request with the Village Planning Commission and Village Council.

As you know since purchase and the approval of the new Area Plan, Oxford has been busy making improvements to the site.

- Sealed the parking surfaces
- Enhanced the building façade
- Gained tenants increasing the vibrancy of the center as well as decreasing vacancy
- Added parking spaces
- Reconfigured a few barrier free spaces
- Added pedestrian sidewalks
- Performed utility maintenance
- Scheduled / programmed site maintenance and beautification efforts

The Area Plan as approved was very instrumental in assisting Oxford in these endeavors in that the Area Plan as approved answered many questions left open by the previous Area Plan. With an approved Area Plan in place, there is definition put to the general location of the future building as well as addressing; vehicular access and circulation; pedestrian access and circulation; and open space locations. This creates some assurances with future tenants, as well as with existing tenants with regard to what can be expected in the not so distant future with regard to development at the site.

There has been some limited interest in the site with regard to the future building. As the economy strengthens and the vacancy in the center declines the opportunity to move forward with the Site Plan and ultimate construction of the building becomes a reality. As such we are looking to request extension of the approval of the Area Plan for the Dexter Crossings Commercial site.

Feel free to contact us or Oxford with any questions, concerns or comments. We look forward to working with you as we review this with the Planning Commission and Council.

Sincerely,  
Midwestern Consulting LLC

Thomas J. Covert  
Senior Project Manager

DEXTER VILLAGE PLANNING COMMISSION  
Monday, December 3, 2012  
Regular Meeting

The meeting was called to order at 7:33 p.m. by Chair Kowalski at the Dexter Senior Center, 7720 Ann Arbor Street.

**Present:** Kowalski, Bell, Stewart, Phillips, Schmid, Kimmel, Carson

**Absent:** Wilcox, Robinson

**Approval of Minutes**

-Moved Schmid, support Kimmel to approve the Regular Meeting minutes for November 5, 2012.

Voice vote: Unanimous                      Motion Carried

**Approval of Agenda**

-Moved Kimmel, support Bell to approve the agenda as presented. Carson suggested a friendly amendment to the Agenda to hear Public Hearing item B. before item A. Amendment moved by Kimmel and supported by Bell.

Voice vote: Unanimous                      Motion Carried

**Public Hearings**

A. Petition for Planned Unit Development Area Plan Review; Oxford Properties-Dexter Crossing Outlot #2 (HD-08-08-200-019)

A. Opening of the hearing at 7:37 pm

B. Presentations by Laura Kreps, AICP, Planning Consultant and Tom Covert, Metro Consulting Associates, Representative for Oxford Properties. Brief discussion about storm water, pedestrian element-flexibility, additional parking spaces and providing for bus or some public transit.

C. Opening of the hearing to the floor: none

D. Consideration of the matter by the Commission: Petition for Planned Unit Development Area Plan Review; Oxford Properties-Dexter Crossing Outlot #2.

E. The hearing was closed at 7:47 pm

-Moved Carson, support Bell based on the Planning Consultants review the Planning Commission recommends that the Village Council approve the Petition for Planned Unit Development Area Plan Review; Oxford Properties-Dexter Crossing Outlot #2.

In making this determination, the following items shall be resolved during site plan review:

1. See comments related to essential services, facilities and utilities in OHM letter dated November 15, 2012
2. Provide a general concept of the pedestrian element.
3. Sidewalk ramps on the southeast corner of the intersection shall be updated to current ADA standards.
4. We defer additional comments related to building location and site arrangement to the Village Engineer.
5. Provide indication of why additional parking is proposed.
6. Provide detailed parking calculations at the site plan stage of review.
7. Provide a complete landscape plan for site plan review.
8. Provide photometric plan and lighting details during site plan review.
9. Location, placement and dimension of signage shall be provided for site plan review.
10. Provide floor plans and elevations for site plan review.

Brief comments by Commission-

Cannot justify approving 30 extra parking spaces, we need to be sure they are necessary, maybe defer or land bank spaces to construct at a later date, if necessary.

Appreciate pedestrian amenities

We would need more information about bus access

Open space along Dan Hoey-is it dedicated open space, park, etc...?

There is still a significant amount of vacancies in the current buildings which could become more difficult to market. The proposal changes visibility of current businesses; the loading dock of the new building would be visible to patrons of current businesses

Pedestrian features at corner

Where would the dumpster go?

Ayes: Carson, Kowalski, Bell, Phillips, Kimmel, Stewart

Nays: Schmid

Motion Carried

- B. Major Amendment to a Planned Unit Development Agreement; Mary Cardeccia-8040 Fourth Street (HD-08-06-107-015).
- A. Opening of the hearing at 8:06 pm
  - B. Presentations by applicant Mary Cardeccia and Laura Kreps, AICP, Planning Consultant: Ms. Cardeccia gave a brief power point presentation outlining her business operations inside the clinic. She states that she has is a licensed Veterinarian for 17 years, she does only rehabilitation. She has 3 employees and offers 7 different types of services. Clients are upscale;they pick up after their animals and are very considerate of neighbors. No dogs will be boarded at the facility overnight. She has had her business in Dexter for 6 years at a different location. She wants to move to a quieter setting. The Planning Consultant discussed history of site and previous uses there, in addition to what the functions of the clinic will be.
  - C. Opening of the hearing to the floor:
    - 1. Al Maghes, 8069 Third Street, concerned about zoning variance being approved. Went to all the neighbors within 300 feet to get signatures on a petition. Does not want zoning changed. Did internet search on 98 vet clinics, stated none are located within a residential district. Also stated that someone at the Village offices said the property was already owned. This location was many different uses before; i.e. Church, school, library and then a government contractor. Concerned about night hours, safety issue, smell issue and neighboring animals barking at customer's animals.
    - 2. Ray Tell, 3539 Hudson Street, Council Trustee; they are making a major amendment to a PUD which provides flexibility. Ownership is immaterial, it doesn't matter who owns the property. This gets the property on the tax roll. Probably won't be loud, less invasive than a daycare or other uses. Regulate hours of operation. This is a high end use. More people need to be aware of what's being proposed.
    - 3. Patrick Lentz, 3444 Broad Street-issue of public perception. Used to be a real estate appraiser, not a good use for residential. Will make home sales difficult. Doesn't want home values to depreciate.
    - 4. Henry Rolfes, 3458 Broad Street-needs more information on project, no statement for or against. You are proposing a change to this location from residential, precedent being set by the Planning Commission. Other businesses may want to propose a change. Would probably rather see no change.
    - 5. Brian Brassow, 3436 Central-in favor of request with proper restrictions in place. Front door entry, restrict access point. Completely feasible.
    - 6. Paul Cousins, 7648 Forest-He opened a restaurant in 1984, Cousins Heritage Inn, they were getting their liquor license and people came in and objected to Council, many bad stories were told. None of the concerns that neighbors had ever became a problem. Then a veterinary clinic opened up across the street from the restaurant and again residents were concerned about the business and nothing bad ever happened. People take care of their animals. In Ann Arbor there is a veterinary clinic in a residential neighborhood near the Washtenaw Dairy in Ann Arbor and the nearby homeowners said they have never had a problem with the clinic being there.
    - 7. Richard Truxall, 3457 Central-He and his wife are more concerned with the building being vacant, would rather have a business occupying the building. Not any different from a doctor's office.
  - D. Consideration of the matter by the Commission: Major Amendment to a Planned Unit Development Agreement; Mary Cardeccia-8040 Fourth Street
  - E. The hearing was closed at 8:46 pm
    - Moved Bell, support Schmid, based upon the information provided by the applicant and the provisions set forth in section 19.13C., the Planning Commission determines that the requested PUD amendment submitted by the applicant to be a major amendment. Further, in accordance with Section 19.13, Amendment and Revisions to a PUD and the Public Hearing held on December 3, 2012 the Planning Commission recommends that the Village Council determine the addition of "small animal clinic" as a permitted use meets the intent of the Master Plan and the Planned Unit Development provisions with the following contingent requirements:
      - 1. That "small animal clinic with no overnight boarding" is limited to the permitted uses listed for 8040 Fourth Street.
      - 2. That final approval by the Village Council (execution of Resolution of PUD Agreement Amendment) is contingent upon the applicant closing and taking possession of the property (8040 Fourth Street).
      - 3. That appropriate parties sign off on the PUD Agreement Amendment.
- Comments by the Commission:

Brief questions regarding parking and signage  
How many employees and customers will be coming and going  
How many animals  
What are hours of operation  
Do you plan to update or improve the building and landscaping  
In favor of this request  
If not approved keep zoning the same  
Concerned if she were to sell the building tomorrow the new owner may not have the same  
desire for type of use.  
Have motion be more specific in wording  
Ayes: Kowalski, Bell, Stewart, Phillips, Schmid, Kimmel, Carson  
Nays: none  
Motion Carried

**Pre-Arranged Citizen Participation-none**

**Reports of Officers-**

- A. Chairman Report Kowalski-none
- B. Planning Commissioners Reports
  - 1. Commissioner Kimmel said that she met with the postmaster and a representative for Oxford Properties about the Dexter Post Office moving to Dexter Crossing. Postmaster very interested in moving but she said she doesn't make those types of decisions.
- C. Community Development Office Report
  - 1. WATS handout inviting Commission to upcoming long-range planning meeting on December 5, 2012 at the Dexter Library

**Citizens Wishing to Address the Commission-none**

**Old Business**

- A. None-Discussion of Article 7, Sign Regulations postponed until Allison Bishop returns.

**New Business**

**Proposed Business for Next Agenda**

- A. CIP 2014-2018 Discussion

**Citizens Wishing To Address the Commission**

- A. Donna Fisher, 3035 Inverness-Council Trustee, thanked the Commission for all the work they do.

**Adjournment**

-Move Carson support Wilcox to adjourn at 9:17 p.m.

Respectfully submitted,

Brenda Tuscano  
Recording Secretary

**Filing Approved 1-7-13**

DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2012

**SWEARING IN CEREMONY**

Prior to the meeting Carol Jones, Village Clerk was sworn in for a four-year term.

**A. CALL TO ORDER**

The meeting was called to order at 7:35 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; Carol Jones, Village Clerk; Dan Schlaff, Public Services Superintendent; Laura Kreps, Carlisle/Wortman Associates; Scott Maurer, Water & Sewer Department; Pat Greve, Waste Management; Jeff Hauptman, Oxford Co.; residents and media.

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting – November 26, 2012

Motion Fisher; support Knight to approve the minutes of the Regular Council Meeting of November 26, 2012 as presented.

Unanimous voice vote for approval

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

Motion Cousins; support Tell to approve the agenda with the following change:

Change New Business items L-2, Planning Commission Recommendation on Oxford Property Development and L-3 Planning Commission Recommendation on the Small Animal Clinic from *discussion* items to *consideration* items.

Ayes: Carson, Cousins, Knight, Semifero and Tell

Nays: Fisher and Keough

Motion carries 5 to 2

**F. PUBLIC HEARINGS**

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

None

**G. NON-ARRANGED PARTICIPATION**

Linden Thoburn of 9678 Spicer Road, Brighton Michigan spoke about Dr. Mary Cardeccia and her business stating that she would be an asset to the community. Dogs brought to her facility are on a leash and patrons cleanup after them. Ms. Thoburn also stated that she enjoys Dexter and that she shops in the community when she comes to Dexter.

Al Maghes, property owner of 8069 Third Street, Dexter identified himself as the one who initiated the petition from the neighboring homeowners. He stated that he felt that there would be a negative impact to property values and appraisals. He reviewed the PUD requirements and spoke about changes in the residential area.

Mary Kimmel of 3290 Central Street, Dexter spoke of her meeting with the new Postmaster regarding moving their facility to Dexter Crossing Mall. At first the Postmaster stated that the Federal government is not able to make such a move at this time but by the end of Mary’s meeting with her, she seemed interested in the possibility.

Pam Koons of 23905 Heartwood, Novi explained the types of services provided by Dr. Cardeccia and the caring nature of the doctor.

Vivienne Young of 9565 Cherry Hill, Ypsilanti reiterated the kindness and gentleness of the doctor and the cleanliness of the current facility. She also commented that a building being utilized is much better than an empty building.

Kathryn Rowland of 2417 Corlett, Brighton spoke about the conditions of the dogs that Dr. Cardeccia treats and the other services that the doctor provides.

**H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar
3. Letter from Comcast
4. Information on Fluoridation from Dr. Brent Kolb
5. E-Mail Regarding Dexter Community Schools Superintendent Search

**I. REPORTS**

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

None

2. Subcommittee Reports - None

Economic Preparedness  
Facilities  
Website

3. Village Manager Report

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

- Asked for feedback regarding the chuck wagon at 8050 Main Street and request to extend its display over the holidays.
- Last Friday (Dec. 7) was the last weekend for leaf pickup. Additional leaves now need to be bagged for Village pickup.
- Will have a follow up in the next report on the new Gardening Coordinators.
- Reminder that Council has a Work Session tomorrow evening.
- Mr. Murphy from Dexter Crossings is still upset that the roads in the subdivision are not as yet dedicated. Mr. Haeussler has plans for this to bring to Council in February.
- Rana Emmons will be at the second meeting in January with the audit.
- Inquired about revisiting the Bee Keeping ordinance.
- Questions were raised regarding the purchase of a sculpture for Mill Creek Park and signage at LaFontaine Chevrolet.
- Will be bringing to Council at the January 14 meeting 2013 Local Street Fund Project estimates.
- Ms. Nicholls asked for any comments on the winter flyer.
- Ms. Nicholls spoke on the Transportation Economic Development Fund Grant and resubmitting for the grant with modifications for FY 2014.

4. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough gave the following verbal update:

- Met with resident Julie Boyd regarding the additional screening with trees and shrubbery at the Wellness project. There have been more trees moved in response to the request of the residents.
- The 2012 draft budget for the Dexter Area Fire Department was distributed and Council was asked for their input on the proposed budget.
- Spoke about working on Goals and Objectives to accomplish in January 2013.

**J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$120,818.58

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

Unanimous voice vote for approval

**K. OLD BUSINESS-Consideration and Discussion of:**

1. Discussion of: Cityhood Next Steps

Trustee Carson spoke of having a discussion with the Scio Township Clerk, Nancy Hedberg, about waiting until the May election for the referendum vote.

**L. NEW BUSINESS-Consideration of and Discussion of:**

1. Consideration of: Three Year Contract Extension with Waste Management with No Change in Service and a 0, 1%, 2% Cost Increase

Motion Carson; support Semifero to approve the three year contract extension with Waste Management with no change in service and a 0, 1%, 2% cost increase.

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

Nays: None

Motion carries

2. Consideration of: Planning Commission Recommendation to Approve the Amendment to the Area Plan Presented by Oxford Development for Dexter Crossing

Motion Cousins; support Tell based on the information provided by the applicant and the provisions set forth in Section 19.08 C., Standards for Petition and Area Plan Review and the Planning Commission's recommendation the Village Council moves to approve the applicants request to amend the Dexter Crossing Area Plan in regard to outlot configuration.

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

Nays: Semifero

Motion carries 6 to 1

3. Consideration of: Planning Commission Recommendation to Approve the Major Amendment to the Planned Unit Development over 8040 Fourth to Add "Small Animal Clinic" as a Permitted Use

Motion Cousins; support Carson based upon the information provided by the applicant and the provisions set forth in Section 19.13., and the Planning Commission recommendation the Village Council moves to approve the addition of "small animal clinic" as a permitted uses meets the intent of the Master Plan and the Planned Unit Development provisions with the following contingent requirements:

1. That "small animal clinic with no overnight boarding" is limited to the permitted uses listed for 8040 Fourth Street.
2. That final approval by the Village Council (execution of Resolution of PUD Agreement Amendment) is contingent upon the applicant closing taking possession of the property (8040 Fourth Street).
3. That appropriate parties sign off on the PUD Agreement Amendment.

Ayes: Knight, Tell, Carson, Cousins and Fisher

Nays: Semifero and Keough

Motion carries 5 to 2

4. Consideration of: Resolution of Support for Connecting Communities Grant

Motion Tell; support Knight to approve the resolution of support for Connecting Communities Grant.

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

Nays: None

Motion carries

5. Consideration of: Quote from Raymer to Clean/Inspect the Fifth Well for an Amount not to exceed \$7250

Motion Cousins; support Carson to approve the quote from Raymer to clean/inspect the Fifth Well for an amount not to exceed \$7250.

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

Nays: None

Motion carries

**M. COUNCIL COMMENTS**

Cousins	None
Semifero	None
Fisher	None
Jones	Thank you to Ms. Nicholls for taking Council minutes and Mr. Keough for taking the DDA minutes in my absence.
Knight	Christmas at the Mansion was very successful.
Tell	Maybe we need to look at ordinances with PUD's when the property is broken up; maybe a special land use would be better. Also have concerns regarding MIOSHA with problems with the Fire Department building. Be aware that MIOSHA will be coming down on these issues.
Carson	Thanked the Village for sponsoring the long range planning meeting for WATS and thanked Mr. Semifero for speaking at the meeting. Friday morning (December 7) Terri Blackmore resigned from WATS and has accepted a position in Colorado.

**N. NON-ARRANGED PARTICIPATION**

Robert Murphy of 3713 Bristol Drive, Dexter stated that five years ago at a Council Meeting he asked Council when the roads in Dexter Crossing would be dedicated. He spoke of the split in Dexter Crossings due to the sale of some of the property. He commented that all residents in Dexter Crossings pay a \$250 Homeowners Association fee as well as paying a street millage through Village taxes but they have had no resolution to the roads. He mentioned that he may need to go to Lansing to get things resolved.

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

Motion Carson; support Fisher to move into closed session for the purpose of discussing the potential purchase of property and pending litigation in accordance with MCL 15.268 at 10:29 PM

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

Motion Carson; support Semifero to leave closed session at 11:16 PM

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

Motion Fisher; support Tell to authorize the Village Manager to proceed as discussed in the closed session.

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

**P. ADJOURNMENT**

Motion Cousins; support Fisher to adjourn at 11:17 PM.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

Approved for Filing: December 26, 2012

November 15, 2012

**VILLAGE OF DEXTER**

8140 Main Street  
Dexter, MI 48130

Attention: Mr. Laura Krepps, AICP  
Carlyle Wortman Associates

Regarding: Dexter Crossing - Outlot Improvements  
**Area Plan Review No. 1**  
OHMJN: 0130-12-1021

Ms. Krepps:

The applicant, Oxford Company LLC is proposing the construction of a 15,500 square foot single story retail building. The building is located on the northernmost corner of the Dexter Crossing Commercial property located at the intersection of Dexter-Ann Arbor Road and Dan Hoey Road. We have reviewed the area plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities, Public Works and the Dexter Area Fire Departments. This plan is acceptable from an area plan standpoint, however we recommend the following items are addressed prior to submitting the preliminary site plan.

GENERAL

1. It appears that the proposed mid-lot drive aisle will be designed to accommodate truck movements for the loading area. Several of the curb radii are not wide enough to allow for a WB-50 truck to pass through without using the opposing lane. Specific curbs to be reviewed include the north curb between the center aisle and the main driveway and the northern curb on the triangular island near the loading area.
2. The site proposes to reconfigure several driveways and hatching suggests that paving work is proposed over the majority of the parking lot within the site. The scope of pavement improvements (mill and resurface / removal and replacement) shall be identified on the plan.

GRADING

3. The site includes improving pedestrian access to the Dexter Crossing Commercial property by providing sidewalk connections near the site driveway as well as from the Dexter-Ann Arbor Road and Dan Hoey Road intersection. The sidewalk ramps and push buttons on the southeast corner of the intersection shall be updated to current ADA standards.

## WATER MAIN

4. The existing water main which serves a hydrant within the parking lot is shown to be relocated as part of the site plan. The resulting water main length (~510') exceeds the maximum allowable length for 8 inch water main within the Village. We recommend that the applicant pursue looping the main to the existing located on the County Market site. An additional hydrant shall also be provided to improve coverage over the shopping center along the main drive aisle parallel to the existing building.

## SANITARY SEWER

5. The Village Utility department reports that several of the existing tenants within the current shopping center are suspected of discharging significant amounts of fats, oils and greases to the existing on-site sanitary sewer. The discharges have resulted in significant system maintenance in sewers immediately downstream of the Dexter Crossings Commercial development. As part of the site improvements, the Utility Department is recommending that a sampling manhole and separator structure is placed on the discharge sewer behind the shopping center buildings.

## STORM WATER

6. The existing site is currently served by a detention basin. This basin was prepared with an assumption for the previously undeveloped outlot area would have an impervious factor of 0.85. The plans shall include a computation to demonstrate that the proposed improvements do not exceed the previously established impervious factor.
7. The current Village Engineering Standards for storm water management now require that runoff is treated prior to discharge from the site. The plans should include stormwater treatment units within the parking lot or provide revised grading at the detention pond to include a forebay device.
8. While the site storm water management system is built to accommodate the proposed improvements, we encourage the use of low impact design that promotes the use of infiltration practices to reduce peak runoff from parking areas. The current site design may provide for alternatives such as bio-retention areas within parking lots islands.

## FIRE DEPARTMENT

We have reviewed the plan with Don Dettling of the Dexter Area Fire Department. Mr. Dettling offers the following comments from his review.

9. The proposed building is listed as 15,500 square feet. This building will require a fire suppression system to be included. A separate fire suppression line shall be shown between proposed main and proposed building.
10. The existing hydrants located on the site behind the commercial buildings require Storz Connections. These shall be added as part of the site upgrades.

The above comments should be addressed prior to submitting for a preliminary site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans. Should there be any questions or comments, please contact this office at (734) 522-6711.

Sincerely,

**ORCHARD, HILTZ & McCLIMENT, INC.**



---

Patrick M. Droze, P.E.

cc: Donna Dettling, Village Manager  
Dan Schlaff, Village Utilities  
Don Dettling, DAFD  
Jeff Hauptman, Oxford Company, 312 S State Street, Second Floor, Ann Arbor, MI 48104  
Tom Covert, P.E., Metro Consulting Associates, 6001 Schooner Dr., Belleville, MI 48111  
File



CARLISLE

WORTMAN  
associates, inc.

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

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

Date: November 27, 2012

## Planned Unit Development / Area Plan Review For Village of Dexter, Michigan

<b>Applicant:</b>	Oxford Company, LLC
<b>Project Name:</b>	Dexter Crossing Area Plan – Outlot Improvements
<b>Plan Date:</b>	November 1, 2012
<b>Location:</b>	7061 Dexter-Ann Arbor Road – southeast corner of Dexter-Ann Arbor and Dan Hoey Roads intersection
<b>Zoning:</b>	C-1, General Business; PUD within the Dexter-Ann Arbor Corridor Overlay District
<b>Action Requested:</b>	Approval of amended Area Plan for the Dexter Crossings development.
<b>Required Information:</b>	As provided herein

### PROJECT AND SITE DESCRIPTION

The applicant is requesting approval to redevelop a portion of the existing Dexter Crossing Shopping Center for a new retail building and associated parking. The site is located at 7061 Dexter-Ann Arbor Road near the southeast corner of Dexter-Ann Arbor and Dan Hoey Road. The overall site is 9.49 acres and is zoned PUD within the Dexter-Ann Arbor Road Corridor overlay district. The underlying zoning of the subject property is C-1, General Business.

The proposed project includes construction of a 15,500 s.f. single-story retail building and approximately thirty (30) additional parking spaces. The proposed building will be a lease/build-to-suit. A portion of the existing parking lot and landscape islands will be reconfigured to accommodate the proposed building. All existing buildings on site and the remainder of the existing parking spaces and landscaping will remain. Additional site landscaping and additional pedestrian connections are also proposed as part of the project.

The site is currently served by existing public and franchise utilities. A portion of the existing on-site utilities will be removed/relocated to accommodate the proposed building. Access to the site will be provided by existing curb cuts onto Dexter-Ann Arbor and Dan Hoey Road. No improvements to the existing curb cuts are proposed as part of this project.

**Figure 1. – Aerial Photo**



## NEIGHBORING ZONING AND LAND USE

Neighboring zoning and land uses are important considerations in the review of a Planned Unit Development.

**North:** North of the subject site is Chelsea State Bank which is zoned PUD within the Dexter-Ann Arbor Road Corridor with an underlying zoning of C-1, General Business same as the subject site. LaFontaine Chevrolet is also north of the subject site and is zoned C-1, General Business.

**East:** Busch's grocery store and multi-tenant commercial development are located east of the subject site and are zoned C-1, General Business.

**South:** The Country Market is located within the same commercial complex as the subject site immediately to the south. The Country Market is also zoned PUD within the Dexter-Ann Arbor Road Corridor with an underlying zoning of C-1, General Business.

**West:** The property to the west of the subject site is zoned R-3, Multiple-Family Residential. Four (4) multi-family buildings have been developed on the southern portion of this site. The remaining northern portion is currently vacant.

**Items to be Addressed:** None.

## MASTER PLAN

The 2011 Master Plan designates that subject site and surrounding properties to the north, south, east as Mixed Use. Adjacent property to the west (Victoria Condos) is planned for Multiple-Family Residential.

The intent of the Dexter-Ann Arbor Road Corridor Mixed Use Future Land Use classification is to *encourage development that is distinct from the Village Center. This designation also plans for the following – Compact commercial center/node at Dan Hoey intersection with less intensive office or multiple-family residential uses throughout the rest of the corridor.*

Appropriate uses for the Dexter-Ann Arbor Corridor Mixed Use classification include a *commercial center* at Dan Hoey.

**Items to be Addressed:** None.

## NATURAL RESOURCES

The subject site is in an existing developed condition, significant natural features are not present.

*Items to be Addressed: None.*

## ESSENTIAL FACILITIES AND SERVICES

Municipal sewer and water currently serve the existing development and will be modified to allow for construction of the proposed outlot retail structure. We defer any comments related to the existing or proposed modifications of the on-site utility systems to the Township Engineer (OHM communication attached to this report).

*Items to be Addressed: See comments provided in OHM letter dated November 15, 2012.*

## PLANNED UNIT DEVELOPMENT STANDARDS

Section 19.08 C. outlines the Standards for Petition and Area Plan Review. The Planning Commission shall determine and shall provide evidence of same in its report to the Village Council, that the petition and area plan meet the following standards:

1. *The proposed PUD shall conform to the adopted Master Plan or any part thereof, or represents a land use policy, which, in the Planning Commission's opinion, is a logical and acceptable change to the adopted Master Plan.*

As described previously, the subject site and the majority of the surrounding area along the Dexter-Ann Arbor Corridor is classified as Dexter-Ann Arbor Road Corridor Mixed Use. The intent of the Dexter-Ann Arbor Road Corridor Mixed Use Future Land Use classification is to *encourage development that is distinct from the Village Center. This designation also plans for the following – Compact commercial center/node at Dan Hoey intersection with less intensive office or multiple-family residential uses throughout the rest of the corridor.* Appropriate uses for the Dexter-Ann Arbor Corridor Mixed Use classification include a *commercial center* at Dan Hoey.

Based upon the proposed amendment to the area plan, and the future land use of the area designated by the Master Plan, we find that the proposed modification to the area plan is a logical and acceptable change.

2. *The proposed PUD shall conform to the intent and all regulations and standards of a PUD District.*

The existing commercial complex was developed under a PUD agreement many years ago. The modification to the area plan is demonstrating a reconfiguration in the original outlot. Compliance with regulations and standards of the PUD district will be reviewed throughout this report.

- 3. The proposed PUD shall be adequately served by public utilities, facilities and services such as: highways, streets, police and fire protection, drainage courses, water and sanitary sewer facilities, refuse disposal; or that the persons or agencies responsible for the proposed development shall be able to properly provide such facilities and services.*

We defer any comments to the Village Engineer (OHM letter dated November 15, 2012).

- 4. Common open space, other common properties and facilities, individual properties, and all other elements of a PUD are so planned that they will achieve a unified open space and recreation area system, with open space-and all other elements in appropriate locations, suitably related to each other, the site and surrounding lands.*

A portion of the proposed retail building and supplementary parking will be located in the open space area currently provided at the northeast corner of the property. Additional landscaping and amenities are proposed for the open space area along Dan Hoey Road. A pedestrian element at the corner is also provided as a conceptual component that will be finalized during site plan review. At this time, we would like the applicant to provide at least a general concept of the pedestrian element.

- 5. The petitioner shall have made provision to assure that public and common areas will be or have been irrevocably committed for that purpose. Provisions shall have been made to provide for financing of improvement shown on the plan for open space and other common areas, and that proper maintenance of such improvements is assured.*

The applicant should provide documentation that the public and common areas have been committed for such purposes, and that financing for open space amenities and maintenance is available. This is particularly important for the pedestrian element on the corner as well as the remaining open space.

- 6. Traffic to, from, and within the site will not be hazardous or inconvenient to the project or the neighborhood. In applying this standard the Planning Commission shall consider, among other things, convenient routes for pedestrian traffic; relationship of the proposed project to main thoroughfares and street intersections; and the general character and intensity of the existing and potential development of the neighborhood.*

The existing development and the surrounding area are located at the intersection of Dexter-Ann Arbor and Dan Hoey Roads. Both of these roads are main thoroughfares, and any additional traffic created by the additional outlot development will be handled

through the existing curb cuts for the development at both Dexter-Ann Arbor and Dan Hoey Roads.

Traffic impacts will of course be dictated by the ultimate user(s) of the proposed retail store. Some general indication of what might be proposed will help determine the possible impacts. We provide the following traffic counts from ITE Trip Generation Tables for comparison:

- Free standing discount retail = 57 trips per day / 1,000 square feet of building.
- Fast food with drive-through = 496 trips per day / 1,000 square feet of building.
- Drive-in bank = 265 trips per day / 1,000 square feet of building.
- Pharmacy with drive-through = 88 trips per day / 1,000 square feet of building.

The above are provided for comparison purposes only and indicate the various traffic impacts to be expected for different uses. As the subject building is relatively large it is likely that some combination of uses would occur.

Pedestrian connections currently exist along both Dexter-Ann Arbor and Dan Hoey. The applicant demonstrates improvements in pedestrian access by providing sidewalk connections near the site driveway as well as from the Dexter-Ann Arbor Road and Dan Hoey Road intersection. The Village Engineer has indicated that the sidewalk ramps on the southeast corner of the intersection shall be updated to current ADA standards.

7. *The mix of housing unit types and densities, and the mix of residential and nonresidential uses shall be acceptable in terms of convenience, privacy, compatibility, and similar measures.*

The proposed PUD Area Plan does not demonstrate any residential component; therefore, this criterion does not apply.

8. *The Planning commission shall determine, where applicable, that noise, odor, light, or other external effects which are connected with the proposed use, will not adversely affect adjacent and neighboring lands and uses.*

As the site is currently developed as a commercial complex, the addition of the proposed retail building will not generate negative external effects in greater effect than the existing development. Specific site elements such as lighting and traffic impacts will be reviewed in greater detail during the site plan review process.

9. *The proposed development shall create a minimum disturbance to natural features and landforms.*

The subject site is in an existing developed condition, significant natural features are not present.

10. Streets shall follow topography, be property spaced, and be located and aligned in accordance with the intended function of each street. The property shall have adequate access to public streets. The plans shall provide suitable street connections to adjacent parcels, where applicable.

The existing development is accessed via both Dexter-Ann Arbor and Dan Hoey Roads. No additional access points or streets or street connections are proposed in conjunction with the amended Area Plan.

11. Pedestrian circulation shall be provided within the site, and shall interconnect all use areas, where applicable. The pedestrian system shall provide for a logical extension of pedestrian ways outside the site and to the edges of the PUD, where applicable.

Sidewalks are demonstrated along the north and west elevations of the proposed retail building. In addition, new pedestrian connections in the form of sidewalks and pedestrian crossings are demonstrated along the Dexter-Ann Arbor Road driveway and at various locations at the public sidewalk along both Dexter-Ann Arbor and Dan Hoey Roads.

**Items to be Addressed:** 1) We defer review of the site utilities and services to the Village Engineer. 2) Sidewalk ramps on the southeast corner of the intersection shall be updated to current ADA standards.

## SITE PLAN CONSIDERATIONS

### AREA, WIDTH, HEIGHT, SETBACKS

The subject site is zoned PUD within the Dexter-Ann Arbor Road Corridor with an underlying zoning classification of C-1, General Business. The dimensional requirements of the C-1, General Business district are as follows:

	<u>Required</u>	<u>Provided</u>
<b>Minimum Lot Area</b>	2 acres	9.49 acres
<b>Lot Width</b>	200 feet	Dexter-Ann Arbor Road – 460 feet Dan Hoey Road – 363 feet
<b>Building Setbacks:</b>		
<b>Front:</b>	25 feet	Dexter-Ann Arbor Road – 56 feet Dan Hoey Road – 91 feet
<b>Side:</b>	10 feet / 20 feet total	N/A

<b>Rear:</b>	25 feet	37 feet (existing structure)
<b>Building Height</b>	2.5 stories / 35 feet	1 story
<b>Maximum Lot Coverage</b>	-	20.2%

As demonstrated on the Area Plan, the proposed structure meets the minimum dimensional requirements of the C-1, General Business underlying zoning classification.

**Items to be Addressed:** None.

## NATURAL RESOURCES

The subject site is in an existing developed condition, significant natural features are not present.

**Items to be Addressed:** None.

## BUILDING LOCATION AND SITE ARRANGEMENT

The proposed retail building is proposed to be located in the northeast corner of the property adjacent to the intersection of Dexter-Ann Arbor and Dan Hoey Roads. Configuration of the existing parking lot will be modified to accommodate the proposed structure. Utilities will also be re-routed from the proposed building location. We defer further comment regarding the proposed building location and site arrangement to the Village Engineer.

**Items to be Addressed:** We defer comments related to building location and site arrangement to the Village Engineer.

## PARKING, LOADING

The applicant is proposing to modify the parking configuration to accommodate the new retail structure. The site currently contains 257 parking spaces; 26 additional parking spaces are proposed. The applicant should indicate why additional parking is necessary. It is our observation that this lot is underused much of the time. It is not our intention to promote additional impervious area that will not be used.

A loading area is depicted at the rear of the proposed retail structure 20 feet by 138 feet.

Complete detailed parking calculations and loading spacing calculations will be provided during site plan review once a use(s) is determined.

**Items to be Addressed:** 1) Provide indication of why additional parking is proposed. 2) Provide detailed parking calculations at the site plan stage of review.

## SITE ACCESS AND CIRCULATION

The subject site is accessed by one (1) shared drive (with Country Market) off of Dexter-Ann Arbor Road and one (1) drive off of Dan Hoey Road. The access points will not be modified as part of the proposed outlot development.

Circulation within the site will allow for two-way traffic patterns with the exception of the proposed drive-through which will produce one-way traffic at the south elevation of the proposed building. The drive aisle along the west building elevation where the drive-through window will be located is approximately twenty (20) feet wide allowing a drive-through lane and by-pass lane. The number of required stacking spaces is dependent upon the use, and therefore will be evaluated during site plan review.

Sidewalks are demonstrated along the north and west elevations of the proposed retail building. In addition, new pedestrian connections in the form of sidewalks and pedestrian crossings are demonstrated along the Dexter-Ann Arbor Road driveway and at various locations at the public sidewalk along both Dexter-Ann Arbor and Dan Hoey Roads.

**Items to be Addressed:** None.

## LANDSCAPING

The following landscape standards are taken from the Village ARC Overlay district standards. The ARC standards are generally more intensive than the standard landscape requirements. As this is being reviewed as an Area Plan, only conceptual landscape plan is required at this stage. A final landscape plan will be required at the time the final site plan is submitted to the Village. The following comments are provided for the information of the applicant in preparation for final site plan review.

**Composition** – Plant composition and size have not been provided, and are not required for this stage of review. Information related to type, size and number of each species shall be provided during site plan review.

**Greenbelt** – The greenbelt (street tree) plantings along Dexter-Ann Arbor and Dan Hoey Roads will remain.

**Parking Lot** – The proposed parking lot landscaping meets the requirements of 6.08. We note, however, that the dimensions of each parking lot island shall be provided during site plan review.

**Buffer Screen** – A landscape screen is required between the parking lot and Dexter-Ann Arbor Road. Parking area screening option #1 is demonstrated on the provided landscape plan. Shrubs will be added along both right-of-ways to enhance the parking lot screen. In addition, two (2) new street trees will be added along the Dexter-Ann Arbor Road right-of-way and one (1) new street tree along Dan Hoey Road.

**Site Landscaping** – A separate site landscape calculation is provided. Additional detail of site landscaping is required during site plan review.

**Details** – Planting and staking details will be required during site plan review.

**Refuse Container** – Location of a dumpster and enclosure has not been provided. This site element shall be included in the site plan submittal.

*Items to be Addressed: Provide complete landscape plan for site plan review.*

## LIGHTING

Lighting locations, fixture types, pole heights, and a photometric lighting plan are not required at this stage of the review process. A photometric plan with lighting fixture detail should be provided during site plan review.

*Items to be Addressed: Provide photometric plan and lighting details during site plan review.*

## SIGNS

No signage is proposed at this stage of the review. The location, placement and dimension of any signage should be provided during site plan review.

*Items to be Addressed: Location, placement and dimension of signage shall be provided for site plan review.*

## FLOOR PLAN AND ELEVATIONS

Floor plans and building elevations have not been provided, and are not required in this stage of review. The ARC overlay district has very specific architectural standards that must be met. Those standards include: building orientation, building scale, defined streetscape, building

materials and design, and other site elements. A detailed review of each of these standards will be conducted during site plan review.

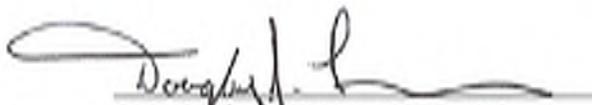
**Items to be Addressed:** *Provide floor plans and elevations for site plan review.*

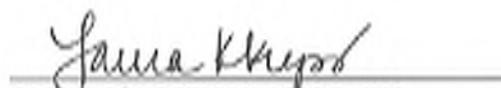
## RECOMMENDATIONS

Based upon our findings, we recommend the Planning Commission recommend approval of the Dexter Crossing Area Plan. The following items should be resolved during site plan review:

1. See comments related to essential services, facilities and utilities in OHM letter dated November 15, 2012
2. Provide a general concept of the pedestrian element.
3. Sidewalk ramps on the southeast corner of the intersection shall be updated to current ADA standards.
4. We defer additional comments related to building location and site arrangement to the Village Engineer.
5. Provide indication of why additional parking is proposed.
6. Provide detailed parking calculations at the site plan stage of review.
7. Provide a complete landscape plan for site plan review.
8. Provide photometric plan and lighting details during site plan review.
9. Location, placement and dimension of signage shall be provided for site plan review.
10. Provide floor plans and elevations for site plan review.

---

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

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

# DEXTER CROSSINGS COMMERCIAL

## VILLAGE OF DEXTER, WASHTENAW CO., MICHIGAN AREA PLAN - EXTENSION REQUEST A PLANNED UNIT DEVELOPMENT

### CONSULTANT

MIDWESTERN CONSULTING, LLC  
3815 PLAZA DRIVE  
ANN ARBOR, MI 48108  
PH: (734) 995-0200  
ATTN: TOM COVERT

### DEVELOPER/APPLICANT

DEXTER CROSSING ASSOCIATES, LLC  
C/O OXFORD COMPANIES  
210 S. FIFTH AVE.  
ANN ARBOR, MI 48104  
ATTN: ED FLAHERTY/LYLE BEDWITH



**NOTE**  
PLAN IS AN AMENDMENT TO THE APPROVED FINAL  
SITE PLAN OF 5/22/99



VICINITY MAP  
(NO SCALE)

### PROJECT NARRATIVE:

WE ARE REQUESTING AN EXTENSION TO THE APPROVED AREA PLAN FOR DEXTER CROSSING - COMMERCIAL CENTER.  
AS YOU KNOW SINCE PURCHASE AND THE APPROVAL OF THE NEW AREA PLAN IN 2012, CARGO HAS BEEN BUSY MAKING IMPROVEMENTS TO THE SITE.  
• SEALED THE PARKING SURFACES  
• ENHANCED THE BUILDING FACADE  
• GAINED TENANTS INCREASING THE VIBRANCY OF THE CENTER AS WELL AS DEVELOPING VACANCY  
• ADDED PARKING SPACES  
• RECONFIGURED A FEW BARRIER FREE SPACES  
• ADDED PEDESTRIAN BOARDWALKS  
• PERFORMED UTILITY MAINTENANCE  
• SCHEDULED / PROGRAMED SITE MAINTENANCE AND BEAUTIFICATION EFFORTS

THE AREA PLAN AS APPROVED WAS VERY INSTRUMENTAL IN ASSISTING CARGO IN THESE EFFORTS IN THAT THE AREA PLAN AS APPROVED ANSWERED MANY QUESTIONS LEFT OPEN BY THE PREVIOUS AREA PLAN. WITH AN APPROVED AREA PLAN IN PLACE, THERE IS DEFINITION PUT TO THE GENERAL LOCATION OF THE FUTURE BUILDING AS WELL AS ADDRESSING VEHICULAR ACCESS AND CIRCULATION, PEDESTRIAN ACCESS AND CIRCULATION AND OPEN SPACE LOCATIONS. THIS CREATES SOME ASSURANCES WITH FUTURE TENANTS AS WELL AS WITH EXISTING TENANTS WITH REGARD TO WHAT CAN BE EXPECTED IN THE NOT SO Distant FUTURE WITH REGARD TO DEVELOPMENT AT THE SITE.

ADDITIONALLY, WE WOULD NOTE THAT AS A PART OF TENANT IMPROVEMENTS AT THE SITE A SMALL NUMBER OF PARKING SPACES WERE APPROVED IN AN AMENDMENT TO THE FINAL SITE PLAN CONCURRENT WITH THE AREA PLAN AS APPROVED IN 2012. WITH THIS THERE WERE ALSO PEDESTRIAN BOARD IMPROVEMENTS AS WELL AS BARRIER FREE PARKING IMPROVEMENTS. PLANS FOR THESE WE HAVE INCLUDED WITH THIS SUBMITTAL FOR AREA PLAN EXTENSION.

### SHEET INDEX

- 2012 AREA PLAN
1. COVER SHEET
  2. EXISTING CONDITIONS - SITE ANALYSIS
  3. CONCEPTUAL LAYOUT PLAN
  4. CONCEPTUAL LANDSCAPE PLAN
  5. CONCEPTUAL UTILITY ROUTING PLAN
  6. CONCEPTUAL GRADING & SOIL EROSION CONTROL PLAN

- 2014 AMENDMENT TO FINAL SITE PLAN
1. COVER SHEET
  2. EXISTING CONDITIONS & REMOVALS
  3. LAYOUT, LANDSCAPE, GRADING, & SOIL EROSION CONTROL PLAN

### DEXTER CROSSINGS COMMERCIAL

JOB No. <b>14099</b>	SITE 01/17/14	<b>1</b>
REVISIONS	REV. DATE	
	DATE	
	DATE	
	DATE	

### MIDWESTERN CONSULTING

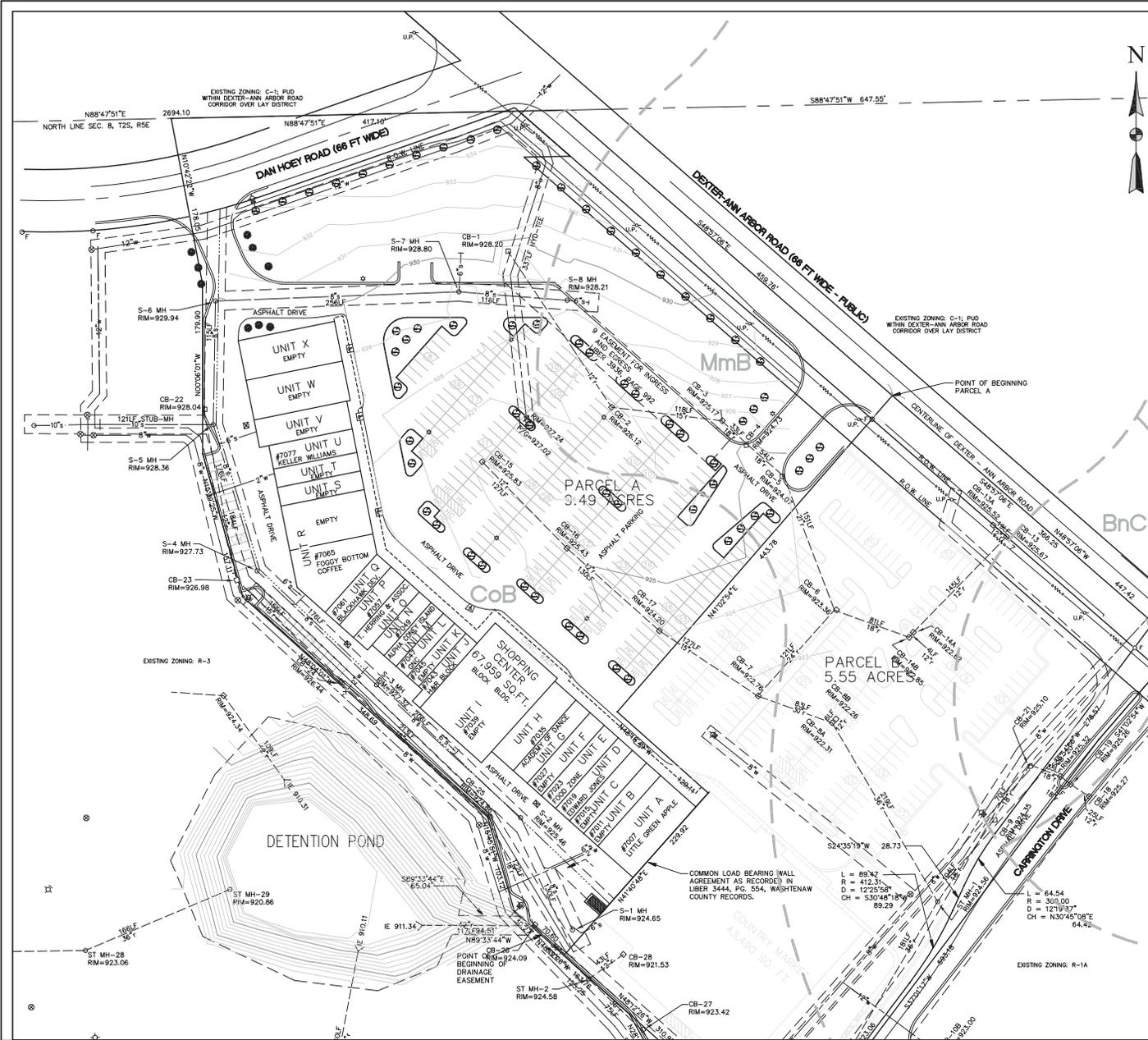
**MC** Civil, Environmental and Transportation Engineers  
Planners, Surveyors  
Landscape Architects

2815 Plaza Drive  
Ann Arbor, Michigan 48108  
Phone: (734) 995-0200  
Fax: (734) 995-0549

RELEASED FOR	DATE

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**LEGAL DESCRIPTION (BY OTHERS)**  
 TAX PARCEL ID# HD-08-08-200-013, HD-08-08-200-019  
 PARCEL A:  
 A PARCEL OF LAND IN THE WEST 1/2 SECTION 8, T2S, R5E, FORMERLY KNOWN AS 5010 TOWNSHIP, WASHINGTON COUNTY, MONTANA, DESCRIBED AS FOLLOWS:  
 COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 8, THENCE SOUTH 00°3'02" EAST 610.01 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 8, TO THE CENTERLINE OF DEXTER-ANN ARBOR ROAD; THENCE NORTH 48°57'00" WEST 43.66 FEET ALONG SAID CENTERLINE OF DEXTER-ANN ARBOR ROAD TO THE POINT OF BEGINNING;  
 THENCE S 41°02'54" W 136.60 FEET; THENCE S 37°01'17" W 98.18 FEET; THENCE N 42°22'19" W 137.62 FEET; THENCE N 28°45'07" W 84.54 FEET; THENCE N 48°12'28" W 163.76 FEET; THENCE N 15°40'51" W 103.12 FEET; THENCE N 48°40'01" W 348.60 FEET; THENCE N 15°39'25" W 157.11 FEET; THENCE N 00°00'01" W 178.80 FEET; THENCE N 10°42'22" W 178.00 FEET TO THE NORTH LINE OF SAID SECTION 8; THENCE N 88°47'50" E 417.10 FEET ALONG THE NORTH LINE OF SECTION 8 TO THE CENTERLINE OF DEXTER-ANN ARBOR ROAD, THENCE S 48°57'00" E 88.92 FEET ALONG THE CENTERLINE OF DEXTER-ANN ARBOR ROAD TO THE POINT OF BEGINNING.  
 PARCEL B:  
 A PARCEL OF LAND IN THE WEST 1/2 SECTION 8, T2S, R5E, FORMERLY KNOWN AS 5010 TOWNSHIP, WASHINGTON COUNTY, MONTANA, DESCRIBED AS FOLLOWS:  
 COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 8, THENCE SOUTH 00°3'02" EAST 610.01 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 8, TO THE CENTERLINE OF DEXTER-ANN ARBOR ROAD; THENCE NORTH 48°57'00" WEST 81.17 FEET ALONG SAID CENTERLINE OF DEXTER-ANN ARBOR ROAD TO THE POINT OF BEGINNING;  
 THENCE SOUTH 86°47'56" WEST 278.57 FEET; THENCE 64.54 FEET ALONG A CURVE TO THE LEFT WITH A CENTRAL ANGLE OF 12°19'37", 300.00 FOOT RADIUS, AND A CHORD BEARING SOUTH 30°45'08" WEST 84.42 FEET; THENCE SOUTH 24°04'50" WEST 29.73 FEET; THENCE 68.47 FEET ALONG THE ARC OF A CURVE TO THE RIGHT WITH A CENTRAL ANGLE OF 12°25'58", 412.31 FOOT RADIUS, AND A CHORD BEARING SOUTH 30°44'49" WEST 80.28 FEET; THENCE SOUTH 37°01'17" WEST 223.08 FEET; THENCE NORTH 48°12'28" WEST 310.88 FEET; THENCE NORTH 41°40'48" EAST 229.92 FEET; THENCE NORTH 48°18'49" WEST 129.11 FEET; THENCE NORTH 41°02'54" EAST 443.78 FEET TO THE CENTERLINE OF DEXTER-ANN ARBOR ROAD; THENCE SOUTH 48°57'00" EAST 366.25 FEET, ALONG THE CENTERLINE OF DEXTER-ANN ARBOR ROAD TO THE POINT OF BEGINNING.

**SOIL TYPES**  
 CoB - COVER LOAM, 0%-4% SLOPES  
 MmB - MAM LOAM, 2%-6% SLOPES  
 BnC - BOYER LOAMY SAND, 6%-12% SLOPES

**LEGEND**

652.5	EX. SPOT ELEVATION	⊙	EX. TELEPHONE MANHOLE
---	EX. CONTOUR	⊙	EX. ELECTRIC MANHOLE
---	EX. PROPERTY LINE	⊙	EX. ELECTRIC METER
---	EX. ADJACENT PROPERTY LINE	⊙	EX. GAS METER
---	EX. SECTION LINE	⊙	EX. LIGHT POLE
---	EX. EASEMENT LINE	⊙	EX. TRAFFIC SIGNAL BOX
---	EX. METLAND LIMITS	⊙	EX. UNIDENTIFIED MANHOLE
---	EX. CURB/PAVEMENT	⊙	EX. TRAFFIC SIGNAL POLE
---	EX. FENCE	⊙	EX. UTILITY POLE
---	EX. ORAVEL	⊙	EX. GUY WIRE
---	EX. 8" BITON	⊙	EX. SIGN
---	EX. GUARDRAIL	⊙	EX. MAILBOX
---	EX. WATER MAIN	⊙	EX. TREE (CONIFEROUS)
---	EX. WATER VALVE	⊙	EX. TREE (DECIDUOUS)
---	EX. HYDRANT	⊙	EX. SECTION CORNER
---	EX. WATER MANHOLE	⊙	FOUND IRON PIPE
---	EX. WELL	⊙	FOUND IRON ROD
---	EX. STORM SEWER	⊙	FOUND PIV NAIL
---	EX. STORM INLET/CATCH BASIN	⊙	FOUND CONIC MONUMENT
---	EX. STORM MANHOLE	⊙	SET IRON ROD
---	EX. STORM END SECTION	⊙	SET MAG NAIL
---	EX. SANITARY SEWER	⊙	SOIL TYPE
---	EX. SANITARY MANHOLE	⊙	SOIL LIMITS
---	EX. SANITARY AND GAS	⊙	
---	EX. GAS VALVE	⊙	
---	EX. OVERHEAD ELECTRIC	⊙	
---	EX. UNDERGROUND ELECTRIC	⊙	
---	EX. UNDERGROUND CABLE	⊙	
---	EX. TIE LINE	⊙	



CONSTRUCTION SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.



NOTE: BASE MAP INFORMATION PER AS-BUILT SURVEY COMPLETED BY MIDWESTERN CONSULTING DATED 01/03/2012. CONDITIONS FIELD VERIFIED BY METRO CONSULTING ASSOCIATES, OCTOBER 2012.

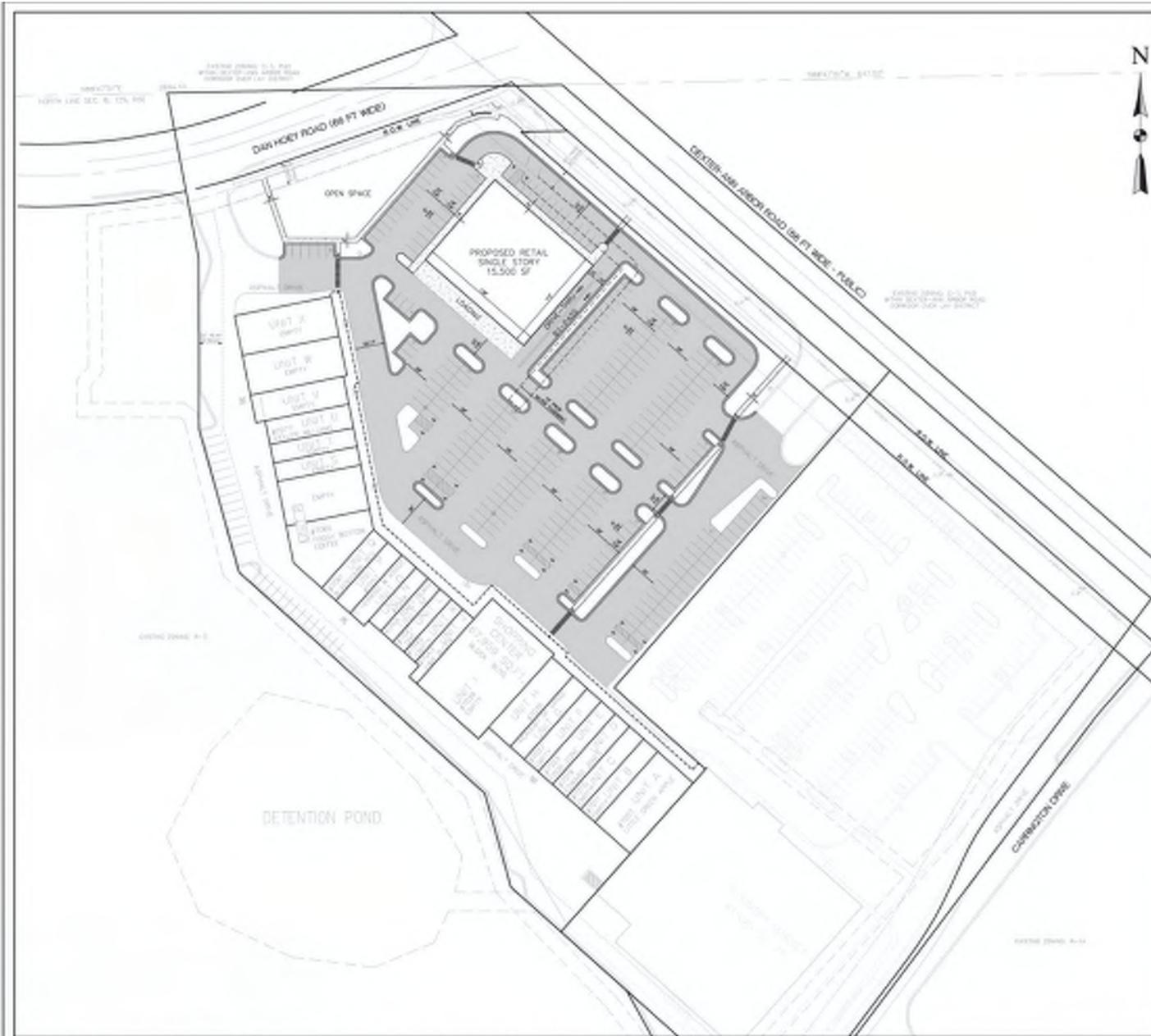
**PRELIMINARY - NOT FOR CONSTRUCTION**

ISSUED FOR:	AREA FOUR SUBMITTAL
DATE:	11-01-2012
BY:	
NO.	

**METRO CONSULTING ASSOCIATES**  
 6001 SCHUMER DRIVE  
 BELLEVILLE, IL 62209  
 PHONE: 734.483.1427 FAX: 734.483.3431  
 www.metroca.net

CLIENT NAME: OXFORD COMPANY, LLC  
**DEXTER CROSSINGS**  
 AREA PLAN  
 EXISTING CONDITIONS - SITE ANALYSIS

MCA JOB #	1037-12-5579
DATE	11-01-2012
DRAWN BY	CB
CHECK BY	TC
BOOK/CREW	
ADDRESS	780 DEXTER-ANN ARBOR
SECTION	8
TOWNSHIP	2 SOUTH
RANGE	5 EAST
COMMUNITY	VILLAGE OF DEXTER
COUNTY	WASHINGTON
SHEET	02



**SITE DATA**

PARAMETER	REQUIREMENTS	EXISTING
ZONING	C-1, GEN. BUSINESS AND WITH SERVICE AND REPAIR AND CONCRETE OVER LOTS CONTACT	C-1, GEN. BUSINESS AND WITH SERVICE AND REPAIR AND CONCRETE OVER LOTS CONTACT
SITE AREA	2.00 ACRES MIN.	3.49 ACRES
LOT WIDTH	200 FT.	162' (DAN HICKEY ROAD) 84' (DAN HICKEY ROAD)
BUILDING SETBACK FRONT	20' MIN.	50' (DEXTER-AND-ASHBURN ROAD) 50' (DAN HICKEY ROAD) 20' (EAST)
SETBACK REAR	10' (DAN HICKEY ROAD) 20' MIN.	20' (EAST)
BUILDING FLOOR AREA	145,000 SF MAX.	145,000 SF PROP. 145,000 SF TOTAL 1 STORY
BUILDING HEIGHT	30' (DAN HICKEY ROAD) 35' (EAST)	30' (EAST)
LOT COVERAGE (2000)	N/A	20.0%
PARKING SPACES	20' (DAN HICKEY ROAD) 20' (EAST)	24
ACCESSIBLE	12' (DAN HICKEY ROAD) 12' (EAST)	12
OPEN SPACE	N/A	1.00 AC / 43,540 SF (EAST)

**LEGEND**

01	01 SITE ELEVATION	04	04 TELEPHONE MAINLINE
02	02 CONTOUR	05	05 ELECTRIC MAINLINE
03	03 PROPERTY LINE	06	06 GAS MAINLINE
04	04 ADJACENT PROPERTY LINE	07	07 GAS METER
05	05 SECTION LINE	08	08 UNDEVELOPED SURVEY
06	06 SURVEY LINE	09	09 TRAFFIC SIGNAL BOX
07	07 METEORIC LIGHTS	10	10 TRAFFIC SIGNAL POST
08	08 (UN)DEVELOPED	11	11 TRAFFIC SIGNAL
09	09 FENCE	12	12 TRAFFIC SIGNAL
10	10 (UN)DEVELOPED	13	13 TRAFFIC SIGNAL
11	11 DRIVE	14	14 TRAFFIC SIGNAL
12	12 DRIVE	15	15 TRAFFIC SIGNAL
13	13 DRIVE	16	16 TRAFFIC SIGNAL
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96	96 DRIVE	99	99 TRAFFIC SIGNAL
97	97 DRIVE	100	100 TRAFFIC SIGNAL

**METRO CONSULTING ASSOCIATES**  
 6001 SCHOMBER DRIVE  
 BELLEVILLE, MISSOURI 63711  
 PHONE: 734-843.3437 FAX: 734-843.3431  
 WWW.MCASSOCIATES.COM

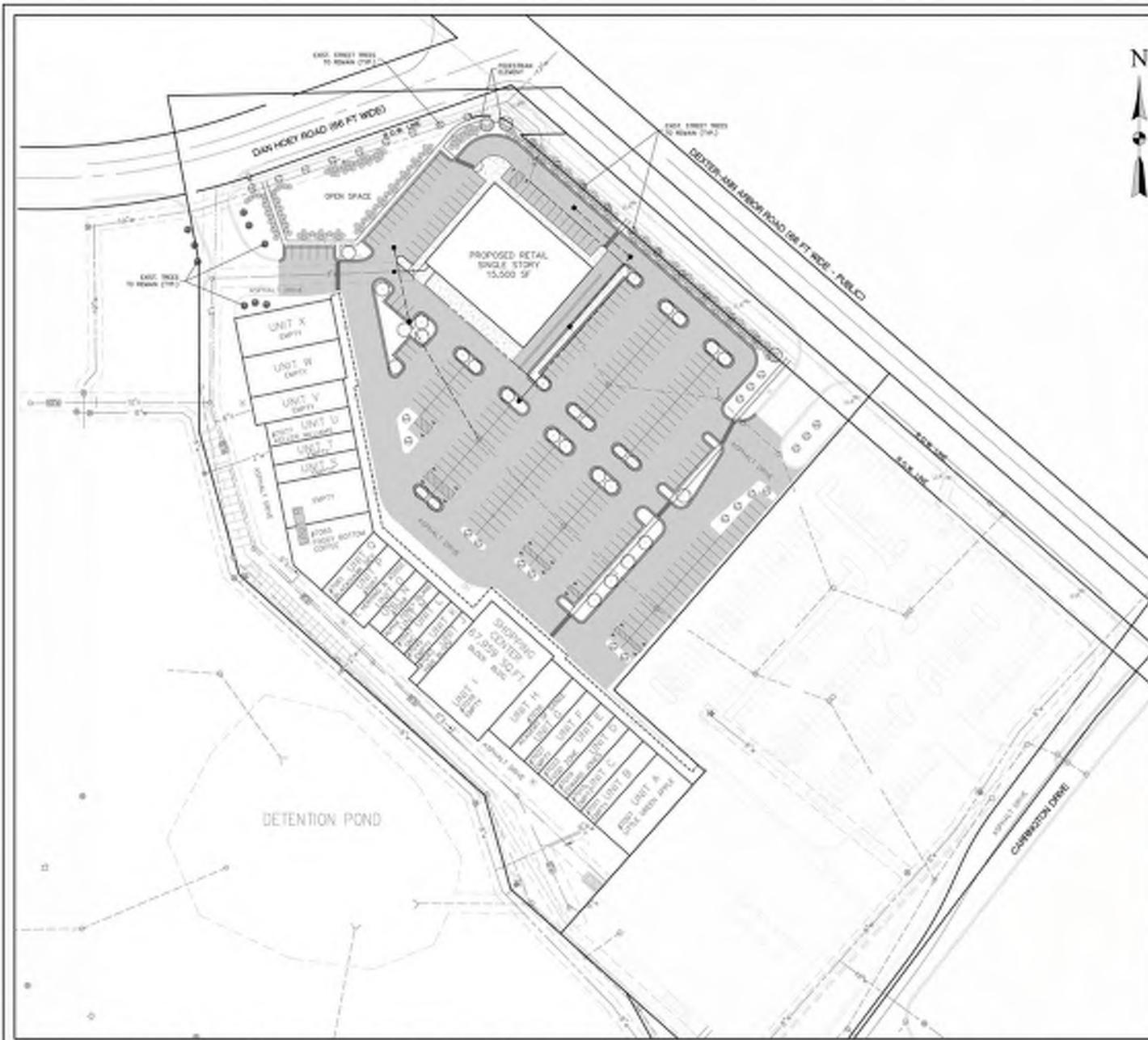
CLIENT NAME: OXFORD COMPANY, LLC  
**DEXTER CROSSINGS**  
 AREA PLAN  
 CONCEPTUAL LAYOUT PLAN

GRAPHIC SCALE  
 1" = 50' (PLAN)  
 1" = 10' (SECTION)  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 DATE: 11/11/2010  
 ADDRESS: 10000 W. 100th St., Overland Park, KS 66214  
 PHONE: 913-241-1100  
 FAX: 913-241-1101  
 SHEET: 03

CONTRACTOR'S SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AND STATE AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AND STATE AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AND STATE AUTHORITIES.



**PRELIMINARY - NOT FOR CONSTRUCTION**



**LANDSCAPE CALCULATIONS**

ITEM	QUANTITY	REMARKS
<b>EXISTING TREES - DEXTER-48th AVENUE ROAD AND LOT</b>		
WATER	104	PROPOSED
SHRUBS	174	PROPOSED
<b>EXISTING TREES - DAN HOEY ROAD AND LOT</b>		
WATER	104	PROPOSED
SHRUBS	174	PROPOSED
<b>NEW TREES - DEXTER-48th AVENUE ROAD AND LOT</b>		
WATER	104	PROPOSED
SHRUBS	174	PROPOSED
<b>NEW TREES - DAN HOEY ROAD AND LOT</b>		
WATER	104	PROPOSED
SHRUBS	174	PROPOSED
<b>TOTAL LANDSCAPING</b>		
WATER	416	PROPOSED
SHRUBS	678	PROPOSED

**LANDSCAPE NOTES**

- THIS PLAN IS FOR PLANNING PURPOSES ONLY.
- FIELD MEASUREMENTS AND DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE NOTED.
- IN THE EVENT THE PLANT LIST DOES NOT MATCH THE PLAN, THE PLAN SHALL PREVAIL.
- ALL LANDSCAPING SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH ALL APPLICABLE STANDARDS AND REGULATIONS. PLANT MATERIAL SHALL BE DELIVERED WITH ONE YEAR OF AGE. THE MOST APPROPRIATE PLANTING METHOD SHALL BE USED.
- ALL EXISTING TREES TO REMAIN THAT ARE DAMAGED DURING CONSTRUCTION SHALL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON.
- THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND CONDUCTING ALL NECESSARY FIELD WORK. PLANTING SHALL BE COMPLETED WITHIN 180 DAYS OF THE START OF CONSTRUCTION.
- PLANT TREES AND SHRUBS AT THE SAME PLANTING LEVEL AT WHICH THEY WERE GROWN IN THE COUNTRY OF ORIGIN. PLANT TREES AND SHRUBS SHALL BE PLANTED AT A DEPTH OF 1/2 OF THE ROOT BALL ABOVE THE GRADE.
- REMOVE ALL TREES, WITH NUMBER TREE GUARDS, TAGS AND FENCED BARRIERS FROM ROOT BALLS. PULL BACK THE TOP 1/2 OF BURLAP FROM (EARTH BALLS) AND REMOVE ANY BURLAP AROUND TREE TRUNKS.
- ALL LANDSCAPING AREAS SHALL BE EXCAVATED TO ALL BUILDING CONSTRUCTION MATERIAL AND FLOOR SLABS TO A DEPTH OF 12" AND BACKFILLED WITH SOIL BELOW FINISHED PLANTING GRADE.
- SHRUBS, TREES, BENCHES, ALL FENCES AND WALKWAYS SHALL BE INSTALLED TO TOP OF CURB OR WALK TO SUPPORT VEHICLES AND PEDESTRIANS WITHOUT SETBACKS.
- ALL UNGRADED AREAS SHALL BE SPREAD WITH A MINIMUM 4 INCHES OF TOPSOIL AND SEEDING.
- ALL UNGRADED AREAS SHALL BE PROVIDED WITH A READY AVAILABLE WATER SUPPLY. NEWLY PLANTED MATERIALS SHALL BE REGULARLY WATERED UNTIL ESTABLISHED.
- IF AN APPROVED SPECIES IS NO LONGER AVAILABLE DUE TO QUANTITY, THE CONTRACTOR SHALL OBTAIN A WRITTEN SUBSTITUTION FROM THE SUPPLIER. THE SUBSTITUTION SHALL BE APPROVED BY THE ARCHITECT.
- UNAPPROVED PLANTING MATERIALS SHALL NOT BE USED FOR ALL MATERIALS AND SPECIES TO BE PLANTED TO BE IDENTIFIED BY THE CONTRACTOR. PLANTING MATERIALS SHALL BE IDENTIFIED BY THE CONTRACTOR. PLANTING MATERIALS SHALL BE IDENTIFIED BY THE CONTRACTOR. PLANTING MATERIALS SHALL BE IDENTIFIED BY THE CONTRACTOR.
- PLANT MATERIAL SHALL NOT INTERFERE WITH SIGN DETECTION CHANNELS.

**LEGEND**

EXISTING TREES	EX SHRUBS	EX TELEPHONE WIRE
NEW TREES	EX SHRUBS	EX ELECTRICAL WIRE
EXISTING PROPERTY LINE	EX PROPERTY LINE	EX LIGHTING
NEW PROPERTY LINE	EX EXISTING PROPERTY LINE	EX SIGNAGE
EXISTING DRIVE	EX DRIVE	EX DRIVE
NEW DRIVE	EX DRIVE	EX DRIVE
EXISTING SIDEWALK	EX SIDEWALK	EX SIDEWALK
NEW SIDEWALK	EX SIDEWALK	EX SIDEWALK
EXISTING CURB	EX CURB	EX CURB
NEW CURB	EX CURB	EX CURB
EXISTING FENCE	EX FENCE	EX FENCE
NEW FENCE	EX FENCE	EX FENCE
EXISTING UTILITY	EX UTILITY	EX UTILITY
NEW UTILITY	EX UTILITY	EX UTILITY
EXISTING WATER	EX WATER	EX WATER
NEW WATER	EX WATER	EX WATER
EXISTING SANITARY	EX SANITARY	EX SANITARY
NEW SANITARY	EX SANITARY	EX SANITARY
EXISTING GAS	EX GAS	EX GAS
NEW GAS	EX GAS	EX GAS
EXISTING CABLE	EX CABLE	EX CABLE
NEW CABLE	EX CABLE	EX CABLE

CONSTRUCTION AND SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND CONDUCTING ALL NECESSARY FIELD WORK. PLANTING SHALL BE COMPLETED WITHIN 180 DAYS OF THE START OF CONSTRUCTION. UNAPPROVED PLANTING MATERIALS SHALL NOT BE USED FOR ALL MATERIALS AND SPECIES TO BE PLANTED TO BE IDENTIFIED BY THE CONTRACTOR. PLANTING MATERIALS SHALL BE IDENTIFIED BY THE CONTRACTOR. PLANTING MATERIALS SHALL BE IDENTIFIED BY THE CONTRACTOR.



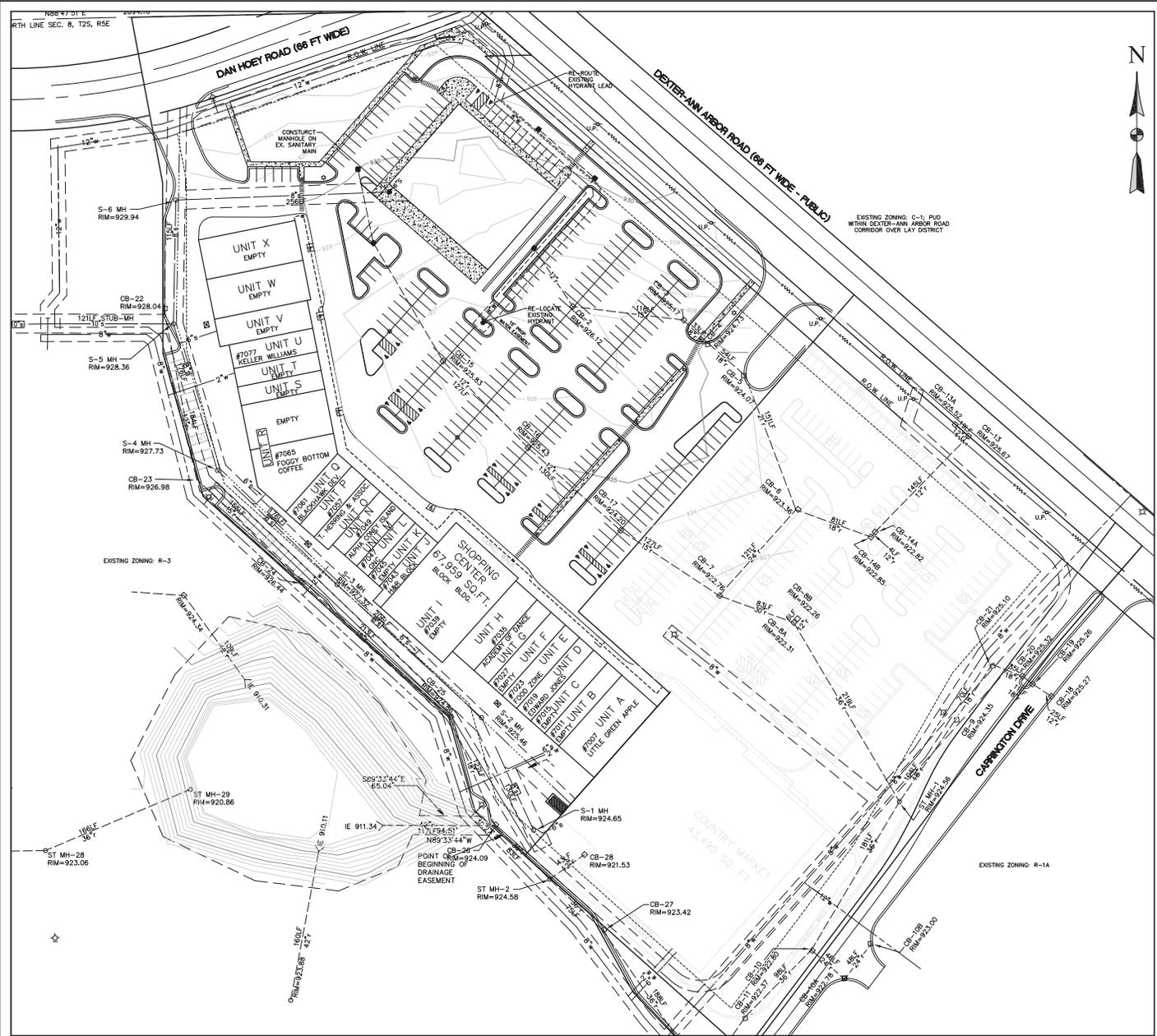
**PRELIMINARY - NOT FOR CONSTRUCTION**

GRAPHIC SCALE  
1" = 50' (AS SHOWN)

CLIENT NAME: DEXTER COMPANY, L.L.C.  
**DEXTER CROSSINGS**  
 AREA PLAN  
 CONCEPTUAL LANDSCAPE PLAN

DATE: 11-09-2012  
 DRAWN BY: CR  
 CHECK BY: CR  
 PROJECT: 10-000-00-000  
 SHEET: 04  
 COUNTY: EL DORADO  
 CITY: BUCKHORN

**METRO CONSULTING ASSOCIATES**  
 6500 SOUTHWEST CORNER  
 BELLEVILLE, MISSOURI 63711  
 PHONE: 734.483.1427 FAX: 734.483.3431  
 WWW.METROCONS.COM



**LEGEND**

	PR. SPOT ELEVATION
	PR. CONTOUR
	PR. SWALLOW ARROW
	PR. DITCH/SWALE
	PR. GRAVEL
	PR. EXPOSED LINE
	PR. SETBACK LINE
	PR. CURB/PAVEMENT
	PR. FENCE
	PR. ASPHALT PAVEMENT
	PR. CONCRETE PAVEMENT
	PR. CONCRETE WALK
	PR. GUARDRAIL
	PR. SIDEWALK RAMP
	PR. WATER MAN
	PR. WATER VALVE
	PR. HYDRANT
	PR. WATER VALVE IN MANHOLE
	PR. WELL
	PR. STORM SEWER
	PR. STORM INLET/CATCH BASIN
	PR. STORM MANHOLE
	PR. STORM END SECTION
	PR. DOWNSPOUT CONNECTION
	PR. D.S.
	PR. SANITARY SEWER
	PR. SANITARY MANHOLE
	PR. CLEANOUT
	PR. UTILITY CROSSING LOCATION
	PR. UNDERGROUND GAS
	PR. GAS VALVE
	PR. LIGHT POLE
	PR. HYDRANT
	PR. WATER VALVE
	PR. WATER MAN
	PR. ELECTRIC MANHOLE
	PR. WELL
	PR. STORM SEWER
	PR. STORM INLET/CATCH BASIN
	PR. STORM MANHOLE
	PR. STORM END SECTION
	PR. SANITARY MANHOLE
	PR. UNDERGROUND GAS
	PR. GAS VALVE
	PR. OVERHEAD ELECTRIC
	PR. UNDERGROUND ELECTRIC
	PR. UNDERGROUND CABLE
	PR. TELEPHONE MANHOLE
	PR. ELECTRIC MANHOLE
	PR. ELECTRIC METER
	PR. GAS METER
	PR. LIGHT POLE
	PR. TRAFFIC SIGNAL BOX
	PR. UNDERGROUND MANHOLE
	PR. TRAFFIC SIGNAL POLE
	PR. UTILITY POLE
	PR. WIRE

ISSUED FOR:	AREA FOUR SUBMITTAL
DATE:	11-01-2012
REV:	0

**METRO CONSULTING ASSOCIATES**  
 6001 SCHUMER DRIVE  
 BELLVILLE, OHIO 45111  
 PHONE: 734.483.1427 FAX: 734.483.3431  
 www.metroca.net

CLIENT NAME: OXFORD COMPANY, LLC  
**DEXTER CROSSINGS**  
 AREA PLAN  
 CONCEPTUAL UTILITY ROUTING PLAN

GRAPHIC SCALE  
 0 30 60 120  
 1 inch = 60 feet  
 (24"x36" DRAWINGS ONLY)

MCA JOB # 1037-12-5579

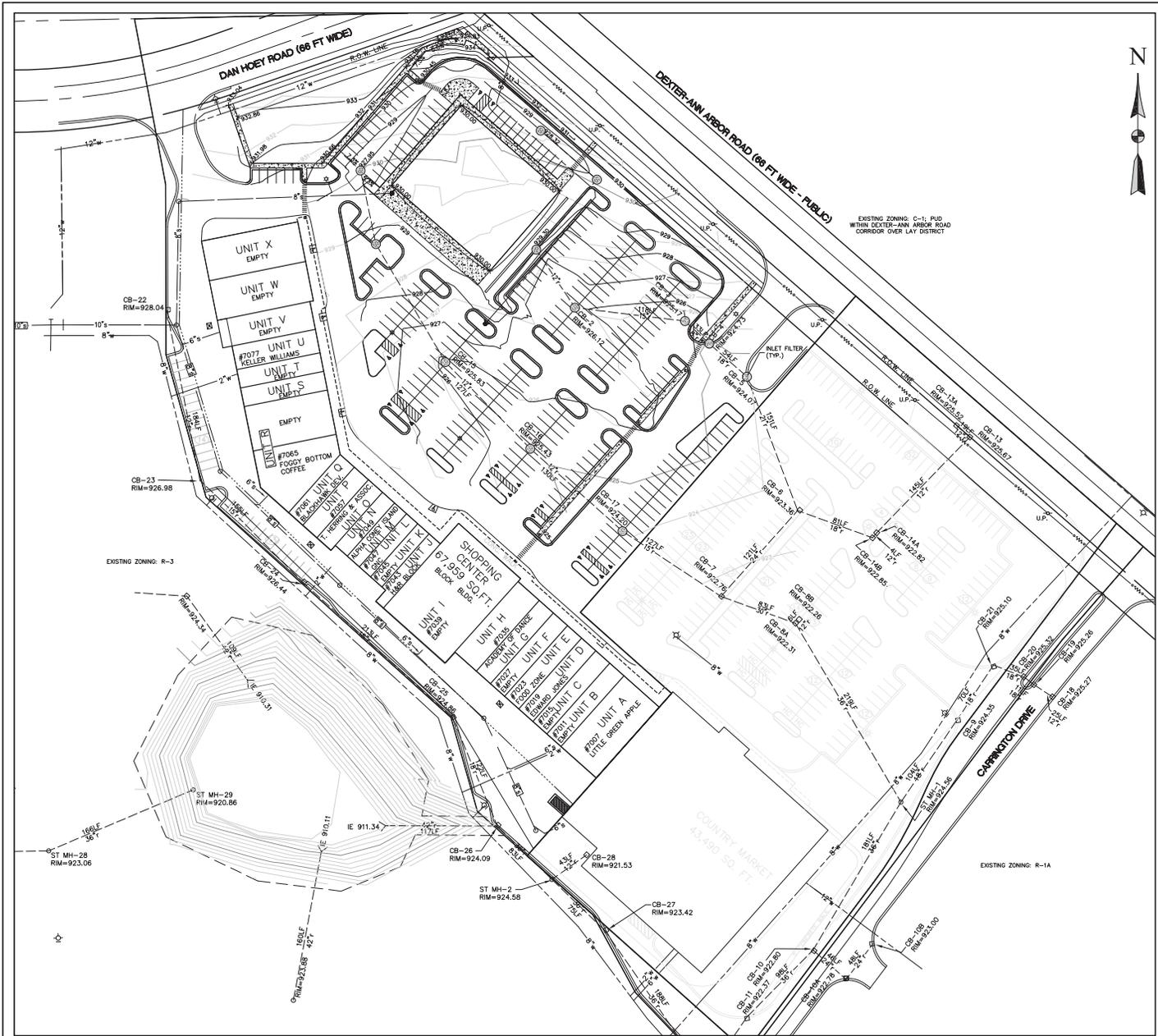
DATE:	11-01-2012
DRAWN BY:	CB
CHECK BY:	TC
BOOK/CREW:	
ADDRESS:	780 DEXTER-ANN ARBOR
SECTION:	8
TOWNSHIP:	2 SOUTH
RANGE:	5 EAST
COMMUNITY:	VILLAGE OF DEXTER
COUNTY:	WASHTENAW
SHEET:	06

CONSTRUCTION SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.



**PRELIMINARY - NOT FOR CONSTRUCTION**



**LEGEND**

	PR. SPOT ELEVATION
	PR. CONTOUR
	PR. SWALLOW ARROW
	PR. & DITCH/SWALE
	PR. GRAVEL
	PR. EXPOSED LINE
	PR. SETBACK LINE
	PR. CURB/PAVEMENT
	PR. FENCE
	PR. ASPHALT PAVEMENT
	PR. CONCRETE PAVEMENT
	PR. CONCRETE WALK
	PR. GUARDRAIL
	PR. SIDEWALK RAMP
	PR. WATER MAIN
	PR. WATER VALVE
	PR. HYDRANT
	PR. WATER VALVE IN MANHOLE
	PR. WELL
	PR. STORM SEWER
	PR. STORM INLET/CATCH BASIN
	PR. STORM MANHOLE
	PR. STORM END SECTION
	PR. SANITARY SEWER
	PR. SANITARY MANHOLE
	PR. SANITARY MANHOLE
	PR. UTILITY CROSSING LOCATION
	PR. UNDERGROUND GAS
	PR. GAS VALVE
	PR. UNDERGROUND ELECTRIC
	PR. UNDERGROUND CABLE
	EX. STORM MANHOLE
	EX. STORM END SECTION
	EX. SANITARY MANHOLE
	EX. UNDERGROUND GAS
	EX. GAS VALVE
	EX. OVERHEAD ELECTRIC
	EX. UNDERGROUND ELECTRIC
	EX. UNDERGROUND CABLE
	EX. TELEPHONE MANHOLE
	EX. ELECTRIC METER
	EX. GAS METER
	EX. LIGHT POLE
	EX. TRAFFIC SIGNAL BOX
	EX. UNDERGROUND MANHOLE
	EX. TRAFFIC SIGNAL POLE
	EX. UTILITY POLE
	EX. CITY WIRE

REV.	DATE	ISSUED FOR
0	11-01-2012	AREA PLAN SUBMITTAL

**METRO CONSULTING ASSOCIATES**  
 6001 SCHUMER DRIVE #6111  
 BELLEVILLE, IL 62209  
 PHONE: 734.483.1427 FAX: 734.483.1431  
 www.metroca.net

CLIENT NAME: OXFORD COMPANY, LLC  
**DEXTER CROSSINGS**  
 AREA PLAN  
 CONCEPTUAL GRADING &  
 SOIL EROSION CONTROL PLAN

GRAPHIC SCALE  
 0 30 60 120  
 1 inch = 60 feet  
 (24"x36" DRAWINGS ONLY)

MCA JOB # 1037-12-5579

DATE:	11-01-2012
DRAWN BY:	CB
CHECK BY:	TC
BOOK/CREW:	
ADDRESS:	780 DEXTER ANN ARBOR
SECTION:	8
TOWNSHIP:	2 SOUTH
RANGE:	5 EAST
COMMUNITY:	VILLAGE OF DEXTER
COUNTY:	WASHINGTON

SHEET: 06

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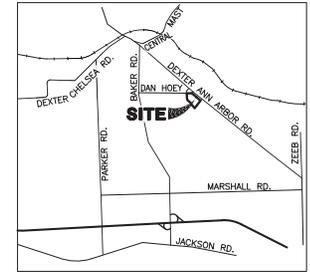
**PRELIMINARY - NOT FOR CONSTRUCTION**

# DEXTER CROSSINGS COMMERCIAL

## VILLAGE OF DEXTER, WASHTENAW CO., MICHIGAN AMENDMENT TO FINAL SITE PLAN A PLANNED UNIT DEVELOPMENT

CIVIL ENGINEER/PLANNER  
MIDWESTERN CONSULTING, LLC  
3815 PLAZA DRIVE  
ANN ARBOR, MI 48108  
PH: (734) 995-0200  
ATTN: TOM COVERT

DEVELOPER/APPLICANT  
DEXTER CROSSING ASSOCIATES, LLC  
C/O OXFORD COMPANIES  
210 S. FIFTH AVE.  
ANN ARBOR, MI 48104  
ATTN: ED FLAHERTY/LYLE BECKWITH



VICINITY MAP  
(NO SCALE)

### PROJECT NARRATIVE

THE PROPOSED PROJECT IS TO MOVE THE LOCATION OF THREE APPROVED PARKING SPACES AND ADD 3 PARKING SPACES TO THE SITE IN THE VICINITY OF THE WESTERN END OF THE BUILDING. BASED WITH THE ADDITION OF TENANT AT THE WESTERN END OF THE BUILDING IT HAS COME TO OUR ATTENTION THAT THE PARKING WOULD BETTER SERVE THIS UNIT IF IT WERE MOVED TO A LOCATION DIFFERENT TO THE CURRENTLY APPROVED FINAL SITE PLAN. WITH THIS WE WOULD ALSO LIKE TO CONSTRUCT 3 ADDITIONAL SPACES TO SERVE THIS UNIT AND THE PATRONS TO THIS UNIT.

WITH THIS PROJECT WE ARE NOT PROPOSING ANY NEW SITE UTILITIES; WE ANTICIPATE THE STORM WATER PATTERNS TO REMAIN UNCHANGED; AND WE WILL BE ADDING TWO (2) TREES AND TWELVE (12) SHRUBS AS REQUIRED BY THE LANDSCAPE SCREENING REQUIREMENTS.



NOTE  
PLAN IS AN AMENDMENT TO THE APPROVED FINAL  
SITE PLAN OF 5/22/98

### SHEET INDEX

1. COVER SHEET
2. EXISTING CONDITIONS & REMOVALS
3. LAYOUT, LANDSCAPE, GRADING, AND SOIL EROSION CONTROL PLAN

### DEXTER CROSSINGS COMMERCIAL

JOB No. <b>14099</b>	DATE: 6/25/14	SHEET 1 OF <b>1</b>
REVISIONS:	REV. DATE	CADD: DAG
REV. PER VILLAGE REVIEW	7/22/14	ENG: TC
REV. PER VILLAGE COUNCIL MEETING	7/15/14	ENG: TC
		TECH: 14099CVT.DWG

### MIDWESTERN CONSULTING

**MC** Civil, Environmental and Transportation Engineers  
Planners, Surveyors  
Landscape Architects

3815 Plaza Drive  
Ann Arbor, Michigan 48108  
Phone: 734.995.0200  
Fax: 734.995.0599

RELEASED FOR:	DATE	P.F. #





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# VILLAGE OF DEXTER

[cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov)

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 11 Fax (734)426-5614

## MEMO

**To: President Keough and Village Trustees**  
**From: Courtney Nicholls, Village Manager**  
**Date: October 6, 2014**  
**Re: Approval to Submit Grant**

**Agenda:** 10/13/2014

**Item:** L2

The Michigan Council for Arts and Cultural Affairs has a mini-grant program that provides up to \$4,000 for art projects. The mini-grants are reviewed and awarded by the Arts Alliance. Last year, the Village received \$2,000 towards expenses related to the Plein Air Festival.

The Arts, Culture & Heritage Committee would like to apply for a 2015 grant for Plein Air in the amount of \$2,500. The application for the grant is due October 15. The required 50% match can be made with the entry fees received by the artist, corporate sponsorships and the painting sale. The grant would be used to pay for portions of the cost of the children's event (\$500), stipends to presenters/jurors (\$500), adult painting class (\$500) and advertising (\$1000).

The rules of the grant require the governing body's approval. Please approve the request from the Arts, Culture & Heritage Committee to submit a mini-grant application to the MCACA for up \$2,500 for the Plein Air Festival.

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# VILLAGE OF DEXTER

[cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov)

8140 Main Street Dexter, MI 48130-1092  
5614

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

MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Village Manager**  
**Date: October 6, 2014**  
**Re: 2014 Concrete Repair Program – Bid Award for Curb Work**

**Agenda:** 10/13/2014

**Item:** L3

At the September 22, 2014 Council meeting the bid for 2014 concrete work in the Village was awarded to GM & Sons for a not to exceed amount of \$30,000. At this time staff did not recommend awarding the curb work portion of the bid. Since the meeting we have received information that we will be receiving an additional \$22,000 in Act 51 funding from the State of Michigan and approx. \$110,000 in road funding from the countywide road millage.

Staff would now like to recommend awarding the remainder of the bid for the curb work to GM & Sons for \$13,000, with an additional \$2,000 contingency, for a total not to exceed amount of \$45,000.

The sidewalk work that was approved in September will begin in October 13, 2014.



Client: VILLAGE OF DEXTER  
 Project: 2014 Sidewalk Bid  
 OHM JN: 0130-14-0011  
 Sheet: Distribution of Project Costs  
 Date: 9/17/2014 By: PMD  
 Checked: \_\_\_\_\_

**PROJECT WORK SHEET**

architects. engineers. planners.

Inverness Stairway Removal				
Item	Quantity	Unit	Unit Cost	Total Cost
Remove Concrete Stairs	1	Ls	\$ 750.00	\$ 750.00
Concrete Sidewalk Ramp , 4 inch	300	sft	\$ 15.00	\$ 4,500.00
Project Earthwork	1	ls	\$ 2,450.00	\$ 2,450.00
Retaining Wall Repair	0	sqft	\$ 150.00	\$ -
3" Topsoil, Seed and Mulch	90	syd	\$ 15.00	\$ 1,350.00
			<i>Original</i>	
<b>SUBTOTAL</b>			\$ 10,550.00	\$ <b>9,050.00</b>

Residential Sidewalk Replacement				
Item	Quantity	Unit	Unit Cost	Total Cost
Remove Sidewalk and Pavement	151	syd	\$ 22.50	\$ 3,397.50
Concrete Sidewalk, 4 inch	610	Sft	\$ 4.50	\$ 2,745.00
Concrete Sidewalk, 6 inch	500	Sft	\$ 5.00	\$ 2,500.00
Concrete Driveway - Non Reinf, 6 inch	28	Syd	\$ 45.00	\$ 1,250.00
			<i>Original</i>	
<b>SUBTOTAL</b>			\$ 8,082.50	\$ <b>9,892.50</b>

Curb Replacement				
Item	Quantity	Unit	Unit Cost	Total Cost
Remove Concrete Curb and Gutter	288	Ft	\$ 15.00	\$ 4,320.00
Concrete Curb & Gutter, Mountable	200	Ft	\$ 30.00	\$ 6,000.00
Concrete Curb & Gutter, Barrier	88	Ft	\$ 30.00	\$ 2,640.00
			<i>Original</i>	
<b>SUBTOTAL</b>			\$ 12,960.00	\$ <b>12,960.00</b>

Incidental Costs				
Item	Quantity	Unit	Unit Cost	Total Cost
Incidental Costs	1	LS	\$ 3,450.00	\$ 3,450.00
<b>SUBTOTAL</b>				\$ <b>3,450.00</b>

SUBJECT	BY	SHEET NO.	JOB NUMBER
	DATE		

10/7/2014

1 of 2

(print date)



Client: VILLAGE OF DEXTER  
 Project: 2014 Sidewalk Bid  
 OHM JN: 0130-14-0011  
 Sheet: Distribution of Project Costs  
 Date: 9/17/2014 By: PMD  
 Checked: \_\_\_\_\_

**PROJECT WORK SHEET**

architects. engineers. planners.

Baker Road Sidewalk Repair				
Item	Quantity	Unit	Unit Cost	Total Cost
Remove Sidewalk and Pavement	109	syd	\$ 22.50	\$ 2,452.50
Concrete Sidewalk, 4 inch	275	Sft	\$ 4.50	\$ 1,237.50
Concrete Driveway - Non Reinf, 6 inch	78	Syd	\$ 45.00	\$ 3,520.00
Embankment, CIP	2	Cyd	\$ 30.00	\$ 60.00
Remove Concrete Curb and Gutter	5	Ft	\$ 15.00	\$ 75.00
Concrete Curb & Gutter, Mountable	5	Ft	\$ 30.00	\$ 150.00
3" Topsoil, Seed and Mulch	10	syd	\$ 15.00	\$ 150.00
			<i>Original</i>	
<b>SUBTOTAL</b>			\$ 7,420.00	\$ <b>7,645.00</b>

<del>Forest Street Sidewalk</del>				
<del>Item</del>	<del>Quantity</del>	<del>Unit</del>	<del>Unit Cost</del>	<del>Total Cost</del>
<del>Remove Sidewalk and Pavement</del>	<del>89</del>	<del>syd</del>	<del>\$ 22.50</del>	<del>\$ 2,002.50</del>
<del>Concrete Sidewalk, 4 inch</del>	<del>650</del>	<del>Sft</del>	<del>\$ 4.50</del>	<del>\$ 2,925.00</del>
<del>Concrete Sidewalk, 6 inch</del>	<del>155</del>	<del>Sft</del>	<del>\$ 5.00</del>	<del>\$ 775.00</del>
<del>Embankment, CIP</del>	<del>10</del>	<del>Cyd</del>	<del>\$ 30.00</del>	<del>\$ 300.00</del>
<del>3" Topsoil, Seed and Mulch</del>	<del>70</del>	<del>syd</del>	<del>\$ 15.00</del>	<del>\$ 1,050.00</del>
<del>SUBTOTAL</del>			<del>\$</del>	<del>\$ 7,052.50</del>

PROJECT TOTAL				
Work Items	Authorized	Anticipated	Actual	
Inverness Stairway Removal	\$ 10,550.00	\$ 9,050.00	TBD	
Residential Sidewalk Replacemen	\$ 8,082.50	\$ 9,892.50	TBD	
Curb Replacement		\$ 12,960.00	TBD	
Baker Road Sidewalk Repair	\$ 7,420.00	\$ 7,645.00	TBD	
Incidental Costs	\$ 3,450.00	\$ 3,450.00	TBD	
<b>TOTAL</b>	<b>\$ 29,502.50</b>	<b>\$ 42,997.50</b>	<b>TBD</b>	

SUBJECT	BY	SHEET NO.	JOB NUMBER
	DATE		

10/7/2014

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(print date)

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# VILLAGE OF DEXTER

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## MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Village Manager**  
**Date: October 7, 2014**  
**Re: Dexter Crossing Lift Station**

Included in the 2014-2015 budget was \$10,000 for the replacement of one of two pumps at the Dexter Crossing Lift Station. This pump was purchased in late September for \$4900 from Kennedy, the contractor the Village uses for pump replacements. During the installation it was determined that the piping has deteriorated and needs to be replaced. The cost for this replacement is \$14,650. This work needs to be done before the new pump can be installed so currently the lift station is being operated with only one pump in place. The work includes replacement piping for both pumps.

Council is asked to approve the quote from Kennedy to replace the piping for \$14,650. The additional \$10,000 required to complete the project will come from the \$50,000 capital improvement line item that was originally budgeted for the Grand Street sewer replacement and screw pump repair. Staff is working on more cost effective solutions for those two projects and is not ready to make a recommendation on moving forward with either at this time.

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